

**CITY OF BISMARCK  
ANNUAL BUDGET  
2013**



**CITY OF BISMARCK, NORTH DAKOTA  
LIST OF ELECTED AND APPOINTED OFFICIALS**

**Mayor-Commissioners:**

	Initial Term <u>Commenced</u>	Current Term Expires <u>December 31</u>
Mayor, John Warford	2002	2014
Commissioner, Josh Askvig	2010	2014
Commissioner, Parrell Grossman	2008	2016
Commissioner, Mike Seminary	2008	2016
Commissioner, Brenda Smith	2010	2014

**Other Elected Officials:**

Municipal Judge..... William Severin

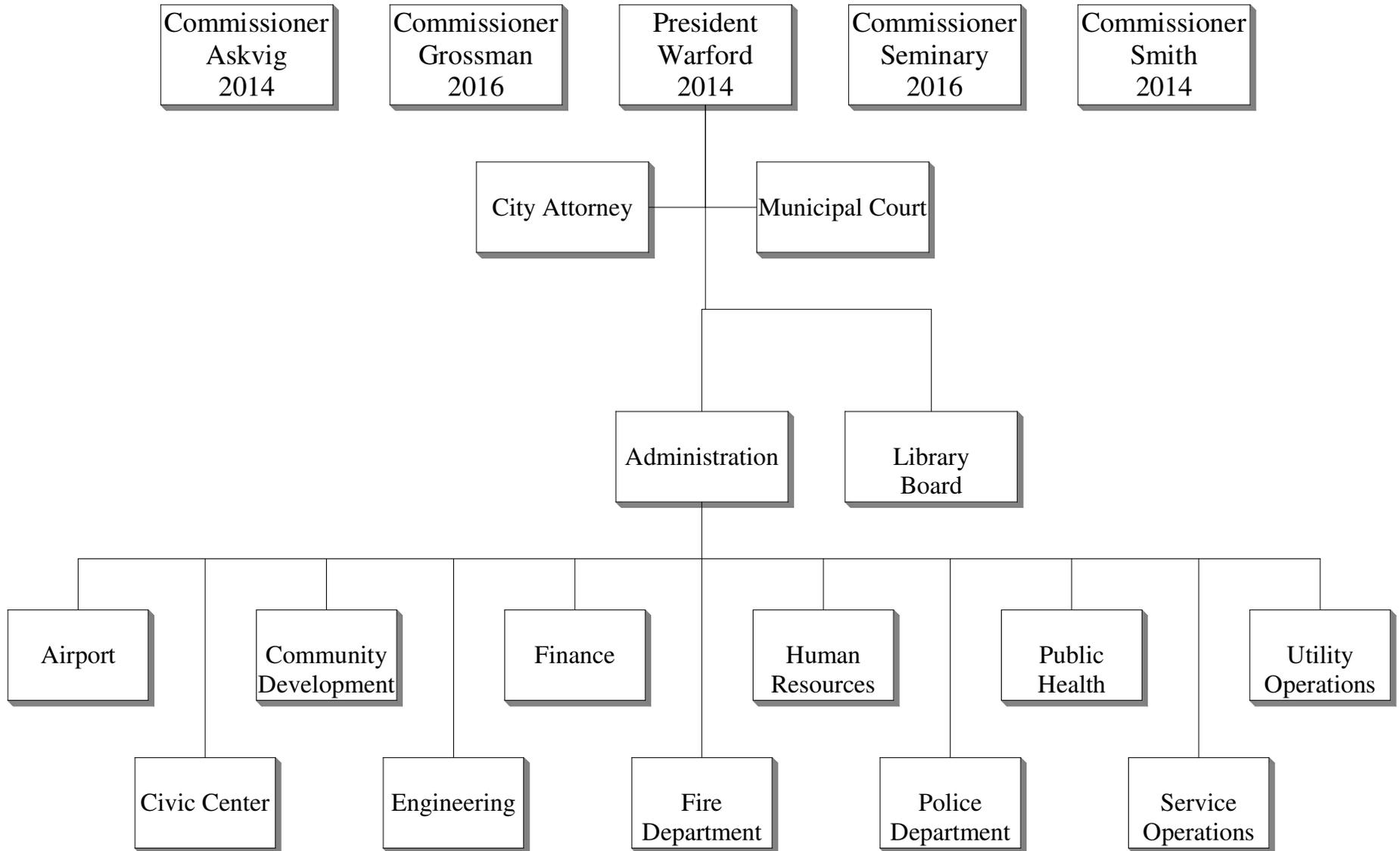
**Appointed Officials:**

City Administrator.....Bill Wocken  
 City Attorney..... Charles Whitman  
 Assistant City Administrator..... Keith Hunke

**Department Directors:**

Airport.....Greg Haug  
 Civic Center.....Charlie Jeske  
 Engineering.....Mel Bullinger  
 Finance.....Sheila Hillman  
 Fire Department.....Joel Boespflug  
 Human Resources.....Robert McConnell  
 Library.....Kristi Harms  
 Public Health.....Connie Griffin  
 Community Development.....Carl Hokenstad  
 Police Department.....Dan Donlin  
 Public Works Service Operations.....Jeff Heintz  
 Public Works Utility Operations.....Keith Demke

# City of Bismarck





January 2, 2013

Honorable Mayor and Commissioners:

Please accept the following operating budgets for the City of Bismarck for calendar year 2013. This document contains the General, Special and Debt Service Funds budgets, financial plans for the Enterprise and Internal Services Funds and the Capital Improvement Program for 2013. Also, included is the budget supplement that lists the departmental fees and charges and the five-year capital improvement program.

The budget process is coordinated by the Finance Department under the direction of the Budget Committee with the assistance of the Commissioners, Department Heads, and their staffs. The Home Rule budget procedures continue as the basis for the budget development. The utilization of annual revenue for base operations and cash reserves for one-time expenditures also continues to serve as the foundation for funding the budget. These policies establish the baseline for the 2013 budget.

The Commission continued their goal of reducing the mill levy while maintaining or enhancing the present level of service. There was a 7.13% increase in the tax base which included a 3% increase attributed to new growth and construction. The increase in property tax is limited to this growth in the new tax base. The total mills for the 2013 budget are 75.91 which reflect a 3.19 reduction in the mills. The reduction in mills levied continues a trend of lowering the mill levy each year since 1993. The budget also continues to include 25 mills funded from Sales Tax which represents a 7.13% increase in property tax relief. This is also attributed to the increase in the value of the mill.

The Commission considered all the department priority budget requests including requests for new employees. It was very clear that a majority of the requests were associated with the growth of our City and maintaining the level of service our community has come to expect.. A total of 22 new positions were authorized. The positions included two additional engineering techs, three firefighters, six police officers, four equipment operators, two maintenance techs, a PC tech, an appraiser, two office assistants and an administrative assistant. A 3.6% salary adjustment is also provided for employees. Base adjustments included a decrease of \$28,784 for workers compensation coverage. There was no increase required for the employee health insurance. In addition, specific operating and one-time increases were authorized for departments. Funding is authorized for a new land records management system, utility billing system, meter reading system and meter replacement. Pools in the General Fund were continued to address volatile costs for utilities and gasoline. The 2013 budget also continued a reserve of \$500,000 established in 2012 to help fund the City's share of the FEMA funding for the 2011 Missouri River flood event.

Funding authorized for major capital projects include parking lot overlays at the Civic Center, Fire Station 2, Public Health and the Thayer lot. Projects also include the upgrades of the production room at the Civic Center and audio at the Civic Center and Belle Mehus. Other projects include the replacement of heating/cooling equipment at the City/County Building and brick pavers at the Library entrance. The purchase of a new fire engine is also authorized. Rehabilitation projects for aprons and taxiway B and improvements in HVAC and drainage, as well as wetland mitigation and environmental assessments are authorized for the Airport.

Sales Tax funding for streets and highway projects includes the preliminary design for the reconstruction and widening of North Washing Street from Calgary to 57<sup>th</sup> Avenue, a section of urban roadway on East Divide to Volk Avenue, 43<sup>rd</sup> Avenue North from Lockport Street to 19<sup>th</sup> Street and LaSalle Avenue North at US83. Pavement repairs are also authorized on Century Avenue near Hay Creek Bridge. Sales Tax funding is also continued as a subsidy for the program to replace the hard surfaced streets in the City with permanent full depth asphalt pavement, for street reconstruction projects with subbase drainage systems and annual street resurfacing projects. Funding also includes an additional \$1,500,000 to establish a plan to upgrade the rural roadways within the City.

Capital improvement projects for Public Works Service Operations include the replacement of traffic signal cabinet and whiteway feed points and conductors. Major improvements for the Solid Waste Utility include phase III cell expansion, subtitle D cell closure, methane vents/wells project, construction of a cold storage building and installation of a new truck scale.

The Water, Sewer and Storm Water Utility continues with several major master plan projects. These include projects for phase 2 and 3 of the new water intake, softening expansion phase 1, filter backwash reclamation system, and CT Basin water storage reservoir and pumping station for the Water Treatment Plant and trickling filter improvements phase 5 for Wastewater Treatment Plant. The rate increase approved for the water utility is 5% to 6.3% and 4% to 6.3% for sanitary sewer service depending on the rate of consumption. The increases are structured so that small quantity users will have a smaller increase than large users. The monthly residential service line repair charge and the Storm Water rates were increased by \$.15 and by \$.30 for commercial Storm Water.

The City continues to prosper and grow with increased population, employment opportunities and new construction of both residential and commercial properties. This creates challenges and opportunities. The City adopted a strategic plan in the spring which included a value to proactively identify needs and opportunities. We think the 2013 budget will assist in establishing that value and to meet our mission to provide high quality public services in partnership with our community to enhance our quality of life.

Sincerely,



W. C. Wocken  
City Administrator

**BUDGET OF  
CITY OF BISMARCK, NORTH DAKOTA  
FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2013**

STATE OF NORTH DAKOTA )  
COUNTY OF BURLEIGH    ) SS  
CITY OF BISMARCK        )

I hereby certify that the within budget of the City of Bismarck for the fiscal year commencing January 1, 2013 is the budget as approved and passed by the Governing Body on the September 25, 2012.



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City Administrator

# CITY OF BISMARCK, NORTH DAKOTA 2013 BUDGET REPORT

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**City of Bismarck**  
**Comparative Levies for 2011 to 2012\***  
**2013 Budget**

<b>Budgeted Funds</b>	<b>2011 Levy</b>	<b>2011 Amount **</b>	<b>2012 Levy</b>	<b>2012 Amount</b>
<b>General:</b>				
General Fund	47.75	9,925,618	43.38	9,660,118
Building Construction	1.94	403,261	3.10	690,327
Weed/Leafy Spurge	0.34	70,675	0.32	71,260
<b>General Fund Subtotal</b>	<b>50.03</b>	<b>10,399,554</b>	<b>46.80</b>	<b>10,421,705</b>
<b>Special Revenue:</b>				
Roads & Streets: Forestry	1.99	413,654	2.30	512,178
Special Deficiency	1.00	207,866	3.00	668,058
Social Security	4.99	1,037,253	4.10	913,013
E/H Transit	3.00	623,599	3.00	668,058
Library	7.71	1,602,650	6.99	1,556,575
<b>Special Revenue Subtotal</b>	<b>18.69</b>	<b>3,885,022</b>	<b>19.39</b>	<b>4,317,882</b>
<b>Total Budgeted Funds</b>	<b>68.72</b>	<b>14,284,576</b>	<b>66.19</b>	<b>14,739,587</b>
<b>Non-budgeted:</b>				
City Pension	4.79	995,680	4.44	988,726
Police Pension	3.51	729,611	3.41	759,359
Firemen's Pension	2.03	421,969	1.87	416,423
<b>Total Non-budgeted Funds</b>	<b>10.33</b>	<b>2,147,260</b>	<b>9.72</b>	<b>2,164,508</b>
<b>Total Funds</b>	<b>79.05</b>	<b>16,431,836</b>	<b>75.91</b>	<b>16,904,095</b>
Prior Year Change			(3.14)	472,259

\* Represents the year in which taxes are levied with the collection of taxes budgeted in the subsequent year.

\*\* The actual 2011 values instead of the budgeted values are used to provide an accurate comparison to the 2012 values.

CITY OF BISMARCK, NORTH DAKOTA  
CERTIFICATE OF LEVY  
FOR THE YEAR 2012

STATE OF NORTH DAKOTA )  
COUNTY OF BURLEIGH ) SS

TO: KEVIN GLATT, AUDITOR OF BURLEIGH COUNTY

You are hereby notified that on the 25th day of September, 2012 the Governing Body of the City of Bismarck, North Dakota; the population of which, according to the last official census is 61,272; levied a tax of \$16,904,095 upon all taxable property in the City of Bismarck, North Dakota for the fiscal year beginning January 1, 2013 and ending December 31, 2013. The levy is itemized as follows:

General Fund	\$9,660,118
Building Construction	690,327
Weed /Leafy Spurge	71,260
Special Revenue Funds	
Roads & Streets: Forestry	512,178
Special Deficiency	668,058
Social Security	913,013
E/H Transit System	668,058
Library	1,556,575
Trust & Agency Funds	
City Pension	988,726
Police Pension	759,359
Firemen's Pension	416,423
TOTAL	<u>\$16,904,095</u>

You will duly enter and extend such tax upon the County Tax List collection upon the taxable property of the City of Bismarck for the current year.

Dated at Bismarck, North Dakota this 1st day of October, 2012.

  
\_\_\_\_\_  
City Administrator

**CITY OF BISMARCK  
SUMMARY OF 2013 BUDGET - ALL FUNDS**

	Personal Services	Maintenance & Operations	Capital Outlay	Transfers	Total
<b>General Fund</b>					
Administration	504,561	207,836			712,397
Salary & Benefits Adjustment	190	38,134			38,324
Building Maintenance	245,520	418,546			664,066
Building Construction				801,600	801,600
Cable TV Promotions		299,783			299,783
Contingencies				825,000	825,000
Attorney	372,406	15,090			387,496
Combined Communications	1,366,368	517,815		74,467	1,958,650
City Emergency Management	71,405	13,719			85,124
Engineering	1,810,555	120,377			1,930,932
Finance	2,335,274	498,301	40,500		2,874,075
Fire Department	5,619,735	500,734			6,120,469
Weed Control	45,841	26,495			72,336
Human Resources	310,375	27,511			337,886
Employee Training	10,000	69,900			79,900
Municipal Court	285,876	104,448			390,324
Community Development	1,140,437	133,561			1,273,998
HUD	57,848	12,160			70,008
Metropolitan Planning Org	173,872	962,993		23,707	1,160,572
Police	8,277,317	986,834	54,500		9,318,651
Public Health	1,325,975	280,957			1,606,932
One-Time Operations	241,689	1,203,095	1,733,923	570,000	3,748,707
Equipment Reserve		68,902	40,000		108,902
Nondepartmental	83,237	150,000		991,528	1,224,765
<b>General Fund Total</b>	<b>24,278,481</b>	<b>6,657,191</b>	<b>1,868,923</b>	<b>3,286,302</b>	<b>36,090,897</b>

**CITY OF BISMARCK  
SUMMARY OF 2013 BUDGET - ALL FUNDS**

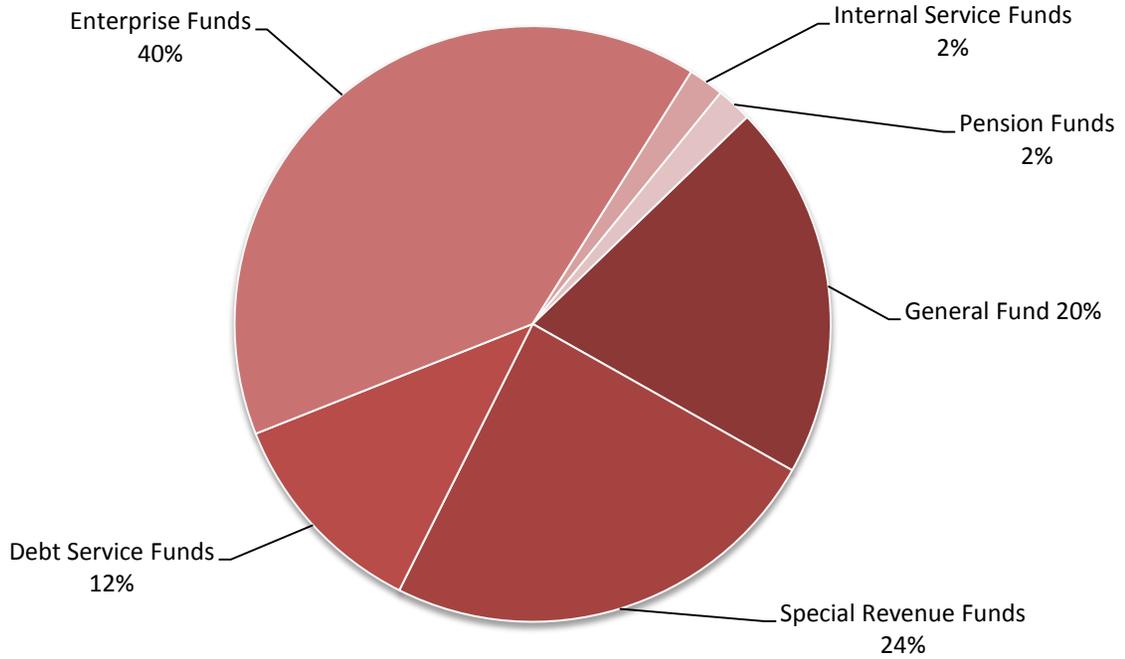
	Personal Services	Maintenance & Operations	Capital Outlay	Transfers	Total
<b>Special Revenue Funds</b>					
E&H Transit System		4,175,439		21,044	4,196,483
Bismarck Public Library	1,329,289	786,166		37,339	2,152,794
Police Drug Enforcement	1,375	53,280	15,000		69,655
Roads & Streets	2,616,354	2,967,813	598,000	97,699	6,279,866
Street Lights & Traffic Signal	466,757	1,087,124	35,000	305,398	1,894,279
Hotel & Motel Tax		839,602		148,165	987,767
Lodging Liquor & Food Tax		262,050		1,801,027	2,063,077
Sales Tax		1,000		13,477,265	13,478,265
Vision Fund		3,489,560			3,489,560
Social Security Tax	1,740,000				1,740,000
Special Deficiency & Assumption		180,951		764,892	945,843
Gov't Grants & Activities	1,677,982	3,350,522	425,000	71,314	5,524,818
<b>Special Revenue Funds Total</b>	<b>7,831,757</b>	<b>17,193,507</b>	<b>1,073,000</b>	<b>16,724,143</b>	<b>42,822,407</b>
<b>Debt Service Funds</b>					
Sewermain Bonds		4,672,105		150,000	4,822,105
Watermain Bonds		607,779		250,000	857,779
Sidewalk Bonds		1,093,780		27,216	1,120,996
Street Improvement Bonds		12,272,912		423,468	12,696,380
Lodging Liquor Food Bonds		1,031,590			1,031,590
<b>Debt Service Funds Total</b>		<b>19,678,166</b>		<b>850,684</b>	<b>20,528,850</b>
<b>Total Budgeted Funds</b>	<b>32,110,238</b>	<b>43,528,864</b>	<b>2,941,923</b>	<b>20,861,129</b>	<b>99,442,154</b>

**CITY OF BISMARCK  
SUMMARY OF 2013 BUDGET - ALL FUNDS**

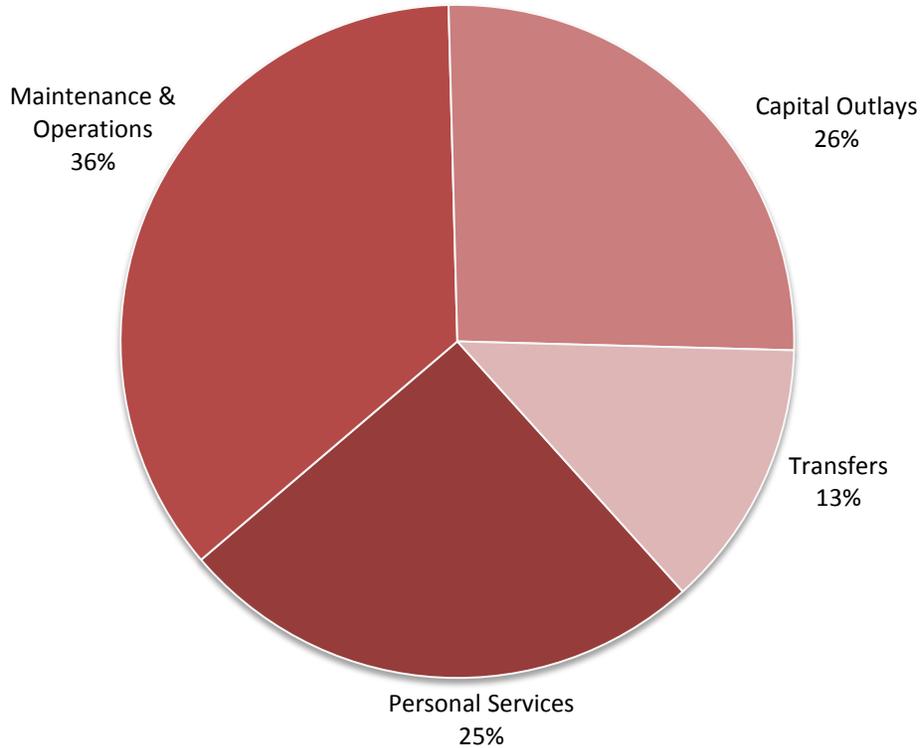
	Personal Services	Maintenance & Operations	Capital Outlay	Transfers	Total
<b>Enterprise Funds</b>					
Airport	1,482,760	3,533,609	4,814,000	191,873	10,022,242
Civic Center	1,696,268	3,825,263	1,238,070	229,231	6,988,832
Solid Waste Disposal	907,884	1,008,473	2,548,980	249,732	4,715,069
Solid Waste Collections	1,373,377	791,700	613,000	110,970	2,889,047
Water&Sewer-Water	2,360,919	4,172,674	27,752,500	270,088	34,556,181
Water&Sewer-SanitarySewer	1,380,234	2,269,713	5,650,000	153,664	9,453,611
Water&Sewer-Storm Water	227,251	750,553	150,000	51,974	1,179,778
Commercial Property		67,025		17,806	84,831
Northern Plains Commerce Centre		55,612		46,038	101,650
Parking Authority Lots		647,300		14,630	661,930
<b>Enterprise Funds Total</b>	<b>9,428,693</b>	<b>17,121,922</b>	<b>42,766,550</b>	<b>1,336,006</b>	<b>70,653,171</b>
<b>Internal Service Funds</b>					
Fleet Services	615,749	2,717,669		77,419	3,410,837
<b>Internal Service Funds Total</b>	<b>615,749</b>	<b>2,717,669</b>		<b>77,419</b>	<b>3,410,837</b>
<b>Pension Funds</b>					
City Pension	2,011,326				2,011,326
Police Pension	818,487				818,487
Fire Pension				566,693	566,693
<b>Pension Funds</b>	<b>2,829,813</b>			<b>566,693</b>	<b>3,396,506</b>
<b>Total City Funds</b>	<b>44,984,493</b>	<b>63,368,455</b>	<b>45,708,473</b>	<b>22,841,247</b>	<b>176,902,668</b>

CITY OF BISMARCK  
SUMMARY OF 2013 BUDGET - ALL FUNDS

### 2013 Budget by Fund



### 2013 Budget by Expenditure Type



**City of Bismarck**  
**Authorized Positions - All Funds**

	2011	2012	2013
<b>ADMINISTRATION</b>			
ASSISTANT ADMINISTRATOR	1.00	1.00	1.00
CITY ADMINISTRATOR	1.00	1.00	1.00
OFFICE ASSISTANT II	2.00	2.00	2.00
	<i>Administration</i>	<i>4.00</i>	<i>4.00</i>
PUBLIC INFORMATION OFFICER	1.00	1.00	1.00
	<i>Public Information</i>	<i>1.00</i>	<i>1.00</i>
	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
<b>BUILDING MAINTENANCE</b>			
DIRECTOR OF MAINTENANCE SERVICES	1.00	1.00	1.00
MAINTENANCE ATTENDANT II	1.00	1.00	1.00
MAINTENANCE ATTENDANT III	1.00	1.00	1.00
MAINTENANCE SUPERVISOR II	-	-	0.67
OFFICE ASSISTANT II	0.50	0.50	0.50
	<b>3.50</b>	<b>3.50</b>	<b>4.17</b>
<b>ATTORNEY</b>			
ASST CITY ATTORNEY	1.00	1.00	1.00
CITY ATTORNEY	1.00	1.00	1.00
LEGAL ASSISTANT	1.00	1.00	1.00
LEGAL SECRETARY	1.00	1.00	1.00
	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>
<b>COMBINED COMMUNICATIONS CENTER</b>			
COMMUNICATIONS MANAGER	1.00	1.00	1.00
COMMUNICATIONS TECHNICIAN	1.00	-	-
DISPATCHER I	17.00	19.00	19.00
DISPATCHER II	3.00	1.00	1.00
OFFICE ASSISTANT II	1.00	1.00	1.00
PUBLIC SAFETY TELECOMMUNICATOR SUPERVISOR	2.00	3.00	3.00
	<i>Combined Communications Center Administration</i>	<i>25.00</i>	<i>25.00</i>
CITY OF BISMARCK EMERGENCY MANAGER	1.00	1.00	1.00
	<i>City Emergency Management</i>	<i>1.00</i>	<i>1.00</i>
	<b>26.00</b>	<b>26.00</b>	<b>26.00</b>
<b>ENGINEERING</b>			
ADMINISTRATIVE ASSISTANT	1.00	1.00	1.00
CITY ENGINEER	1.00	1.00	1.00
ASSISTANT ADMINISTRATOR	1.00	1.00	1.00
DESIGN & CONSTRUCTION ENGINEER	1.00	2.00	2.00
ENGINEERING AIDE I	2.00	1.00	1.00
ENGINEERING TECH I	2.00	3.00	3.00
ENGINEERING TECH II	4.00	4.00	6.00
ENGINEERING TECH III	7.00	7.00	6.00
OFFICE ASSISTANT II	1.00	1.00	1.00
PROFESSIONAL LAND SURVEYOR	-	-	1.00
PROJECT ENGINEER	3.00	3.00	3.00
TRAFFIC ENGINEER	1.00	1.00	1.00
	<b>24.00</b>	<b>25.00</b>	<b>27.00</b>
<b>FINANCE</b>			
CITY ASSESSOR	1.00	1.00	1.00
OFFICE ASSISTANT I	1.00	-	-
OFFICE ASSISTANT II	1.00	2.00	2.00
OFFICE ASSISTANT III	1.00	1.00	1.00
REAL PROP APPRAISER I	1.00	1.00	-
REAL PROP APPRAISER II	2.00	2.00	4.00
REAL PROP APPRAISER III	2.00	2.00	2.00
	<i>Assessing</i>	<i>9.00</i>	<i>10.00</i>

**City of Bismarck  
Authorized Positions - All Funds**

	2011	2012	2013
ACCOUNTANT	1.00	1.00	1.00
ACCOUNTING TECHNICIAN II	5.00	5.00	5.00
COMPTROLLER	1.00	1.00	1.00
DIRECTOR OF FINANCE	1.00	1.00	1.00
FINANCIAL ANALYST	1.00	1.00	1.00
SPECIAL ASSESSMENT ANALYST	1.00	1.00	1.00
GRANTS COORDINATOR	1.00	1.00	1.00
OFFICE ASSISTANT II	1.00	1.00	1.00
	<i>Fiscal Services</i>	<i>12.00</i>	<i>12.00</i>
INFORMATION TECHNOLOGY MANAGER	1.00	1.00	1.00
GIS TECHNICIAN	3.00	-	-
GIS ANALYST	-	3.00	3.00
PC & NETWORK TECHNICIAN	4.00	4.00	5.00
PROGRAMMER/ANALYST I	2.00	2.00	2.00
PROGRAMMER/ANALYST II	2.00	2.00	2.00
	<i>Information Technology</i>	<i>12.00</i>	<i>12.00</i>
	<b>33.00</b>	<b>33.00</b>	<b>35.00</b>
<b>FIRE DEPARTMENT</b>			
ASSISTANT FIRE CHIEF	2.00	-	-
DEPUTY FIRE CHIEF	-	1.00	1.00
DIRECTOR OF FIRE & INSPECTIONS	1.00	1.00	1.00
FIRE BATTALION CHIEF	3.00	3.00	3.00
FIRE CAPTAIN	18.00	18.00	18.00
FIRE MARSHAL	1.00	1.00	1.00
FIRE SUPPORT CHIEF	-	1.00	1.00
FIREFIGHTER	51.00	51.00	54.00
OFFICE ASSISTANT III	1.00	1.00	1.00
	<i>Fire &amp; Administration</i>	<i>77.00</i>	<i>77.00</i>
ENVIRONMENTAL HEALTH ADMINISTRATOR	1.00	1.00	1.00
ENVIRONMENTAL HEALTH SPECIALIST	3.00	3.00	3.00
WEED CONTROL SPECIALIST	1.00	1.00	1.00
	<i>Environmental Health</i>	<i>5.00</i>	<i>5.00</i>
	<b>82.00</b>	<b>82.00</b>	<b>85.00</b>
<b>HUMAN RESOURCES</b>			
DIRECTOR OF HUMAN RESOURCES	1.00	1.00	1.00
HUMAN RESOURCES ASSISTANT	2.00	2.00	2.00
HUMAN RESOURCES GENERALIST	1.00	1.00	1.00
OFFICE ASSISTANT II	-	-	1.00
	<b>4.00</b>	<b>4.00</b>	<b>5.00</b>
<b>MUNICIPAL COURT</b>			
CLERK OF MUNICIPAL COURT	1.00	1.00	1.00
OFFICE ASSISTANT I	2.00	2.00	2.00
OFFICE ASSISTANT III	1.00	1.00	1.00
	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>
<b>COMMUNITY DEVELOPMENT</b>			
DIRECTOR OF COMMUNITY DEVELOPMENT	1.00	1.00	1.00
OFFICE ASSISTANT III	1.00	1.00	1.00
OFFICE ASSISTANT II	0.20	0.20	0.20
PLANNER I	2.00	2.00	2.00
PLANNING MANAGER	1.00	1.00	1.00
TRANSPORTATION PLANNER	0.40	0.40	0.40
	<i>Planning &amp; Development</i>	<i>5.60</i>	<i>5.60</i>
BLDG/HSG INSPECTOR	6.00	6.00	6.00
BUILDING OFFICIAL	1.00	1.00	1.00
OFFICE ASSISTANT I	1.00	-	-
OFFICE ASSISTANT II	-	1.00	2.00
OFFICE ASSISTANT III	1.00	1.00	1.00
PLANS EXAMINER	1.00	2.00	2.00
	<i>Building Inspections</i>	<i>10.00</i>	<i>11.00</i>
	<b>10.00</b>	<b>11.00</b>	<b>12.00</b>

**City of Bismarck  
Authorized Positions - All Funds**

		2011	2012	2013
PLANNER I		1.00	1.00	1.00
	<i>HUD</i>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
OFFICE ASSISTANT II		0.80	0.80	0.80
TRANSPORTATION PLANNER		1.60	1.60	1.60
	<i>MPO</i>	<u>2.40</u>	<u>2.40</u>	<u>2.40</u>
		<b>19.00</b>	<b>20.00</b>	<b>21.00</b>
<b>POLICE DEPARTMENT</b>				
OFFICE ASSISTANT III		1.00	1.00	1.00
POLICE CHIEF		1.00	1.00	1.00
	<i>Administration</i>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
ANIMAL CONTROL WARDEN		3.00	3.00	3.00
CAR MARKER		2.00	2.00	2.00
DEPUTY POLICE CHIEF		1.00	1.00	1.00
OFFICE ASSISTANT II		1.00	1.00	1.00
POLICE LIEUTENANT		6.00	6.00	6.00
POLICE OFFICER		61.00	65.00	71.00
POLICE SERGEANT		11.00	11.00	11.00
	<i>Field Services</i>	<u>85.00</u>	<u>89.00</u>	<u>95.00</u>
DEPUTY POLICE CHIEF		1.00	1.00	1.00
MAINTENANCE ATTENDANT I		2.00	2.00	2.00
MAINTENANCE ATTENDANT III		1.00	1.00	1.00
OFFICE ASSISTANT I		7.00	2.00	2.00
OFFICE ASSISTANT II		2.00	7.00	7.00
POLICE LIEUTENANT		3.00	3.00	3.00
POLICE OFFICER		8.00	6.00	6.00
POLICE PROPERTY TECHNICIAN		2.00	2.00	2.00
POLICE SERGEANT		2.00	2.00	2.00
POLICE YOUTH WORKER		6.00	6.00	6.00
PRINCIPAL OFFICE ASSISTANT		1.00	1.00	1.00
	<i>Support Services</i>	<u>35.00</u>	<u>33.00</u>	<u>33.00</u>
	<i>Total Police Department General Fund</i>	<u>122.00</u>	<u>124.00</u>	<u>130.00</u>
POLICE OFFICER-Gov't Aid		7.00	7.00	7.00
	<i>Total PD Special Revenue Funds</i>	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>
		<b>129.00</b>	<b>131.00</b>	<b>137.00</b>
<b>PUBLIC HEALTH</b>				
ACCOUNTING TECHNICIAN III		1.00	1.00	1.00
COMMUNITY HEALTH NURSING SUPERVISOR		2.00	2.00	2.00
COMMUNITY HEALTH NURSE		9.25	9.25	9.25
DIETICIAN		1.00	1.00	1.00
DIRECTOR OF NURSING		1.00	1.00	1.00
MEDICAL BILLING SPECIALIST		1.00	1.00	1.00
OFFICE ASSISTANT I		1.00	1.00	1.00
WOMEN'S WAY COORDINATOR		0.45	0.45	0.45
	<i>Total PH General Fund</i>	<u>16.70</u>	<u>16.70</u>	<u>16.70</u>
COMMUNITY HEALTH NURSE		4.00	4.00	4.00
BIOTERRORISM RESPONSE COORDINATOR		1.00	1.00	1.00
SCHOOL TOBACCO PREVENTION COORDINATOR		1.00	1.00	1.00
TOBACCO PREVENTION/CONTROL COORDINATOR		1.00	1.00	1.00
OFFICE ASSISTANT II		2.00	2.00	2.00
WOMEN'S WAY COORDINATOR		0.55	0.55	0.55
	<i>Total PH Government Aid</i>	<u>9.55</u>	<u>9.55</u>	<u>9.55</u>
		<b>26.25</b>	<b>26.25</b>	<b>26.25</b>
	<i>Total General Fund</i>	343.20	347.20	362.87
	<i>Total Government Aid &amp; PD Special Revenue</i>	16.55	16.55	16.55
		<b>359.75</b>	<b>363.75</b>	<b>379.42</b>

**City of Bismarck  
Authorized Positions - All Funds**

	2011	2012	2013
<b>ROADS &amp; STREETS</b>			
ADMINISTRATIVE ASSISTANT	-	-	0.25
EQUIPMENT OPERATOR II	22.00	22.00	26.00
MAINTENANCE SUPERVISOR II	1.00	1.00	1.00
SERVICE OPERATIONS DIRECTOR	0.50	0.50	0.50
	<i>Roads &amp; Streets</i>	<i>23.50</i>	<i>27.75</i>
EQUIPMENT OPERATOR II	8.00	8.00	8.00
	<i>Snowgates</i>	<i>8.00</i>	<i>8.00</i>
ARBORIST I	3.00	3.00	3.00
ARBORIST II	1.00	1.00	1.00
CITY FORESTER	1.00	1.00	1.00
URBAN FORESTRY PROGRAM SPECIALIST	1.00	1.00	1.00
	<i>Forestry</i>	<i>6.00</i>	<i>6.00</i>
	<b>Total Roads &amp; Streets</b>	<b>37.50</b>	<b>41.75</b>
<b>STREET LIGHTS &amp; TRAFFIC SIGNALS</b>			
ELECTRONICS TECHNICIAN I	1.00	1.00	1.00
MAINTENANCE SUPERVISOR I	1.00	1.00	1.00
MAINTENANCE SUPERVISOR III	0.33	0.33	-
TRAFFIC SIGNAL TECHNICIAN	6.00	6.00	6.00
	<b>Total Street Light Utilities</b>	<b>8.33</b>	<b>8.00</b>
<b>SOLID WASTE DISPOSAL</b>			
ADMINISTRATIVE ASSISTANT	-	-	0.25
OFFICE ASSISTANT I	0.50	-	-
OFFICE ASSISTANT II	1.00	1.50	1.50
SERVICE OPERATIONS DIRECTOR	0.50	0.50	0.50
	<i>Solid Waste Administration</i>	<i>2.00</i>	<i>2.25</i>
EQUIPMENT OPERATOR II	9.00	9.00	8.00
WASTE REDUCTION/DIVERSION/RECYCLING SPECIALIST	1.00	1.00	1.00
WASTE FEE COLLECTOR	3.00	3.00	3.00
	<i>Solid Waste Disposal</i>	<i>13.00</i>	<i>12.00</i>
	<b>15.00</b>	<b>15.00</b>	<b>14.25</b>
<b>SOLID WASTE COLLECTIONS</b>			
EQUIPMENT OPERATOR I	12.00	12.00	13.00
MAINTENANCE SUPERVISOR II	1.00	1.00	1.00
WASTE COLLECTOR	10.00	10.00	10.00
	<i>Solid Waste Collections</i>	<i>23.00</i>	<i>24.00</i>
	<b>Total Solid Waste Utilities</b>	<b>38.00</b>	<b>38.25</b>
<b>AIRPORT</b>			
AIRPORT MANAGER	1.00	1.00	1.00
AIRPORT OPERATIONS MANAGER	1.00	1.00	1.00
ASSISTANT AIRPORT OPERATIONS MANAGER	1.00	1.00	1.00
PRINCIPAL OFFICE ASSISTANT	1.00	1.00	1.00
OFFICE ASSISTANT I	1.00	1.00	1.00
OFFICE ASSISTANT II	1.00	1.00	1.00
	<i>Airport Administration</i>	<i>6.00</i>	<i>6.00</i>
EQUIPMENT MECHANIC I	2.00	2.00	2.00
EQUIPMENT MECHANIC II	1.00	1.00	1.00
EQUIPMENT OPERATOR II	2.00	2.00	2.00
MAINTENANCE ATTENDANT I	2.00	2.00	2.00
MAINTENANCE ATTENDANT II	1.00	1.00	1.00
MAINTENANCE SUPERVISOR II	1.00	1.00	1.00
	<i>Airport Buildings</i>	<i>9.00</i>	<i>9.00</i>
OPERATIONS AGENT	6.00	6.00	6.00
	<i>Airport Property &amp; Land</i>	<i>6.00</i>	<i>6.00</i>
	<b>Total Airport</b>	<b>21.00</b>	<b>21.00</b>

**City of Bismarck**  
**Authorized Positions - All Funds**

	2011	2012	2013
<b>CIVIC CENTER</b>			
ASSISTANT FOOD & BEVERAGE MANAGER	-	1.00	1.00
BOX OFFICE SUPERVISOR	1.00	1.00	1.00
CIVIC CENTER OPERATIONS MANAGER	1.00	1.00	1.00
CIVIC CENTER/AUDITORIUM MANAGER	1.00	1.00	1.00
CONCESSIONS MANGER	1.00	1.00	1.00
SALES ASSOCIATE	1.00	1.00	1.00
MAINTENANCE ATTENDANT II	5.00	5.00	5.00
MAINTENANCE ATTENDANT III	1.00	1.00	1.00
MAINTENANCE SUPERVISOR I	2.00	2.00	2.00
OFFICE ASSISTANT II	2.00	2.00	2.00
SALES & MKTG MANAGER	1.00	1.00	1.00
	<b>16.00</b>	<b>17.00</b>	<b>17.00</b>
<b>WATER &amp; SEWER-WATER</b>			
ACCOUNTING TECHNICIAN I	1.00	2.00	2.00
ADMINISTRATIVE ASSISTANT	-	-	0.16
MAINTENANCE ATTENDANT III	1.00	1.00	1.00
MAINTENANCE SUPERVISOR II	-	-	0.33
MAINTENANCE SUPERVISOR III	0.33	0.33	-
MAINTENANCE TECH II	-	-	1.00
OFFICE ASSISTANT I	1.17	1.00	1.00
OFFICE ASSISTANT II	1.00	0.17	0.17
PRINCIPAL OFFICE ASSISTANT	1.00	1.00	1.00
UTILITIES OPERATIONS DIRECTOR	0.34	0.34	0.34
	<b>5.84</b>	<b>5.84</b>	<b>7.00</b>
<i>Water Administration</i>	<i>2.00</i>	<i>-</i>	<i>-</i>
EQUIPMENT OPERATOR I	-	2.00	2.00
LIME SLUDGE PLANT OPERATOR	1.00	1.00	1.00
W/WW MAINTENANCE TECH II	1.00	1.00	1.00
W/WW MAINTENANCE TECH III	2.00	2.00	2.00
W/WW PLANT LAB TECHNICIAN	6.00	6.00	6.00
W/WW PLANT OPERATOR II	1.00	1.00	1.00
W/WW PLANT SUPERVISOR	1.00	1.00	1.00
WATER PLANT SUPERINTENDENT	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>
	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
<i>Water Treatment</i>	<b>11.00</b>	<b>11.00</b>	<b>10.00</b>
MAINTENANCE SUPERVISOR III	-	-	1.00
W/WW MAINTENANCE TECH II	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>
W/WW MAINTENANCE TECH III	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>
	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>
<i>Water Distribution</i>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>
MAINTENANCE ATTENDANT II	<b>33.84</b>	<b>33.84</b>	<b>35.00</b>
	<b>33.84</b>	<b>33.84</b>	<b>35.00</b>
<b>WATER &amp; SEWER-SANITARY SEWER</b>			
ADMINISTRATIVE ASSISTANT	-	-	0.17
MAINTENANCE TECH II	-	-	1.00
OFFICE ASSISTANT I	0.17	-	-
OFFICE ASSISTANT II	-	0.17	0.17
UTILITIES OPERATIONS DIRECTOR	0.33	0.33	0.33
W/WW MAINTENANCE TECH II	4.00	4.00	4.00
	<b>4.50</b>	<b>4.50</b>	<b>5.67</b>
<i>Sanitary Sewer</i>	1.00	1.00	1.00
EQUIPMENT OPERATOR II	1.00	1.00	1.00
INDUSTRIAL PRETREATMENT TECHNICIAN	1.00	1.00	1.00
LAB MANAGER/INDUSTRIAL PRETREATMENT MANAGER	2.00	2.00	2.00
W/WW MAINTENANCE TECH II	1.00	1.00	1.00
W/WW MAINTENANCE TECH III	1.00	1.00	1.00
W/WW PLANT LAB TECHNICIAN	5.00	5.00	5.00
W/WW PLANT OPERATOR	1.00	1.00	1.00
W/WW PLANT SUPERVISOR	1.00	1.00	1.00
WW TREATMENT PLANT SUPERINTENDENT	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>
	<b>18.50</b>	<b>18.50</b>	<b>19.67</b>
<i>Waste Water Treatment</i>	<b>18.50</b>	<b>18.50</b>	<b>19.67</b>

**City of Bismarck**  
**Authorized Positions - All Funds**

	2011	2012	2013
<b>WATER &amp; SEWER-STORM WATER</b>			
ADMINISTRATIVE ASSISTANT	-	-	0.17
OFFICE ASSISTANT I	0.16	-	-
OFFICE ASSISTANT II	-	0.16	0.16
STORMWATER PROGRAM COORDINATOR	1.00	1.00	1.00
UTILITIES OPERATIONS DIRECTOR	0.33	0.33	0.33
W/WW MAINTENANCE TECH II	1.00	1.00	1.00
<i>Storm Water</i>	<u>2.49</u>	<u>2.49</u>	<u>2.66</u>
Total Water & Sewer Utilities	<b>54.83</b>	<b>54.83</b>	<b>57.33</b>
<b>FLEET SERVICES</b>			
EQUIPMENT MECHANIC I	6.00	6.00	6.00
EQUIPMENT MECHANIC II	1.00	1.00	1.00
EQUIPMENT PARTS SPECIALIST	1.00	1.00	1.00
MAINTENANCE SUPERVISOR II	-	-	1.00
MAINTENANCE SUPERVISOR III	0.34	0.34	-
OFFICE ASSISTANT II	0.50	0.50	0.50
Total Fleet Services	<u>8.84</u>	<u>8.84</u>	<u>9.50</u>
<b>GRAND TOTAL</b>	<b><u>544.25</u></b>	<b><u>549.25</u></b>	<b><u>572.25</u></b>

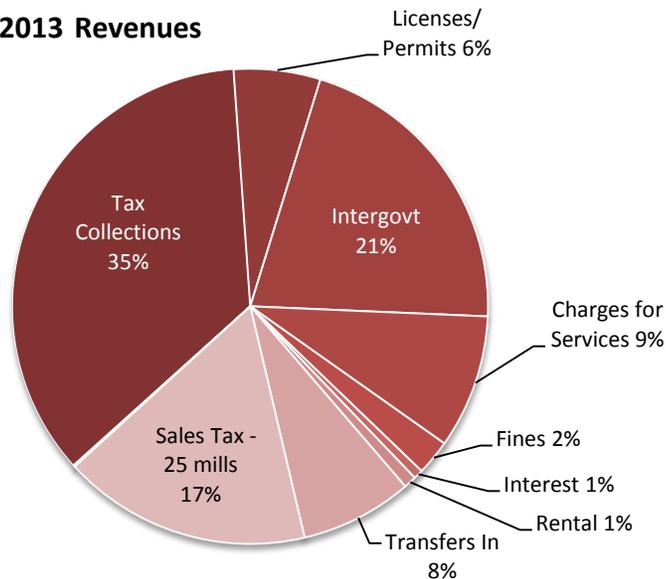
**City of Bismarck  
General Fund Summary  
Comparison of Revenue and Expenditures**

	2011 Actual	2012 Budget	2013 Budget
<b>Revenue:</b>			
Tax Collections	\$ 10,917,215	\$ 11,605,855	\$ 11,711,705
Licenses/Permits	1,956,383	1,687,855	1,942,201
Intergovernmental	5,414,434	4,799,785	6,889,450
Charges for Services	2,843,318	2,775,782	3,004,575
Fines	786,474	772,650	790,450
Interest	123,135	101,320	210,555
Rental	309,848	282,367	282,867
Transfers In	1,875,726	2,217,767	2,515,448
Sales Tax - 25 mills for property tax reduction	5,052,900	5,181,275	5,567,150
Sale of Assets/Other	78,115	32,475	36,650
<b>Total Revenues</b>	<b>29,357,549</b>	<b>29,457,131</b>	<b>32,951,051</b>
Cash Reserve:	-	1,316,157	3,139,846
<b>Total</b>	<b>\$ 29,357,549</b>	<b>\$ 30,773,288</b>	<b>\$ 36,090,897</b>

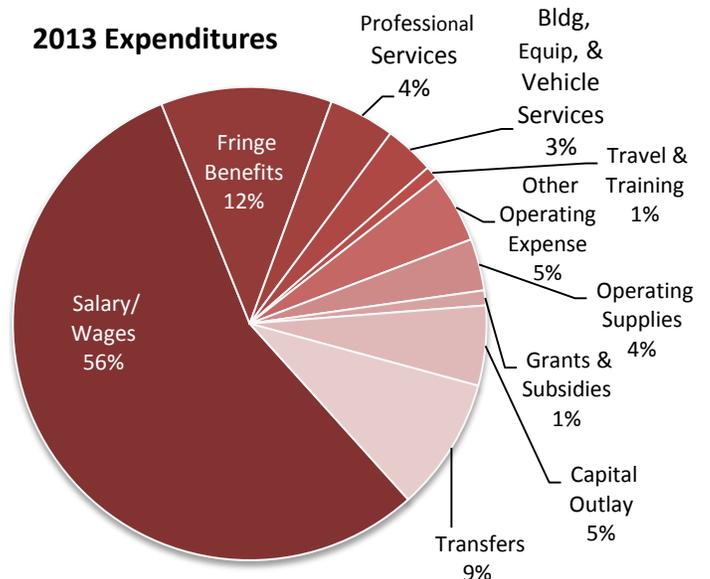
**Expenditures:**

Salary/Wages	17,478,799	18,746,673	20,061,688
Fringe Benefits	3,736,671	3,915,139	4,224,128
Professional, Legal, & Contracted Services	619,117	1,044,098	1,628,329
Building, Equipment, & Vehicle Services	1,151,327	1,197,896	1,232,952
Travel & Training	182,703	309,772	325,490
Other Operating Expense	1,399,684	1,506,422	1,716,420
Operating Supplies	1,009,783	1,195,278	1,277,388
Grants & Subsidies	371,683	379,344	369,277
Capital Outlay	884,926	392,851	1,968,923
Transfers	837,360	2,085,815	3,286,302
<b>Total Expenditures</b>	<b>\$ 27,672,053</b>	<b>\$ 30,773,288</b>	<b>\$ 36,090,897</b>

**2013 Revenues**



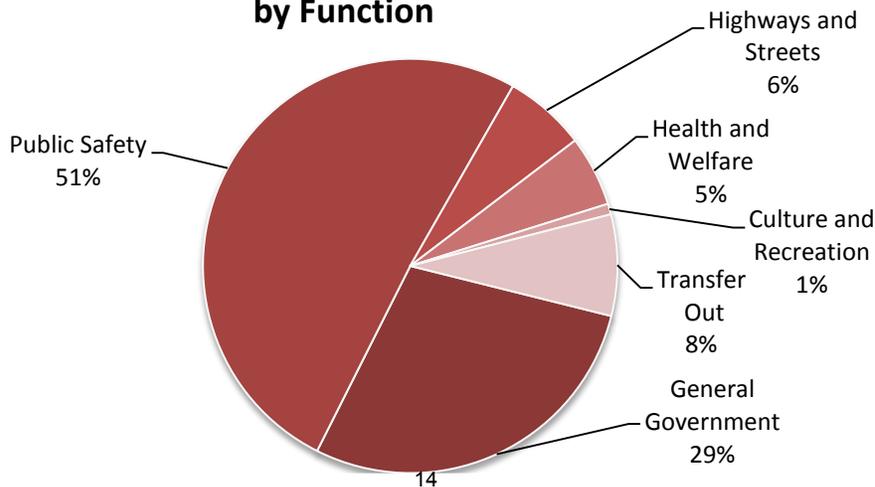
**2013 Expenditures**



**City of Bismarck  
General Fund Budget by Function  
Comparison of Budgeted Expenditures**

	2011 Actual	2012 Budget	2013 Budget
Administration	624,066	730,250	750,721
Building Maintenance	569,502	637,811	664,066
Attorney	360,322	375,319	387,496
Finance	2,315,802	2,668,407	2,874,075
Human Resources	358,413	383,165	417,786
Municipal Court	367,342	381,889	390,324
Community Development	1,588,937	1,864,751	2,504,578
One-time Operations	537,447	810,773	2,251,839
Equipment Reserve	24,865	29,525	56,275
<b>General Government Total</b>	<b>\$ 6,746,696</b>	<b>\$ 7,881,890</b>	<b>\$ 10,297,160</b>
Combined Communications	1,648,185	1,942,274	2,043,774
Fire	5,330,622	5,618,968	5,838,903
Police	8,470,088	8,831,955	9,318,651
One-time Operations	869,552	459,289	1,138,890
Equipment Reserve	6,861	900	8,500
<b>Public Safety Total</b>	<b>\$ 16,325,308</b>	<b>\$ 16,853,386</b>	<b>\$ 18,348,718</b>
Weed Control	70,584	71,059	72,336
Engineering	1,570,264	1,727,714	1,930,932
One-time Operations	39,000	27,000	279,500
Equipment Reserve	26,479	43,210	20,000
<b>Highways and Streets Total</b>	<b>\$ 1,706,327</b>	<b>\$ 1,868,983</b>	<b>\$ 2,302,768</b>
Environmental Health	292,442	280,984	281,566
Public Health	1,512,071	1,593,726	1,606,932
One-time Operations	49,231	53,330	75,678
Equipment Reserve	35,183	29,663	24,127
<b>Health and Welfare Total</b>	<b>\$ 1,888,927</b>	<b>\$ 1,957,703</b>	<b>\$ 1,988,303</b>
Cable TV Promotions	269,781	281,944	299,783
Centennial Beach	667	2,000	-
One-time Operations	18,210	12,800	2,800
Equipment Reserve	34,178	-	-
<b>Culture and Recreation Total</b>	<b>\$ 322,836</b>	<b>\$ 296,744</b>	<b>\$ 302,583</b>
Nondepartmental	301,959	889,582	1,224,765
Building Construction	380,000	200,000	801,600
Contingencies	-	825,000	825,000
<b>Transfer Out Total</b>	<b>\$ 681,959</b>	<b>\$ 1,914,582</b>	<b>\$ 2,851,365</b>
<b>Total General Fund Expenditures</b>	<b>\$ 27,672,053</b>	<b>\$ 30,773,288</b>	<b>\$ 36,090,897</b>

**2013 General Fund Budget  
by Function**



**City of Bismarck**  
**Revenue Budget - General Fund 100**  
**For the Year 2013**

<b>Tax Collections</b>	
3010.100 - Real Estate Tax-Current	10,421,705
3010.110 - Real Estate Tax-Prior	150,000
3010.200 - Mobile Home Tax-Current	105,000
3010.210 - Mobile Home Tax-Prior	10,000
3050.100 - Franchise Fees-Cable	1,025,000
<b>Tax Collections Total</b>	<b>11,711,705</b>
<b>Licenses &amp; Permits</b>	
3110.100 - Insp Fee-Day Care Providr	2,700
3110.125 - Insp-Daycare Centers	980
3110.150 - Insp-Group Homes	385
3110.160 - Insp-Lodging Establishmnt	5,800
3110.170 - Insp-Tanning Facility	2,000
3110.200 - Insp Fee-Food Service	71,000
3110.500 - Insp-Tatoo/Body Art Estb	750
3120.100 - License-Dog	15,000
3120.150 - License-Liquor	215,000
3120.175 - License-Gambling	3,400
3120.200 - License-Mobile Home Park	8,500
3120.300 - License-Pawn Broker	150
3120.325 - License-Peddlers	4,650
3120.375 - License-Mechanical	30,000
3120.400 - License-Special Pets	80
3120.450 - License-Swim Pool	6,300
3120.500 - License-Taxi Business	2,000
3130.100 - Permits-Buildings	1,143,806
3130.110 - Permits-Home Business	200
3130.120 - Permits-Manufactured Home	1,000
3130.225 - Permits-Dance	100
3130.250 - Permits-Temporary Structure,	500
3130.300 - Permits-Dealers	4,000
3130.350 - Permits-Drain Fld/Percula	10,000
3130.400 - Permits-Excavation	80,000
3130.450 - Permits-Fireworks Display	500
3130.460 - Permits-Fireworks Stand	500
3130.465 - Permits-Temporary Use	500
3130.480 - Permits-Hood Fire Suppres	500
3130.485 - Permits-Fire Sprinkler/St	6,500
3130.490 - Permits-Fire Alarm/Detect	5,000
3130.500 - Permits-Mechanical	70,000
3130.550 - Permits-Moving	250

**City of Bismarck**  
**Revenue Budget - General Fund 100**  
**For the Year 2013**

3130.600 - Permits-Overload	19,000
3130.655 - Permits-Deer	250
3130.700 - Permits-Pesticide	850
3130.750 - Permits-Pistol	50
3130.800 - Permits-Plumbing	50,000
3130.850 - Permits-Wiring	180,000
<b>Licenses &amp; Permits Total</b>	<b>1,942,201</b>

**Intergovernmental Revenue**

3220.310 - Nurses Veterans Admin	15,000
3230.325 - ND Emergency Mgmt Grants	35,000
3230.710 - MPO Grant	1,160,572
3240.100 - Fire Insurance	115,000
3240.200 - Homestead Cr-RE Current	40,000
3240.210 - Homestead Cr-RE Prior	5,000
3240.230 - Homestead Cr-MH Prior	2,000
3240.240 - Disabled Vetran Cr - RE Current	30,000
3240.250 - Disabled Vetran Cr - RE Prior	2,000
3240.300 - In Lieu of Tax-Bank Franc	90,000
3240.310 - In Lieu of Tax-Bur Cty Hs	12,000
3240.320 - In Lieu of Tax-Game/Fish	1,500
3240.340 - In Lieu of Tax-Telecommun	94,000
3240.350 - In Lieu of Tax-Trans Line	10,000
3240.360 - In Lieu of Tax-United Trb	20,000
3240.370 - In Lieu of Tax-Fire	18,000
3240.380 - In Lieu of Tax-Commercial	50,000
3240.505 - Program-HIV Testing	6,000
3240.510 - Program-Home Hlth St Aid	171,204
3240.515 - Program-Maternal & Child	62,000
3240.525 - Program-Ryan White	3,000
3240.530 - Program-TB	6,300
3240.545 - Program-Viral Hepatitis	3,600
3240.700 - Program-State Gaming	32,000
3240.800 - State Aid Distribution	4,000,000
3240.910 - Tax-Cigarette	160,000
3250.100 - Bismarck Schools PYB Svc	12,000
3250.210 - Burleigh Comb Comm/EM Svc	397,809
3250.220 - Burleigh Information Svc	32,000
3250.240 - Burleigh Planning Service	30,000
3250.250 - Burleigh Public Hlth Svc	110,065
3250.260 - Burleigh Youth Services	60,000
3250.300 - Lincoln Police Dispatch	2,400
3250.600 - Nurses Medicaid	60,000

**City of Bismarck**  
**Revenue Budget - General Fund 100**  
**For the Year 2013**

3250.605 - Home Health Medicaid	27,000
3250.700 - Parks & Rec Patrol Svc	14,000
<b>Intergovernmental Revenue Total</b>	<b>6,889,450</b>

**Charges for Services**

3300.100 - Fees-Computer Service	500
3300.150 - Fees-Records Search	200
3300.175 - Fees-Applications	50,000
3300.225 - Fees-Maps	800
3300.420 - Sale of Hardware/Software Products	500
3305.100 - Fees-Animal Impound	14,000
3305.125 - Fees-Board of Adjustment	2,000
3305.130 - Fees-Board & Disposal	11,000
3305.150 - Fees-Contract Policing	30,000
3305.155 - Fees-Contract Facility	2,000
3305.200 - Fees-EM911 Phone	747,795
3305.208 - Fees-EM911 Enhancement	28,800
3305.250 - Fees-Fire Alarm	6,800
3305.275 - Fees-MIP Classes	5,000
3305.276 - Fees-Shoplifting Kits	200
3305.300 - Fees-Security Alarm Resp	20,000
3305.325 - Fees-Towing/Impound	30,000
3305.350 - Fees-Weed Cutting	21,000
3305.400 - Sale of Abandoned Property	25,000
3305.450 - Sale of EM Tape Reproduct	300
3310.125 - Fees-Engineering Concrete	45,000
3310.150 - Fees-Engineering SA	1,500,000
3310.160 - Fees-Engineer WU,SV,SX,SU	25,000
3310.175 - Fees-Engr Special Project	30,000
3310.200 - Fees-Engr Storm Water Mgm	9,000
3310.350 - Fees-Site Plan Reviews	14,000
3310.425 - Sale of Engineering Plans	4,000
3310.426 - Sale of Engineering Specs	100
3315.100 - Blood Pressure Screening	1,000
3315.125 - Health Services	40,000
3315.150 - Home Health Services	20,000
3315.175 - Immunization Fees-Adult	150,000
3315.200 - Immunization Fees-Child	50,000
3315.210 - Immunization Fees-Oversea	25,000
3350.100 - Fees-Administration Svc	95,580
<b>Charges for Services Total</b>	<b>3,004,575</b>

**City of Bismarck**  
**Revenue Budget - General Fund 100**  
**For the Year 2013**

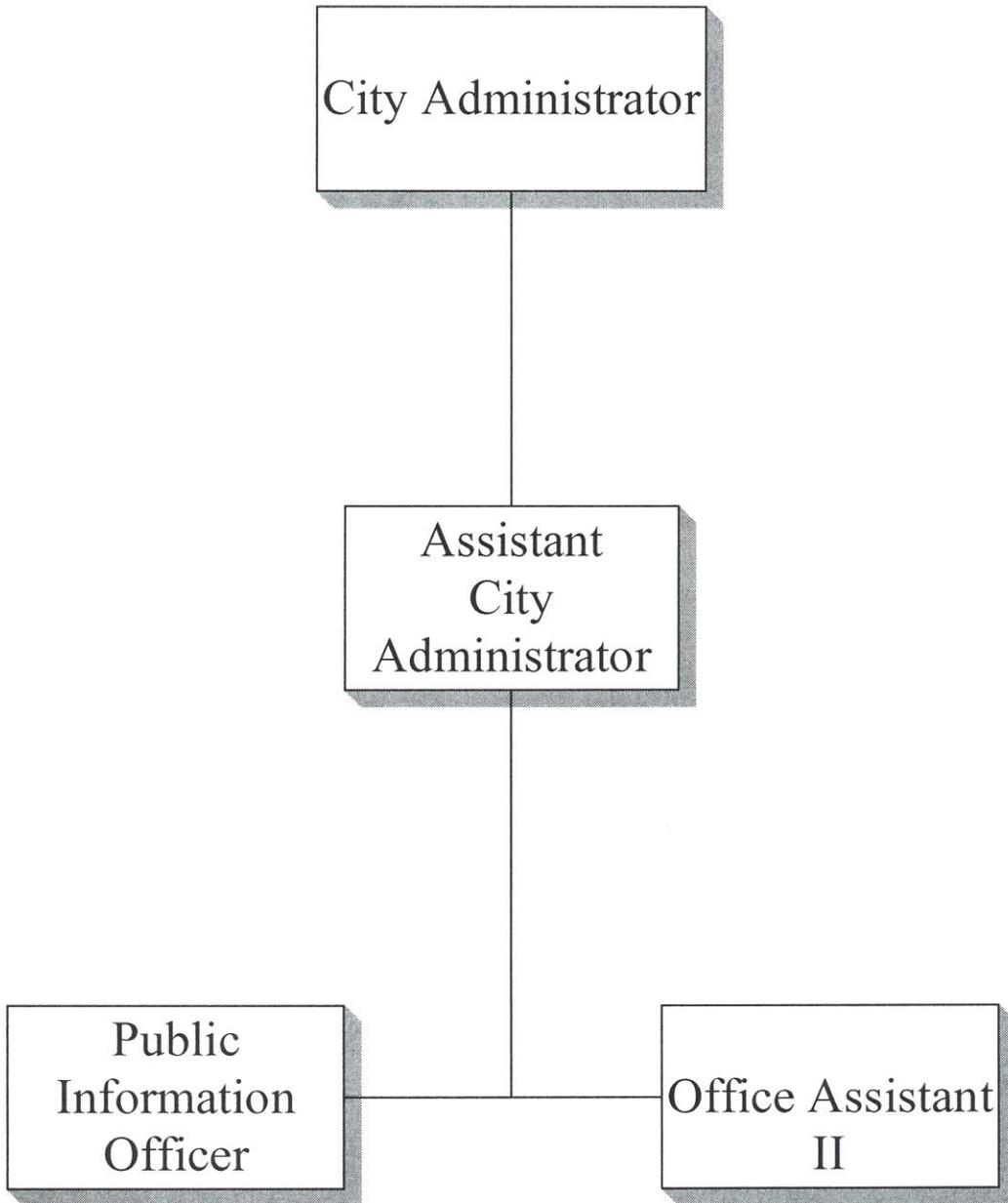
<b>Other Income</b>	
3355.100 - Other Income	26,400
<b>Other Income Total</b>	<b>26,400</b>
<b>Fines &amp; Forfeits</b>	
3400.125 - Fines-Criminal	465,000
3400.150 - Fines-Municipal Traffic	230,000
3400.175 - Fines-NSF	450
3400.200 - Fines-Parking Tickets	95,000
<b>Fines &amp; Forfeits Total</b>	<b>790,450</b>
<b>Investment Earnings</b>	
3600.100 - Interest-Trade A/R	95,050
3600.102 - Penalty-Trade A/R	50
3600.200 - Interest-Bldg Construct	1,875
3600.275 - Interest-Computer Expansn	2,900
3600.350 - Interest-Department Eqpt	8,000
3600.475 - Interest-Fire Truck Eqpt	2,000
3600.600 - Interest-Investment	100,000
3600.700 - Interest-Parking Fees	180
3600.775 - Interest-Risk Management	200
3600.900 - Interest-Technology Eqpt	300
<b>Investment Earnings Total</b>	<b>210,555</b>
<b>Rental</b>	
3700.100 - Rent-Building	277,719
3710.175 - Rent-Land Lease	4,500
3720.100 - Rent-Parking Lot	648
<b>Rental Total</b>	<b>282,867</b>
<b>Other Financing Sources</b>	
3900.205 - Transfer-E/H Transit	21,044
3900.210 - Transfer-Library	37,338
3900.250 - Transfer-Roads & Streets	97,699
3900.255 - Transfer-StrLght/Traflgts	32,859
3900.280 - Transfer-Hotel & Motel Tx	16,136
3900.282 - Transfer-Lod,Liq,Food Tax	23,657
3900.285 - Transfer-Sales Tax	6,652,302
3900.290 - Transfer-SpecDef/Assumpt	283,892
3900.310 - Transfer-Tax Increment	67,849
3900.315 - Transfer-HUD	70,008

**City of Bismarck**  
**Revenue Budget - General Fund 100**  
**For the Year 2013**

3900.600 - Transfer-Airport	104,659
3900.630 - Transfer-Civic Center	124,562
3900.650 - Transfer-SW Disposal	86,420
3900.655 - Transfer-SW Collections	33,861
3900.665 - Transfer-Water	136,400
3900.670 - Transfer-Sanitary Sewer	71,132
3900.675 - Transfer-Storm Sewer	38,704
3900.685 - Transfer-Commercial Property	17,806
3900.686 - Transfer-NPCC	46,038
3900.690 - Transfer-Parking Authorit	14,630
3900.705 - Transfer-Fleet Services	43,305
3900.725 - Transfer-Liability Ins	17,349
3900.740 - Transfer-Workforce Safety Ins,	310
3900.750 - Transfer-Employee Ins	44,638
<b>Other Financing Sources Total</b>	<b>8,082,598</b>
<b>Sale of Assets/Expense</b>	
3910.100 - Gain/Loss on Dispsl Asset	10,000
3910.125 - Insurance Recoveries	250
<b>Sale of Assets/Expense Total</b>	<b>10,250</b>
<b>Grand Total</b>	<b>32,951,051</b>
<b>Cash Reserve</b>	<b>3,139,846</b>
<b>Total General Fund</b>	<b>36,090,897</b>



# City of Bismarck Administration



## ADMINISTRATION

The mission of Administration is to provide timely and professional management services in accomplishing the City's mission and long-term goals. This section provides a broad range of administrative, management and financial services to all departments of the City as directed by The Board of City Commissioners. Administration also provides public information; answers questions on public finance, ordinances and public record; issues various licenses and permits, reviews and monitors the city's finances.

The Department provides technical and clerical support for various City committees and commissions and coordinates their actions with the City Commission. It also coordinates the city election with the county.

Administration has established the following goals for 2013:

- Continue flood recovery efforts
- Continue coordination and implementation of strategic planning initiative
- Continue supporting city web page changes that provide citizens with more City Commission and department information and E-government applications
- Continue development of intranet application
- Continue implementation of City workforce planning program
- Continue to encourage department cooperative services and programs
- Contribute to community growth strategy
- Develop a community relations program
- Maintain citizen meeting schedule
- Contribute to community economic development strategy
- Increase the coordination of city efforts to provide services to the public
- Continue development of the Northern Plains Commerce Centre
- Continue to increase the accountability of city programs to the public
- Coordinate state legislative policy program

**City of Bismarck  
Service Efforts and Accomplishments  
General Fund - Administration  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
<b>Administration Operations</b>			
Salary/Wages	\$ 292,504	312,337	331,704
Fringe Benefits	36,241	37,224	37,190
Professional/Legal Services	289	500	500
Property/Equipment	-	500	500
Travel/Training	1,767	12,423	9,925
Service Expense	4,524	7,200	7,200
Supply Expense	5,199	11,200	10,200
Total Expenditures	<u>\$ 340,524</u>	<u>\$ 381,384</u>	<u>\$ 397,219</u>
Number of Employees	4.00	4.00	4.00
<b>Commission</b>			
Salary/Wages	\$ 64,102	66,346	68,736
Fringe Benefits	1,857	2,087	2,060
Professional/Legal Services	289	500	500
Property/Equipment	910	-	-
Travel/Training	310	10,190	8,790
Service Expense	38,435	39,050	40,820
Supply Expense	1,982	4,121	3,750
Grants & Subsidies	-	-	-
Total Expenditures	<u>\$ 107,885</u>	<u>\$ 122,294</u>	<u>\$ 124,656</u>
<b>Special Projects</b>			
Professional/Legal Services	\$ 19,754	51,000	51,000
Grants	60,000	60,000	60,000
Total Expenditures	<u>\$ 79,754</u>	<u>\$ 111,000</u>	<u>\$ 111,000</u>
<b>Salary &amp; Benefit Adjustments</b>			
Salary/Wages	\$ -	3,134	190
Professional/Legal Services	11,000	15,000	15,000
Service Expense	20,733	20,000	23,134
Total Expenditures	<u>\$ 31,733</u>	<u>\$ 38,134</u>	<u>\$ 38,324</u>
<b>Public Information</b>			
Salary/Wages	\$ 54,886	57,394	59,478
Fringe Benefits	5,095	5,397	5,393
Professional/Legal Services	-	4,197	4,301
Travel/Training	2,254	5,500	5,400
Service Expense	1,705	3,325	3,325
Supply Expense	230	1,625	1,625
Total Expenditures	<u>\$ 64,170</u>	<u>\$ 77,438</u>	<u>\$ 79,522</u>
Number of Employees	1.00	1.00	1.00

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**100 Administration**

**010 Administration Operations**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	320,238
4120.000 - Part-Time Wages	7,000
4170.000 - Sick Overage	4,466

**Personal Services - Salaries & Wage Total** **331,704**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	35,668
4200.200 - Life Insurance	250
4240.100 - Workers Comp-Premium	372
4250.250 - Meal Allowance - No Hotel	300
4250.300 - Mileage Allowance	300
4250.400 - Physical-Fringe Benefits	300

**Personal Services - Fringe Benefits Total** **37,190**

**Professional, Legal, and Contracted Service Fees**

4330.200 - Service Contract	500
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**Professional, Legal, and Contracted Service Fees Total** **500**

**Building, Equipment, and Vehicle Services**

4420.300 - Rpr/Mtce-Equipment	500
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**Building, Equipment, and Vehicle Services Total** **500**

**Travel and Training**

4500.100 - Lodging	3,000
4500.200 - Meals	500
4500.300 - Airfare	2,975
4500.350 - Car Rental	500
4500.600 - Travel-Mileage Reimbursmt	500
4500.700 - Service Area Travel	750
4500.800 - Taxi/Parking	200
4510.100 - Conference Registration	1,500

**Travel and Training Total** **9,925**

**Other Operating Services**

4605.100 - Telephone	1,000
4605.200 - Cell Phones	850
4610.100 - Advertising/Promotions	500
4610.200 - Legal Ads	2,000
4615.000 - Printing/Binding	500
4630.300 - Membership/Dues	500

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

<b>100 Administration</b>	
4635.100 - Computer Service Fees	250
4635.250 - Blackberry Service Fee	250
4635.300 - Software Upgrade/Maintain	600
4665.000 - Hospitality/Entertainment	750
<b>Other Operating Services Total</b>	<b>7,200</b>
<b>Operating Supplies</b>	
4700.100 - Office Supplies	2,500
4700.200 - Office Small Equipment	1,200
4700.300 - Computer Small Equipment	2,500
4700.400 - Copier/Printer Supplies	1,000
4700.500 - Postage	1,800
4750.000 - Subscriptions/Publication	1,200
<b>Operating Supplies Total</b>	<b>10,200</b>
<b>010 Administration Operations Total</b>	<b>397,219</b>
<b>011 Commission</b>	
<hr/>	
<b>Personal Services - Salaries &amp; Wage</b>	
4100.000 - Commission Salaries	68,736
<b>Personal Services - Salaries &amp; Wage Total</b>	<b>68,736</b>
<b>Personal Services - Fringe Benefits</b>	
4240.100 - Workers Comp-Premium	260
4250.700 - Cell Phone Allowance	1,800
<b>Personal Services - Fringe Benefits Total</b>	<b>2,060</b>
<b>Professional, Legal, and Contracted Service Fees</b>	
4330.200 - Service Contract	500
<b>Professional, Legal, and Contracted Service Fees Total</b>	<b>500</b>
<b>Travel and Training</b>	
4500.100 - Lodging	2,600
4500.200 - Meals	1,000
4500.300 - Airfare	2,600
4500.600 - Travel-Mileage Reimbursmt	500
4500.700 - Service Area Travel	150
4500.800 - Taxi/Parking	100
4510.100 - Conference Registration	1,840
<b>Travel and Training Total</b>	<b>8,790</b>

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**100 Administration**

**Other Operating Services**

4610.100 - Advertising/Promotions	1,000
4610.200 - Legal Ads	5,500
4630.300 - Membership/Dues	33,320
4635.200 - Network Services	250
4665.000 - Hospitality/Entertainment	750

**Other Operating Services Total** **40,820**

**Operating Supplies**

4700.100 - Office Supplies	1,000
4700.200 - Office Small Equipment	500
4700.300 - Computer Small Equipment	500
4700.400 - Copier/Printer Supplies	500
4700.500 - Postage	1,200
4750.000 - Subscriptions/Publication	50

**Operating Supplies Total** **3,750**

**011 Commission Total** **124,656**

**014 Special Projects**

**Professional, Legal, and Contracted Service Fees**

4310.500 - Study Consultants	40,000
4310.700 - Professional Consultants	11,000

**Professional, Legal, and Contracted Service Fees Total** **51,000**

**Grants and Subsidies**

4900.200 - Operating Grant/Subsidies	60,000
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**Grants and Subsidies Total** **60,000**

**014 Special Projects Total** **111,000**

**015 Salary & Benefits Adjust**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	190
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**Personal Services - Salaries & Wage Total** **190**

**Professional, Legal, and Contracted Service Fees**

4310.500 - Study Consultants	15,000
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**Professional, Legal, and Contracted Service Fees Total** **15,000**

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**100 Administration**

**Other Operating Services**

4630.200 - Administrative Fees 23,134

**Other Operating Services Total 23,134**

**015 Salary & Benefits Adjust Total 38,324**

**017 Public Information**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries 59,478

**Personal Services - Salaries & Wage Total 59,478**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance 4,820

4200.200 - Life Insurance 63

4240.100 - Workers Comp-Premium 110

4240.200 - Workers Comp-Med Assmt 200

4250.300 - Mileage Allowance 200

**Personal Services - Fringe Benefits Total 5,393**

**Professional, Legal, and Contracted Service Fees**

4310.700 - Professional Consultants 3,601

4330.100 - Contract Labor 500

4330.200 - Service Contract 200

**Professional, Legal, and Contracted Service Fees Total 4,301**

**Travel and Training**

4500.100 - Lodging 1,000

4500.200 - Meals 300

4500.300 - Airfare 1,500

4500.600 - Travel-Mileage Reimbursmt 500

4500.700 - Service Area Travel 300

4500.800 - Taxi/Parking 100

4510.100 - Conference Registration 1,200

4510.300 - In-House Training 500

**Travel and Training Total 5,400**

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**100 Administration**

**Other Operating Services**

4605.100 - Telephone	400
4605.200 - Cell Phones	900
4610.200 - Legal Ads	600
4615.000 - Printing/Binding	600
4630.300 - Membership/Dues	375
4635.100 - Computer Service Fees	100
4635.250 - Blackberry Service Fee	100
4635.300 - Software Upgrade/Maintain	100
4665.000 - Hospitality/Entertainment	150

**Other Operating Services Total** **3,325**

**Operating Supplies**

4700.100 - Office Supplies	300
4700.200 - Office Small Equipment	1,000
4700.500 - Postage	50
4700.600 - Small Software Programs	250
4750.000 - Subscriptions/Publication	25

**Operating Supplies Total** **1,625**

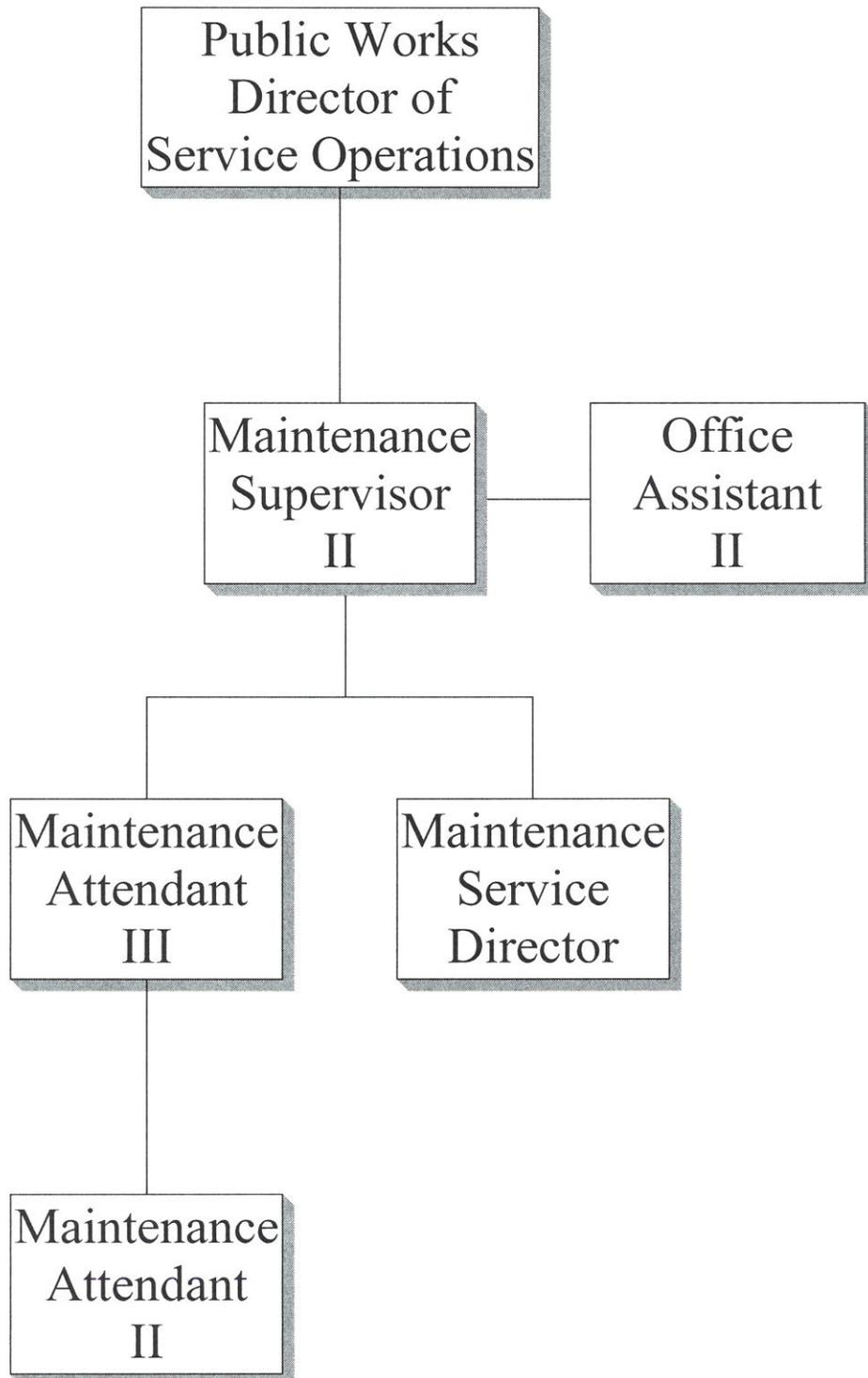
**017 Public Information Total** **79,522**

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**100 Administration Total** **750,721**

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City of Bismarck  
Building Maintenance Department



## BUILDING MAINTENANCE

The mission of Building Maintenance is to utilize all available skills of city staff members to provide facilities and services that ensure the health and safety and enhance the quality of work life for all city employees, while striving for goals of excellence in customer service in an atmosphere of open communication thereby maximizing teamwork and minimizing operational expenses.

Building Maintenance has a staff of four, three funded by the General Fund and one funded by Water Administration. They maintain fourteen buildings including the City/County Office Building, Bismarck/Burleigh Public Health Building, Public Works Building, five buildings at the City Landfill and five Fire Stations and communications buildings for Combined Communications.

**City of Bismarck  
Service Efforts and Accomplishments  
General Fund - Building Maintenance  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Salary/Wages	\$ 157,812	\$ 199,264	\$ 200,259
Fringe Benefits	37,100	45,281	45,261
Professional/Legal Services	16,809	14,913	16,473
Property/Equipment	324,432	336,502	358,449
Travel/Training	594	4,550	4,550
Service Expense	14,512	17,901	18,082
Supply Expense	18,244	19,400	20,992
Total Expenditures	\$ 569,503	\$ 637,811	\$ 664,066
Number of Employees	3.50	3.50	4.17

**City of Bismarck**  
**Annual Budget - General Fund 100**  
**For the Year 2013**

**102 Building Maintenance**

**000 Operations**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	151,134
4130.000 - Overtime Wages	200

**Personal Services - Salaries & Wage Total** **151,334**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	31,744
4200.200 - Life Insurance	198
4240.100 - Workers Comp-Premium	793

**Personal Services - Fringe Benefits Total** **32,735**

**Building, Equipment, and Vehicle Services**

4420.100 - Rpr/Mtce-Building	1,000
4420.200 - Rpr/Mtce-Property	55
4420.300 - Rpr/Mtce-Equipment	500
4420.400 - Rpr/Mtce-Vehicles	1,500
4430.100 - Rentals-Building	4,389
4430.300 - Rentals-Equipment	300

**Building, Equipment, and Vehicle Services Total** **7,744**

**Travel and Training**

4500.100 - Lodging	500
4500.200 - Meals	500
4500.300 - Airfare	700
4500.350 - Car Rental	250
4500.400 - Travel-Fuel	200
4500.600 - Travel-Mileage Reimbursmt	100
4500.700 - Service Area Travel	200
4500.800 - Taxi/Parking	100
4510.100 - Conference Registration	1,000
4510.300 - In-House Training	500
4510.400 - Training Supplies	500

**Travel and Training Total** **4,550**

**Other Operating Services**

4605.100 - Telephone	466
4605.200 - Cell Phones	800
4610.200 - Legal Ads	200
4635.200 - Network Services	150
4635.300 - Software Upgrade/Maintain	1,840

**Other Operating Services Total** **3,456**

**City of Bismarck**  
**Annual Budget - General Fund 100**  
**For the Year 2013**

**102 Building Maintenance**

**Operating Supplies**

4700.100 - Office Supplies	2,000
4700.200 - Office Small Equipment	250
4700.300 - Computer Small Equipment	125
4700.400 - Copier/Printer Supplies	25
4700.500 - Postage	200
4705.000 - Uniforms	1,225
4710.100 - Shop Supplies	100
4710.200 - Small Tools/Equipment	200
4725.100 - Gasoline	4,000
<b>Operating Supplies Total</b>	<b>8,125</b>

**000 Operations Total** **207,944**

**001 5th & Front**

**Professional, Legal, and Contracted Service Fees**

4330.200 - Service Contract	420
4330.300 - Facility Service Contract	6,133
<b>Professional, Legal, and Contracted Service Fees Total</b>	<b>6,553</b>

**Building, Equipment, and Vehicle Services**

4400.100 - Water/Sewer	2,189
4400.200 - Electricity	35,000
4400.400 - Waste Disposal	500
4400.500 - Natural Gas	26,000
4410.100 - Janitorial Service	64,577
4410.300 - Snow Removal	8,000
4420.100 - Rpr/Mtce-Building	18,230
4420.200 - Rpr/Mtce-Property	1,000
4420.300 - Rpr/Mtce-Equipment	8,880
<b>Building, Equipment, and Vehicle Services Total</b>	<b>164,376</b>

**Other Operating Services**

4600.100 - State Fire and Tornado	2,988
4600.200 - Boiler Insurance	600
4605.100 - Telephone	800
<b>Other Operating Services Total</b>	<b>4,388</b>

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**102 Building Maintenance**

**Operating Supplies**

4700.200 - Office Small Equipment	50
4700.300 - Computer Small Equipment	200
4710.100 - Shop Supplies	200
4710.200 - Small Tools/Equipment	1,000
4710.600 - Janitorial Supplies	3,500
<b>Operating Supplies Total</b>	<b>4,950</b>

**001 5th & Front Total** **180,267**

**002 City/County Building**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	48,025
4130.000 - Overtime Wages	900

**Personal Services - Salaries & Wage Total** **48,925**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	11,890
4200.200 - Life Insurance	63
4240.100 - Workers Comp-Premium	573

**Personal Services - Fringe Benefits Total** **12,526**

**Professional, Legal, and Contracted Service Fees**

4330.100 - Contract Labor	1,000
4330.200 - Service Contract	420
4330.300 - Facility Service Contract	8,500

**Professional, Legal, and Contracted Service Fees Total** **9,920**

**Building, Equipment, and Vehicle Services**

4400.100 - Water/Sewer	4,000
4400.200 - Electricity	44,100
4400.400 - Waste Disposal	1,092
4400.500 - Natural Gas	25,315
4410.100 - Janitorial Service	54,121
4410.300 - Snow Removal	6,001
4420.100 - Rpr/Mtce-Building	28,400
4420.300 - Rpr/Mtce-Equipment	11,000
4420.400 - Rpr/Mtce-Vehicles	1,500
4430.500 - Rentals-Parking	10,800

**Building, Equipment, and Vehicle Services Total** **186,329**

**City of Bismarck**  
**Annual Budget - General Fund 100**  
**For the Year 2013**

**102 Building Maintenance**

**Other Operating Services**

4600.100 - State Fire and Tornado	7,407
4600.200 - Boiler Insurance	1,250
4605.100 - Telephone	1,581

**Other Operating Services Total** **10,238**

**Operating Supplies**

4700.300 - Computer Small Equipment	450
4705.000 - Uniforms	680
4710.100 - Shop Supplies	500
4710.200 - Small Tools/Equipment	2,000
4710.600 - Janitorial Supplies	4,187
4725.100 - Gasoline	100

**Operating Supplies Total** **7,917**

**002 City/County Building Total** **275,855**

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**102 Building Maintenance Total** **664,066**

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**City of Bismarck  
Service Efforts and Accomplishments  
General Fund  
2013 Budget**

**Building Construction**

	2011 Actual	2012 Budget	2013 Budget
Transfers	\$ 380,000	\$ 200,000	\$ 801,600
Total Expenditures	<u>\$ 380,000</u>	<u>\$ 200,000</u>	<u>\$ 801,600</u>

**Cable TV Promotions**

	2011 Actual	2012 Budget	2013 Budget
Grants	\$ 269,781	\$ 281,944	\$ 299,783
Total Expenditures	<u>\$ 269,781</u>	<u>\$ 281,944</u>	<u>\$ 299,783</u>

**Centennial Beach**

	2011 Actual	2012 Budget	2013 Budget
Property/Equipment	\$ 575	\$ 1,750	\$ -
Service Expense	92	250	-
Total Expenditures	<u>\$ 667</u>	<u>\$ 2,000</u>	<u>\$ -</u>

**Contingencies**

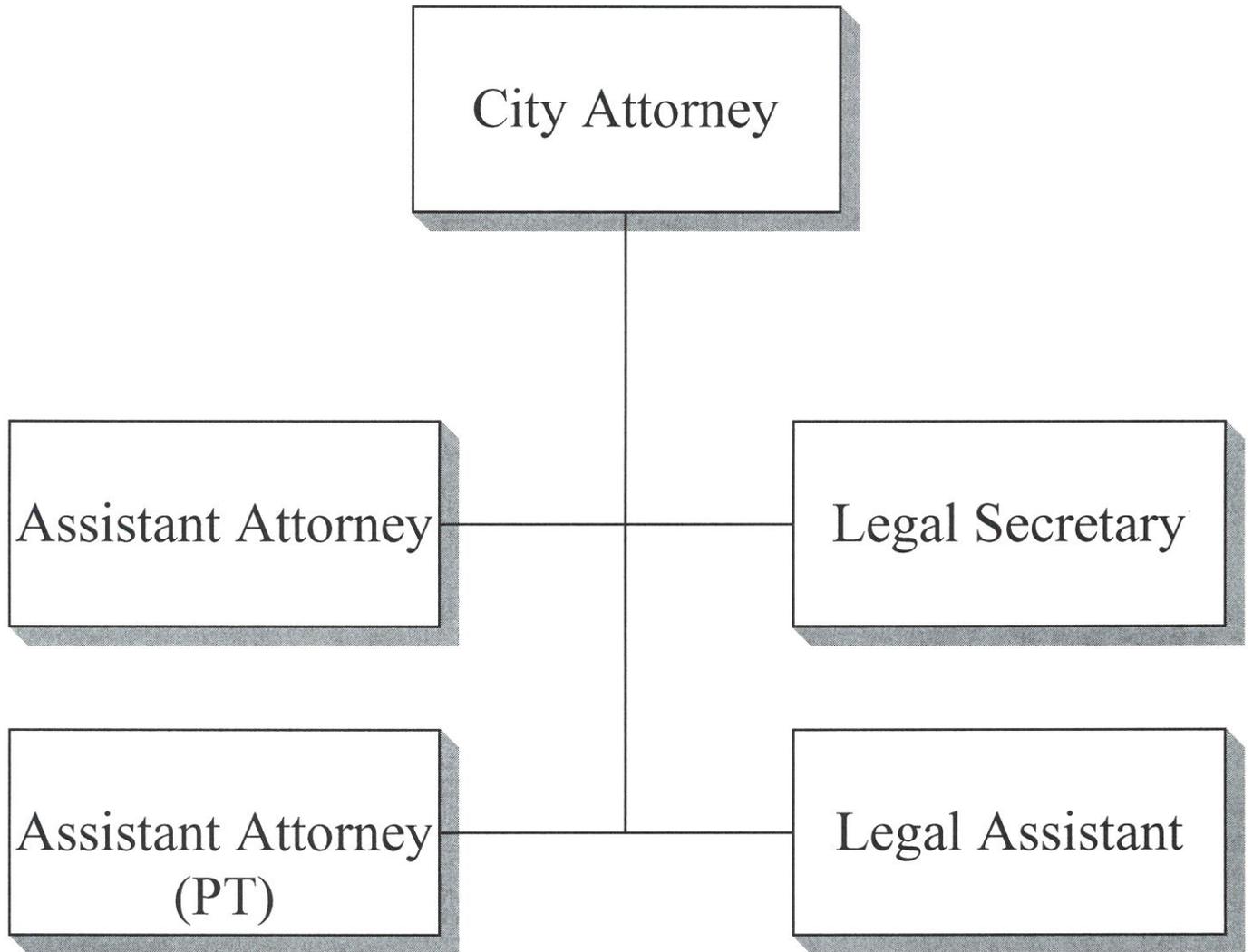
	2011 Actual	2012 Budget	2013 Budget
Transfers	\$ -	\$ 825,000	\$ 825,000
Total Expenditures	<u>\$ -</u>	<u>\$ 825,000</u>	<u>\$ 825,000</u>

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

<b>103 Building Construction</b>	
<b>000 Operations</b>	
<b>Other Financing Uses</b>	
8000.325 - Transfer-Building Improve	801,600
<b>Other Financing Uses Total</b>	<b>801,600</b>
<b>000 Operations Total</b>	<b>801,600</b>
<b>103 Building Construction Total</b>	<b>801,600</b>
<b>104 Cable TV Promotions</b>	
<b>000 Operations</b>	
<b>Grants and Subsidies</b>	
4900.200 - Operating Grant/Subsidies	299,783
<b>Grants and Subsidies Total</b>	<b>299,783</b>
<b>000 Operations Total</b>	<b>299,783</b>
<b>104 Cable TV Promotions Total</b>	<b>299,783</b>
<b>106 Contingencies</b>	
<b>000 Operations</b>	
<b>Other Financing Uses</b>	
8000.100 - Transfer-General Fund	825,000
<b>Other Financing Uses Total</b>	<b>825,000</b>
<b>000 Operations Total</b>	<b>825,000</b>
<b>106 Contingencies Total</b>	<b>825,000</b>



City of Bismarck  
Attorney



## ATTORNEY

The Attorney's office is responsible for all of the law business in which the City or any of its departments may be involved. The attorney represents the City in all lawsuits or other court proceedings, or oversees other attorneys who may be retained by the City to handle certain cases. For those departments with liability insurance, the attorney monitors the progress of those cases for which the City's insurer retains counsel to represent the subrogated interests of the City. When requested, the attorney drafts ordinances, contracts and other legal instruments, and performs other duties prescribed by law or assigned from time to time. The attorney's office publishes and updates the City's code of ordinances. The attorney attends Board of City Commission meetings, conducts administrative hearings on behalf of the City and attends meetings of the City Planning Commission.

The Attorney's office coordinates all matters regarding the City's property and boiler insurance policies. The City has procured NDIRF liability insurance coverage and the attorney and assistant attorney act as the liaison with NDIRF regarding coverage issues and the resolution of claims filed against the City that have NDIRF coverage. The attorney and assistant attorney also handle all non-covered damage claims filed against the City's self-insurance fund and acts as the City's risk manager.

Responsibility for prosecution of all ordinance violations rests with the attorney's office. The attorney and assistant attorneys advise Police Department officials and police officers on matters related to law enforcement.

In addition to the attorney, one assistant attorney, legal assistant and a legal secretary are employed on a full time basis and one assistant attorney is employed on a part-time basis in the Office of the City Attorney.

**City of Bismarck  
Service Efforts and Accomplishments  
General Fund - Attorney  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Salary/Wages	\$ 300,400	\$ 311,219	\$ 324,057
Fringe Benefits	48,764	48,351	48,349
Professional/Legal Services	1,049	840	840
Travel/Training	1,139	5,600	5,400
Service Expense	1,091	1,309	1,250
Supply Expense	7,879	8,000	7,600
Total Expenditures	<u>\$ 360,322</u>	<u>\$ 375,319</u>	<u>\$ 387,496</u>
Number of Employees	4.00	4.00	4.00
Number of Court Cases	14,848	16,000	16,000
Number of Insurance Claims Against City	63	69	80

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**125 Attorney**

**031 Attorney Administration**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	318,488
4170.000 - Sick Overage	5,569

**Personal Services - Salaries & Wage Total** **324,057**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	47,557
4200.200 - Life Insurance	250
4240.100 - Workers Comp-Premium	372
4250.400 - Physical-Fringe Benefits	170

**Personal Services - Fringe Benefits Total** **48,349**

**Professional, Legal, and Contracted Service Fees**

4300.300 - Professional Certification	760
4320.400 - Court Costs	80

**Professional, Legal, and Contracted Service Fees Total** **840**

**Travel and Training**

4500.100 - Lodging	1,200
4500.200 - Meals	400
4500.300 - Airfare	1,300
4500.350 - Car Rental	300
4500.600 - Travel-Mileage Reimbursmt	700
4510.100 - Conference Registration	1,200
4510.200 - Tuition	200
4510.300 - In-House Training	100

**Travel and Training Total** **5,400**

**Other Operating Services**

4605.100 - Telephone	800
4610.200 - Legal Ads	100
4615.000 - Printing/Binding	100
4630.300 - Membership/Dues	250

**Other Operating Services Total** **1,250**

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**125 Attorney**

**Operating Supplies**

4700.100 - Office Supplies	1,200
4700.200 - Office Small Equipment	500
4700.400 - Copier/Printer Supplies	1,200
4700.500 - Postage	1,100
4700.600 - Small Software Programs	-
4750.000 - Subscriptions/Publication	3,600
<b>Operating Supplies Total</b>	<b>7,600</b>

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**125 Attorney Total**

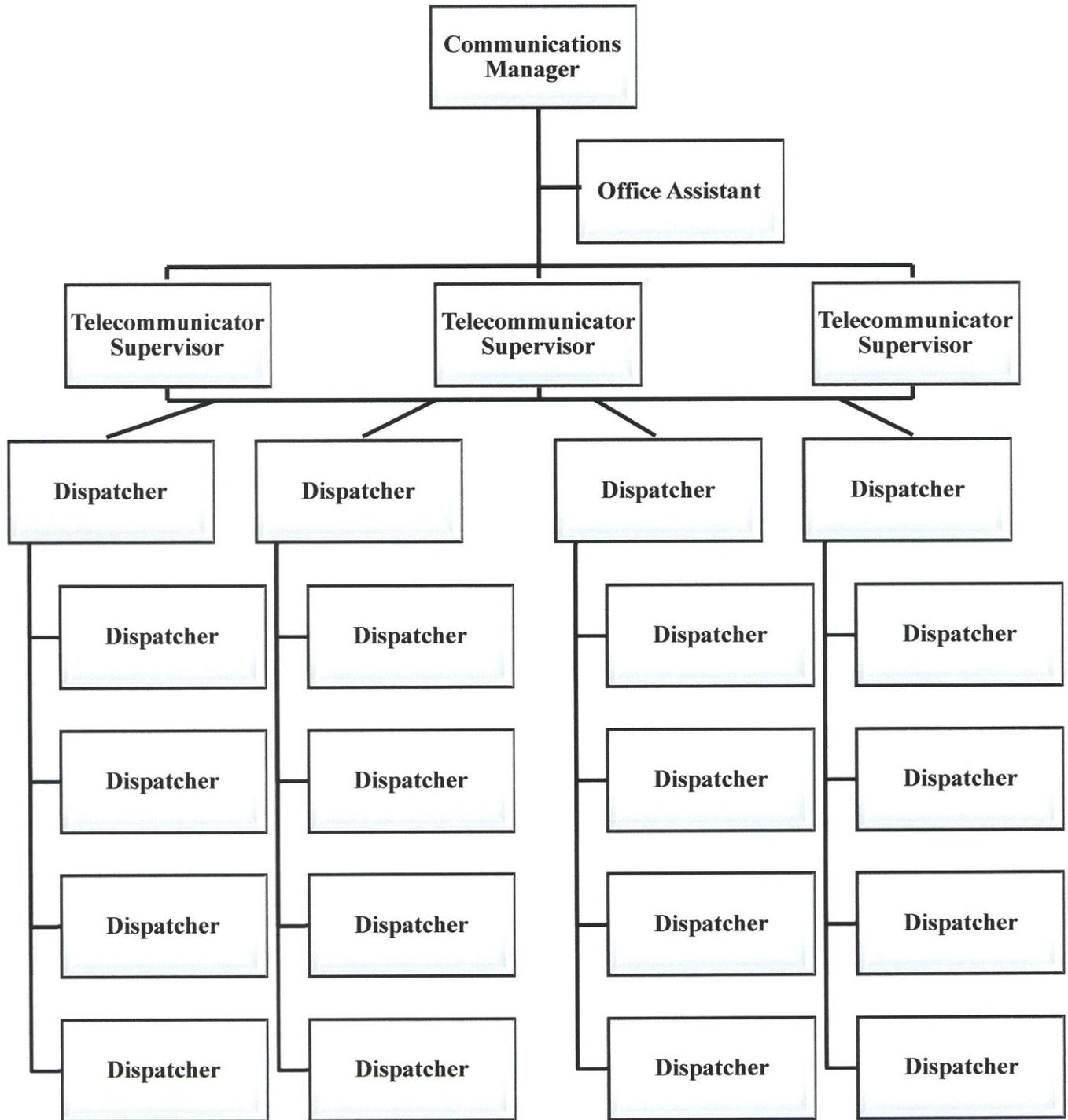
**387,496**

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# Bismarck / Burleigh Combined Communications Center

(Operated Under a User Advisory Board)



## COMBINED COMMUNICATIONS CENTER

### MISSION

It is the mission of the Bismarck/Burleigh Combined Communications Center to ensure efficient, effective, and professional Enhanced 9-1-1 and public safety communications services for the citizens of the City of Bismarck and Burleigh County.

### DESCRIPTION

The Bismarck/Burleigh Combined Communications Center (Center) is the primary Public Safety Answering Point for the City of Bismarck, Burleigh County and southeast McLean County.

The Center has six identical workstations, providing public safety communications services for the Bismarck Police Department, Burleigh County Sheriff's Department, Lincoln Police Department, Mclean County Sheriff's Department, Bismarck City Fire Department, Airport Rescue & Firefighting, Bismarck Rural Fire Department, Sterling Fire Department, Wilton Fire Department, Wing Fire Department, Braddock Fire Department, Metro Area Ambulance, Wilton Ambulance, Steele Ambulance, Wing Ambulance and Airport Security. The Communications Center also handles county and local government radio communications with Bismarck Public Works and the Burleigh County Highway Department as well as monitoring several other State and local radio channels.

The Center uses integrated telephone and radio consoles, computer aided dispatch (CAD) software, and an integrated mobile data system equipped with automatic vehicle location (AVL) with the larger user agencies, to provide a more efficient and effective service to the citizens and first responders. The Center's Enhanced 9-1-1 system is capable of receiving calls from landline, wireless, TDD (hearing impaired), VOIP (voice over internet protocol services), and some telemetry services. The Communications Center is the initiation point for the outdoor warning sirens, is equipped with an emergency notification system for personnel call-up and community emergency notification, and maintains a 10-county operational region for the statewide Emergency Alert System (EAS).

Communications Center personnel are trained and certified in public safety communications, cardiopulmonary resuscitation (CPR), emergency medical dispatch (EMD), and are required to attend continuing dispatch education and recertify as an EMD every two years.

Personnel costs, communications equipment, telephone services, and supporting supplies are the largest expenditures in the Center.

Approximately 40% of the annual operating budget is funded with dedicated E9-1-1 fees collected within the City of Bismarck and Burleigh County for operation of the City and County emergency services communications system.

### GOALS AND ACCOMPLISHMENTS

With the number of accomplishments over the past several years, the Center continues to maintain a primary goal to enhance the efficiency of services through the leveraging of personnel skills and technology. Recent radio system and mobile data system upgrades for users of the Center have allowed us to shift more focus to preparing for migration to Next Generation 9-1-1 services. The Center is a partner in the State strategy to migrate North Dakota PSAPs into the Next Generation of 9-1-1 services (NG9-1-1). The Center continues to progress toward compliance with the Federal Communications Commission mandate for narrowband communications by January 1, 2013. As an organization, we will continue to judiciously implement technologies that will create efficiency in service delivery and ensure interoperability across the agencies we serve.

**City of Bismarck**  
**Service Efforts and Accomplishments**  
**General Fund - Combined Communications Center**  
**2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Salary/Wages	\$ 827,522	\$ 985,230	\$ 1,011,478
Fringe Benefits	275,547	335,974	354,890
Professional/Legal Services	-	1,000	1,000
Property/Equipment	123,586	168,600	227,800
Travel/Training	13,134	19,550	19,050
Service Expense	254,568	259,445	253,880
Supply Expense	15,202	16,085	16,085
Transfers	59,956	72,779	74,467
Total Expenditures	<u>\$ 1,569,515</u>	<u>\$ 1,858,663</u>	<u>\$ 1,958,650</u>

Number of Employees	25.00	25.00	25.00
911 Calls Serviced	24,244	24,000	26,500
Number of Phone Lines Tariffed	32,878	34,300	32,015
Number of Wireless Lines Tariffed	65,834	61,500	63,050

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**135 Combined Communications**

**051 Combined Communications**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	989,378
4130.000 - Overtime Wages	20,000
4170.000 - Sick Overage	2,100

**Personal Services - Salaries & Wage Total** **1,011,478**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	247,741
4200.200 - Life Insurance	1,560
4200.300 - Disability Insurance	3,337
4200.400 - Pension Expense	99,155
4240.100 - Workers Comp-Premium	1,957
4250.300 - Mileage Allowance	120
4250.400 - Physical-Fringe Benefits	1,020

**Personal Services - Fringe Benefits Total** **354,890**

**Professional, Legal, and Contracted Service Fees**

4310.700 - Professional Consultants	1,000
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**Professional, Legal, and Contracted Service Fees Total** **1,000**

**Building, Equipment, and Vehicle Services**

4400.100 - Water/Sewer	2,300
4400.200 - Electricity	23,500
4410.100 - Janitorial Service	5,700
4420.100 - Rpr/Mtce-Building	11,000
4420.300 - Rpr/Mtce-Equipment	112,000
4420.310 - Rpr/Mtce-Communica Device	1,500
4430.100 - Rentals-Building	49,000
4430.200 - Rentals-Easements	22,800

**Building, Equipment, and Vehicle Services Total** **227,800**

**Travel and Training**

4500.100 - Lodging	4,000
4500.200 - Meals	1,500
4500.300 - Airfare	2,500
4500.600 - Travel-Mileage Reimbursmt	1,000
4500.700 - Service Area Travel	1,500
4500.800 - Taxi/Parking	100
4510.100 - Conference Registration	8,450

**Travel and Training Total** **19,050**

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**135 Combined Communications**

**Other Operating Services**

4600.100 - State Fire and Tornado	1,000
4605.100 - Telephone	105,375
4605.200 - Cell Phones	750
4605.300 - Emergency Communicat Svcs	18,000
4610.100 - Advertising/Promotions	1,500
4630.300 - Membership/Dues	1,700
4635.100 - Computer Service Fees	300
4635.200 - Network Services	38,500
4635.300 - Software Upgrade/Maintain	86,455
4650.300 - Drug Testing	300

**Other Operating Services Total** **253,880**

**Operating Supplies**

4700.100 - Office Supplies	5,000
4700.200 - Office Small Equipment	3,500
4700.300 - Computer Small Equipment	3,000
4700.400 - Copier/Printer Supplies	1,000
4700.500 - Postage	360
4710.600 - Janitorial Supplies	2,500
4750.000 - Subscriptions/Publication	725

**Operating Supplies Total** **16,085**

**Other Financing Uses**

8000.289 - Transfer-Social Sec Tax	74,467
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**Other Financing Uses Total** **74,467**

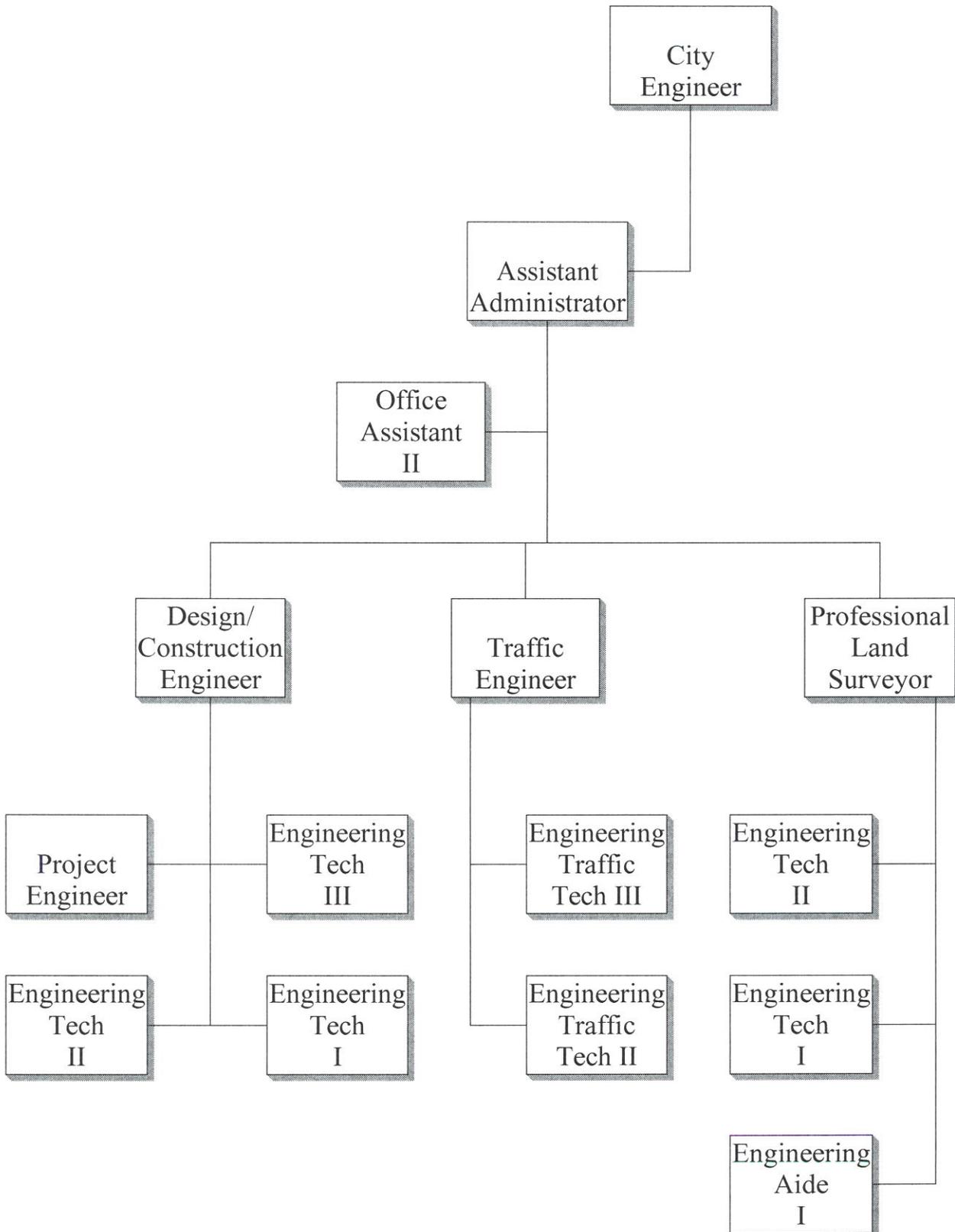
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**051 Combined Communications Total** **1,958,650**

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# City of Bismarck Engineering



## ENGINEERING

The mission of the Engineering Department is to provide quality municipal engineering service and support to the City of Bismarck, its citizenry and customers. The principal responsibility of the Engineering Department is to provide the technical advice required to master plan, design, and observe construction of municipal improvements, municipal facilities, and utility systems.

The Department also observes and provides traffic engineering services, construction surveying, legal descriptions, site plans, and excavating permits. The excavating process relates to private utility connections to public utilities or excavation of embankments in city rights-of-way, and Department personnel together with the Public Works Department staff monitor installation.

The Engineering Department works in close harmony with the Community Development Department in the preparation of street master plans which, together with the master plans developed for the various utilities, are made available to consulting engineers, developers and landowners as a planning guide.

The Department's goals include: continue to coordinate utility installations in accordance with the water and sanitary sewer master plan updates; incorporate the update of the water distribution system model (Cybernet) into the GIS system; carry out the city wide sidewalk management and continue scheduling the installation of missing sidewalks; recommend to the City Commission storm water management ordinance enhancements to improve implementation and enforcement of current federal rules and regulations; update the electronic database and project historical library; and continue to identify and prioritize infrastructure needs.

The Department is divided into three components; Design and Construction, Traffic, and Support Services. The staff consists of 22 employees, fourteen of which have college degrees. Five employees are registered professional engineers and one is a registered land surveyor. Long term succession planning will become essential due to department workforce attrition during the upcoming years. Recruiting and promoting skilled employees will be vital to fulfilling and maintaining the level of service provided by the loss of key senior level positions within the department as they are vacated by retirement and turnover.

**City of Bismarck  
Service Efforts and Accomplishments  
General Fund - Engineering Department  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Salary/Wages	\$ 1,260,808	\$ 1,361,870	\$ 1,523,638
Fringe Benefits	218,493	243,258	286,917
Professional/Legal Services	9,680	17,100	16,166
Property/Equipment	13,798	17,457	17,336
Travel/Training	9,818	12,750	12,150
Service Expense	9,816	18,700	20,336
Supply Expense	46,342	56,579	54,389
Capital Expense	1,508	-	-
Total Expenditures	<u>\$ 1,570,264</u>	<u>\$ 1,727,714</u>	<u>\$ 1,930,932</u>
Number of Employees	24.00	25.00	27.00
Number of Interns	3.00	3.00	3.00
Number of Excavation Permits	608	250	450
Number of Projects Bid	35	32	40
Value of Project Contracted	\$ 1,396,428	\$ 1,300,000	\$ 1,500,000
Miles of Installed Watermains	6.8	1.0	4.0
Miles of Installed Sewermains	4.6	1.0	4.0
Miles of Installed Storm Sewers	3.5	1.5	2.0
Miles of Installed Sidewalks	5.2	4.0	5.0
Miles of Installed Curb & Gutter	6.8	3.0	4.0
Miles of New Streets	5.0	1.5	3.0
Miles of Rehabilitated/Resurfaced Streets	15.8	16.0	18.0
Number of New Street Lights	122	175	200
Number of New Driveways Added	247	200	250
Number of New Curb Ramps	58	65	65

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**140 Engineering**

**061 Engineer Administration**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	1,455,819
4120.000 - Part-Time Wages	16,068
4130.000 - Overtime Wages	40,000
4170.000 - Sick Overage	11,751

**Personal Services - Salaries & Wage Total** **1,523,638**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	278,589
4200.200 - Life Insurance	1,685
4240.100 - Workers Comp-Premium	3,879
4240.105 - Workers Comp-Part-time	84
4240.200 - Workers Comp-Med Assmt	130
4250.250 - Meal Allowance - No Hotel	200
4250.400 - Physical-Fringe Benefits	850
4250.500 - Tuition Reimbursement	1,500

**Personal Services - Fringe Benefits Total** **286,917**

**Professional, Legal, and Contracted Service Fees**

4300.300 - Professional Certification	66
4310.700 - Professional Consultants	4,000
4320.100 - Legal Fees	100
4330.100 - Contract Labor	6,000
4330.200 - Service Contract	6,000

**Professional, Legal, and Contracted Service Fees Total** **16,166**

**Building, Equipment, and Vehicle Services**

4420.300 - Rpr/Mtce-Equipment	2,500
4420.400 - Rpr/Mtce-Vehicles	12,000
4430.100 - Rentals-Building	2,836

**Building, Equipment, and Vehicle Services Total** **17,336**

**Travel and Training**

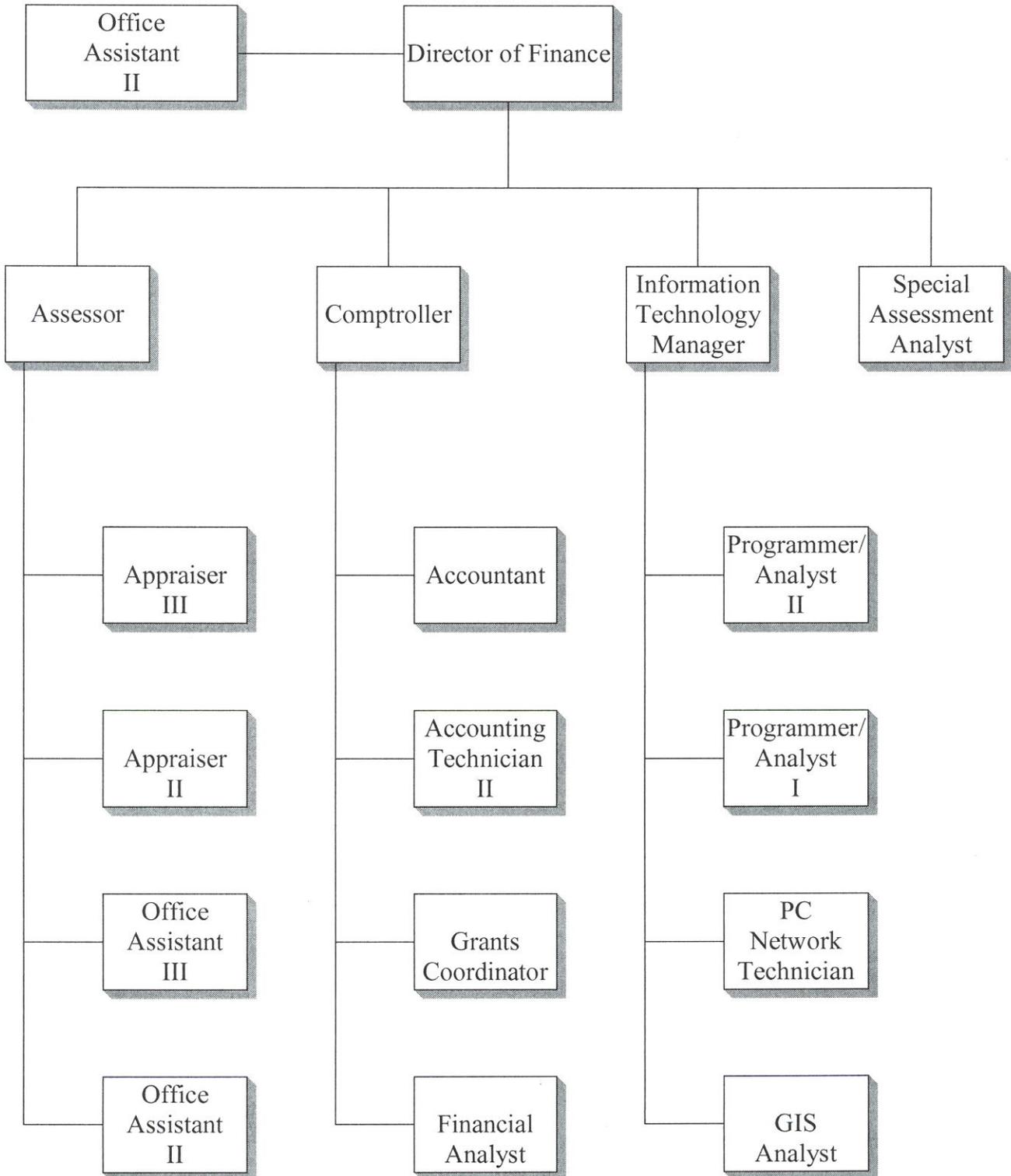
4500.100 - Lodging	3,500
4500.200 - Meals	1,200
4500.300 - Airfare	3,000
4500.350 - Car Rental	300
4500.400 - Travel-Fuel	100

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

<b>140 Engineering</b>	
4500.800 - Taxi/Parking	150
4510.100 - Conference Registration	3,000
4510.200 - Tuition	500
4510.300 - In-House Training	200
4510.400 - Training Supplies	50
4510.500 - Safety Training	150
<b>Travel and Training Total</b>	<b>12,150</b>
<b>Other Operating Services</b>	
4605.100 - Telephone	4,200
4605.200 - Cell Phones	6,516
4610.100 - Advertising/Promotions	500
4610.200 - Legal Ads	400
4615.000 - Printing/Binding	1,000
4630.300 - Membership/Dues	2,500
4635.300 - Software Upgrade/Maintain	5,000
4650.300 - Drug Testing	200
4655.100 - Background Checks	20
<b>Other Operating Services Total</b>	<b>20,336</b>
<b>Operating Supplies</b>	
4700.100 - Office Supplies	7,139
4700.200 - Office Small Equipment	4,200
4700.300 - Computer Small Equipment	8,500
4700.400 - Copier/Printer Supplies	4,800
4700.500 - Postage	2,000
4700.600 - Small Software Programs	8,000
4710.100 - Shop Supplies	250
4710.200 - Small Tools/Equipment	2,500
4710.300 - Testing Supplies	-
4710.400 - Survey Supplies	2,000
4725.100 - Gasoline	14,000
4735.100 - Safety Supplies	500
4750.000 - Subscriptions/Publication	500
<b>Operating Supplies Total</b>	<b>54,389</b>
<b>140 Engineering Total</b>	<b>1,930,932</b>



# City of Bismarck Finance Department



## FINANCE

The Finance Department primarily provides services to the City Commission and departments for management of the City's resources and values all taxable property within the City.

The mission of the Assessing Division is to provide equitable and equalized property valuations for all property owners of Bismarck. Assessing lists and values all of taxable property within the City and determines which properties qualify for exemptions and abatements. Assessing also prepares the annual assessment roll which is the basis for our local property taxation. The Office of the State Tax Commissioner reviews the assessments to determine the uniformity and equalization. According to the State's 2011 Sales Ratio Study, the City's price related differential (PRD) was at 1.02 for commercial and 1.01 for residential property. When the PRD is between .98 and 1.03, there is no bias in assessments of high-value properties in relation to low-value properties. The coefficient of dispersion was 1.06 for commercial properties and 1.05 for residential properties, indicating a high degree of uniformity and equalization within the City. These measurements as set forth by ND State guidelines indicate that the level of assessment for the City is within all State requirements. Goals for Assessing are to evaluate the CAMA system and convey the enhancements needed for mass appraisal to BSI for future upgrades.

The mission of Fiscal Services is to provide accurate budgeting, accounting and reporting of financial information to the City Commission, Departments and the public to ensure compliance with city, state and federal financial regulations. Fiscal Services maintains a citywide financial system to provide financial analysis, fiscal control and grant compliance. The office is responsible for special assessments projects assessed to benefiting properties for improvements to the City's infrastructure. This includes the sale and issuance of bonds to finance these improvements. Fiscal also invests City funds in approved investment instruments and insures adequate cash availability for City expenses. In addition, Fiscal Services processes accounts payable, accounts receivable, fixed assets and prepares the budget, financial and audit reports. Fiscal Services' goals are to continue to provide accurate efficient service, create informative audit trails that provide accountability and transparency, maintain adequate internal controls, accurately reflect expenditures, ensure compliance and develop financially sound budgets. In 2013 Fiscal Services will select and implement an online payment system and participate in the selection and implementation of new systems for utility billing and land records management.

The mission of Information Technology is to support the computerized efforts of City and County departments, which includes but is not exclusive to installing software and hardware, providing support and training, providing custom software development, continuing to develop, maintain and operate an enterprise-wide Geographic Information System (GIS), maintaining the City's IP phone network and miscellaneous communications. Information Technology currently supports 2 AS400's, 25 physical Windows servers, 4 virtual Windows Servers as well as several hundred PC's, printers, and other peripherals along with a wide area network consisting of 14 remote sites. Both the City of Bismarck and Burleigh County use the state network for Internet and e-mail access. Major goals in the coming year are to maintain current staff levels, IT/GIS membership on the Water Utility CIS and meter upgrade project, second phase of the Land Records Management study, evaluate PostgreSQL for GIS database server, begin implementation of on-line bill pay, firewall installation with IP range changes and complete offsite data store project.

**City of Bismarck**  
**Service Efforts and Accomplishments**  
**General Fund - Finance**  
**2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Salary/Wages	\$ 1,665,181	\$ 1,808,983	\$ 1,988,061
Fringe Benefits	294,309	323,501	347,213
Professional/Legal Services	14,981	69,260	64,826
Property/Equipment	6,310	6,940	9,490
Travel/Training	21,005	41,300	42,150
Service Expense	257,540	298,575	298,820
Supply Expense	49,985	85,848	83,015
Capital Expense	6,491	34,000	40,500
Total Expenditures	<u>\$ 2,315,802</u>	<u>\$ 2,668,407</u>	<u>\$ 2,874,075</u>
Number of Assessing Employees	9.00	9.00	10.00
Number of Fiscal Services Employees	12.00	12.00	12.00
Number of Information Technology Employees	12.00	12.00	13.00
Number of Properties	21,912	22,397	22,397
Residential Property Value	\$2,910,871,800	\$3,130,391,500	\$3,130,391,500
Commercial Property Value	\$1,607,799,800	\$1,718,837,500	\$1,718,837,500
Agricultural Property Value	\$338,900	\$574,400	\$574,400
Homestead Credit Applicants	229	271	271
Discretionary Exemptions	279	133	133
Nonprofit Exemptions	139	239	239
Number of Parcels Special Assessed	4,786	4,473	6,160
Total Amount Special Assessed	\$11,704,170	\$14,848,805	\$17,250,000
Certified Annual Installment	\$10,189,122	\$11,074,203	\$12,512,000
Outstanding Special Assessment Balance	\$54,787,581	\$59,390,818	\$70,254,000
Tax Increment Value	\$4,995,930	\$4,955,930	\$5,232,901
Number of Government Aid Grants	81	76	79
Value of Government Aid	\$17,820,232	\$20,027,616	\$5,608,224
Number of Processed Documents:			
Payroll Checks	6,087	7,000	5,000
Accounts Payable Checks	6,638	6,000	6,500
Revenue Receipts	22,831	23,000	23,000
Service Requests:			
Hardware	582	600	600
Miscellaneous	589	600	625
Network	163	200	200
Operations	790	1,100	1,000
Request for Modifications	90	125	125
Software - Installs - Other	1,855	2,300	2,100
Total	<u>4,069</u>	<u>4,925</u>	<u>4,650</u>
Billable CPU time (CPU seconds)	164,014	200,000	175,000

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**145 Finance**

**065 Assessing**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	507,162
4120.000 - Part-Time Wages	9,277
4170.000 - Sick Overage	1,958

**Personal Services - Salaries & Wage Total** **518,397**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	111,822
4200.200 - Life Insurance	625
4240.100 - Workers Comp-Premium	993
4240.105 - Workers Comp-Part-time	60
4250.300 - Mileage Allowance	420

**Personal Services - Fringe Benefits Total** **113,920**

**Building, Equipment, and Vehicle Services**

4420.300 - Rpr/Mtce-Equipment	100
4420.400 - Rpr/Mtce-Vehicles	500
4430.300 - Rentals-Equipment	4,770

**Building, Equipment, and Vehicle Services Total** **5,370**

**Travel and Training**

4500.100 - Lodging	1,400
4500.200 - Meals	500
4500.300 - Airfare	1,800
4500.600 - Travel-Mileage Reimbursmt	500
4500.700 - Service Area Travel	3,500
4510.100 - Conference Registration	2,600
4510.300 - In-House Training	500

**Travel and Training Total** **10,800**

**Other Operating Services**

4605.100 - Telephone	1,000
4610.200 - Legal Ads	20
4615.000 - Printing/Binding	500
4630.300 - Membership/Dues	210
4635.100 - Computer Service Fees	660
4635.300 - Software Upgrade/Maintain	12,000
4655.300 - Drug Testing-Recruitment	40

**Other Operating Services Total** **14,430**

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**145 Finance**

**Operating Supplies**

4700.100 - Office Supplies	1,100
4700.200 - Office Small Equipment	200
4700.210 - Telephone Equipment	420
4700.400 - Copier/Printer Supplies	2,000
4700.500 - Postage	2,000
4700.600 - Small Software Programs	5,500
4725.100 - Gasoline	2,400
4750.000 - Subscriptions/Publication	1,200

**Operating Supplies Total** **14,820**

**065 Assessing Total** **677,737**

**066 Fiscal Services**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	690,969
4120.000 - Part-Time Wages	23,283
4160.000 - Annual Leave	8,000
4170.000 - Sick Overage	4,307

**Personal Services - Salaries & Wage Total** **726,559**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	114,391
4200.200 - Life Insurance	749
4240.100 - Workers Comp-Premium	1,115
4240.105 - Workers Comp-Part-time	128
4240.200 - Workers Comp-Med Assmt	500
4250.400 - Physical-Fringe Benefits	1,020

**Personal Services - Fringe Benefits Total** **117,903**

**Professional, Legal, and Contracted Service Fees**

4300.100 - Accting and Auditing Fees	30,000
4300.300 - Professional Certification	150
4310.500 - Study Consultants	5,000
4310.700 - Professional Consultants	5,000
4330.100 - Contract Labor	10,000
4330.200 - Service Contract	3,000

**Professional, Legal, and Contracted Service Fees Total** **53,150**

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**145 Finance**

**Building, Equipment, and Vehicle Services**

4420.300 - Rpr/Mtce-Equipment	500
4430.300 - Rentals-Equipment	1,500
4430.500 - Rentals-Parking	100

**Building, Equipment, and Vehicle Services Total** **2,100**

**Travel and Training**

4500.100 - Lodging	2,800
4500.200 - Meals	1,500
4500.300 - Airfare	2,600
4500.350 - Car Rental	100
4500.800 - Taxi/Parking	100
4510.100 - Conference Registration	6,400
4510.300 - In-House Training	100

**Travel and Training Total** **13,600**

**Other Operating Services**

4605.100 - Telephone	2,000
4610.100 - Advertising/Promotions	1,000
4610.200 - Legal Ads	200
4615.000 - Printing/Binding	2,300
4618.000 - Mailing Services	2,500
4630.300 - Membership/Dues	1,600
4635.100 - Computer Service Fees	120
4655.300 - Drug Testing-Recruitment	120

**Other Operating Services Total** **9,840**

**Operating Supplies**

4700.100 - Office Supplies	5,000
4700.200 - Office Small Equipment	3,000
4700.300 - Computer Small Equipment	4,000
4700.400 - Copier/Printer Supplies	8,600
4700.500 - Postage	4,000
4700.600 - Small Software Programs	150
4710.200 - Small Tools/Equipment	100
4750.000 - Subscriptions/Publication	1,800

**Operating Supplies Total** **26,650**

**066 Fiscal Services Total** **949,802**

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**145 Finance**

**067 Information Technology**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	580,121
4130.000 - Overtime Wages	10,000
4170.000 - Sick Overage	4,463

**Personal Services - Salaries & Wage Total** **594,584**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	90,613
4200.200 - Life Insurance	625
4240.100 - Workers Comp-Premium	1,089
4250.400 - Physical-Fringe Benefits	765

**Personal Services - Fringe Benefits Total** **93,092**

**Professional, Legal, and Contracted Service Fees**

4330.200 - Service Contract	1,676
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**Professional, Legal, and Contracted Service Fees Total** **1,676**

**Building, Equipment, and Vehicle Services**

4420.100 - Rpr/Mtce-Building	100
4420.300 - Rpr/Mtce-Equipment	100
4430.300 - Rentals-Equipment	1,820

**Building, Equipment, and Vehicle Services Total** **2,020**

**Travel and Training**

4500.100 - Lodging	800
4500.200 - Meals	500
4500.300 - Airfare	1,200
4500.600 - Travel-Mileage Reimbursmt	200
4500.700 - Service Area Travel	200
4500.800 - Taxi/Parking	50
4510.100 - Conference Registration	5,000
4510.300 - In-House Training	50
4510.600 - Technical Training	1,000

**Travel and Training Total** **9,000**

**Other Operating Services**

4605.100 - Telephone	2,700
4605.200 - Cell Phones	1,700
4610.100 - Advertising/Promotions	500

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**145 Finance**

4630.300 - Membership/Dues	500
4635.100 - Computer Service Fees	4,100
4635.200 - Network Services	60,000
4635.300 - Software Upgrade/Maintain	70,000
4635.400 - Computer Svc/Maintenance	6,000
4635.500 - Computer Server Mtce	13,000
<b>Other Operating Services Total</b>	<b>158,500</b>

**Operating Supplies**

4700.100 - Office Supplies	7,200
4700.200 - Office Small Equipment	500
4700.300 - Computer Small Equipment	5,000
4700.400 - Copier/Printer Supplies	1,400
4700.500 - Postage	200
4700.600 - Small Software Programs	5,000
4710.200 - Small Tools/Equipment	500
4725.100 - Gasoline	1,000
4750.000 - Subscriptions/Publication	1,000

**Operating Supplies Total** **21,800**

**Capital Outlay**

5020.500 - Computers & Software	40,500
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**Capital Outlay Total** **40,500**

**067 Information Technology Total** **921,172**

**067-068 GIS Systems**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	139,529
4120.000 - Part-Time Wages	8,992

**Personal Services - Salaries & Wage Total** **148,521**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	21,528
4200.200 - Life Insurance	188
4240.100 - Workers Comp-Premium	327
4250.400 - Physical-Fringe Benefits	255

**Personal Services - Fringe Benefits Total** **22,298**

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**145 Finance**

**Professional, Legal, and Contracted Service Fees**

4310.700 - Professional Consultants 10,000

**Professional, Legal, and Contracted Service Fees Total 10,000**

**Travel and Training**

4500.100 - Lodging 2,500

4500.200 - Meals 750

4500.300 - Airfare 1,500

4510.100 - Conference Registration 4,000

**Travel and Training Total 8,750**

**Other Operating Services**

4605.100 - Telephone 250

4635.300 - Software Upgrade/Maintain 40,000

**Other Operating Services Total 40,250**

**Operating Supplies**

4700.100 - Office Supplies 1,045

4700.200 - Office Small Equipment 200

4700.300 - Computer Small Equipment 1,100

4700.400 - Copier/Printer Supplies 400

**Operating Supplies Total 2,745**

**067-068 GIS Systems Total 232,564**

**070 Common Software**

**Other Operating Services**

4635.300 - Software Upgrade/Maintain 75,800

**Other Operating Services Total 75,800**

**Operating Supplies**

4700.300 - Computer Small Equipment 11,000

4700.600 - Small Software Programs 6,000

**Operating Supplies Total 17,000**

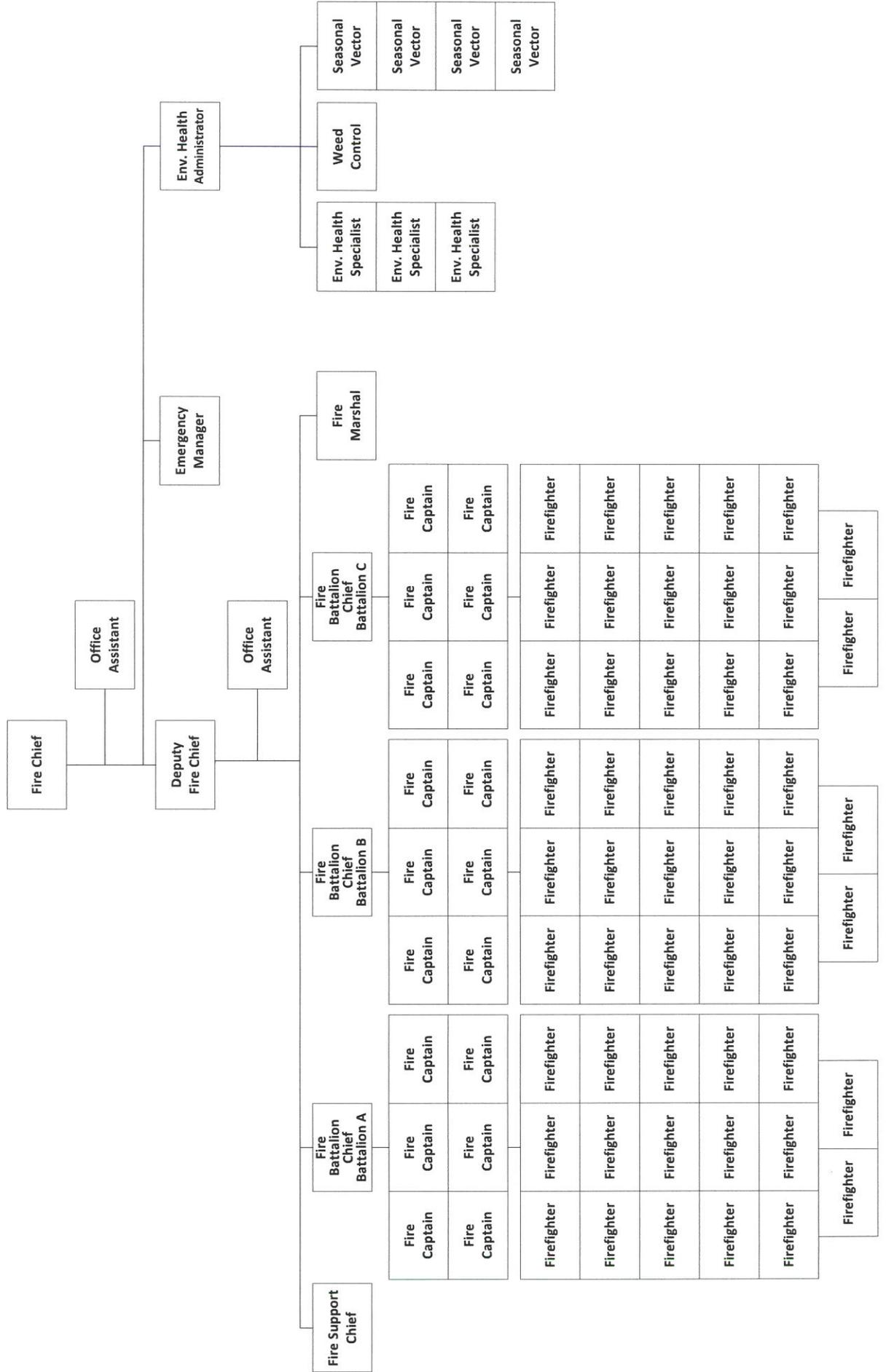
**070 Common Software Total 92,800**

**145 Finance Total 2,874,075**



# BISMARCK FIRE DEPARTMENT

Organizational Chart  
November 2011



\*This chart depicts organizational reporting lines and does not define position classifications.

## FIRE DEPARTMENT

The Fire Department provides a wide range of services to the community. Effective utilization of resources and planning implementation is crucial to meet the challenges of the changing and growing community.

The department's mission is to be a dynamic and proactive organization dedicated to addressing community needs and preventing loss of life and property for the citizens of Bismarck, and to develop an environment that enhances the quality of life for our community. Services include: Fire Suppression; Pre-Fire Planning; Fire Safety Inspections; Risk Management Services; Fire Investigation; Emergency Medical Services; Vehicle Extrication; High Angle Rescue; Structural Collapse Response; Hazardous Materials Response; Confined Space Rescue; Public Fire Education; Data Analysis; and Natural Disaster Response; Food Service Licensing, Inspection, and Illness; Swimming Pool Licensing, Inspection, and Illness; Weed Control; Nuisance Complaints; Frozen Desserts; Unsanitary Living Conditions; Day Care Inspections; Restaurant Fire Suppression Inspections; Tattoo/Body Art Licensing and Inspection; Tanning Facility Licensing and Inspection; Lodging Facility Licensing and Inspection; Vector Control/West Nile Virus Activities; Mitigation Plans; Emergency Operation Center Management; Risk Assessment and Disaster Recovery.

**City of Bismarck**  
**Service Efforts and Accomplishments**  
**General Fund - Fire Department**  
**2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
<b>Fire Department</b>			
Salary/Wages	\$ 4,151,773	\$ 4,395,381	\$ 4,595,981
Fringe Benefits	977,606	996,618	1,023,754
Professional/Legal Services	13,687	10,400	8,950
Property/Equipment	240,576	265,757	268,773
Travel/Training	17,036	13,075	14,400
Service Expense	92,576	74,721	68,308
Supply Expense	128,732	144,000	140,303
<b>Total Expenditures</b>	<b>\$ 5,621,986</b>	<b>\$ 5,899,952</b>	<b>\$ 6,120,469</b>

**Fire Division:**

Number of Structural Fires	62	75	80
Total Fires	112	130	150
Rescue & Emergency Medical Responses	1,849	1,500	2,100
False Alarm Responses	502	500	550
Mutual Aid Responses	4	10	10
Hazardous Material Responses	63	50	60
Other Hazardous Responses	78	75	80
All Other Responses	241	250	275
Fire Prevention/Risk Management/Pre-Plans	3,523	3,400	3,500
Fire Flow Tests	116	300	200
Fire Safety Education Contacts/Events	10,267	14,000	12,000
Insurance Svcs Office Fire Protection Rating	3	3	3

**Environmental Health Division:**

Food Service Inspections	825	998	867
Swimming Pool Inspections/Testing	401	420	421
Weed Control Inspections	270	1,260	284
Frozen Dessert Inspections	169	158	178
Environmental Health Complaints	309	735	325
Tattoo/Body Art	8	11	10
Other Inspections (air, mosquito, pets, etc)	130	557	137
Lodging	25	38	27
Tanning	20	22	21

**City of Bismarck  
Service Efforts and Accomplishments  
General Fund - Fire Department (Continued)  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
<b>Weed Control &amp; Leafy Spurge</b>			
Salary/Wages	\$ 32,542	\$ 34,165	\$ 35,402
Fringe Benefits	10,395	10,556	10,439
Professional/Legal Services	95	-	80
Property/Equipment	10,595	3,900	3,480
Travel/Training	-	500	520
Service Expense	14,849	18,815	19,292
Supply Expense	2,108	3,123	3,123
Total Expenditures	<u>\$ 70,584</u>	<u>\$ 71,059</u>	<u>\$ 72,336</u>
Acres Treated	189	126	198
Parcels Mowed	95	1,575	100
Total Fire Department	<u>\$ 5,692,570</u>	<u>\$ 5,971,011</u>	<u>\$ 6,192,805</u>
<b>City Emergency Management</b>			
Salary/Wages	\$ 55,034	\$ 57,550	\$ 59,063
Fringe Benefits	12,192	12,187	12,342
Professional/Legal Services	1,306	400	400
Travel/Training	712	1,370	1,590
Service Expense	4,189	5,409	5,779
Supply Expense	5,238	6,695	5,950
Total Expenditures	<u>\$ 78,670</u>	<u>\$ 83,611</u>	<u>\$ 85,124</u>

Note: Emergency Management is budgeted as a division in Combined Communications Center department but reports to the Fire Department.

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**150 Fire Department**

**075 Fire**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	4,283,511
4120.000 - Part-Time Wages	19,500
4130.000 - Overtime Wages	43,150
4170.000 - Sick Overage	24,480

**Personal Services - Salaries & Wage Total** **4,370,641**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	854,139
4200.200 - Life Insurance	3,925
4240.100 - Workers Comp-Premium	116,547
4250.100 - Laundry/Dry Cleaning	900

**Personal Services - Fringe Benefits Total** **975,511**

**Professional, Legal, and Contracted Service Fees**

4300.300 - Professional Certification	750
4330.200 - Service Contract	8,000

**Professional, Legal, and Contracted Service Fees Total** **8,750**

**Building, Equipment, and Vehicle Services**

4400.100 - Water/Sewer	9,500
4400.200 - Electricity	38,050
4400.500 - Natural Gas	22,800
4410.100 - Janitorial Service	7,200
4410.400 - Lawn Care	500
4420.100 - Rpr/Mtce-Building	11,000
4420.280 - Rpr/Mtce-Parking Lot	500
4420.300 - Rpr/Mtce-Equipment	23,000
4420.310 - Rpr/Mtce-Communica Device	750
4420.400 - Rpr/Mtce-Vehicles	125,973

**Building, Equipment, and Vehicle Services Total** **239,273**

**Travel and Training**

4500.100 - Lodging	3,500
4500.200 - Meals	2,500
4500.300 - Airfare	2,000
4500.350 - Car Rental	100
4500.400 - Travel-Fuel	200
4500.700 - Service Area Travel	75
4510.100 - Conference Registration	2,400

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**150 Fire Department**

4510.200 - Tuition	500
4510.300 - In-House Training	500
4510.400 - Training Supplies	1,350
<b>Travel and Training Total</b>	<b>13,125</b>

**Other Operating Services**

4600.100 - State Fire and Tornado	4,000
4600.200 - Boiler Insurance	250
4605.100 - Telephone	5,500
4605.200 - Cell Phones	3,700
4605.300 - Emergency Communicat Svcs	2,400
4610.200 - Legal Ads	250
4615.000 - Printing/Binding	1,000
4621.100 - Educational Program-Adult	300
4621.200 - Educational Prgrm-Juvenil	2,200
4625.000 - Photography	50
4630.300 - Membership/Dues	2,500
4635.100 - Computer Service Fees	1,600
4635.300 - Software Upgrade/Maintain	13,000
4650.300 - Drug Testing	2,000
4655.300 - Drug Testing-Recruitment	150
4655.600 - Candidate Assessment Svc	8,500
4660.100 - Physical-Fitness for Duty	5,500
4660.200 - Physical-Required	750
4685.500 - Hepatitis B	150
<b>Other Operating Services Total</b>	<b>53,800</b>

**Operating Supplies**

4700.100 - Office Supplies	6,000
4700.200 - Office Small Equipment	5,000
4700.210 - Telephone Equipment	400
4700.300 - Computer Small Equipment	5,500
4700.400 - Copier/Printer Supplies	5,000
4700.500 - Postage	2,000
4700.600 - Small Software Programs	750
4705.000 - Uniforms	25,000
4705.100 - Turnouts	27,750
4710.100 - Shop Supplies	1,000
4710.200 - Small Tools/Equipment	5,000
4710.300 - Testing Supplies	500
4710.600 - Janitorial Supplies	6,203
4725.100 - Gasoline	9,200

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

<b>150 Fire Department</b>	
4725.200 - Diesel	20,000
4735.100 - Safety Supplies	5,000
4735.150 - Safety Small Equipment	9,500
4750.000 - Subscriptions/Publication	3,000
<b>Operating Supplies Total</b>	<b>136,803</b>
<b>075 Fire Total</b>	<b>5,797,903</b>
<b>078 Environmental Health</b>	
<hr/>	
<b>Personal Services - Salaries &amp; Wage</b>	
4110.000 - Regular Salaries	223,199
4170.000 - Sick Overage	2,141
<b>Personal Services - Salaries &amp; Wage Total</b>	<b>225,340</b>
<b>Personal Services - Fringe Benefits</b>	
4200.100 - Health Insurance	47,557
4200.200 - Life Insurance	250
4240.100 - Workers Comp-Premium	436
<b>Personal Services - Fringe Benefits Total</b>	<b>48,243</b>
<b>Professional, Legal, and Contracted Service Fees</b>	
4300.300 - Professional Certification	200
<b>Professional, Legal, and Contracted Service Fees Total</b>	<b>200</b>
<b>Building, Equipment, and Vehicle Services</b>	
4420.400 - Rpr/Mtce-Vehicles	1,500
<b>Building, Equipment, and Vehicle Services Total</b>	<b>1,500</b>
<b>Travel and Training</b>	
4500.100 - Lodging	400
4500.200 - Meals	200
4510.100 - Conference Registration	675
<b>Travel and Training Total</b>	<b>1,275</b>
<b>Other Operating Services</b>	
4605.200 - Cell Phones	748
4615.000 - Printing/Binding	100
4630.300 - Membership/Dues	500
4660.100 - Physical-Fitness for Duty	160
<b>Other Operating Services Total</b>	<b>1,508</b>

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**150 Fire Department**

**Operating Supplies**

4700.100 - Office Supplies	400
4700.200 - Office Small Equipment	400
4700.300 - Computer Small Equipment	400
4700.500 - Postage	700
4710.300 - Testing Supplies	300
4725.100 - Gasoline	1,000
4735.100 - Safety Supplies	100
4750.000 - Subscriptions/Publication	200
<b>Operating Supplies Total</b>	<b>3,500</b>

**078 Environmental Health Total** **281,566**

**080 Weed Control**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	35,402
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**Personal Services - Salaries & Wage Total** **35,402**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	9,908
4200.200 - Life Insurance	52
4240.100 - Workers Comp-Premium	479

**Personal Services - Fringe Benefits Total** **10,439**

**Professional, Legal, and Contracted Service Fees**

4300.300 - Professional Certification	80
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**Professional, Legal, and Contracted Service Fees Total** **80**

**Building, Equipment, and Vehicle Services**

4420.400 - Rpr/Mtce-Vehicles	750
4430.100 - Rentals-Building	480
4440.100 - Health & Safety Assessmts	2,250

**Building, Equipment, and Vehicle Services Total** **3,480**

**Travel and Training**

4500.100 - Lodging	200
4500.200 - Meals	200
4510.100 - Conference Registration	120

**Travel and Training Total** **520**

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**150 Fire Department**

**Other Operating Services**

4605.200 - Cell Phones	235
4610.200 - Legal Ads	325
4630.300 - Membership/Dues	275
4640.500 - Spraying/Mowing	18,377
4660.100 - Physical-Fitness for Duty	80

**Other Operating Services Total** **19,292**

**Operating Supplies**

4700.200 - Office Small Equipment	400
4700.400 - Copier/Printer Supplies	123
4700.500 - Postage	350
4715.100 - Pesticides	1,100
4725.100 - Gasoline	1,000
4735.100 - Safety Supplies	150

**Operating Supplies Total** **3,123**

**080 Weed Control Total** **72,336**

**085 Fire Truck & Equipment**

**Building, Equipment, and Vehicle Services**

4420.300 - Rpr/Mtce-Equipment	28,000
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**Building, Equipment, and Vehicle Services Total** **28,000**

**Other Operating Services**

4600.600 - Auto Insurance	13,000
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**Other Operating Services Total** **13,000**

**085 Fire Truck & Equipment Total** **41,000**

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**150 Fire Department Total** **6,192,805**

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**City of Bismarck**  
**Annual Budget - General Fund 100**  
**For the Year 2013**

**135 Combined Communications**

**056 City Emergency Management**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries 59,063

**Personal Services - Salaries & Wage Total 59,063**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance 11,890

4200.200 - Life Insurance 63

4240.100 - Workers Comp-Premium 109

4250.300 - Mileage Allowance 120

**Personal Services - Fringe Benefits Total 12,342**

**Professional, Legal, and Contracted Service Fees**

4330.200 - Service Contract 400

**Professional, Legal, and Contracted Service Fees Total 400**

**Travel and Training**

4500.100 - Lodging 300

4500.600 - Travel-Mileage Reimbursmt 450

4510.300 - In-House Training 20

**Travel and Training Total 1,590**

4605.100 - Telephone 3,000

4615.000 - Printing/Binding 2,000

**Other Operating Services Total 5,779**

**Operating Supplies**

4700.100 - Office Supplies 600

4700.200 - Office Small Equipment 3,000

4700.300 - Computer Small Equipment 1,300

4700.400 - Copier/Printer Supplies 500

4700.500 - Postage 50

4700.600 - Small Software Programs 400

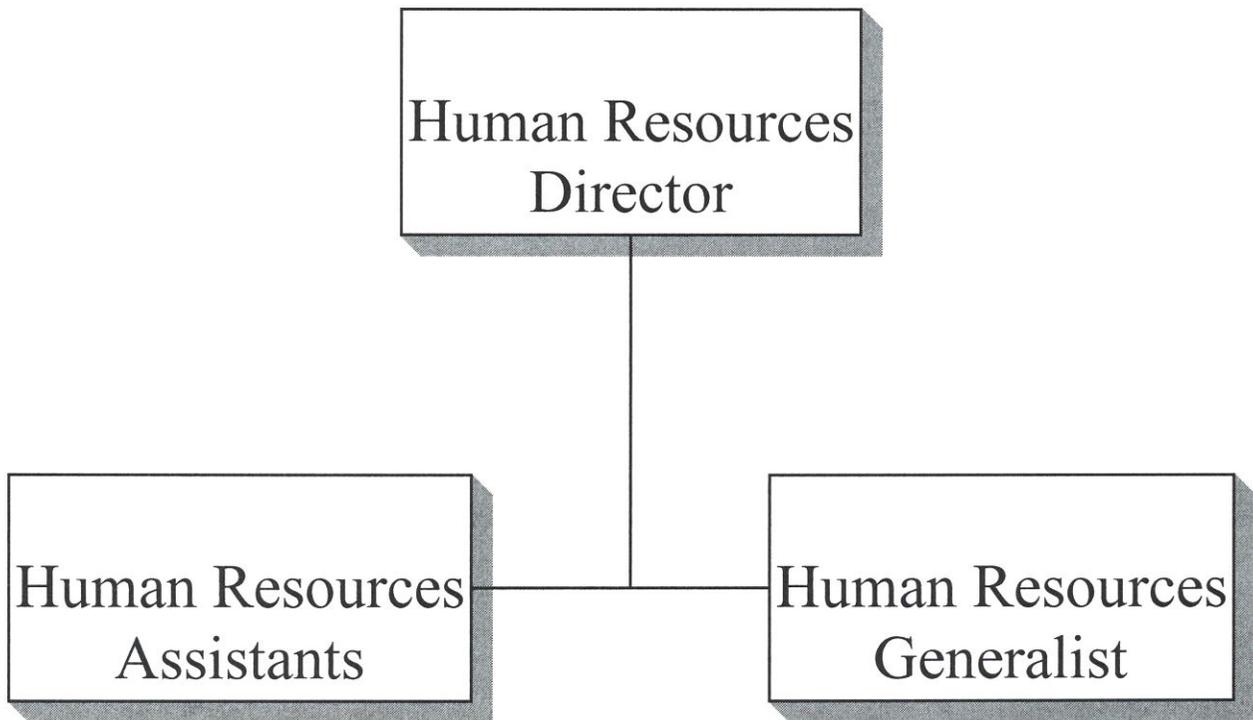
4705.000 - Uniforms 100

**Operating Supplies Total 5,950**

**056 City Emergency Management Total**

**85,124**

City of Bismarck  
Human Resources



## HUMAN RESOURCES

The Human Resources Department is responsible for the comprehensive Human Resources administration for the City of Bismarck, which includes recruitment, selection, placement, classification, salary administration, training, payroll, benefits administration and workers compensation. The overall goal of the department is to service the needs of City staff and to comply with the policies, regulations and procedures established by Federal and State laws and City ordinances. All associates are encouraged to contact the Human Resources Department whenever questions arise concerning their benefits or the terms of their employment.

The City continues to offer a variety of benefits to its employees including pension, EAP, health insurance, life insurance, dental insurance, long term disability, etc. Some of these benefits may be associate-paid but are available at a group rate on a payroll deduction plan. Most associates choose to participate in the self-insured health plan, which is administered by Blue Cross/Blue Shield of North Dakota.

A deferred compensation program is available to City staff as a supplemental retirement program. Providers offer investment options to include annuities and mutual funds for the deferment of salary dollars.

One of the Human Resources Department's major goals is to expand in-house training programs, which include drug awareness, technical training, and programs on customer service, coaching, team building, and leadership. The Human Resources department will continue offering in-house training programs that meet the needs of the City of Bismarck and its employees.

**City of Bismarck  
Service Efforts and Accomplishments  
General Fund - Human Resources  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
<b>Human Resources</b>			
Salary/Wages	\$ 227,302	\$ 236,066	\$ 258,573
Fringe Benefits	39,346	39,675	51,802
Travel/Training	2,799	8,420	8,420
Service Expense	2,710	9,039	9,026
Supply Expense	4,863	10,065	10,065
Total Expenditures	<u>\$ 277,019</u>	<u>\$ 303,265</u>	<u>\$ 337,886</u>
Number of Employees	4.00	4.00	5.00
Full Time City Employees	544.25	549.25	572.25
Part-time City Employees	246.00	380.00	281.00
Education Program Members*	195	195	202
Number of Full Time Hiring	52	60	60
Number of Part-time Hiring	54	70	75
Workers Compensation Claims	90	70	50
*BSC program			
<b>Employee Training</b>			
Fringe Benefits	\$ 2,796	\$ 10,000	\$ 10,000
Professional/Legal Services	3,336	3,400	3,400
Travel/Training	22,798	20,000	20,000
Service Expense	52,465	46,500	46,500
Total Expenditures	<u>\$ 81,394</u>	<u>\$ 79,900</u>	<u>\$ 79,900</u>

**City of Bismarck**  
**Annual Budget - General Fund 100**  
**For the Year 2013**

**160 Human Resources**

**105 Human Resources**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries 258,573

**Personal Services - Salaries & Wage Total 258,573**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance 45,308

4200.200 - Life Insurance 312

4240.100 - Workers Comp-Premium 417

4245.000 - Service Awards 5,400

4250.400 - Physical-Fringe Benefits 365

**Personal Services - Fringe Benefits Total 51,802**

**Travel and Training**

4500.100 - Lodging 1,500

4500.200 - Meals 550

4500.300 - Airfare 1,500

4500.350 - Car Rental 200

4500.600 - Travel-Mileage Reimbursmt 650

4500.700 - Service Area Travel 500

4500.800 - Taxi/Parking 200

4510.100 - Conference Registration 1,820

4510.400 - Training Supplies 500

4510.500 - Safety Training 1,000

**Travel and Training Total 8,420**

**Other Operating Services**

4605.100 - Telephone 1,000

4610.200 - Legal Ads 500

4610.400 - Awards Program 900

4615.000 - Printing/Binding 1,500

4630.100 - Commission Board Fees 300

4630.300 - Membership/Dues 1,400

4635.100 - Computer Service Fees 1,000

4635.300 - Software Upgrade/Maintain 1,200

4650.300 - Drug Testing 40

4655.100 - Background Checks 40

4655.300 - Drug Testing-Recruitment 40

4655.600 - Candidate Assessment Svc 1,106

**Other Operating Services Total 9,026**

**Operating Supplies**

4700.100 - Office Supplies 5,000

4700.200 - Office Small Equipment 400

4700.210 - Telephone Equipment 300

4700.300 - Computer Small Equipment 1,815

4700.400 - Copier/Printer Supplies 1,200

4700.500 - Postage 750

4700.600 - Small Software Programs 100

4750.000 - Subscriptions/Publication 500

**Operating Supplies Total 10,065**

**105 Human Resources Total**

**337,886**

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**160 Human Resources**

**106 Employee Training**

**Personal Services - Fringe Benefits**

4250.500 - Tuition Reimbursement 10,000

**Personal Services - Fringe Benefits Total 10,000**

**Professional, Legal, and Contracted Service Fees**

4330.200 - Service Contract 3,400

**Professional, Legal, and Contracted Service Fees Total 3,400**

**Travel and Training**

4510.300 - In-House Training 20,000

**Travel and Training Total 20,000**

**Other Operating Services**

4655.100 - Background Checks 10,000

4685.300 - Wellness 36,500

**Other Operating Services Total 46,500**

**106 Employee Training Total 79,900**

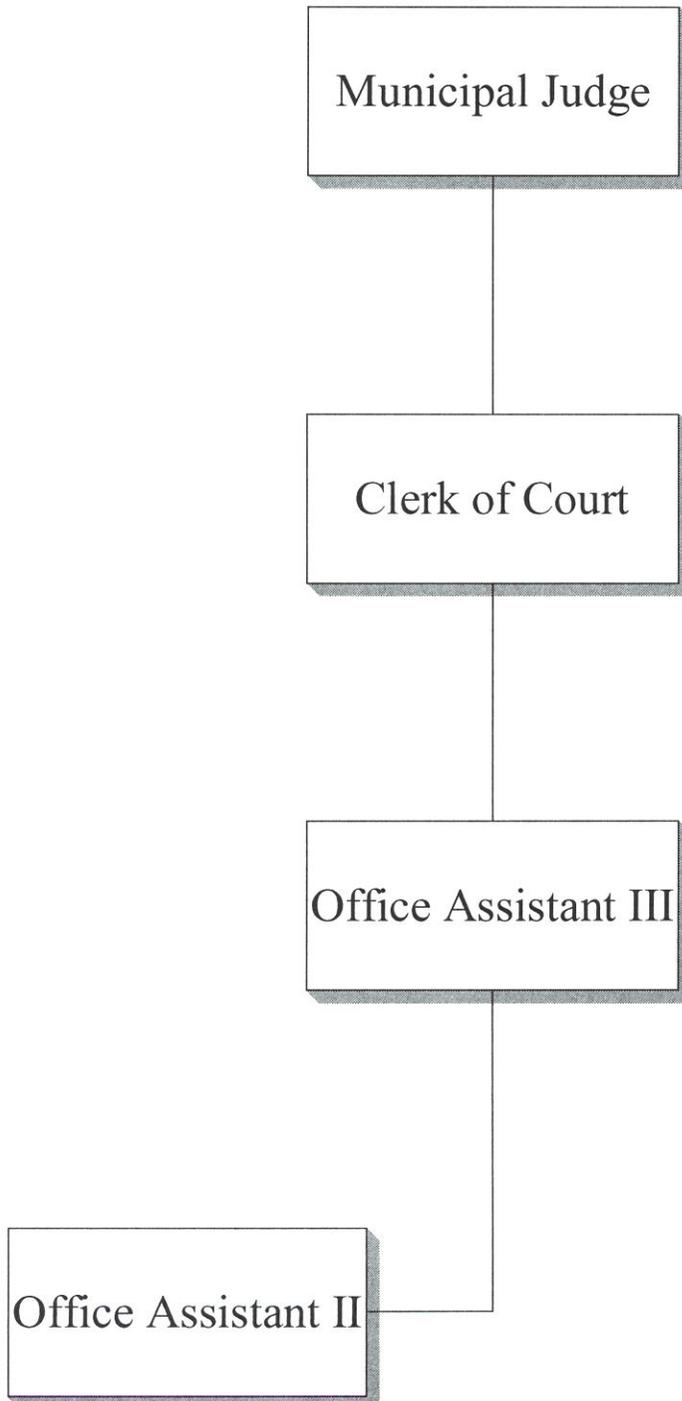
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**160 Human Resources Total 417,786**

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# City of Bismarck Municipal Court



## MUNICIPAL COURT

The Municipal Court processes all actions relating to violations of city ordinances, including parking tickets, noncriminal traffic complaints and criminal complaints for certain Class B misdemeanors. During calendar year 2011, 6,892 parking summons were disposed of with receipts totaling \$87,170. There were 14,847 noncriminal traffic and criminal complaints with receipts of \$698,844.

The Court, located in the Burleigh County Courthouse, is staffed by an elected municipal judge and four clerks. In addition to adjudicating and reporting all formal complaints, the staff must process frequent citizen's inquiries and contacts. In addition to two full court days of trials and arraignments, court convenes as necessary to accommodate nonscheduled matters. A substantial number of defendants in criminal cases are either unemployed or underemployed, resulting in a need for court-appointed attorneys.

**City of Bismarck**  
**Service Efforts and Accomplishments**  
**General Fund - Municipal Court**  
**2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Salary/Wages	\$ 232,764	\$ 240,796	\$ 249,151
Fringe Benefits	36,325	36,715	36,725
Professional/Legal Services	62,710	63,900	63,100
Property/Equipment	19,273	20,848	21,348
Travel/Training	17	575	575
Service Expense	2,808	3,840	3,835
Supply Expense	13,445	15,215	15,590
Total Expenditures	<u>\$ 367,342</u>	<u>\$ 381,889</u>	<u>\$ 390,324</u>
Number of Employees	4.00	4.00	4.00
Elected Official	1.00	1.00	1.00
Number of Court Cases	14,847	16,000	16,000
Number of Parking tickets	6,892	8,300	9,000
Revenue from Parking Tickets	\$87,170	\$72,000	\$95,000
Revenue from Fines & Forfeits	\$698,844	\$700,000	\$695,000
Revenue from Record Search	\$186	\$300	\$200
Revenue from NSF Check Charge	\$460	\$450	\$450

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**165 Municipal Court**

**120 Municipal Court Operation**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	248,160
4170.000 - Sick Overage	991

**Personal Services - Salaries & Wage Total** **249,151**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	35,668
4200.200 - Life Insurance	250
4240.100 - Workers Comp-Premium	417
4250.100 - Laundry/Dry Cleaning	50
4250.400 - Physical-Fringe Benefits	340

**Personal Services - Fringe Benefits Total** **36,725**

**Professional, Legal, and Contracted Service Fees**

4320.200 - Witness Fees	2,500
4320.300 - Attorney Fees	60,000
4320.350 - Judicial Fees	600

**Professional, Legal, and Contracted Service Fees Total** **63,100**

**Building, Equipment, and Vehicle Services**

4420.300 - Rpr/Mtce-Equipment	10,500
4430.100 - Rentals-Building	10,848

**Building, Equipment, and Vehicle Services Total** **21,348**

**Travel and Training**

4500.100 - Lodging	150
4500.200 - Meals	50
4500.600 - Travel-Mileage Reimbursmt	350
4510.300 - In-House Training	25

**Travel and Training Total** **575**

**Other Operating Services**

4600.100 - State Fire and Tornado	25
4605.100 - Telephone	1,100
4615.000 - Printing/Binding	2,500
4630.300 - Membership/Dues	110
4630.800 - Records Research Fee	100

**Other Operating Services Total** **3,835**

**City of Bismarck**  
**Annual Budget - General Fund 100**  
**For the Year 2013**

**165 Municipal Court**

**Operating Supplies**

4700.100 - Office Supplies	1,640
4700.200 - Office Small Equipment	2,500
4700.300 - Computer Small Equipment	2,500
4700.400 - Copier/Printer Supplies	3,000
4700.500 - Postage	5,500
4750.000 - Subscriptions/Publication	450
<b>Operating Supplies Total</b>	<b>15,590</b>

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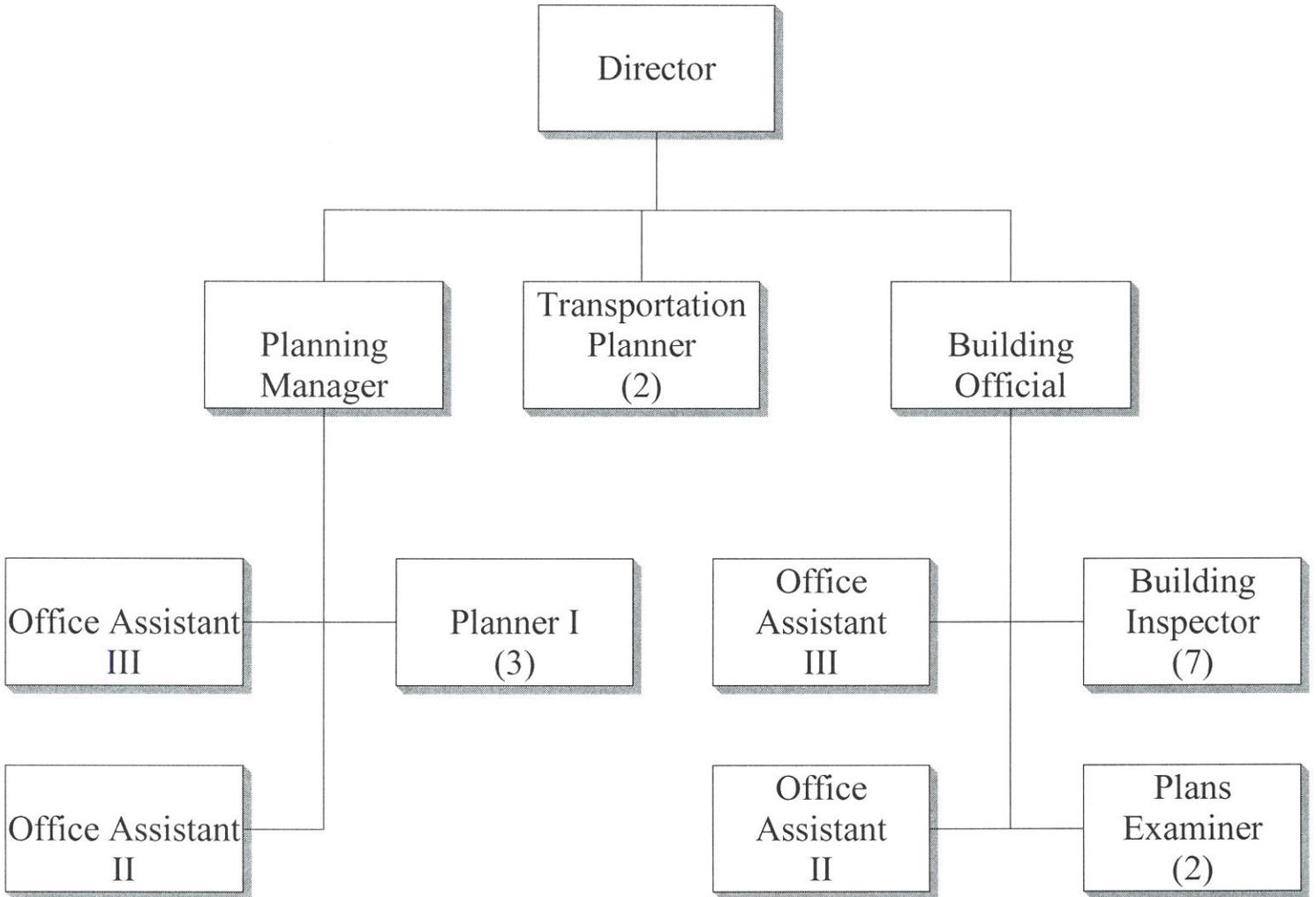
**165 Municipal Court Total**

**390,324**

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# City of Bismarck Community Development



## COMMUNITY DEVELOPMENT

The Community Development Department has two divisions – Building Inspections and Planning – and is overseen by the Director of Community Development. In addition to providing services to the citizens of Bismarck, the Department provides building inspections and planning services in the City’s extraterritorial area through authority provided by the North Dakota Century Code, and for portions of Burleigh County on a contractual basis. The Metropolitan Planning Organization (MPO) is also part of the Community Development Department and the Director of Community Development serves as the Executive Director of the MPO.

The Building Inspections Division is responsible for the enforcement of the building, electrical, plumbing, mechanical, and fuel gas codes. The Division’s services include building construction plan review, permits and inspections for building, electrical, mechanical and plumbing, condemnations and demolitions, moving of structures, manufactured home installations, sign permits, occupancy certificates, creating property addresses, zoning enforcement and floodplain management.

The Planning Division administers land use regulations for the City of Bismarck and portions of Burleigh County, the Community Development Block Grant (CDBG) and HOME programs for the City, and the Renaissance Zone and CORE programs for the City. The Division provides staff support to the Bismarck Planning & Zoning Commission, the Burleigh County Planning Commission, the Renaissance Zone Authority and the Board of Adjustment. The Division also coordinates the application process for major and minor subdivision plats, zoning changes, zoning ordinance text amendments, annexations, special use permits, rural lot splits, Fringe Area Road Master Plan (FARMP) amendments, Land Use Plan (LUP) amendments, plat modifications (right-of-way vacations, release of easements, modification of non-access lines, and street name changes), lot modifications, site plan review, downtown design review, the Renaissance Zone program, and the CORE Incentive Grant programs.

The Planning Division also administers HUD programs for the City. The City receives an annual allocation of Community Development Block Grant (CDBG) funds from the United States Department of Housing and Urban Development (HUD) and an annual allocation of HOME funds through the State of North Dakota. CDBG funds must be used for community activities that primarily benefit low and moderate income persons or for the removal of slum and blight. HOME funds provide funding for affordable housing activities that benefit low and moderate income households.

The Bismarck-Mandan Metropolitan Planning Organization (MPO) consists of the cities of Bismarck, Mandan, Lincoln, and the metropolitan portions of Burleigh and Morton Counties. The purpose of the MPO is to provide a forum for public officials, staff, citizens, and other interested groups to establish policies and plans for effectively addressing various metropolitan transportation issues. There are two bodies that provide guidance to the MPO. The Policy Board represents the member cities and counties of the MPO area and is the decision making body of the MPO. The Technical Advisory Committee (TAC) is responsible for facilitating the technical portions of the MPO process. Through the North Dakota Department of Transportation (NDDOT), the MPO receives federal funds through a percentage apportioned by Congress. The funding priorities of the MPO are established by the MPO Policy Board and approved by state and federal agencies. These funds have a matching ratio of 80% federal/20% local and are subject to obligatory limits established by Congress.

**City of Bismarck  
Service Efforts and Accomplishments  
General Fund - Community Development  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
<b>Planning &amp; Development</b>			
Salary/Wages	\$ 342,688	\$ 359,925	\$ 357,629
Fringe Benefits	46,471	46,759	48,914
Professional/Legal Services	11,179	34,040	34,140
Property/Equipment	1,881	220	120
Travel/Training	6,471	13,465	13,675
Service Expense	14,386	14,750	14,204
Supply Expense	8,600	17,820	18,870
Total Expenditures	<u>\$ 431,676</u>	<u>\$ 486,979</u>	<u>\$ 487,552</u>
Number of Employees	5.60	5.60	5.60
Planning Applications	217	200	250
<b>Building Inspections</b>			
Salary/Wages	\$ 454,649	\$ 491,317	\$ 589,178
Fringe Benefits	114,391	120,618	144,716
Professional/Legal Services	2,188	5,320	2,000
Property/Equipment	12,546	2,400	2,400
Travel/Training	10,942	13,172	15,501
Service Expense	14,060	15,281	15,851
Supply Expense	19,399	16,200	16,800
Capital Expense	254	-	-
Total Expenditures	<u>\$ 628,429</u>	<u>\$ 664,308</u>	<u>\$ 786,446</u>
Number of Employees	10.00	11.00	12.00
Building Permits	1,879	5,000	6,000
Building Inspections	7,830	8,000	9,000
Plumbing Permits	707	900	1,100
Plumbing Inspections	1,972	2,000	2,500
Mechanical Permits	1,564	1,500	2,000
Mechanical Inspections	2,361	2,000	2,800
Electrical Permits	1,257	1,300	2,000
Electrical Inspections	4,024	4,000	4,600

**City of Bismarck**  
**Service Efforts and Accomplishments**  
**General Fund - Community Development (Continued)**  
**2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
<b>HUD</b>			
Salary/Wages	\$ 61,081	\$ 52,769	\$ 52,816
Fringe Benefits	5,050	5,026	5,032
Professional/Legal Services	-	2,930	1,360
Property/Equipment	3,143	3,750	3,750
Travel/Training	366	2,875	2,300
Service Expense	471	2,950	2,950
Supply Expense	275	3,200	1,800
Total Expenditures	<u>\$ 70,386</u>	<u>\$ 73,500</u>	<u>\$ 70,008</u>
Number of Employees	1.00	1.00	1.00
<b>MPO</b>			
Salary/Wages	\$ 116,981	\$ 121,085	\$ 144,669
Fringe Benefits	41,286	29,103	29,203
Professional/Legal Services	274,719	424,160	913,179
Property/Equipment	7,523	7,672	7,946
Travel/Training	1,315	11,800	11,800
Service Expense	5,712	18,010	23,656
Supply Expense	1,587	4,680	6,412
Transfers	9,324	23,454	23,707
Total Expenditures	<u>\$ 458,447</u>	<u>\$ 639,964</u>	<u>\$ 1,160,572</u>
Number of Employees	2.40	2.40	2.40

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**170 Community Development**

**125 Planning**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	349,253
4120.000 - Part-Time Wages	6,500
4170.000 - Sick Overage	1,876

**Personal Services - Salaries & Wage Total** **357,629**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	47,621
4200.200 - Life Insurance	350
4240.100 - Workers Comp-Premium	732
4250.300 - Mileage Allowance	24
4250.400 - Physical-Fringe Benefits	187

**Personal Services - Fringe Benefits Total** **48,914**

**Professional, Legal, and Contracted Service Fees**

4310.500 - Study Consultants	30,000
4330.100 - Contract Labor	2,500
4330.200 - Service Contract	1,640

**Professional, Legal, and Contracted Service Fees Total** **34,140**

**Building, Equipment, and Vehicle Services**

4430.500 - Rentals-Parking	120
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**Building, Equipment, and Vehicle Services Total** **120**

**Travel and Training**

4500.100 - Lodging	4,000
4500.200 - Meals	1,425
4500.300 - Airfare	3,500
4500.600 - Travel-Mileage Reimbursmt	500
4500.700 - Service Area Travel	500
4500.800 - Taxi/Parking	250
4510.100 - Conference Registration	3,500

**Travel and Training Total** **13,675**

**Other Operating Services**

4605.100 - Telephone	1,150
4610.200 - Legal Ads	4,879
4615.000 - Printing/Binding	775
4630.300 - Membership/Dues	2,900
4630.600 - Permits/Fees	3,000

**City of Bismarck**  
**Annual Budget - General Fund 100**  
**For the Year 2013**

**170 Community Development**

4655.600 - Candidate Assessment Svc	1,500
<b>Other Operating Services Total</b>	<b>14,204</b>

**Operating Supplies**

4700.100 - Office Supplies	5,700
4700.200 - Office Small Equipment	2,075
4700.300 - Computer Small Equipment	3,950
4700.500 - Postage	5,125
4700.600 - Small Software Programs	500
4750.000 - Subscriptions/Publication	1,520
<b>Operating Supplies Total</b>	<b>18,870</b>

<b>125 Planning Total</b>	<b>487,552</b>
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**127 Building Inspections**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	575,091
4120.000 - Part-Time Wages	11,858
4170.000 - Sick Overage	2,229
<b>Personal Services - Salaries &amp; Wage Total</b>	<b>589,178</b>

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	142,671
4200.200 - Life Insurance	749
4240.100 - Workers Comp-Premium	1,211
4250.400 - Physical-Fringe Benefits	85
<b>Personal Services - Fringe Benefits Total</b>	<b>144,716</b>

**Professional, Legal, and Contracted Service Fees**

4300.300 - Professional Certification	1,500
4330.200 - Service Contract	500
<b>Professional, Legal, and Contracted Service Fees Total</b>	<b>2,000</b>

**Building, Equipment, and Vehicle Services**

4420.400 - Rpr/Mtce-Vehicles	2,400
<b>Building, Equipment, and Vehicle Services Total</b>	<b>2,400</b>

**Travel and Training**

4500.100 - Lodging	6,401
4500.200 - Meals	2,000

**City of Bismarck**  
**Annual Budget - General Fund 100**  
**For the Year 2013**

<b>170 Community Development</b>	
4500.300 - Airfare	2,000
4500.350 - Car Rental	200
4500.400 - Travel-Fuel	100
4500.600 - Travel-Mileage Reimbursmt	250
4500.700 - Service Area Travel	250
4500.800 - Taxi/Parking	100
4510.100 - Conference Registration	4,000
4510.400 - Training Supplies	200
<b>Travel and Training Total</b>	<b>15,501</b>
<b>Other Operating Services</b>	
4605.100 - Telephone	500
4605.200 - Cell Phones	6,801
4610.200 - Legal Ads	200
4610.300 - Public Educational Ads	500
4615.000 - Printing/Binding	2,400
4630.100 - Commission Board Fees	2,880
4630.300 - Membership/Dues	1,500
4635.300 - Software Upgrade/Maintain	500
4655.300 - Drug Testing-Recruitment	70
4655.600 - Candidate Assessment Svc	500
<b>Other Operating Services Total</b>	<b>15,851</b>
<b>Operating Supplies</b>	
4700.100 - Office Supplies	3,100
4700.200 - Office Small Equipment	1,400
4700.300 - Computer Small Equipment	1,000
4700.400 - Copier/Printer Supplies	500
4700.500 - Postage	2,000
4710.200 - Small Tools/Equipment	1,000
4725.100 - Gasoline	4,800
4735.100 - Safety Supplies	2,000
4750.000 - Subscriptions/Publication	1,000
<b>Operating Supplies Total</b>	<b>16,800</b>
<b>127 Building Inspections Total</b>	<b>786,446</b>
<b>130 HUD</b>	
<hr/>	
<b>Personal Services - Salaries &amp; Wage</b>	
4110.000 - Regular Salaries	52,816
<b>Personal Services - Salaries &amp; Wage Total</b>	<b>52,816</b>

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**170 Community Development**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	4,820
4200.200 - Life Insurance	63
4240.100 - Workers Comp-Premium	149

**Personal Services - Fringe Benefits Total** **5,032**

**Professional, Legal, and Contracted Service Fees**

4310.700 - Professional Consultants	1,200
4330.200 - Service Contract	160

**Professional, Legal, and Contracted Service Fees Total** **1,360**

**Building, Equipment, and Vehicle Services**

4420.300 - Rpr/Mtce-Equipment	150
4430.100 - Rentals-Building	3,300
4430.500 - Rentals-Parking	300

**Building, Equipment, and Vehicle Services Total** **3,750**

**Travel and Training**

4500.100 - Lodging	650
4500.200 - Meals	350
4500.300 - Airfare	600
4500.600 - Travel-Mileage Reimbursmt	225
4500.700 - Service Area Travel	175
4500.800 - Taxi/Parking	100
4510.100 - Conference Registration	200

**Travel and Training Total** **2,300**

**Other Operating Services**

4605.100 - Telephone	500
4610.200 - Legal Ads	2,200
4630.300 - Membership/Dues	250

**Other Operating Services Total** **2,950**

**Operating Supplies**

4700.100 - Office Supplies	500
4700.300 - Computer Small Equipment	200
4700.500 - Postage	400
4750.000 - Subscriptions/Publication	700

**Operating Supplies Total** **1,800**

**130 HUD Total** **70,008**

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**170 Community Development**

**135 Metropolitan Planning Org**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	125,023
4120.000 - Part-Time Wages	19,646

**Personal Services - Salaries & Wage Total** **144,669**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	28,534
4200.200 - Life Insurance	150
4240.100 - Workers Comp-Premium	355
4250.300 - Mileage Allowance	96
4250.400 - Physical-Fringe Benefits	68

**Personal Services - Fringe Benefits Total** **29,203**

**Professional, Legal, and Contracted Service Fees**

4310.200 - Engineering Consultants	60,800
4310.500 - Study Consultants	852,219
4330.200 - Service Contract	160

**Professional, Legal, and Contracted Service Fees Total** **913,179**

**Building, Equipment, and Vehicle Services**

4430.100 - Rentals-Building	7,226
4430.500 - Rentals-Parking	720

**Building, Equipment, and Vehicle Services Total** **7,946**

**Travel and Training**

4500.100 - Lodging	3,000
4500.200 - Meals	900
4500.300 - Airfare	4,000
4500.600 - Travel-Mileage Reimbursmt	400
4500.700 - Service Area Travel	300
4500.800 - Taxi/Parking	200
4510.100 - Conference Registration	3,000

**Travel and Training Total** **11,800**

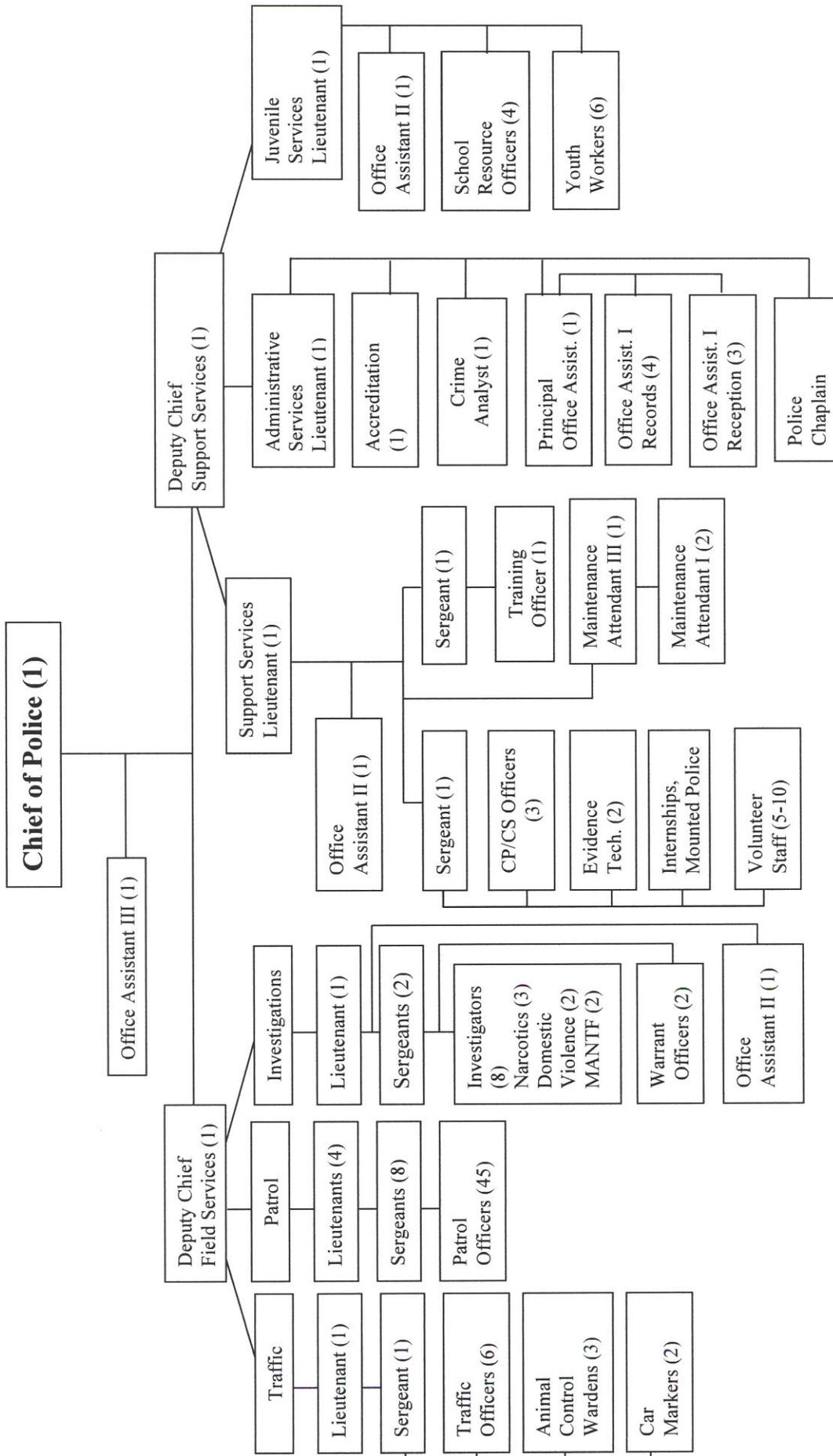
**Other Operating Services**

4605.100 - Telephone	200
4610.200 - Legal Ads	3,550
4615.000 - Printing/Binding	1,500

**City of Bismarck**  
**Annual Budget - General Fund 100**  
**For the Year 2013**

<b>170 Community Development</b>	
4630.200 - Administrative Fees	18,006
4630.300 - Membership/Dues	400
<b>Other Operating Services Total</b>	<b>23,656</b>
<b>Operating Supplies</b>	
4700.100 - Office Supplies	800
4700.200 - Office Small Equipment	300
4700.300 - Computer Small Equipment	4,732
4700.500 - Postage	500
4750.000 - Subscriptions/Publication	80
<b>Operating Supplies Total</b>	<b>6,412</b>
<b>Other Financing Uses</b>	
8000.289 - Transfer-Social Sec Tax	10,734
8000.750 - Transfer-Employee Insuran	422
8000.850 - Transfer-City Pension	12,551
<b>Other Financing Uses Total</b>	<b>23,707</b>
<b>135 Metropolitan Planning Org Total</b>	<b>1,160,572</b>
<b>170 Community Development Total</b>	<b>2,504,578</b>

# CITY OF BISMARCK POLICE DEPARTMENT



## POLICE DEPARTMENT

### Mission Statement:

The mission of the Bismarck Police Department is to protect life and property, provide professional customer service, and foster community partnerships to preserve Bismarck's exceptional quality of life.

### Vision Statement:

The Bismarck Police Department will be recognized as a premier law enforcement agency which provides exceptional customer service through professional, well-trained, caring, and innovative employees working in partnership with the community. We will foster an environment of honesty, trust, and mutual respect in which the Department and the community work together to resolve problems and promote public safety.

We will strive to provide progressive leadership at all levels with a dedicated service orientation. We will remain responsive to new ideas and provide opportunities for employees to develop to their highest potential.

We will fully explore and utilize emerging technology in order to maximize efficiency and effectiveness of our operations. We will strategically plan in order to anticipate enforcement challenges and prepare for the growth and expansion of our progressive community.

We will continue to build upon our successes through open communication, forward thinking, and willingness to embrace change.

### 2012-2013 Goals and Objectives:

- Continue strategies designed to reduce the incidence of violent crimes
- Focus crime prevention efforts on the crimes of theft from motor vehicles and motor vehicle theft
- Reduction of the occurrence of traffic violations and motor vehicle crashes
- Maintain CALEA requirements in preparation for next on-site assessment (2014)
- Improve internal department communications
- Formalize Analysis Based Policing and continue development of the Research and Analysis Officer position
- Continue with succession planning due to upcoming retirement of management personnel
- Continue to work closely with the City Change Management Coalition concerning the City Workforce Planning Project
- Maintain competitive employee salary and benefits
- Continue increased crime prevention/community service including a focus of enhancing efforts with the business community and neighborhood/community groups
- Increase outreach efforts to the Community
- Complete the following projects:
  - Implementation of interface between TraCS citation software in squad cars and the RMS to provide for uploading of citation data
  - Interoperable radio communications operational plan
  - Incident field reporting
  - Wireless access points
  - Patrol rifle acquisition, installation, and training/qualification
- Continue to plan and develop strategies to address the continued growth of the community and calls for service in order to maintain the current level of service
- Provide quality cost effective training for employees
- Expand recruitment efforts with a focus on recruiting and hiring members of minority groups and refine the hiring process
- Improve the department property inventory system
- Continue efforts to release or dispose of evidentiary property that is no longer required to be held by the department
- Develop effective equipment replacement plans
- Complete required promotional testing

The Bismarck Police Department is committed to continuing to provide dedicated and professional customer service to our community and those we serve.

**City of Bismarck**  
**Service Efforts and Accomplishments**  
**General Fund - Police Department**  
**2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Salary/Wages	\$ 6,116,719	\$ 6,416,724	\$ 6,820,425
Fringe Benefits	1,346,373	1,374,916	1,456,892
Professional/Legal Services	29,960	28,600	30,163
Property/Equipment	234,933	225,140	221,940
Travel/Training	26,874	39,339	37,620
Service Expense	449,278	452,856	461,178
Supply Expense	207,759	235,280	229,239
Grants	3,693	4,600	6,694
Capital Expense	54,500	54,500	54,500
Total Expenditures	<u>\$ 8,470,088</u>	<u>\$ 8,831,955</u>	<u>\$ 9,318,651</u>
Population (Estimated)	62,120	63,016	65,375
Cost Per Capita	\$136.35	\$140.15	\$142.54
Total Full Time Employees	129.00	131.00	137.00
Per 1,000 Population	2.08	2.08	2.10
Number of Police Officers	101.00	103.00	109.00
Per 1,000 Population	1.63	1.63	1.67
Number of 911 Emergency Dispatches	4,037	5,000	5,500
Per 1,000 Population	64.99	79.34	84.13
Calls for Service	32,999	32,000	35,500
Per 1,000 Population	531.21	507.81	543.02
Alarm Calls	1,055	1,100	1,150
Number of Traffic Accidents	3,820	3,900	3,900
DUI Arrests	601	600	600
Value of Stolen Property	\$1,941,731	\$1,500,000	\$2,000,000
Value of Recovered Property	\$170,554	\$200,000	\$200,000
Recovery Ratio	8.78%	13.33%	10.00%
Value of Stolen Motor Vehicles	\$846,200	\$350,000	\$900,000
Value of Recovered Motor Vehicles	\$713,525	\$250,000	\$756,000
Recovery Ratio	84.32%	71.43%	84.00%
Number of Physical Arrests	2,466	3,300	3,500
Number of Traffic Citations	12,869	13,500	13,500
Number of Parking Citations	6,892	10,000	9,000
Number of Public Presentations/Tours	116	150	200
Miles Driven	681,379	700,000	700,000
Square Miles Patrolled	31	32	32

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**175 Police**

**145 Police Administration**

<b>Personal Services - Salaries &amp; Wage</b>	
4110.000 - Regular Salaries	147,947
4170.000 - Sick Overage	579
<b>Personal Services - Salaries &amp; Wage Total</b>	<b>148,526</b>
<b>Personal Services - Fringe Benefits</b>	
4200.100 - Health Insurance	23,779
4200.200 - Life Insurance	125
4240.100 - Workers Comp-Premium	618
4240.200 - Workers Comp-Med Assmt	1,500
4240.300 - Workers Comp-Inmate/Vol	1,513
4250.100 - Laundry/Dry Cleaning	150
4250.500 - Tuition Reimbursement	2,000
<b>Personal Services - Fringe Benefits Total</b>	<b>29,685</b>
<b>Professional, Legal, and Contracted Service Fees</b>	
4300.300 - Professional Certification	2,945
4310.700 - Professional Consultants	5,700
<b>Professional, Legal, and Contracted Service Fees Total</b>	<b>8,645</b>
<b>Other Operating Services</b>	
4610.200 - Legal Ads	800
4610.400 - Awards Program	700
4630.300 - Membership/Dues	3,660
4645.100 - Prisoner Care-Jail	259,000
4645.101 - Prisoner Care-Hospital	2,500
4645.102 - Prisoner Care-Prescription	2,000
4645.103 - Prisoner Care-Doctor	2,500
4645.400 - Accreditation Services	7,741
4650.200 - Exposures	100
4650.300 - Drug Testing	200
4655.400 - Written Exam	460
4655.500 - Agility Testing	1,350
4655.600 - Candidate Assessment Svc	9,000
4660.100 - Physical-Fitness for Duty	500
4660.300 - Physical-Psychological-PO	2,500
4665.000 - Hospitality/Entertainment	150
4685.500 - Hepatitis B	1,000
<b>Other Operating Services Total</b>	<b>294,161</b>

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**175 Police**

**Operating Supplies**

4700.500 - Postage	5,500
4750.000 - Subscriptions/Publication	2,400

**Operating Supplies Total** **7,900**

**145 Police Administration Total** **488,917**

**147 Police Field Services**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	4,804,588
4130.000 - Overtime Wages	82,000
4160.000 - Annual Leave	7,857
4170.000 - Sick Overage	22,989

**Personal Services - Salaries & Wage Total** **4,917,434**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	975,864
4200.200 - Life Insurance	5,745
4240.100 - Workers Comp-Premium	49,247
4250.100 - Laundry/Dry Cleaning	5,000
4250.200 - Clothing Allowance	4,675

**Personal Services - Fringe Benefits Total** **1,040,531**

**Building, Equipment, and Vehicle Services**

4420.400 - Rpr/Mtce-Vehicles	75,500
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**Building, Equipment, and Vehicle Services Total** **75,500**

**Other Operating Services**

4645.200 - Buy Money	2,000
4645.300 - Blood Test	7,000
4645.500 - Towing	32,000

**Other Operating Services Total** **41,000**

**Operating Supplies**

4725.100 - Gasoline	75,000
4735.400 - Canine	2,200

**Operating Supplies Total** **77,200**

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**175 Police**

**Capital Outlay**

5020.200 - Vehicles 54,500

**Capital Outlay Total 54,500**

**Total 6,206,165**

**147-148 Park Patrol**

**Personal Services - Salaries & Wage**

4130.000 - Overtime Wages 12,000

**Personal Services - Salaries & Wage Total 12,000**

**Building, Equipment, and Vehicle Services**

4420.300 - Rpr/Mtce-Equipment 2,000

**Building, Equipment, and Vehicle Services Total 2,000**

**Total 14,000**

**147-149 Animal Control Facility**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries 105,832

4130.000 - Overtime Wages 3,000

**Personal Services - Salaries & Wage Total 108,832**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance 28,598

4200.200 - Life Insurance 188

4240.100 - Workers Comp-Premium 985

4250.100 - Laundry/Dry Cleaning 450

**Personal Services - Fringe Benefits Total 30,221**

**Professional, Legal, and Contracted Service Fees**

4330.200 - Service Contract 450

**Professional, Legal, and Contracted Service Fees Total 450**

**Building, Equipment, and Vehicle Services**

4400.100 - Water/Sewer 2,500

4400.200 - Electricity 4,500

4400.500 - Natural Gas 4,000

4410.200 - Facility Laundry 300

4410.300 - Snow Removal 250

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**175 Police**

4410.400 - Lawn Care	1,000
4420.100 - Rpr/Mtce-Building	4,067
4420.300 - Rpr/Mtce-Equipment	500
4420.400 - Rpr/Mtce-Vehicles	3,000
<b>Building, Equipment, and Vehicle Services Total</b>	<b>20,117</b>

**Travel and Training**

4500.100 - Lodging	350
4500.200 - Meals	300
4500.300 - Airfare	750
4500.400 - Travel-Fuel	400
4510.100 - Conference Registration	700
<b>Travel and Training Total</b>	<b>2,500</b>

**Other Operating Services**

4600.100 - State Fire and Tornado	225
4605.100 - Telephone	970
4605.200 - Cell Phones	600
4610.100 - Advertising/Promotions	650
4615.000 - Printing/Binding	1,000
4635.400 - Computer Svc/Maintenance	300
<b>Other Operating Services Total</b>	<b>3,745</b>

**Operating Supplies**

4700.100 - Office Supplies	500
4700.200 - Office Small Equipment	500
4700.300 - Computer Small Equipment	2,000
4700.400 - Copier/Printer Supplies	400
4705.000 - Uniforms	700
4710.200 - Small Tools/Equipment	2,000
4710.500 - Lighting Supplies	300
4710.600 - Janitorial Supplies	2,720
4725.100 - Gasoline	6,000
4735.100 - Safety Supplies	2,000
4735.301 - Pet Food	500
4735.302 - Vet Services	4,500
<b>Operating Supplies Total</b>	<b>22,120</b>

<b>Total</b>	<b>187,985</b>
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<b>147 Police Field Services Total</b>	<b>6,408,150</b>
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**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**175 Police**

**150 Police Support Services**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	1,608,376
4130.000 - Overtime Wages	20,000
4170.000 - Sick Overage	5,257

**Personal Services - Salaries & Wage Total** **1,633,633**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	334,500
4200.200 - Life Insurance	2,060
4240.100 - Workers Comp-Premium	9,770
4250.100 - Laundry/Dry Cleaning	1,000
4250.200 - Clothing Allowance	2,475
4250.400 - Physical-Fringe Benefits	6,650

**Personal Services - Fringe Benefits Total** **356,455**

**Professional, Legal, and Contracted Service Fees**

4330.100 - Contract Labor	13,768
4330.200 - Service Contract	7,300

**Professional, Legal, and Contracted Service Fees Total** **21,068**

**Building, Equipment, and Vehicle Services**

4400.100 - Water/Sewer	3,900
4400.200 - Electricity	50,000
4400.500 - Natural Gas	32,000
4410.100 - Janitorial Service	500
4410.200 - Facility Laundry	3,900
4410.300 - Snow Removal	900
4410.400 - Lawn Care	1,000
4420.100 - Rpr/Mtce-Building	14,883
4420.280 - Rpr/Mtce-Parking Lot	800
4420.300 - Rpr/Mtce-Equipment	6,884
4420.310 - Rpr/Mtce-Communica Device	7,000
4430.100 - Rentals-Building	1,500
4430.300 - Rentals-Equipment	1,056

**Building, Equipment, and Vehicle Services Total** **124,323**

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**175 Police**

**Travel and Training**

4500.100 - Lodging	8,590
4500.200 - Meals	5,175
4500.300 - Airfare	2,700
4500.350 - Car Rental	150
4500.400 - Travel-Fuel	2,630
4510.100 - Conference Registration	13,040
4510.400 - Training Supplies	2,835

**Travel and Training Total** **35,120**

**Other Operating Services**

4600.100 - State Fire and Tornado	4,000
4600.200 - Boiler Insurance	900
4600.600 - Auto Insurance	2,000
4605.100 - Telephone	23,000
4605.200 - Cell Phones	22,702
4610.100 - Advertising/Promotions	3,650
4615.000 - Printing/Binding	4,887
4625.000 - Photography	300
4630.400 - Recycling Service Fees	480
4635.100 - Computer Service Fees	2,544
4635.300 - Software Upgrade/Maintain	57,409
4650.100 - Hazardous Waste Removal	400

**Other Operating Services Total** **122,272**

**Operating Supplies**

4700.100 - Office Supplies	11,094
4700.200 - Office Small Equipment	2,309
4700.300 - Computer Small Equipment	2,700
4700.400 - Copier/Printer Supplies	21,874
4700.600 - Small Software Programs	600
4705.000 - Uniforms	20,100
4710.200 - Small Tools/Equipment	13,779
4710.500 - Lighting Supplies	1,242
4710.600 - Janitorial Supplies	10,211
4735.100 - Safety Supplies	1,160
4735.200 - Ammunition/Weapons	29,300
4735.250 - Bullet Proof Vest/Armor	3,250

**Operating Supplies Total** **117,619**

**150 Police Support Services Total** **2,410,490**

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**175 Police**

**160 Match for Grant**

**Operating Supplies**

4710.200 - Small Tools/Equipment 2,000

4735.250 - Bullet Proof Vest/Armor 2,400

**Operating Supplies Total 4,400**

**Grants and Subsidies**

4900.200 - Operating Grant/Subsidies 6,694

**Grants and Subsidies Total 6,694**

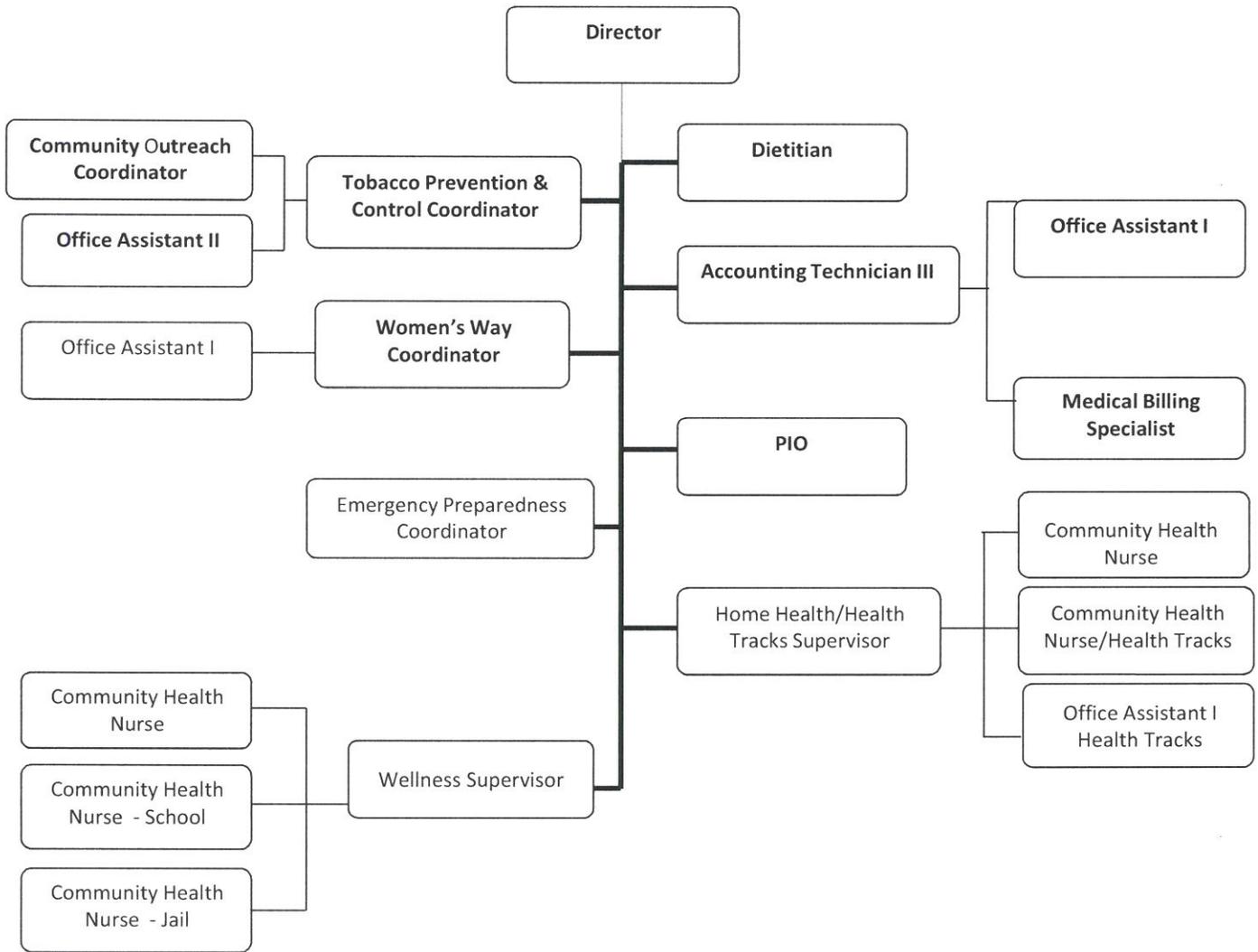
**160 Match for Grant Total 11,094**

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**175 Police Total 9,318,651**

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### Bismarck-Burleigh Public Health Organizational Chart



## **BISMARCK BURLEIGH PUBLIC HEALTH**

### **VISION**

**Be a recognized leader who promotes, protects, and provides for the public's health.**

### **MISSION**

**Bismarck Burleigh Public Health plans and promotes community health and safety through disease and injury prevention for all individuals.**

### **GOALS 2013**

- **Implement electronic billing through CHAMP**
    - **Establish a new Strategic Plan**
  - **Continue to work on community priority "Pediatric Obesity"**
    - **Continue to work on Community Health Plan**
    - **Continue to build community and city collaboration**
  - **Continue to educate regarding Roles and Responsibilities of Public Health in these changing times**
- 
- Implemented electronic health record system for public health documentation in August 2011.
  - Taped second 12 twenty-five minute segments with Dakota Media Access called "THIS IS PUBLIC HEALTH CENTRAL DAKOTA" to educate the public on what public health is and services provided by public health.
  - Successful passage of a comprehensive smoke free ordinance with final support of the public during the special election in April 2011.
  - Through community partnerships with: Dakota Wizards Purple Joins Pink to "Slam Dunk" Breast Cancer, KXMB 10<sup>th</sup> annual Women's Way Golf Classic for Breast Cancer Awareness, BSC Volleyball Spike out Breast Cancer, Avon breast cancer awareness for WW during October, the Breast Cancer Walk Run/Walk, Conlins Furniture's statewide October is Breast Cancer Awareness Month (donating \$5000), Running's Fleet and Farm event, Bismarck's Roller Derby "bout" for breast cancer awareness, BSC's girls "Play the Way" basketball games for breast cancer the BBPH Women's Way Program received over \$10,000 in donations for this grant year. Proceeds from these donations/ events will assist with medical expenses that are not covered by the federal grant and are related to breast and cervical cancer screenings, such as breast follow-up, biopsies, and cancer treatments.
  - BBPH was audited for our CLIA waived lab tests on 07/11/2011. CLIA stands for Clinical Laboratory Improvement Amendment. These amendments were passed in 1988 and stipulate that laboratory tests should insure timeliness, accuracy & dependability irrespective of the location of the test. Each test has its own unique requirements. BBPH passed the audit.
  - Pedicure numbers continue to increase 3.7% from 2010 to 2011, 2.3% from 2009 to 2010, 2.6% from 2008 to 2009 and 18.45 from 2007 to 2008. That is a 28.7 increase in five years. A pedicure takes about 40 minutes times 1143 clients or 762 hours or slightly over one third (36.6%) of a full time equivalent.
  - Home Health Maintenance staff provided Red Emergency Folders for individual clients in all homes. with.
  - Sponsored Women's Health Week event in June for City, County and Park District female employees.
  - Organized Bismarck's 3<sup>rd</sup> annual healthy weight summit creating awareness for partners and community members.
  - Took leadership roles in community food access projects by providing nutrition in the garden through community and hunger gardens as well as food pantries and Urban Harvest.
  - Health Tracks screened 7.3% more children in 2011 than in 2010.
  - School nurses were available to care for 11.9% more injuries.
  - All staff were trained in Cultural Competency, CPR, the National Incident Command System (NIMS), Workforce Safety quarterly training and CHAMP (electronic record) training.
  - Many Public Health regular programs were suspended for a couple of months due to the flood efforts.
  - Acquired the knowledge and instrument to test hearing of newborns to three year olds

**City of Bismarck**  
**Service Efforts and Accomplishments**  
**General Fund - Public Health**  
**2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Salary/Wages	\$ 1,023,776	\$ 1,101,480	\$ 1,142,658
Fringe Benefits	183,347	191,328	183,317
Professional/Legal Services	40,911	27,658	28,941
Property/Equipment	724	1,000	1,000
Travel/Training	25,692	47,100	32,400
Service Expense	32,411	43,435	43,816
Supply Expense	205,209	181,725	174,800
Total Expenditures	<u>\$ 1,512,071</u>	<u>\$ 1,593,726</u>	<u>\$ 1,606,932</u>

Number of Employees	26.25	26.25	26.25
Number of Home Health Patients	209	250	250
Number of Home Visits	5,190	5,500	5,500
Number of Immunizations	4,489	6,365	4,500
Number of Pedicures	1,143	1,103	1,200
Number of Office Visits (contacts)	3,586	4,443	4,000
Number of HIV Screenings (consults)	132	189	180
number of STD Screenings	61	65	65
Number of Flu Shots	4,000	6,117	3,700
Number Screen in Women's Way	360	352	352
Car Seats	213	224	224
BAMBBE Visits	300	375	400
Nutrition Individual Education	50	150	100
Nutrition Group Education	50	50	100
Nutrition Wellness Presentations	40	50	75
Nutrition Media Events	20	20	25

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**100 Public Health**

**165 Public Health**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	994,119
4120.000 - Part-Time Wages	138,569
4130.000 - Overtime Wages	1,500
4160.000 - Annual Leave	4,235
4170.000 - Sick Overage	4,235

**Personal Services - Salaries & Wage Total** **1,142,658**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	177,110
4200.200 - Life Insurance	1,041
4240.100 - Workers Comp-Premium	1,354
4240.105 - Workers Comp-Part-time	312
4250.300 - Mileage Allowance	3,500

**Personal Services - Fringe Benefits Total** **183,317**

**Professional, Legal, and Contracted Service Fees**

4300.200 - Health Officer Fees	13,141
4300.300 - Professional Certification	300
4330.100 - Contract Labor	12,000
4330.200 - Service Contract	3,500

**Professional, Legal, and Contracted Service Fees Total** **28,941**

**Building, Equipment, and Vehicle Services**

4420.300 - Rpr/Mtce-Equipment	1,000
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**Building, Equipment, and Vehicle Services Total** **1,000**

**Travel and Training**

4500.100 - Lodging	3,000
4500.200 - Meals	1,000
4500.300 - Airfare	4,000
4500.600 - Travel-Mileage Reimbursmt	1,000
4500.700 - Service Area Travel	12,000
4500.800 - Taxi/Parking	100
4510.100 - Conference Registration	8,000
4510.300 - In-House Training	3,000
4510.400 - Training Supplies	300

**Travel and Training Total** **32,400**

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**100 Public Health**

**Other Operating Services**

4600.300 - Professional Liability	2,000
4605.100 - Telephone	5,500
4605.200 - Cell Phones	6,706
4610.100 - Advertising/Promotions	5,000
4610.200 - Legal Ads	1,000
4610.300 - Public Educational Ads	3,500
4615.000 - Printing/Binding	3,500
4630.300 - Membership/Dues	500
4630.600 - Permits/Fees	500
4635.100 - Computer Service Fees	60
4635.300 - Software Upgrade/Maintain	5,500
4650.100 - Hazardous Waste Removal	350
4650.400 - Lab Test	7,500
4650.450 - Hepatitis Test	1,600
4655.100 - Background Checks	200
4655.600 - Candidate Assessment Svc	300
4665.000 - Hospitality/Entertainment	100

**Other Operating Services Total** **43,816**

**Operating Supplies**

4700.100 - Office Supplies	8,000
4700.200 - Office Small Equipment	8,000
4700.300 - Computer Small Equipment	2,000
4700.400 - Copier/Printer Supplies	1,200
4700.500 - Postage	1,400
4710.200 - Small Tools/Equipment	2,500
4710.600 - Janitorial Supplies	500
4740.100 - Nursing Supplies	19,000
4740.200 - Vaccine Supplies	90,000
4740.225 - Flu Vaccine Supplies	40,000
4740.300 - Emergency Medications	500
4745.100 - Reference	200
4745.300 - Adult Audio/Visual	300
4745.400 - Juvenile Audio/Visual	300
4750.000 - Subscriptions/Publication	900

**Operating Supplies Total** **174,800**

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**165 Public Health Total** **1,606,932**

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## ONE-TIME OPERATIONS

The One-time Operations budget is established to account for temporary or non-recurring costs that are authorized for the departments in the current year only.

### **Administration**

Workforce Planning (Recruitment & Knowledge Transfer)	\$	100,000
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### **Commission Special Projects**

Renovate/Replace Coalition for Homeless People		100,000
Volunteer Recognition Event		3,000
Single point contact position at Ruth Meier's		16,500
Missouri Valley Coalition for Homeless People		5,000
Human Relations Committee		2,500
		127,000

### **Building Maintenance**

#### Fire Repair & Maintenance-Buildings & Grounds

##### Station One:

Additional circuits added to emergency generator		6,000
Replace sump pump with failure alarm		1,100
Strip and repair bay floors		8,000
Replace circulator pumps		2,000

##### Station Two

Replace a unit bay heater		6,000
Replace three furnaces as failure occurs		33,000
Replace kitchen window		2,000

##### Station Three

Replace furnace as failure occurs		11,000
Paint exterior metals, shed and fence		2,200

##### Station Four

Install roof heat tape		2,000
Replace dumpster fence		3,650

##### City/Co. Building

Add IP security cameras-front and back		6,275
Expand east stairway card access		6,050

##### Police:

Waterproof exterior of PD building		34,000
Upgrade chilled water valve for AHU-3 (building temperature)		3,000
Replace AHU-2 supply motor		10,000
Repair sidewalks S & E of Police Dept.		3,500

##### Library:

Replace Automatic Doors		15,000
Roof Access/Ladder		5,000
Phase 1 of Lighting Upgrade		28,600
		188,375

### **Dakota Media Access**

Video Streamer		2,800
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One-time Operations (continued)

**Attorney**

PT Assistant Attorney Salaries & Benefits	37,350
Operating Supplies & Expenses	1,290
	<hr/>
	38,640

**Combined Communications**

Redundancy Connectivity for Network	11,000
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**Engineering**

Conference Registration	6,000
Replace 2 compact pick-ups-\$21,000 ea.	42,000
Part-time wages for summer interns	11,500
Additional funding for overtime wages	20,000
Engineering consultants	100,000
Study consultants	100,000
	<hr/>
	279,500

**Finance - Common Software**

ITGC Technology Projects: Land Records Management System	764,872
AS400 Upgrade	32,146
	<hr/>
	797,018

**Fire**

Uniforms & Fire Gear for New Firefighters	6,900
Air Monitoring Equipment Maintenance: Calibration & Testing	8,000
Environmental Health: Replace Vehicle	17,000
	<hr/>
	31,900

Vector Control:

Wages & Benefits	20,100
Professional Certification	320
R/M Equipment/Vehicles	6,500
Rent/Training/Phone/License/Supplies	1,470
Small Equip-Computer/Tools	450
Pesticides	22,990
Gasoline	1,000
Safety Supplies	500
	<hr/>
	53,330

Fire Truck Reserve: Purchase of New Fire Engine	570,000
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**Community Development**

Planning: 20% MPO Match for PT Planner for 20 hrs.	5,435
20% MP Match for Downtown Sub-area Study	47,500
HUD Administrative Fees and Salaries & Benefits Shortfall	23,071
	<hr/>
	76,006

One-time Operations (continued)

<b>Building Inspections</b>	
PT Temporary Wages/Labor	7,900
Overtime Wages	40,000
Vehicle Repair & Maintenance	3,600
Traveling & Training	6,000
Office Supplies/Small Tools & Equipment/Safety Supplies	2,300
Replace Vehicle - SUV	25,000
	<hr/>
	84,800

**Police Department**

New Police Officers: Equipment/Testing/Licensing	63,438
Squad Car	60,547
Vehicle budget increase	96,730
Small tool & equipment budget increase	7,000
Body armor budget increase	16,000
Additional costs for prisoners care	138,600
Polygraph training (1 officer)	8,500
Additional funding for over-time	67,000
Purchase police K-9 and train handler	27,774
Annual leave payout for 4 officers retiring/not returning	6,401
Simunition conversion barrels & simunition protective gear	13,000
Additional funding for towing costs	5,000
LEXIPOL-Create and maintain policy manual	11,000
MIP class expenses-Office supplies and	2,000
Travel & training	3,000
	<hr/>
	525,990

**Public Health**

PT Registered Nurse	22,348
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**Non-Departmental**

Fuel: Gasoline and Diesel Pool	225,000
Utilities: Electricity & Natural Gas Pool	25,000
Roads & Street Equipment	390,000
Thayer Parking Lot	90,000
Forestry Pruning Contract	90,000
Library Security Camera Upgrade & Additions	20,000
	<hr/>
	840,000

<b>General Fund One-time Operations</b>	<b>3,748,707</b>
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One-time Operations (continued)

**Civic Center**

Battery operated floor scrubber	17,500
Replace Arena electrical boxes	43,000
Projector for meeting room 101	7,500
2 wireless microphone systems with boom stands	2,500
Portable front and rear projector screen	2,700
3 Floor podiums	3,500
Commercial riding lawn mower	8,000
Belle - 2 stage stairs	7,500
Belle - replace window drapery and hardware & varnish exterior doors	18,000
Belle - lighting console and 2 flat screen monitors	6,500
	<hr/>
	116,700

**Public Works - Utilities**

Replace Meter Reading System and Water Meters	6,500,000
Replace Utility Billing System	425,000
	<hr/>
	6,925,000

<b>Total One-time Operations</b>	<hr/> <hr/> <b>10,790,407</b>
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**City of Bismarck  
Service Efforts and Accomplishments  
General Fund - One-Time Operations  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Salary/Wages	\$ 40,275	\$ 133,638	\$ 248,542
Fringe Benefits	3,688	565	482
Professional/Legal Services	105,174	268,980	372,010
Property/Equipment	148,488	135,460	88,620
Travel/Training	17,660	26,218	59,274
Service Expense	110,727	135,061	187,178
Supply Expense	216,091	300,329	385,878
Grants	38,210	32,800	2,800
Capital Expense	781,184	255,141	1,733,923
Construction and Infrastructure	-	-	100,000
Transfers	51,944	75,000	570,000
<b>Total Expenditures</b>	<b>\$ 1,513,440</b>	<b>\$ 1,363,192</b>	<b>\$ 3,748,707</b>

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**192 One-Time**

**000 Operations**

**Building, Equipment, and Vehicle Services**

4400.200 - Electricity	15,000
4400.500 - Natural Gas	10,000

**Building, Equipment, and Vehicle Services Total** **25,000**

**Operating Supplies**

4725.100 - Gasoline	150,000
4725.200 - Diesel	75,000

**Operating Supplies Total** **225,000**

**Capital Outlay**

5020.100 - Machinery/Equipment	20,000
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**Capital Outlay Total** **20,000**

**Other Financing Uses**

8000.250 - Transfer-Roads & Streets	480,000
8000.325 - Transfer-Building Improve	90,000

**Other Financing Uses Total** **570,000**

**000 Operations Total** **840,000**

**022 Administration One-Time**

**Professional, Legal, and Contracted Service Fees**

4310.700 - Professional Consultants	124,000
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**Professional, Legal, and Contracted Service Fees Total** **124,000**

**Other Operating Services**

4665.000 - Hospitality/Entertainment	3,000
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**Other Operating Services Total** **3,000**

**Construction and Infrastructure**

5600.625 - Permanent Signs	100,000
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**Construction and Infrastructure Total** **100,000**

**022 Administration One-Time Total** **227,000**

**026 Building Maint One Time**

**Building, Equipment, and Vehicle Services**

4420.100 - Rpr/Mtce-Building	47,000
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**City of Bismarck**  
**Annual Budget - General Fund 100**  
**For the Year 2013**

<b>192 One-Time</b>	
4420.200 - Rpr/Mtce-Property	3,500
<b>Building, Equipment, and Vehicle Services Total</b>	<b>50,500</b>
<b>Capital Outlay</b>	
5010.200 - Building Improvements	137,875
<b>Capital Outlay Total</b>	<b>137,875</b>
<b>026 Building Maint One Time Total</b>	<b>188,375</b>
<b>030 Cable TV-One time budget</b>	
<hr/>	
<b>Grants and Subsidies</b>	
4900.200 - Operating Grant/Subsidies	2,800
<b>Grants and Subsidies Total</b>	<b>2,800</b>
<b>030 Cable TV-One time budget Total</b>	<b>2,800</b>
<b>032 Attorney One-Time</b>	
<b>Personal Services - Salaries &amp; Wage</b>	
4120.000 - Part-Time Wages	37,350
<b>Personal Services - Salaries &amp; Wage Total</b>	<b>37,350</b>
<b>Professional, Legal, and Contracted Service Fees</b>	
4300.300 - Professional Certification	190
<b>Professional, Legal, and Contracted Service Fees Total</b>	<b>190</b>
<b>Travel and Training</b>	
4500.600 - Travel-Mileage Reimbursmt	100
4510.100 - Conference Registration	500
<b>Travel and Training Total</b>	<b>600</b>
<b>Other Operating Services</b>	
4605.100 - Telephone	200
4630.300 - Membership/Dues	100
<b>Other Operating Services Total</b>	<b>300</b>
<b>Operating Supplies</b>	
4700.100 - Office Supplies	200
<b>Operating Supplies Total</b>	<b>200</b>
<b>032 Attorney One-Time Total</b>	<b>38,640</b>

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**192 One-Time**

**052 Combined Comm One-Time**

**Other Operating Services**

4635.200 - Network Services 11,000

**Other Operating Services Total 11,000**

**052 Combined Comm One-Time Total 11,000**

**062 Engineering One-Time**

**Personal Services - Salaries & Wage**

4120.000 - Part-Time Wages 11,500

4130.000 - Overtime Wages 20,000

**Personal Services - Salaries & Wage Total 31,500**

**Professional, Legal, and Contracted Service Fees**

4310.200 - Engineering Consultants 100,000

4310.500 - Study Consultants 100,000

**Professional, Legal, and Contracted Service Fees Total 200,000**

**Travel and Training**

4510.100 - Conference Registration 6,000

**Travel and Training Total 6,000**

**Capital Outlay**

5020.200 - Vehicles 42,000

**Capital Outlay Total 42,000**

**062 Engineering One-Time Total 279,500**

**071 Common SoftwareTech-1Time**

**Capital Outlay**

5020.500 - Computers & Software 797,018

**Capital Outlay Total 797,018**

**071 Common SoftwareTech-1Time Total 797,018**

**082 Vector Control**

**Personal Services - Salaries & Wage**

4120.000 - Part-Time Wages 19,730

**Personal Services - Salaries & Wage Total 19,730**

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**192 One-Time**

**Personal Services - Fringe Benefits**

4240.100 - Workers Comp-Premium 370

**Personal Services - Fringe Benefits Total 370**

**Professional, Legal, and Contracted Service Fees**

4300.300 - Professional Certification 320

**Professional, Legal, and Contracted Service Fees Total 320**

**Building, Equipment, and Vehicle Services**

4420.300 - Rpr/Mtce-Equipment 2,500

4420.400 - Rpr/Mtce-Vehicles 4,000

4430.100 - Rentals-Building 960

**Building, Equipment, and Vehicle Services Total 7,460**

**Other Operating Services**

4605.200 - Cell Phones 350

4655.300 - Drug Testing-Recruitment 160

**Other Operating Services Total 510**

**Operating Supplies**

4700.300 - Computer Small Equipment 250

4710.200 - Small Tools/Equipment 200

4715.100 - Pesticides 22,990

4725.100 - Gasoline 1,000

4735.100 - Safety Supplies 500

**Operating Supplies Total 24,940**

**082 Vector Control Total 53,330**

**091 Fire Truck One-Time**

**Capital Outlay**

5020.100 - Machinery/Equipment 570,000

**Capital Outlay Total 570,000**

**091 Fire Truck One-Time Total 570,000**

**092 Fire One-time**

**Operating Supplies**

4705.000 - Uniforms 1,500

4705.100 - Turnouts 5,400

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

<b>192 One-Time</b>	
4735.100 - Safety Supplies	8,000
<b>Operating Supplies Total</b>	<b>14,900</b>
<b>Capital Outlay</b>	
5020.200 - Vehicles	17,000
<b>Capital Outlay Total</b>	<b>17,000</b>
<b>092 Fire One-time Total</b>	<b>31,900</b>
<b>141 Inspections One-Time</b>	
<hr/>	
<b>Personal Services - Salaries &amp; Wage</b>	
4120.000 - Part-Time Wages	7,900
4130.000 - Overtime Wages	40,000
<b>Personal Services - Salaries &amp; Wage Total</b>	<b>47,900</b>
<b>Building, Equipment, and Vehicle Services</b>	
4420.400 - Rpr/Mtce-Vehicles	3,600
<b>Building, Equipment, and Vehicle Services Total</b>	<b>3,600</b>
<b>Travel and Training</b>	
4510.100 - Conference Registration	6,000
<b>Travel and Training Total</b>	<b>6,000</b>
<b>Operating Supplies</b>	
4700.100 - Office Supplies	2,300
<b>Operating Supplies Total</b>	<b>2,300</b>
<b>Capital Outlay</b>	
5020.200 - Vehicles	25,000
<b>Capital Outlay Total</b>	<b>25,000</b>
<b>141 Inspections One-Time Total</b>	<b>84,800</b>
<b>142 Planning One-Time</b>	
<hr/>	
<b>Personal Services - Salaries &amp; Wage</b>	
4110.000 - Regular Salaries	11,483
4120.000 - Part-Time Wages	4,912
<b>Personal Services - Salaries &amp; Wage Total</b>	<b>16,395</b>
<b>Personal Services - Fringe Benefits</b>	
4240.100 - Workers Comp-Premium	30
<b>Personal Services - Fringe Benefits Total</b>	<b>30</b>

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**192 One-Time**

**Professional, Legal, and Contracted Service Fees**

4310.500 - Study Consultants 47,500

**Professional, Legal, and Contracted Service Fees Total 47,500**

**Building, Equipment, and Vehicle Services**

4430.500 - Rentals-Parking 60

**Building, Equipment, and Vehicle Services Total 60**

**Other Operating Services**

4630.200 - Administrative Fees 11,588

**Other Operating Services Total 11,588**

**Operating Supplies**

4700.300 - Computer Small Equipment 433

**Operating Supplies Total 433**

**142 Planning One-Time Total 76,006**

**162 Police One-Time**

**Personal Services - Salaries & Wage**

4130.000 - Overtime Wages 67,000

4160.000 - Annual Leave 6,401

**Personal Services - Salaries & Wage Total 73,401**

**Building, Equipment, and Vehicle Services**

4420.400 - Rpr/Mtce-Vehicles 2,000

**Building, Equipment, and Vehicle Services Total 2,000**

**Travel and Training**

4500.100 - Lodging 3,000

4500.200 - Meals 1,775

4500.300 - Airfare 1,600

4500.800 - Taxi/Parking 125

4510.100 - Conference Registration 5,000

4510.400 - Training Supplies 13,000

4510.500 - Safety Training 22,174

**Travel and Training Total 46,674**

**Other Operating Services**

4630.700 - License 996

4635.300 - Software Upgrade/Maintain 11,000

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

<b>192 One-Time</b>	
4645.100 - Prisoner Care-Jail	138,600
4645.500 - Towing	5,000
4650.300 - Drug Testing	264
4655.500 - Agility Testing	894
4660.100 - Physical-Fitness for Duty	2,310
4660.300 - Physical-Psychological-PO	726
4685.500 - Hepatitis B	990
<b>Other Operating Services Total</b>	<b>160,780</b>
<b>Operating Supplies</b>	
4700.100 - Office Supplies	2,000
4700.300 - Computer Small Equipment	6,350
4700.600 - Small Software Programs	3,822
4705.000 - Uniforms	7,434
4710.200 - Small Tools/Equipment	82,499
4735.250 - Bullet Proof Vest/Armor	16,000
<b>Operating Supplies Total</b>	<b>118,105</b>
<b>Capital Outlay</b>	
5020.200 - Vehicles	125,030
<b>Capital Outlay Total</b>	<b>125,030</b>
<b>162 Police One-Time Total</b>	<b>525,990</b>
<b>172 Public Health One-Time</b>	
<hr/>	
<b>Personal Services - Salaries &amp; Wage</b>	
4120.000 - Part-Time Wages	22,266
<b>Personal Services - Salaries &amp; Wage Total</b>	<b>22,266</b>
<b>Personal Services - Fringe Benefits</b>	
4240.100 - Workers Comp-Premium	82
<b>Personal Services - Fringe Benefits Total</b>	<b>82</b>
<b>172 Public Health One-Time Total</b>	<b>22,348</b>
<b>192 One-Time Total</b>	<b>3,748,707</b>

## EQUIPMENT RESERVE

The Equipment Reserve budget is used to account for the expenditures made by the General Fund Departments from their equipment reserve fund. This fund reflects 50% of the appropriations savings from operations for the individual departments and is used primarily for technology related purchases, replacements and upgrades. The equipment list for each department is presented below:

<b>Administration</b>	
Computers	5,000
Office Equipment	20,000
	<hr/> 25,000
<b>Engineering</b>	
Computer Equipment	5,000
Office Desks/Furniture	15,000
	<hr/> 20,000
<b>Finance</b>	
10- PCs : 3 I T , 4 Fiscal & 3 Assessing	6,350
1 Laptop - IT/Fiscal	2,000
3 - LCD Monitors	450
Inkjet and 2 Laser Printers	1,975
HP Plotter	10,500
	<hr/> 21,275
<b>Community Development</b>	
Office Small Equipment	5,000
Computer Small Equipment	5,000
	<hr/> 10,000
<b>Police</b>	
Office Small Equipment	3,360
Computer Small Equipment	700
Small Tools/Equipment	4,440
	<hr/> 8,500
<b>Public Health</b>	
Telephone Equipment	975
Office Supplies/Small Equipment	6,492
Compute Small Equipment	16,660
	<hr/> 24,127
<b>Total</b>	108,902

**City of Bismarck  
 Service Efforts and Accomplishments  
 General Fund - Equipment Reserve  
 2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Property/Equipment	\$ 2,033	\$ -	\$ -
Service Expense	28	-	-
Supply Expense	51,416	54,088	68,902
Capital Expense	40,990	49,210	40,000
Transfers	34,178	-	-
Total Expenditures	<u>\$ 128,644</u>	<u>\$ 103,298</u>	<u>\$ 108,902</u>

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**194 Equipment Reserve**

**024 Administration Equip Res**

**Operating Supplies**

4700.300 - Computer Small Equipment 5,000

**Operating Supplies Total 5,000**

**Capital Outlay**

5020.400 - Office Equipment 20,000

**Capital Outlay Total 20,000**

**024 Administration Equip Res Total 25,000**

**064 Engineering Equipment Res**

**Capital Outlay**

5020.300 - Furniture/Fixtures 15,000

5020.500 - Computers & Software 5,000

**Capital Outlay Total 20,000**

**064 Engineering Equipment Res Total 20,000**

**074 Finance Equipment Reserve**

**Operating Supplies**

4700.300 - Computer Small Equipment 21,275

**Operating Supplies Total 21,275**

**074 Finance Equipment Reserve Total 21,275**

**144 Planning Equipment Res**

**Operating Supplies**

4700.200 - Office Small Equipment 5,000

4700.300 - Computer Small Equipment 5,000

**Operating Supplies Total 10,000**

**144 Planning Equipment Res Total 10,000**

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**194 Equipment Reserve**

**164 Police Equipment Reserve**

**Operating Supplies**

4700.200 - Office Small Equipment	3,360
4700.300 - Computer Small Equipment	700
4710.200 - Small Tools/Equipment	4,440
<b>Operating Supplies Total</b>	<b>8,500</b>

**164 Police Equipment Reserve Total** **8,500**

**174 Public Health Equip Res**

**Operating Supplies**

4700.200 - Office Small Equipment	6,492
4700.210 - Telephone Equipment	975
4700.300 - Computer Small Equipment	16,660
<b>Operating Supplies Total</b>	<b>24,127</b>

**174 Public Health Equip Res Total** **24,127**

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**194 Equipment Reserve Total** **108,902**

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## NON-DEPARTMENTAL OPERATIONS

The Non-Departmental Operations budget in the General Fund is used to account for the transfer of funds for specific expenses in other designated funds.

Bank Service Charges	100,000
Credit Card Charges	48,000
Office Supplies	2,000
Roads & Streets Equipment Operators	204,688
Repayment to Liability Fund for Purchase of 5 <sup>th</sup> and Front Facility (8 <sup>th</sup> of 15)	144,000
Repayment to Tax Increment for BSC Renovation of PHC (8 <sup>th</sup> of 15)	68,665
Share of General Fund Cost Allocation to Social Security	74,175
Share of General Fund Cost Allocation to City Pension	83,237
Match for FEMA Grant Reimbursements	<u>500,000</u>
Total Non-Departmental Operations	1,224,765

**City of Bismarck  
 Service Efforts and Accomplishments  
 General Fund - Nondepartmental  
 2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Transfers	\$ 301,959	\$ 889,582	\$ 1,224,765
Total Expenditures	<u>\$ 301,959</u>	<u>\$ 889,582</u>	<u>\$ 1,224,765</u>

**City of Bismarck  
Annual Budget - General Fund 100  
For the Year 2013**

**000 Nondepartmental**

**000 Operations**

**Personal Services - Fringe Benefits**

4200.400 - Pension Expense 83,237

**Personal Services - Fringe Benefits Total 83,237**

**Other Operating Services**

4675.100 - Bank Service Charges 100,000

4675.200 - Credit Card Service Fee 48,000

**Other Operating Services Total 148,000**

**Operating Supplies**

4700.100 - Office Supplies 2,000

**Operating Supplies Total 2,000**

**Other Financing Uses**

8000.250 - Transfer-Roads & Streets 204,688

8000.289 - Transfer-Social Sec Tax 74,175

8000.293 - Transfer-GovtGrantsActivi 500,000

8000.310 - Transfer-Tax Increment 68,665

8000.725 - Transfer-Liability Ins 144,000

**Other Financing Uses Total 991,528**

**000 Nondepartmental Total**

**1,224,765**

## E/H TRANSIT SYSTEM

This fund accounts for the pass through of federal funds and a tax levy of 3 mills to the Bismarck-Mandan Transit Board. These funds are used to operate a bus system for the elderly and handicapped citizens and a fixed route for general transportation in Bismarck and Mandan.

**City of Bismarck  
Service Efforts and Accomplishments  
Special Revenue Fund - E/H Transit System  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Grants	\$ 3,630,208	\$ 3,627,566	\$ 4,175,439
Transfers	-	14,287	21,044
Total Expenditures	<u>\$ 3,630,208</u>	<u>\$ 3,641,853</u>	<u>\$ 4,196,483</u>
Revenues			
Tax Collections	\$ 580,459	\$ 631,153	\$ 679,158
Government	3,050,088	3,010,500	3,517,025
Interest	45	200	300
Total Revenues	<u>\$ 3,630,592</u>	<u>\$ 3,641,853</u>	<u>\$ 4,196,483</u>

**City of Bismarck**  
**Revenue Budget - EH Transit System 205**  
**For the Year 2013**

<b>Tax Collections</b>	
3010.100 - Real Estate Tax-Current	668,058
3010.110 - Real Estate Tax-Prior	5,000
3010.200 - Mobile Home Tax-Current	5,700
3010.210 - Mobile Home Tax-Prior	400
<b>Tax Collections Total</b>	<b>679,158</b>
<b>Intergovernmental Revenue</b>	
3230.700 - EH Transit Grant	3,500,000
3240.200 - Homestead Cr-RE Current	2,700
3240.210 - Homestead Cr-RE Prior	275
3240.220 - Homestead Cr-MH Current	250
3240.240 - Disabled Vetran Cr - RE Current	2,200
3240.250 - Disabled Vetran Cr - RE Prior	150
3240.260 - Disabled Vetran Cr - MH Current	100
3240.270 - Disabled Vetran Cr - MH Prior	50
3240.300 - In Lieu of Tax-Bank Franc	4,200
3240.310 - In Lieu of Tax-Bur Cty Hs	650
3240.320 - In Lieu of Tax-Game/Fish	100
3240.340 - In Lieu of Tax-Telecommun	5,700
3240.350 - In Lieu of Tax-Trans Line	650
<b>Intergovernmental Revenue Total</b>	<b>3,517,025</b>
<b>Investment Earnings</b>	
3600.600 - Interest-Investment	300
<b>Investment Earnings Total</b>	<b>300</b>
<b>Grand Total</b>	<b>4,196,483</b>
<b>Cash Reserve</b>	<b>-</b>
<b>Total E/H Transit System</b>	<b>4,196,483</b>

**City of Bismarck**  
**Annual Budget - E/H Transit System 205**  
**For the Year 2013**

**205 E&H Transit System**

**136 EH Transit Sys Operations**

**Grants and Subsidies**

4900.100 - Pass-Thru Grant/Subsidies 3,500,000

4900.200 - Operating Grant/Subsidies 675,439

**Grants and Subsidies Total 4,175,439**

**Other Financing Uses**

8000.100 - Transfer-General Fund 21,044

**Other Financing Uses Total 21,044**

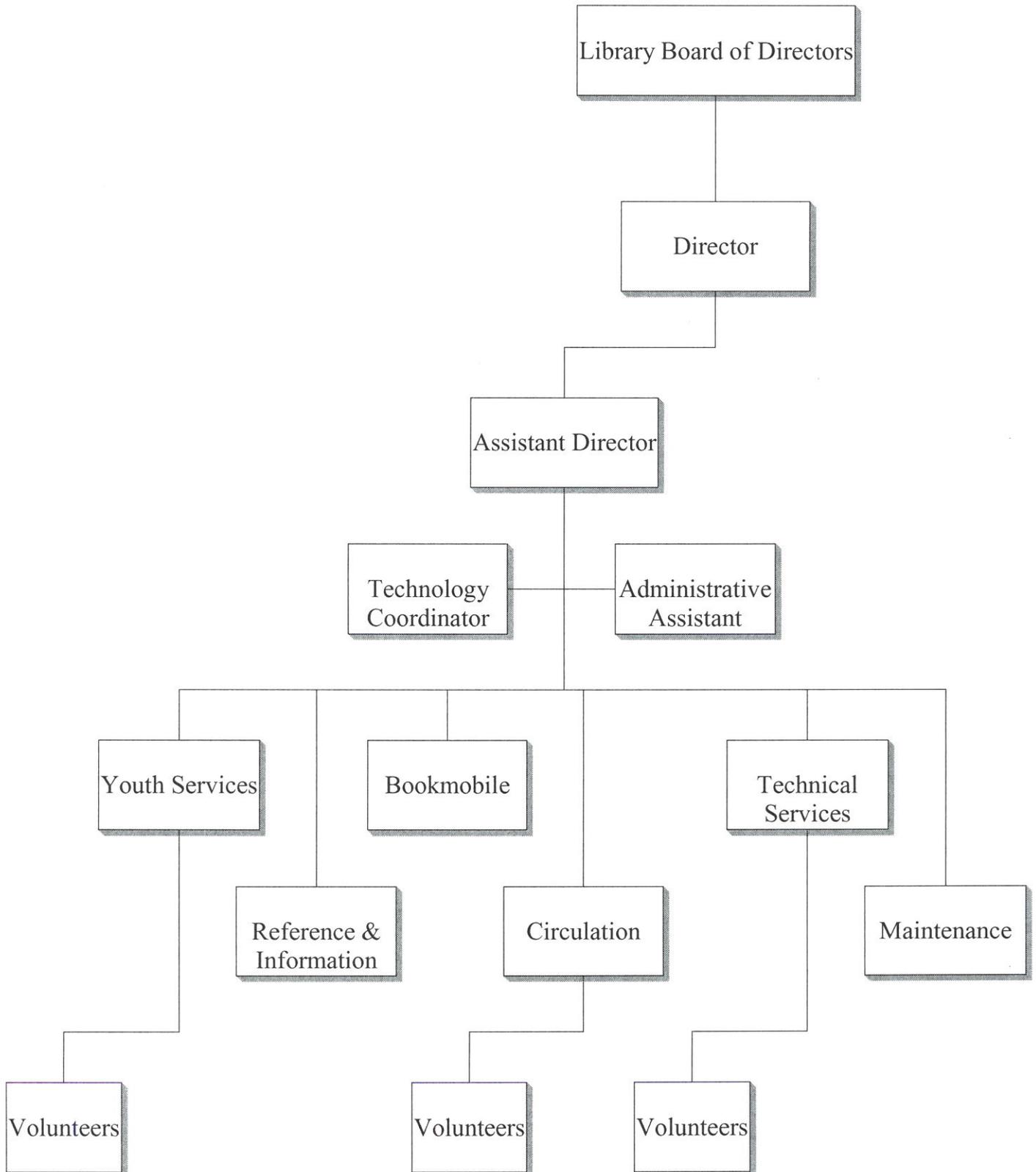
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**205 E&H Transit System Total 4,196,483**

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# City of Bismarck Library



## LIBRARY

Bismarck Veterans Memorial Public Library is a full-service municipal library governed by a five-member Library Board of Directors appointed by the City Commission and primarily supported with a city mill levy. Since 1976 a contractual arrangement with Burleigh County has provided for service to rural citizens supported by a rural mill levy. The state also provides some dollars based upon a formula related to local support. Membership in the Central Dakota Library Network (CDLN) facilitates reciprocal use by cardholders of libraries in Mandan and in Morton, McLean and Mercer counties.

Open seven days a week, the Library has a staff consisting of 26.3 FTE, which includes 15 full-time and 39 part-time persons. About 51% of combined city-county residents are now registered cardholders; walk-in use averages over 7,300 persons per week and makes BPL one of the most used public facilities in Bismarck. All resources usage in 2011 totaled 847,261. Public services include: professional reference and information research (30,762 queries answered at the Reference Desk); database searching with full-text online magazines and journals purchased through a statewide contract; interlibrary loan of materials from across the nation plus public Internet and e-mail access; and the shared online catalog that includes more than 575,000 holdings of: Bismarck Public Library, the University of Mary Welder Library, Morton Mandan Public Library, St. Mary's Central High School; United Tribes Technical College Libraries; and public and school libraries in Morton, McLean and Mercer Counties. A total of 20 individual libraries are now networked and sharing central system expenses. Bismarck Public Library also connects directly with the state university system catalog, ODIN, and OCLC, the national database of major libraries in the USA, Europe and Asia.

The Library's website ([www.bismarcklibrary.org](http://www.bismarcklibrary.org)), which has been upgraded and integrated into the City's new website, includes access to the online catalog plus a wide array of purchased electronic databases, available 24/7. Downloadable eBooks are available through a shared purchasing agreement. The Burleigh County Bookmobile operates throughout the rural county on a twelve-month schedule, visiting more than 50 locations including rural schools, subdivisions and remote county areas.

Over the past six years (completed in 2010), the Library's carpet floor covering has been completely replaced as a City CIP. Also, the air-conditioning chiller unit has been replaced with an upgraded and more efficient unit as a City CIP in the current year. The Children's Library has been completely renovated (finished late 2009) with private funds (\$667,000 pledged) raised by the Library Foundation. In 2012, an emergency back-up generator will be installed and the fire alarm panel was replaced. The interior main floor walls were painted and a new circulation desk will be installed in October of 2012.

In the Library, 12 public access Internet sites and 14 e-mail sites and 6 word processing/research sites are readily available for adults. Adult classes instruct on computer-related skills. Year-around children's programs and teen events, combined with adult meeting room events scheduled by the Library and by community groups, provide extensive benefit to the community. The Children's Library now provides 2 additional Internet/ e-mail sites for parents accompanying children plus a total of 12 computers with filtered Internet for computer gaming and homework.

A lower level includes 4 meeting rooms which are available to the public for meetings, classes, recitals and public forums.

**City of Bismarck  
Service Efforts and Accomplishments  
Special Revenue Fund  
Library  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
<b>Library</b>			
Salary/Wages	\$ 1,019,913	\$ 1,067,532	\$ 1,098,702
Fringe Benefits	126,515	128,893	128,418
Professional/Legal Services	11,764	13,450	13,450
Property/Equipment	175,401	186,744	190,872
Travel/Training	6,878	5,850	7,450
Service Expense	75,417	76,940	78,994
Supply Expense	409,329	389,850	390,200
Grants	-	15,000	15,000
Capital Expense	28,789	-	-
Transfers	34,788	35,000	37,339
<b>Total Expenditures</b>	<b>\$ 1,888,793</b>	<b>\$ 1,919,259</b>	<b>\$ 1,960,425</b>
<b>Bookmobile</b>			
Salary/Wages	\$ 92,108	\$ 81,587	\$ 83,230
Fringe Benefits	18,241	19,029	18,940
Professional/Legal Services	-	300	300
Property/Equipment	2,761	6,000	6,000
Travel/Training	1,551	1,050	1,700
Service Expense	3,871	4,550	3,560
Supply Expense	73,571	78,300	78,640
<b>Total Expenditures</b>	<b>\$ 192,103</b>	<b>\$ 190,816</b>	<b>\$ 192,370</b>
<b>Total Library</b>	<b>\$ 2,080,896</b>	<b>\$ 2,110,075</b>	<b>\$ 2,152,794</b>
<b>Revenues</b>			
Tax Collections	\$ 1,511,212	\$ 1,615,550	\$ 1,596,575
Government	494,522	478,683	512,375
Charge for Services	104,536	84,058	77,500
Fines	40,130	36,650	39,200
Interest	4,744	2,750	4,700
Rental	14,623	17,156	14,000
Donations	22,825	-	-
<b>Total Revenues</b>	<b>\$ 2,192,592</b>	<b>\$ 2,234,847</b>	<b>\$ 2,244,350</b>

**City of Bismarck  
Service Efforts and Accomplishments  
Special Revenue Fund  
Library (Continued)  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
City Population (Estimated)	62,120	63,016	65,375
County Population (Estimated)	20,377	20,671	21,445
* Cost Per Capita	\$25.22	\$25.21	\$24.80
Number of Employees	26.20	26.20	26.20
Total Circulation Materials	445,282	550,000	500,000
* Circulation Per Capita	5.40	6.57	5.76
Walk-in Use	375,519	385,000	395,000
Registered Patrons	42,409	44,000	44,000
Collection Size	204,118	230,000	220,000
Reference Transactions	30,762	40,000	32,000
Youth Program Attendance	19,596	16,000	20,000
Meeting Room Attendance	17,226	15,500	19,000

\* Based on City & County Population

**City of Bismarck**  
**Revenue Budget - Library 210**  
**For the Year 2013**

<b>Tax Collections</b>	
3010.100 - Real Estate Tax-Current	1,556,575
3010.110 - Real Estate Tax-Prior	22,000
3010.200 - Mobile Home Tax-Current	16,500
3010.210 - Mobile Home Tax-Prior	1,500
<b>Tax Collections Total</b>	<b>1,596,575</b>
<b>Intergovernmental Revenue</b>	
3210.100 - Federal Government Grants	15,000
3240.200 - Homestead Cr-RE Current	4,000
3240.210 - Homestead Cr-RE Prior	400
3240.220 - Homestead Cr-MH Current	200
3240.230 - Homestead Cr-MH Prior	150
3240.240 - Disabled Vetran Cr - RE Current	5,000
3240.250 - Disabled Vetran Cr - RE Prior	400
3240.270 - Disabled Vetran Cr - MH Prior	100
3240.300 - In Lieu of Tax-Bank Franc	12,000
3240.310 - In Lieu of Tax-Bur Cty Hs	1,800
3240.320 - In Lieu of Tax-Game/Fish	250
3240.340 - In Lieu of Tax-Telecommun	14,375
3240.350 - In Lieu of Tax-Trans Line	1,500
3240.800 - State Aid Distribution	172,600
3240.825 - State Aid Distrib-Library	60,000
3250.200 - Burleigh Bookmobile Svc	224,600
<b>Intergovernmental Revenue Total</b>	<b>512,375</b>
<b>Charges for Services</b>	
3320.800 - Fees-Copying	4,200
3320.825 - Fees-Library Patron Svcs	20,300
3320.850 - Contract Library Services	49,000
<b>Charges for Services Total</b>	<b>73,500</b>
<b>Other Income</b>	
3355.100 - Other Income	4,000
<b>Other Income Total</b>	<b>4,000</b>
<b>Fines &amp; Forfeits</b>	
3400.100 - Fines	39,200
<b>Fines &amp; Forfeits Total</b>	<b>39,200</b>

**City of Bismarck**  
**Revenue Budget - Library 210**  
**For the Year 2013**

<b>Investment Earnings</b>	
3600.425 - Interest-Equipment Reserv	600
3600.600 - Interest-Investment	4,100
<b>Investment Earnings Total</b>	<b>4,700</b>
<b>Rental</b>	
3700.100 - Rent-Building	6,000
3730.110 - Rent-Meeting Rooms	8,000
<b>Rental Total</b>	<b>14,000</b>
<b>Grand Total</b>	<b>2,244,350</b>
<b>Cash Reserve</b>	-
<b>Total Bismarck Public Library</b>	<b>2,244,350</b>

**City of Bismarck  
Annual Budget - Bismarck Public Library 210  
For the Year 2013**

**210 Bismarck Public Library**

**210 Bismarck Public Library**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	723,267
4120.000 - Part-Time Wages	317,642
4120.100 - Part-Time Wages-Regular	48,270
4130.000 - Overtime Wages	2,000
4160.000 - Annual Leave	4,400
4170.000 - Sick Overage	3,123

**Personal Services - Salaries & Wage Total** **1,098,702**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	123,880
4200.200 - Life Insurance	879
4240.100 - Workers Comp-Premium	1,879
4240.105 - Workers Comp-Part-time	1,280
4240.200 - Workers Comp-Med Assmt	50
4240.300 - Workers Comp-Inmate/Vol	450

**Personal Services - Fringe Benefits Total** **128,418**

**Professional, Legal, and Contracted Service Fees**

4300.100 - Accting and Auditing Fees	1,800
4330.200 - Service Contract	1,950
4330.210 - Service Contract-Telephon	500
4330.300 - Facility Service Contract	9,200

**Professional, Legal, and Contracted Service Fees Total** **13,450**

**Building, Equipment, and Vehicle Services**

4400.100 - Water/Sewer	5,100
4400.200 - Electricity	83,000
4400.500 - Natural Gas	13,000
4410.100 - Janitorial Service	28,222
4410.200 - Facility Laundry	2,300
4410.300 - Snow Removal	14,000
4410.400 - Lawn Care	1,000
4420.100 - Rpr/Mtce-Building	32,000
4420.280 - Rpr/Mtce-Parking Lot	500
4420.300 - Rpr/Mtce-Equipment	2,400
4430.300 - Rentals-Equipment	3,000
4440.000 - Special Assessments	6,000
4440.200 - Property Taxes	350

**Building, Equipment, and Vehicle Services Total** **190,872**

**City of Bismarck  
Annual Budget - Bismarck Public Library 210  
For the Year 2013**

**210 Bismarck Public Library**

**Travel and Training**

4500.100 - Lodging	1,000
4500.200 - Meals	350
4500.300 - Airfare	3,000
4500.600 - Travel-Mileage Reimbursmt	800
4500.800 - Taxi/Parking	100
4510.100 - Conference Registration	2,000
4510.300 - In-House Training	200

**Travel and Training Total** **7,450**

**Other Operating Services**

4600.100 - State Fire and Tornado	9,840
4600.200 - Boiler Insurance	800
4600.700 - Stop/Loss Insurance	2,444
4605.100 - Telephone	6,000
4605.200 - Cell Phones	1,000
4610.100 - Advertising/Promotions	2,000
4610.200 - Legal Ads	200
4615.000 - Printing/Binding	300
4620.000 - Bk Binding/Audio Visl Rpr	150
4621.100 - Educational Program-Adult	360
4621.200 - Educational Prgrm-Juvenil	2,000
4621.300 - Educational Prgrm-Teen	300
4630.300 - Membership/Dues	2,000
4630.500 - Collection Agency Fees	300
4635.100 - Computer Service Fees	49,000
4655.300 - Drug Testing-Recruitment	300
4665.000 - Hospitality/Entertainment	1,500
4699.000 - Bad Debt Expense	500

**Other Operating Services Total** **78,994**

**Operating Supplies**

4700.100 - Office Supplies	30,000
4700.150 - Children Library Supplies	500
4700.155 - Teen Services Supplies	300
4700.200 - Office Small Equipment	4,000
4700.210 - Telephone Equipment	300
4700.300 - Computer Small Equipment	35,000
4700.400 - Copier/Printer Supplies	13,000
4700.500 - Postage	11,000
4700.600 - Small Software Programs	7,000
4710.100 - Shop Supplies	5,000

**City of Bismarck**  
**Annual Budget - Bismarck Public Library 210**  
**For the Year 2013**

<b>210 Bismarck Public Library</b>	
4710.200 - Small Tools/Equipment	1,000
4710.500 - Lighting Supplies	2,000
4710.600 - Janitorial Supplies	7,100
4745.100 - Reference	12,000
4745.200 - Periodicals	18,000
4745.300 - Adult Audio/Visual	17,200
4745.400 - Juvenile Audio/Visual	5,000
4745.450 - Teen Audio/Visual	2,000
4745.500 - Adult Books	120,000
4745.600 - Juvenile Books	39,000
4745.650 - Teen Books	7,000
4745.700 - Microfilm	1,800
4750.000 - Subscriptions/Publication	52,000
<b>Operating Supplies Total</b>	<b>390,200</b>
<b>Grants and Subsidies</b>	
4900.100 - Pass-Thru Grant/Subsidies	15,000
<b>Grants and Subsidies Total</b>	<b>15,000</b>
<b>Other Financing Uses</b>	
8000.100 - Transfer-General Fund	37,339
<b>Other Financing Uses Total</b>	<b>37,339</b>
<b>210 Bismarck Public Library Total</b>	<b>1,960,425</b>
<b>212 Bookmobile</b>	
<hr/>	
<b>Personal Services - Salaries &amp; Wage</b>	
4110.000 - Regular Salaries	83,230
<b>Personal Services - Salaries &amp; Wage Total</b>	<b>83,230</b>
<b>Personal Services - Fringe Benefits</b>	
4200.100 - Health Insurance	17,414
4200.200 - Life Insurance	136
4240.100 - Workers Comp-Premium	1,390
<b>Personal Services - Fringe Benefits Total</b>	<b>18,940</b>

**City of Bismarck  
Annual Budget - Bismarck Public Library 210  
For the Year 2013**

<b>210 Bismarck Public Library</b>	
<b>Professional, Legal, and Contracted Service Fees</b>	
4300.100 - Accting and Auditing Fees	300
<b>Professional, Legal, and Contracted Service Fees Total</b>	<b>300</b>
<b>Building, Equipment, and Vehicle Services</b>	
4420.400 - Rpr/Mtce-Vehicles	6,000
<b>Building, Equipment, and Vehicle Services Total</b>	<b>6,000</b>
<b>Travel and Training</b>	
4500.100 - Lodging	500
4500.200 - Meals	200
4500.300 - Airfare	500
4500.600 - Travel-Mileage Reimbursmt	100
4510.100 - Conference Registration	400
<b>Travel and Training Total</b>	<b>1,700</b>
<b>Other Operating Services</b>	
4600.600 - Auto Insurance	1,260
4610.100 - Advertising/Promotions	1,500
4635.100 - Computer Service Fees	800
<b>Other Operating Services Total</b>	<b>3,560</b>
<b>Operating Supplies</b>	
4700.100 - Office Supplies	1,000
4700.200 - Office Small Equipment	400
4700.300 - Computer Small Equipment	1,000
4725.200 - Diesel	4,240
4745.300 - Adult Audio/Visual	5,100
4745.400 - Juvenile Audio/Visual	2,000
4745.500 - Adult Books	36,900
4745.600 - Juvenile Books	28,000
<b>Operating Supplies Total</b>	<b>78,640</b>
<b>212 Bookmobile Total</b>	<b>192,370</b>
<b>210 Bismarck Public Library Total</b>	<b>2,152,794</b>

## POLICE DRUG ENFORCEMENT

This fund accounts for the programs related to drug enforcement that is funded through forfeitures.

### City of Bismarck Service Efforts and Accomplishments Special Revenue Fund Police Drug Enforcement 2013 Budget

	2011 Actual	2012 Budget	2013 Budget
Salary/Wages	\$ -	\$ 20,000	\$ -
Fringe Benefits	1,375	1,375	1,375
Property/Equipment	499	3,000	2,500
Travel/Training	11,538	24,461	22,420
Service Expense	14,973	21,505	9,340
Supply Expense	16,870	35,310	19,020
Capital Expense		19,999	15,000
Total Expenditures	<u>\$ 45,254</u>	<u>\$ 125,650</u>	<u>\$ 69,655</u>
Revenues			
Fines	\$ 40,650	\$ 100,000	\$ 52,000
Interest	131	2,000	2,000
Total Revenues	<u>\$ 40,780</u>	<u>\$ 102,000</u>	<u>\$ 54,000</u>
Drug Offense Arrests - Adult	366	275	350
Drug Offense Arrests - Juvenile	113	60	100
Drug Paraphernalia Arrest - Adult	311	225	300
Drug Paraphernalia Arrest - Juvenile	76	40	60
Forfeitures:			
Cash	\$17,347	\$30,000	\$37,000
Vehicles	\$15,000	\$6,000	\$15,000
Drugs Confiscated:			
Marijuana	149 lbs.		
Methamphetamine	15 g		
Cocaine	2 g		
Vicodin, Ecstasy, Morphine, Darvacet etc.	145 units		
Street Value of Drugs Confiscated:			
Marijuana -149 lbs. @ \$4250 per lb.	\$633,250		
Meth - 15 grams @ \$200 gram	\$3,000		
Cocaine - 2 grams @ \$100 per gram	\$200		

**City of Bismarck**  
**Revenue Budget - Police Drug Enforcement 215**  
**For the Year 2013**

<b>Fines &amp; Forfeits</b>	
3400.250 - Forfeiture-Drug Enforcmnt	52,000
<b>Fines &amp; Forfeits Total</b>	<b>52,000</b>
<b>Investment Earnings</b>	
3600.600 - Interest-Investment	2,000
<b>Investment Earnings Total</b>	<b>2,000</b>
<hr/>	
<b>Grand Total</b>	<b>54,000</b>
<b>Cash Reserve</b>	<b>15,655</b>
<b>Total Police Drug Enforcement</b>	<b>69,655</b>

**City of Bismarck**  
**Annual Budget - Police Drug Enforcement 215**  
**For the Year 2013**

**215 Police Drug Enforcement**

**152 Police Drug Enforcement**

**Personal Services - Fringe Benefits**

4250.200 - Clothing Allowance 1,375

**Personal Services - Fringe Benefits Total 1,375**

**Building, Equipment, and Vehicle Services**

4420.300 - Rpr/Mtce-Equipment 500

4420.400 - Rpr/Mtce-Vehicles 2,000

**Building, Equipment, and Vehicle Services Total 2,500**

**Travel and Training**

4500.100 - Lodging 4,234

4500.200 - Meals 5,804

4500.400 - Travel-Fuel 2,331

4510.100 - Conference Registration 10,051

**Travel and Training Total 22,420**

**Other Operating Services**

4600.600 - Auto Insurance 380

4605.200 - Cell Phones 960

4645.200 - Buy Money 8,000

**Other Operating Services Total 9,340**

**Operating Supplies**

4700.100 - Office Supplies 200

4710.200 - Small Tools/Equipment 5,588

4735.200 - Ammunition/Weapons 7,882

4735.250 - Bullet Proof Vest/Armor 5,350

**Operating Supplies Total 19,020**

**Capital Outlay**

5020.200 - Vehicles 15,000

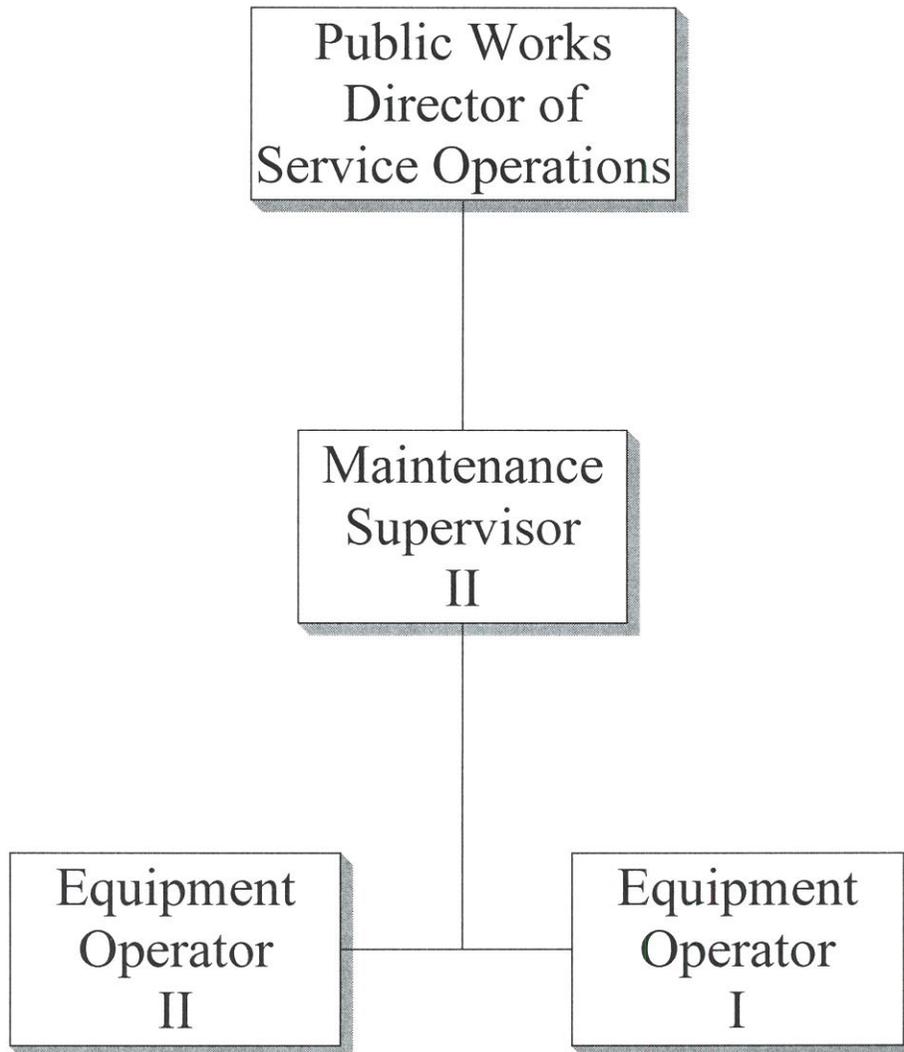
**Capital Outlay Total 15,000**

**215 Police Drug Enforcement Total**

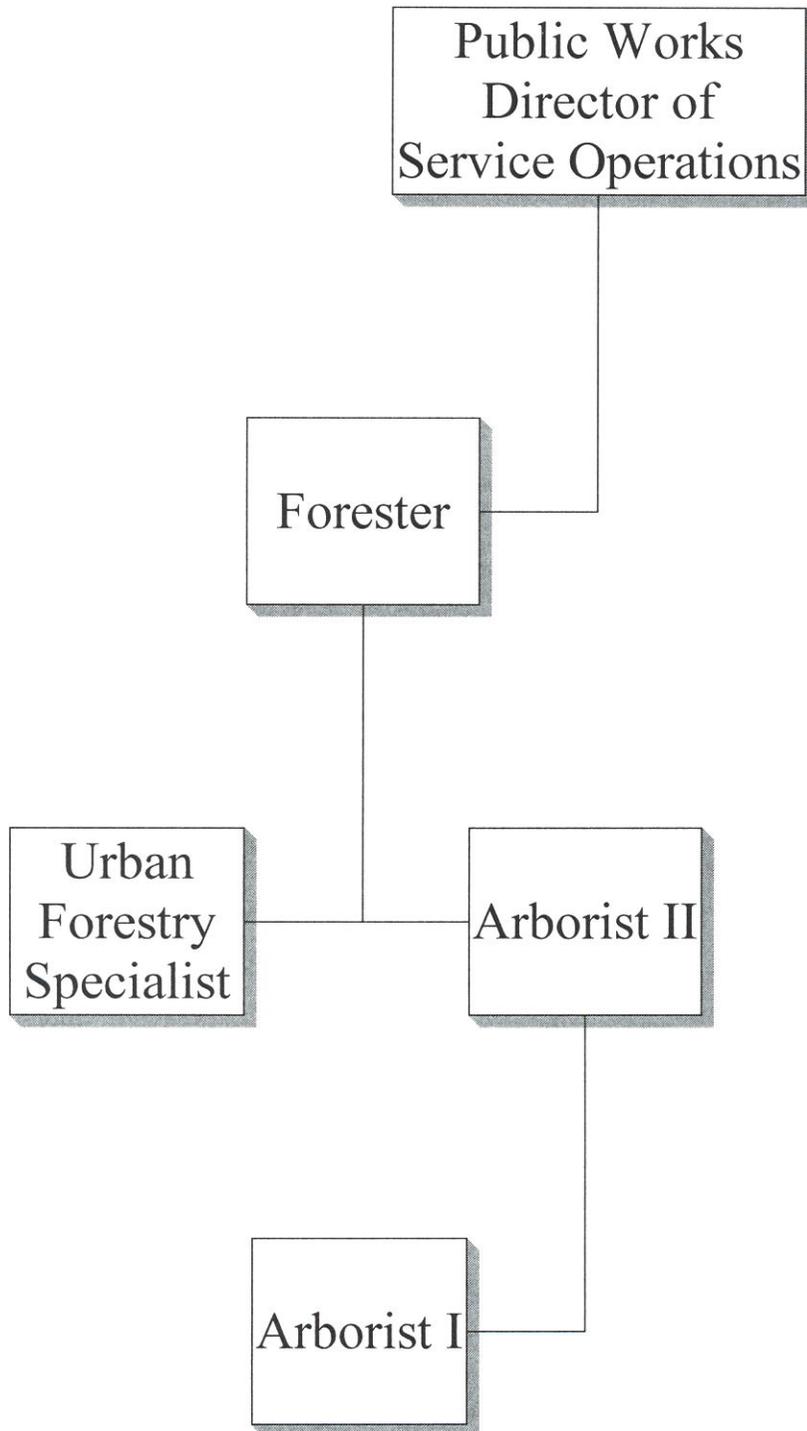
**69,655**



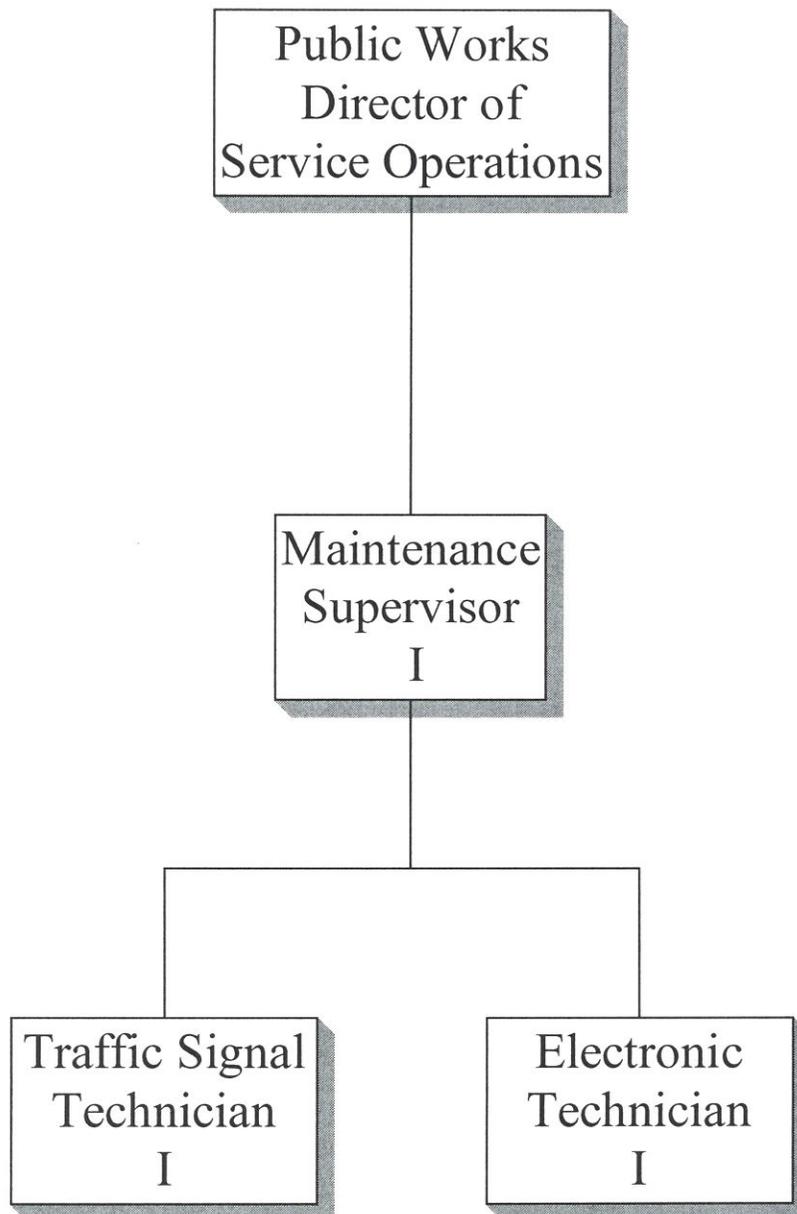
City of Bismarck  
Roads and Streets Department



# City of Bismarck Forestry



City of Bismarck  
Street Light/Traffic Signal Department



## ROADS AND STREETS

The mission of the Roads and Streets Department is providing high quality maintenance services in a timely and effective manner to promote the safety and welfare of the city residents.

31 employees work in the Roads & Streets Department to repair and maintain 344 center line miles and over 1,200 lane miles of asphalt and concrete roadway street surfaces. Pothole patching, paving, chip sealing, crack sealing, street sweeping, pavement marking, right-of-way mowing, sign replacements, snow removal and ice control comprise the majority of the maintenance services offered.

Department operating revenue is derived from the City's share of ND State motor vehicle registration fees and motor vehicle fuel tax.

## FORESTRY

The Forestry mission is to provide forest management plans for the City of Bismarck, City owned land managed by others and the Bismarck Parks and Recreation District to maintain the health and safety of our forest resource.

Six full time employees and six or more seasonal employees are responsible for the design, planting, management and maintenance and weed control of the trees and shrubs beds growing in Bismarck's public rights-of-way and on Park District owned properties. Management practices for maintaining the health of our urban forest include: monitor and control of insect and disease problems, prune or remove trees for health and safety and training pruning the young trees. Forestry provides technical assistance for tree and shrub related problems on private property for a fee.

Since 1997, forestry has offered the Partners In Planting program, a cost-share incentive program, for Bismarck residents to plant street trees. This has resulted in a significant increase in the number of street trees planted each year. 1993 marked the beginning of Bismarck's street tree rotation pruning program. The seven-year prune cycle has dramatically reduced the number of tree failures from windstorms and has improved the health of the trees as well as the overall appearance of the city.

The flood of 2011 will have significant impacts on the forestry department over the next decade due to the slow decline and death of trees inundated by flood waters throughout the summer. Park trees in flooded areas and trees growing in the city Right-of-way in south west Bismarck will be monitored for decline and corrective measures will be used to address their damage from the flood.

## STREET LIGHT AND TRAFFIC SIGNALS

Street Light & Traffic Signal work group mission is to provide safe and efficient street lighting and traffic signal systems for pedestrians and vehicular traffic in a timely and effective manner. A staff of six employees repairs and maintains 114 traffic signals and over 7,468 street lights. They also help the building maintenance staff with electrical repairs and performs preventative and corrective maintenance to the city's emergency siren system. This group is funded by revenue derived from a monthly city service fee collected from all residential and commercial property owners.

**City of Bismarck  
Service Efforts and Accomplishments  
Special Revenue Fund  
Roads & Streets  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
<b>Roads &amp; Streets</b>			
Cost of Goods Sold	\$ 402	\$ -	\$ -
Salary/Wages	1,278,694	1,491,416	1,648,322
Fringe Benefits	355,229	357,065	410,056
Professional/Legal Services	42,382	5,050	5,050
Property/Equipment	1,139,798	930,208	1,118,686
Travel/Training	8,051	10,100	10,100
Service Expense	11,948	29,325	28,860
Supply Expense	1,090,615	1,161,550	1,374,875
Capital Expense	90,823	695,000	598,000
Transfers	271,675	74,150	97,699
<b>Total Expenditures</b>	<b>\$ 4,289,617</b>	<b>\$ 4,753,864</b>	<b>\$ 5,291,648</b>
<b>Snowgates</b>			
Salary/Wages	\$ 76,010	\$ 98,756	\$ 102,031
Fringe Benefits	18,671	28,361	28,335
Property/Equipment	65,166	89,089	99,625
Travel/Training	151	1,150	1,150
Service Expense	86	4,970	5,010
Supply Expense		1,900	1,900
Transfers		317	-
<b>Total Expenditures</b>	<b>\$ 160,084</b>	<b>\$ 224,543</b>	<b>\$ 238,051</b>
Number of R&S Employees	23.50	23.50	27.75
Number of Snowgate Employees	8.00	8.00	8.00
Miles of Streets	311	350	360
* Cost Per Street Mile	\$14,308	\$14,224	\$15,360
Miles of Roads Seal Coated	10	20	20
Tons of Asphalt Applied	7,382	6,000	7,000
Number of Potholes Repaired	7,640	3,500	3,000
Hours of Snow Removal	11,947	15,000	15,000
Tons of Sand Removed	3,889	6,000	4,000
Tons of Salt Removed	1,547	2,000	2,500
Loads of Snow Hauled	5,321	7,000	7,000
Miles of Plastic Pavement Marking	7	6	10
Miles of Painted Pavement Marking	140	130	160
<b>Forestry/Boulevard Trees</b>			
Salary/Wages	\$ 311,265	\$ 292,142	\$ 362,204
Fringe Benefits	64,006	66,575	65,406

\* Includes R&S and Snowgates Expenditures

**City of Bismarck**  
**Service Efforts and Accomplishments**  
**Special Revenue Fund**  
**Roads & Streets (Continued)**  
**2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Professional/Legal Services	5,568	7,535	6,400
Property/Equipment	112,273	111,211	130,494
Travel/Training	5,342	6,730	6,540
Service Expense	13,110	19,622	101,692
Supply Expense	60,828	61,350	77,431
Transfers	-	2,663	-
Total Expenditures	<u>\$ 566,825</u>	<u>\$ 567,828</u>	<u>\$ 750,167</u>
Number of Forestry Employees	6.00	6.00	6.00
Number of Park Acres	6,280	6,280	6,280
Number of Calls for Tech Assistance	2,506	3,500	3,500
Number of Planting Permits	208	400	400
Number of Trim/Removal Permits	54	100	100
Number of Street Trees Planted	423	500	450
Number of Street Trees Trimmed	3,182	3,000	3,300
Number of Street Trees Removed	194	200	200
Total Number of Street Trees	20,739	19,853	21,500
Number of Park Trees Planted	970	300	1,000
Number of Park Trees Trimmed	173	1,200	1,200
Number of Park Trees Removed	2,000	100	100
Total Number of Elm Trees	3,188	3,108	3,088
Number of Elm Trees Lost to Disease	17	25	20
Revenues			
Tax Collections	\$ 393,089	\$ 422,502	\$ 520,278
Licenses/Permits	-	1,500	1,500
Government	5,205,508	3,578,659	4,153,239
Charge for Services	407,141	302,850	331,482
Interest	15,420	16,500	16,000
Rental	310,223	90,348	91,048
Transfers In	151,241	224,643	764,506
Sale of Assets	12,605	5,000	10,000
Total Revenues	<u>\$ 6,495,228</u>	<u>\$ 4,642,002</u>	<u>\$ 5,888,053</u>
Total Roads & Streets Revenue	\$ 6,495,228	\$ 4,642,002	\$ 5,888,053
Total Roads & Streets Expenditures	\$ 5,016,526	\$ 5,546,235	\$ 6,279,866

**City of Bismarck**  
**Revenue Budget - Roads and Streets 250**  
**For the Year 2013**

<b>Tax Collections</b>	
3010.100 - Real Estate Tax-Current	512,178
3010.110 - Real Estate Tax-Prior	4,000
3010.200 - Mobile Home Tax-Current	3,500
3010.210 - Mobile Home Tax-Prior	600
<b>Tax Collections Total</b>	<b>520,278</b>
<b>Licenses &amp; Permits</b>	
3120.550 - License-Tree Trimmers	1,500
<b>Licenses &amp; Permits Total</b>	<b>1,500</b>
<b>Intergovernmental Revenue</b>	
3240.200 - Homestead Cr-RE Current	1,780
3240.210 - Homestead Cr-RE Prior	250
3240.230 - Homestead Cr-MH Prior	150
3240.240 - Disabled Vetran Cr - RE Current	1,250
3240.300 - In Lieu of Tax-Bank Franc	3,600
3240.310 - In Lieu of Tax-Bur Cty Hs	533
3240.320 - In Lieu of Tax-Game/Fish	80
3240.340 - In Lieu of Tax-Telecommun	3,700
3240.350 - In Lieu of Tax-Trans Line	400
3240.400 - Motor Vehicle Fees	4,006,760
3240.420 - Road & Bridge	9,000
3250.710 - Parks & Rec Forestry Svc	125,736
<b>Intergovernmental Revenue Total</b>	<b>4,153,239</b>
<b>Charges for Services</b>	
3310.225 - Fees-Forestry Services	1,200
3310.250 - Fees-Forestry Tech Assist	1,700
3310.350 - Fees-Site Plan Reviews	2,500
3310.450 - Sale of Firewood	1,300
3310.455 - Sale of Wood Chips	3,000
3310.500 - Sale of Labor-Hwys/Street	78,148
3310.525 - Sale of Material-Hwy/Str	125,000
3310.550 - Sale of Metals-Hwy/Street	1,000
3342.100 - Fees-Disposal Ground	117,584
<b>Charges for Services Total</b>	<b>331,432</b>
<b>Other Income</b>	
3355.100 - Other Income	50
<b>Other Income Total</b>	<b>50</b>

**City of Bismarck**  
**Revenue Budget - Roads and Streets 250**  
**For the Year 2013**

<b>Investment Earnings</b>	
3600.500 - Interest-Forestry Eqpt	1,000
3600.600 - Interest-Investment	15,000
<b>Investment Earnings Total</b>	<b>16,000</b>
<b>Rental</b>	
3700.100 - Rent-Building	48
3740.100 - Rent-Equipment	91,000
<b>Rental Total</b>	<b>91,048</b>
<b>Other Financing Sources</b>	
3900.100 - Transfer-General Fund	480,000
3900.285 - Transfer-Sales Tax	234,506
3900.310 - Transfer-Tax Increment	50,000
<b>Other Financing Sources Total</b>	<b>764,506</b>
<b>Sale of Assets/Expense</b>	
3910.100 - Gain/Loss on Dispsl Asset	7,000
3910.125 - Insurance Recoveries	3,000
<b>Sale of Assets/Expense Total</b>	<b>10,000</b>
<b>Grand Total</b>	<b>5,888,053</b>
<b>Cash Reserve</b>	<b>391,813</b>
<b>Total Roads &amp; Streets</b>	<b>6,279,866</b>

**City of Bismarck**  
**Annual Budget - Roads and Streets 250**  
**For the Year 2013**

**250 Roads & Streets**

**251 Roads & Streets**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	1,478,523
4120.000 - Part-Time Wages	80,000
4130.000 - Overtime Wages	85,000
4170.000 - Sick Overage	4,799

**Personal Services - Salaries & Wage Total** **1,648,322**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	384,488
4200.200 - Life Insurance	2,058
4240.100 - Workers Comp-Premium	23,510

**Personal Services - Fringe Benefits Total** **410,056**

**Professional, Legal, and Contracted Service Fees**

4300.100 - Accting and Auditing Fees	1,100
4330.100 - Contract Labor	3,500
4330.200 - Service Contract	450

**Professional, Legal, and Contracted Service Fees Total** **5,050**

**Building, Equipment, and Vehicle Services**

4400.100 - Water/Sewer	4,000
4400.200 - Electricity	700
4400.400 - Waste Disposal	1,000
4410.400 - Lawn Care	48,000
4420.100 - Rpr/Mtce-Building	700
4420.200 - Rpr/Mtce-Property	7,000
4420.210 - Rpr/Mtce-Right of Way	20,000
4420.230 - Rpr/Mtce-Whiteway	1,500
4420.300 - Rpr/Mtce-Equipment	30,000
4420.340 - Rpr/Mtce-Asphalt Eqpt	130,950
4420.350 - Rpr/Mtce-ST Cleaning Eqpt	222,000
4420.360 - Rpr/Mtce-Snow Removal Eqt	337,400
4420.400 - Rpr/Mtce-Vehicles	30,000
4430.100 - Rentals-Building	235,436
4430.300 - Rentals-Equipment	50,000

**Building, Equipment, and Vehicle Services Total** **1,118,686**

**City of Bismarck**  
**Annual Budget - Roads and Streets 250**  
**For the Year 2013**

**250 Roads & Streets**

**Travel and Training**

4500.100 - Lodging	1,500
4500.200 - Meals	500
4500.300 - Airfare	1,500
4500.350 - Car Rental	250
4500.400 - Travel-Fuel	250
4500.600 - Travel-Mileage Reimbursmt	100
4510.100 - Conference Registration	3,000
4510.300 - In-House Training	1,000
4510.400 - Training Supplies	500
4510.500 - Safety Training	1,500
<b>Travel and Training Total</b>	<b>10,100</b>

**Other Operating Services**

4600.600 - Auto Insurance	1,000
4605.100 - Telephone	380
4605.200 - Cell Phones	16,180
4610.100 - Advertising/Promotions	2,400
4610.200 - Legal Ads	2,400
4615.000 - Printing/Binding	370
4630.300 - Membership/Dues	430
4630.700 - License	50
4635.100 - Computer Service Fees	800
4635.200 - Network Services	100
4635.250 - Blackberry Service Fee	100
4635.300 - Software Upgrade/Maintain	2,000
4650.300 - Drug Testing	950
4655.100 - Background Checks	100
4655.300 - Drug Testing-Recruitment	500
4660.100 - Physical-Fitness for Duty	700
4660.200 - Physical-Required	200
4665.000 - Hospitality/Entertainment	100
4685.500 - Hepatitis B	100
<b>Other Operating Services Total</b>	<b>28,860</b>

**Operating Supplies**

4700.100 - Office Supplies	600
4700.200 - Office Small Equipment	1,500
4700.300 - Computer Small Equipment	5,000
4700.400 - Copier/Printer Supplies	1,000
4700.500 - Postage	200

**City of Bismarck**  
**Annual Budget - Roads and Streets 250**  
**For the Year 2013**

<b>250 Roads &amp; Streets</b>	
4700.600 - Small Software Programs	750
4705.000 - Uniforms	23,100
4710.100 - Shop Supplies	200
4710.200 - Small Tools/Equipment	10,000
4720.100 - Traffic Paint	90,000
4720.200 - Preformed Pavement Markng	90,000
4720.300 - Asphalt Supplies	500,000
4720.400 - Concrete Supplies	32,225
4720.500 - Salt	160,000
4720.600 - Sand	60,000
4720.800 - Posts/Brackets	23,000
4720.825 - Signs	47,000
4725.100 - Gasoline	28,000
4725.200 - Diesel	300,000
4735.100 - Safety Supplies	2,000
4750.000 - Subscriptions/Publication	300
<b>Operating Supplies Total</b>	<b>1,374,875</b>
<b>Capital Outlay</b>	
5020.100 - Machinery/Equipment	515,000
5020.200 - Vehicles	83,000
<b>Capital Outlay Total</b>	<b>598,000</b>
<b>Other Financing Uses</b>	
8000.100 - Transfer-General Fund	97,699
<b>Other Financing Uses Total</b>	<b>97,699</b>
<b>251 Roads &amp; Streets Total</b>	<b>5,291,648</b>
<b>252 Snow Gates</b>	
<hr/>	
<b>Personal Services - Salaries &amp; Wage</b>	
4110.000 - Regular Salaries	102,031
<b>Personal Services - Salaries &amp; Wage Total</b>	<b>102,031</b>
<b>Personal Services - Fringe Benefits</b>	
4200.100 - Health Insurance	26,413
4200.200 - Life Insurance	150
4240.100 - Workers Comp-Premium	1,772
<b>Personal Services - Fringe Benefits Total</b>	<b>28,335</b>

**City of Bismarck**  
**Annual Budget - Roads and Streets 250**  
**For the Year 2013**

**250 Roads & Streets**

**Building, Equipment, and Vehicle Services**

4420.300 - Rpr/Mtce-Equipment	20,000
4420.360 - Rpr/Mtce-Snow Removal Eqt	10,000
4430.100 - Rentals-Building	49,625
4430.300 - Rentals-Equipment	20,000

**Building, Equipment, and Vehicle Services Total** **99,625**

**Travel and Training**

4500.100 - Lodging	400
4500.200 - Meals	150
4510.100 - Conference Registration	350
4510.400 - Training Supplies	100
4510.500 - Safety Training	150

**Travel and Training Total** **1,150**

**Other Operating Services**

4610.300 - Public Educational Ads	150
4635.100 - Computer Service Fees	2,520
4635.200 - Network Services	1,300
4650.300 - Drug Testing	500
4655.300 - Drug Testing-Recruitment	40
4660.100 - Physical-Fitness for Duty	200
4660.200 - Physical-Required	200
4685.500 - Hepatitis B	100

**Other Operating Services Total** **5,010**

**Operating Supplies**

4700.300 - Computer Small Equipment	1,000
4700.400 - Copier/Printer Supplies	150
4700.600 - Small Software Programs	750

**Operating Supplies Total** **1,900**

**252 Snow Gates Total** **238,051**

**253 - 253 Forestry Operations**

253 Forestry Operations

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	271,854
4120.000 - Part-Time Wages	88,350
4130.000 - Overtime Wages	2,000

**Personal Services - Salaries & Wage Total** **362,204**

**City of Bismarck**  
**Annual Budget - Roads and Streets 250**  
**For the Year 2013**

**250 Roads & Streets**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	57,196
4200.200 - Life Insurance	375
4240.100 - Workers Comp-Premium	4,788
4240.105 - Workers Comp-Part-time	2,337
4240.200 - Workers Comp-Med Assmt	250
4240.300 - Workers Comp-Inmate/Vol	200
4250.400 - Physical-Fringe Benefits	260

**Personal Services - Fringe Benefits Total** **65,406**

**Professional, Legal, and Contracted Service Fees**

4300.300 - Professional Certification	700
4330.100 - Contract Labor	4,500
4330.200 - Service Contract	1,200

**Professional, Legal, and Contracted Service Fees Total** **6,400**

**Building, Equipment, and Vehicle Services**

4400.400 - Waste Disposal	3,800
4420.210 - Rpr/Mtce-Right of Way	18,500
4420.300 - Rpr/Mtce-Equipment	15,000
4420.400 - Rpr/Mtce-Vehicles	6,000
4430.100 - Rentals-Building	59,194
4430.300 - Rentals-Equipment	28,000

**Building, Equipment, and Vehicle Services Total** **130,494**

**Travel and Training**

4500.100 - Lodging	2,000
4500.200 - Meals	540
4500.300 - Airfare	1,000
4500.400 - Travel-Fuel	400
4510.100 - Conference Registration	2,000
4510.300 - In-House Training	200
4510.400 - Training Supplies	200
4510.500 - Safety Training	200

**Travel and Training Total** **6,540**

**Other Operating Services**

4605.100 - Telephone	530
4605.200 - Cell Phones	475
4610.100 - Advertising/Promotions	400
4610.200 - Legal Ads	125

**City of Bismarck**  
**Annual Budget - Roads and Streets 250**  
**For the Year 2013**

<b>250 Roads &amp; Streets</b>	
4615.000 - Printing/Binding	200
4630.300 - Membership/Dues	500
4635.100 - Computer Service Fees	350
4635.300 - Software Upgrade/Maintain	577
4640.500 - Spraying/Mowing	600
4650.300 - Drug Testing	300
4650.400 - Lab Test	150
4655.100 - Background Checks	100
4655.300 - Drug Testing-Recruitment	200
4660.100 - Physical-Fitness for Duty	135
4685.500 - Hepatitis B	50
<b>Other Operating Services Total</b>	<b>4,692</b>
<b>Operating Supplies</b>	
4700.100 - Office Supplies	500
4700.200 - Office Small Equipment	250
4700.300 - Computer Small Equipment	2,500
4700.400 - Copier/Printer Supplies	625
4700.500 - Postage	850
4700.600 - Small Software Programs	200
4705.000 - Uniforms	2,900
4710.100 - Shop Supplies	300
4710.200 - Small Tools/Equipment	4,000
4715.100 - Pesticides	1,500
4715.155 - Miscellaneous Chemicals	100
4715.160 - Fertilizers	300
4725.100 - Gasoline	11,100
4725.200 - Diesel	20,000
4730.100 - Forestry Trees/Shrubs	18,156
4730.200 - Tree Planting Supplies	700
4730.300 - Bulk Water	3,000
4735.100 - Safety Supplies	200
4735.150 - Safety Small Equipment	100
4750.000 - Subscriptions/Publication	150
<b>Operating Supplies Total</b>	<b>67,431</b>

**City of Bismarck**  
**Annual Budget - Roads and Streets 250**  
**For the Year 2013**

<b>250 Roads &amp; Streets</b>	
254 Boulevard Trees	
<b>Other Operating Services</b>	
4640.200 - Stump Removal	7,000
4640.300 - Tree Pruning	90,000
<b>Other Operating Services Total</b>	<b>97,000</b>
<b>Operating Supplies</b>	
4730.100 - Forestry Trees/Shrubs	10,000
<b>Operating Supplies Total</b>	<b>10,000</b>
253 - 253 Forestry Operations Total	<b>750,167</b>
<hr/>	
<b>250 Roads &amp; Streets Total</b>	<b>6,279,866</b>
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**City of Bismarck  
Service Efforts and Accomplishments  
Special Revenue Fund  
Street Lights & Traffic Signals  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Salary/Wages	\$ 293,178	\$ 392,006	\$ 372,472
Fringe Benefits	65,173	91,448	94,285
Professional/Legal Services	673	1,160	1,190
Property/Equipment	894,840	970,316	1,009,561
Travel/Training	901	7,576	4,149
Service Expense	25,547	29,910	30,605
Supply Expense	28,925	43,577	41,619
Capital Expense	33,563	35,000	35,000
Transfers	351,367	217,972	305,398
Total St Lights/Traffic Signals Expenditures	<u>\$ 1,694,167</u>	<u>\$ 1,788,965</u>	<u>\$ 1,894,279</u>
Revenues			
Charge for Services	\$ 1,749,963	\$ 1,740,847	\$ 1,829,504
Interest	3,605	658	662
Rental	9,240	6,000	6,240
Sale of Assets	75,597	45,000	60,000
Total Revenues	<u>\$ 1,838,405</u>	<u>\$ 1,792,505</u>	<u>\$ 1,896,406</u>
Total St Lights/Traffic Signals Revenue	\$ 1,838,405	\$ 1,792,505	\$ 1,896,406
Total St Lights/Traffic Signals Expenditures	\$ 1,694,167	\$ 1,788,965	\$ 1,894,279
Number of Employees	8.33	9.00	9.00
Number of Street Lights	7,755	7,675	7,800
Number of Traffic Signals	105	118	118

Note: Street Lights & Traffic Signals is budgeted as a Special Revenue Fund but reports to Service Operations-General Services.

**City of Bismarck**  
**Revenue Budget - Steet Lights and Traffic Signals 255**  
**For the Year 2013**

<b>Charges for Services</b>	
3310.375 - Fees-Street Lighting	1,809,882
3310.500 - Sale of Labor-Hwys/Street	6,365
3310.525 - Sale of Material-Hwy/Str	7,501
3310.550 - Sale of Metals-Hwy/Street	758
<b>Charges for Services Total</b>	<b>1,824,506</b>
<b>Other Income</b>	
3355.100 - Other Income	4,998
<b>Other Income Total</b>	<b>4,998</b>
<b>Investment Earnings</b>	
3600.600 - Interest-Investment	662
<b>Investment Earnings Total</b>	<b>662</b>
<b>Rental</b>	
3740.100 - Rent-Equipment	6,240
<b>Rental Total</b>	<b>6,240</b>
<b>Sale of Assets/Expense</b>	
3910.125 - Insurance Recoveries	60,000
<b>Sale of Assets/Expense Total</b>	<b>60,000</b>
<b>Grand Total</b>	<b>1,896,406</b>
<b>Cash Reserve</b>	<b>-</b>
<b>Total Street Lights Traffic Signals</b>	<b>1,896,406</b>

**City of Bismarck**  
**Annual Budget - Street Lights Traffic Signals 255**  
**For the Year 2013**

**255 Str Lights&Traffic Signal**

**256 Str Lght & Traffic Signal**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	365,478
4130.000 - Overtime Wages	6,034
4170.000 - Sick Overage	960

**Personal Services - Salaries & Wage Total** **372,472**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	88,044
4200.200 - Life Insurance	500
4240.100 - Workers Comp-Premium	5,741

**Personal Services - Fringe Benefits Total** **94,285**

**Professional, Legal, and Contracted Service Fees**

4300.100 - Accting and Auditing Fees	870
4300.300 - ProfessionalCertification	50
4330.200 - Service Contract	230
4330.300 - Facility Service Contract	40

**Professional, Legal, and Contracted Service Fees Total** **1,190**

**Building, Equipment, and Vehicle Services**

4400.200 - Electricity	648,916
4420.100 - Rpr/Mtce-Building	75
4420.200 - Rpr/Mtce-Property	212
4420.210 - Rpr/Mtce-Right of Way	271
4420.220 - Rpr/Mtce-Traffic Signals	144,016
4420.230 - Rpr/Mtce-Whiteway	144,016
4420.300 - Rpr/Mtce-Equipment	10,961
4420.400 - Rpr/Mtce-Vehicles	11,845
4430.100 - Rentals-Building	48,790
4430.300 - Rentals-Equipment	459

**Building, Equipment, and Vehicle Services Total** **1,009,561**

**Travel and Training**

4500.100 - Lodging	650
4500.200 - Meals	510
4500.400 - Travel-Fuel	168
4510.100 - Conference Registration	2,000

**City of Bismarck**  
**Annual Budget - Street Lights Traffic Signals 255**  
**For the Year 2013**

<b>255 Str Lights&amp;Traffic Signal</b>	
4510.300 - In-House Training	410
4510.400 - Training Supplies	258
4510.500 - Safety Training	153
<b>Travel and Training Total</b>	<b>4,149</b>
<b>Other Operating Services</b>	
4605.100 - Telephone	24,775
4605.200 - Cell Phones	1,561
4610.100 - Advertising/Promotions	79
4610.200 - Legal Ads	510
4615.000 - Printing/Binding	1,040
4618.000 - Mailing Services	255
4630.300 - Membership/Dues	391
4635.300 - Software Upgrade/Maintain	902
4640.500 - Spraying/Mowing	383
4650.300 - Drug Testing	122
4655.100 - Background Checks	117
4655.300 - Drug Testing-Recruitment	52
4660.100 - Physical-Fitness for Duty	153
4660.200 - Physical-Required	208
4685.500 - Hepatitis B	57
<b>Other Operating Services Total</b>	<b>30,605</b>
<b>Operating Supplies</b>	
4700.100 - Office Supplies	416
4700.200 - Office Small Equipment	796
4700.300 - Computer Small Equipment	210
4700.400 - Copier/Printer Supplies	1,746
4700.500 - Postage	4,864
4700.600 - Small Software Programs	208
4705.000 - Uniforms	3,969
4710.100 - Shop Supplies	214
4710.200 - Small Tools/Equipment	10,404
4725.100 - Gasoline	12,588
4725.200 - Diesel	3,975
4735.100 - Safety Supplies	1,377
4735.150 - Safety Small Equipment	750
4750.000 - Subscriptions/Publication	102
<b>Operating Supplies Total</b>	<b>41,619</b>

**City of Bismarck**  
**Annual Budget - Street Lights Traffic Signals 255**  
**For the Year 2013**

**255 Str Lights&Traffic Signal**

**Capital Outlay**

5020.200 - Vehicles 35,000

**Capital Outlay Total 35,000**

**Other Financing Uses**

8000.100 - Transfer-General Fund 32,859

8000.327 - Transfer-Street Light Con 272,539

**Other Financing Uses Total 305,398**

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**255 Str Lights&Traffic Signal Total**

**1,894,279**

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## HOTEL/MOTEL TAX

This fund accounts for the distribution of 100% of the hotel/motel two percent tax collections. Revenues from this fund are used to promote tourism with the allocation of 85% of the funds to Bismarck/Mandan Convention Visitors Bureau, \$16,136 for administrative expenses and the balance for event funding at the Civic Center.

**City of Bismarck  
Service Efforts and Accomplishments  
Special Revenue Fund  
Hotel/Motel Tax  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Professional/Legal Services	\$ 93	\$ 100	\$ -
Grants	777,409	680,000	839,602
Transfers	124,037	119,900	148,165
Total Expenditures	<u>\$ 901,539</u>	<u>\$ 800,000</u>	<u>\$ 987,767</u>
Revenues			
Tax Collections	\$ 914,599	\$ 800,000	\$ 987,767
Total Revenues	<u>\$ 914,599</u>	<u>\$ 800,000</u>	<u>\$ 987,767</u>

**City of Bismarck**  
**Revenue Budget - Hotel/Motel Tax 280**  
**For the Year 2013**



<b>Tax Collections</b>	
3020.200 - Sales Tax-2% Occupancy	987,767
<b>Tax Collections Total</b>	<b>987,767</b>
<hr/>	
<b>Grand Total</b>	<b>987,767</b>
<b>Cash Reserve</b>	-
<b>Total Hotel/Motel Tax</b>	<b>987,767</b>

**City of Bismarck**  
**Annual Budget - Hotel/Motel Tax 280**  
**For the Year 2013**

**280 Hotel & Motel Tax**

**000 Operations**

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**Grants and Subsidies**

4900.200 - Operating Grant/Subsidies 839,602

**Grants and Subsidies Total 839,602**

**Other Financing Uses**

8000.100 - Transfer-General Fund 16,136

8000.630 - Transfer-Civic Center 132,029

**Other Financing Uses Total 148,165**

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**280 Hotel & Motel Tax Total 987,767**

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## LODGING, LIQUOR & FOOD TAX

This fund accounts for the collection of the one percent lodging, liquor and food tax used for visitors' promotions, capital projects and Civic Center bond payments and operating subsidies. The capital projects include \$1.5 million for the Community Bowl with the initial payment of \$500,000 in 2012 and an annual payment of \$250,000 for 2013 - 2016. The fund also accounts for the one percent car rental tax with 25% of the funding for promotions at the Airport and 75% to event funding at the Civic Center.

**City of Bismarck  
Service Efforts and Accomplishments  
Special Revenue Fund  
Lodging, Liquor & Food Tax  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Professional/Legal Services	\$ 147	\$ 300	\$ 200
Service Expense	621	850	850
Grants	10,000	11,000	261,000
Transfers	1,669,384	2,714,896	1,801,027
Total Expenditures	<u>\$ 1,680,152</u>	<u>\$ 2,727,046</u>	<u>\$ 2,063,077</u>
Revenues			
Tax Collections	\$ 2,292,498	\$ 2,114,869	\$ 2,520,048
Interest	7,370	3,000	-
Rental	19,200	19,200	19,200
Transfers in	226,245	-	-
Total Revenues	<u>\$ 2,545,313</u>	<u>\$ 2,137,069</u>	<u>\$ 2,539,248</u>

**City of Bismarck**  
**Revenue Budget - Lodging, Liquor, and Food Tax 282**  
**For the Year 2013**

<b>Tax Collections</b>	
3020.300 - Sales Tax-1% Lodg/Food/Lq	2,420,048
3020.400 - Sales Tax-1% Car Rental	100,000
<b>Tax Collections Total</b>	<b>2,520,048</b>
<b>Rental</b>	
3700.100 - Rent-Building	19,200
<b>Rental Total</b>	<b>19,200</b>
<b>Grand Total</b>	<b>2,539,248</b>
<b>Cash Reserve</b>	<b>-</b>
<b>Total Lodging, Liquor &amp; Food Tax</b>	<b>2,539,248</b>

**City of Bismarck**  
**Annual Budget - Lodging, Liquor, Food Tax 282**  
**For the Year 2013**

**282 Lodging Liquor & Food Tax**

**000 Operations**

**Professional, Legal, and Contracted Service Fees**

4300.100 - Accting and Auditing Fees 200

**Professional, Legal, and Contracted Service Fees Total 200**

**Other Operating Services**

4675.500 - Bond Service Fees 850

**Other Operating Services Total 850**

**Grants and Subsidies**

4900.200 - Operating Grant/Subsidies 261,000

**Grants and Subsidies Total 261,000**

**Other Financing Uses**

8000.100 - Transfer-General Fund 23,657

8000.630 - Transfer-Civic Center 1,677,370

**Other Financing Uses Total 1,701,027**

**000 Operations Total 1,963,077**

**008 Car Rental Tax**

**Other Financing Uses**

8000.600 - Transfer-Airport 25,000

8000.630 - Transfer-Civic Center 75,000

**Other Financing Uses Total 100,000**

**008 Car Rental Tax Total 100,000**

**282 Lodging Liquor & Food Tax Total 2,063,077**

## SALES TAX

This fund accounts for the collection and distribution of the one percent city sales tax which is used for expenditures authorized by the sales tax ordinance. Expenditures include funding for a minimum of 25 mills for property tax relief, snow gate activities, matching funds for State transportation funds for street projects, subsidy for special assessment annual street projects, economic development and facility rehab projects.

**City of Bismarck  
Service Efforts and Accomplishments  
Special Revenue Fund  
Sales Tax  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Professional/Legal Services	\$ 309	\$ 1,000	\$ 1,000
Transfers	13,909,536	14,835,345	13,477,265
Total Expenditures	<u>\$ 13,909,845</u>	<u>\$ 14,836,345</u>	<u>\$ 13,478,265</u>
Revenues			
Tax Collections	\$ 13,955,767	\$ 12,403,143	\$ 15,088,975
Interest	31,383	12,665	20,125
Total Revenues	<u>\$ 13,987,150</u>	<u>\$ 12,415,808</u>	<u>\$ 15,109,100</u>

**City of Bismarck**  
**Revenue Budget - Sales Tax 285**  
**For the Year 2013**

<b>Tax Collections</b>	
3020.100 - Sales Tax-1% Sales	15,088,975
<b>Tax Collections Total</b>	<b>15,088,975</b>
<b>Investment Earnings</b>	
3600.600 - Interest-Investment	20,125
<b>Investment Earnings Total</b>	<b>20,125</b>
<hr/>	
<b>Grand Total</b>	<b>15,109,100</b>
<b>Cash Reserve</b>	-
<b>Total Sales Tax</b>	<b>15,109,100</b>

**City of Bismarck**  
**Annual Budget - Sales Tax 285**  
**For the Year 2013**

**285 Sales Tax**

**000 Operations**

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**Professional, Legal, and Contracted Service Fees**

4300.100 - Accting and Auditing Fees 1,000

**Professional, Legal, and Contracted Service Fees Total 1,000**

**Other Financing Uses**

8000.100 - Transfer-General Fund 6,652,312

8000.250 - Transfer-Roads & Streets 237,953

8000.330 - Transfer-Highway Constr 6,587,000

**Other Financing Uses Total 13,477,265**

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**285 Sales Tax Total**

**13,478,265**

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## VISION FUND

This fund accounts for the economic development activities for the City of Bismarck and is funded by Sales Tax.

**City of Bismarck  
Service Efforts and Accomplishments  
Special Revenue Fund  
Vision Fund  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Service Expense	\$ 200	\$ 200	\$ 200
Grants	496,752	3,645,471	3,489,360
Total Expenditures	<u>\$ 496,952</u>	<u>\$ 3,645,671</u>	<u>\$ 3,489,560</u>
Revenues			
Other Income	\$ 3,823	\$ 4,000	\$ 4,000
Interest	19,925	\$ 3,000	\$ 10,425
Transfers In	772,987	-	-
Total Revenues	<u>\$ 796,735</u>	<u>\$ 7,000</u>	<u>\$ 14,425</u>

**City of Bismarck**  
**Revenue Budget - Vision Fund 286**  
**For the Year 2013**

<b>Other Income</b>	
3355.100 - Other Income	4,000
<b>Other Income Total</b>	<b>4,000</b>
<b>Investment Earnings</b>	
3600.600 - Interest-Investment	10,425
<b>Investment Earnings Total</b>	<b>10,425</b>
<hr/>	
<b>Grand Total</b>	<b>14,425</b>
<hr/>	
<b>Cash Reserve</b>	<b>3,475,135</b>
<hr/>	
<b>Total Vision Fund</b>	<b>3,489,560</b>
<hr/>	

**City of Bismarck**  
**Annual Budget - Vision Fund 286**  
**For the Year 2013**

**286 Vision Fund**

**000 Operations**

**Other Operating Services**

4675.300 - Investment Expense 200

**Other Operating Services Total 200**

**Grants and Subsidies**

4900.200 - Operating Grant/Subsidies 3,489,360

**Grants and Subsidies Total 3,489,360**

**286 Vision Fund Total**

**3,489,560**

## SOCIAL SECURITY TAX

This fund accounts for the costs of Social Security and disability insurance for all City employees. Funding is provided by annual property tax levy, grants and Internal Service and Enterprise funds.

**City of Bismarck  
Service Efforts and Accomplishments  
Special Revenue Fund  
Social Security Tax  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Fringe Benefits	\$ 1,617,944	\$ 1,740,000	\$ 1,740,000
Total Expenditures	<u>\$ 1,617,944</u>	<u>\$ 1,740,000</u>	<u>\$ 1,740,000</u>
Revenues			
Tax Collections	\$ 1,076,595	\$ 1,046,555	\$ 925,213
Government	33,301	27,750	26,250
Charges for Services	1,422	-	-
Interest	6,420	2,600	6,000
Transfers In	700,672	726,312	830,000
Total Revenues	<u>\$ 1,818,410</u>	<u>\$ 1,803,217</u>	<u>\$ 1,787,463</u>

**City of Bismarck**  
**Revenue Budget - Social Security Tax 289**  
**For the Year 2013**

<b>Tax Collections</b>	
3010.100 - Real Estate Tax-Current	913,013
3010.200 - Mobile Home Tax-Current	11,000
3010.210 - Mobile Home Tax-Prior	1,200
<b>Tax Collections Total</b>	<b>925,213</b>
<b>Intergovernmental Revenue</b>	
3240.210 - Homestead Cr-RE Prior	400
3240.220 - Homestead Cr-MH Current	4,800
3240.230 - Homestead Cr-MH Prior	250
3240.240 - Disabled Vetran Cr - RE Current	3,400
3240.250 - Disabled Vetran Cr - RE Prior	300
3240.300 - In Lieu of Tax-Bank Franc	5,600
3240.310 - In Lieu of Tax-Bur Cty Hs	1,000
3240.340 - In Lieu of Tax-Telecommun	10,500
<b>Intergovernmental Revenue Total</b>	<b>26,250</b>
<b>Investment Earnings</b>	
3600.600 - Interest-Investment	6,000
<b>Investment Earnings Total</b>	<b>6,000</b>
<b>Other Financing Sources</b>	
3900.100 - Transfer-General Fund	157,800
3900.293 - Transfer-Govt Grants/Acti	64,500
3900.315 - Transfer-HUD	5,800
3900.600 - Transfer-Airport	83,400
3900.630 - Transfer-Civic Center	126,800
3900.650 - Transfer-SW Disposal	51,200
3900.655 - Transfer-SW Collections	74,800
3900.665 - Transfer-Water	144,100
3900.670 - Transfer-Sanitary Sewer	76,000
3900.675 - Transfer-Storm Sewer	12,200
3900.705 - Transfer-Fleet Services	33,400
<b>Other Financing Sources Total</b>	<b>830,000</b>
<b>Grand Total</b>	<b>1,787,463</b>
<b>Cash Reserve</b>	<b>-</b>
<b>Total Social Security Tax</b>	<b>1,787,463</b>

**City of Bismarck**  
**Annual Budget - Social Security Tax 289**  
**For the Year 2013**

**289 Social Security Tax**

**000 Operations**

**Personal Services - Fringe Benefits**

4200.300 - Disability Insurance	98,000
4210.100 - Social Security	1,222,000
4210.200 - Medicare	420,000
<b>Personal Services - Fringe Benefits Total</b>	<b>1,740,000</b>

**289 Social Security Tax Total**

**1,740,000**

## SPECIAL DEFICIENCY/ASSUMPTIONS

This fund is used for the deficiencies in the special assessment funds and accounts for the city's share and assumptions of the special assessment improvements and taxes on public property.

**City of Bismarck  
Service Efforts and Accomplishments  
Special Revenue Fund  
Special Deficiency/Assumptions  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Professional/Legal Services	\$ 4,405	\$ 125	\$ 121,351
Property/Equipment	78,730	58,000	58,000
Service Expense	128,859	143,800	1,600
Supply Expense	658	1,200	-
Transfers	838,655	1,252,262	764,892
Total Expenditures	<u>\$ 1,051,307</u>	<u>\$ 1,455,387</u>	<u>\$ 945,843</u>
Revenues			
Tax Collections	\$ 194,477	\$ 207,251	\$ 672,158
Government	5,227	-	5,100
Charges for Services	374,504	468,809	361,123
Special Assessment	22,954	23,375	23,800
Interest	378,875	437,685	-
Transfers In	451,130	126,869	-
Total Revenues	<u>\$ 1,427,166</u>	<u>\$ 1,263,989</u>	<u>\$ 1,062,181</u>

**City of Bismarck**  
**Revenue Budget - Special Deficiency/Assumptions 290**  
**For the Year 2013**

<b>Tax Collections</b>	
3010.100 - Real Estate Tax-Current	668,058
3010.110 - Real Estate Tax-Prior	2,000
3010.200 - Mobile Home Tax-Current	2,000
3010.210 - Mobile Home Tax-Prior	100
<b>Tax Collections Total</b>	<b>672,158</b>
<b>Charges for Services</b>	
3310.100 - Fees-Admin Svc-Hwy & St	361,123
<b>Charges for Services Total</b>	<b>361,123</b>
<b>Special Assessment Revenue</b>	
3500.450 - SA-Street Impr-Current	21,800
3500.500 - SA-Street Impr-Prior	2,000
<b>Special Assessment Revenue Total</b>	<b>23,800</b>
<b>Intergovernmental Revenue</b>	
3240.200 - Homestead Cr-RE Current	800
3240.210 - Homestead Cr-RE Prior	100
3240.220 - Homestead Cr-MH Current	50
3240.240 - Disabled Vetran Cr - RE Current	650
3240.250 - Disabled Vetran Cr - RE Prior	50
3240.300 - In Lieu of Tax-Bank Franc	1,150
3240.310 - In Lieu of Tax-Bur Cty Hs	200
3240.320 - In Lieu of Tax-Game/Fish	50
3240.340 - In Lieu of Tax-Telecommun	1,850
3240.350 - In Lieu of Tax-Trans Line	200
<b>Intergovernmental Revenue Total</b>	<b>5,100</b>
<b>Grand Total</b>	<b>1,062,181</b>
<b>Cash Reserve</b>	<b>-</b>
<b>Total Special Deficiency &amp; Assumption Total</b>	<b>1,062,181</b>

**City of Bismarck**  
**Annual Budget - Special Deficiency/Assumptions 290**  
**For the Year 2013**

**290 Special Deficiency & Assumption**

**000 Operations**

**Professional, Legal, and Contracted Service Fees**

4300.100 - Accting and Auditing Fees 4,500

4310.200 - Engineering Consultants 116,851

**Professional, Legal, and Contracted Service Fees Total 121,351**

**Building, Equipment, and Vehicle Services**

4440.000 - Special Assessments 20,000

4440.100 - Health & Safety Assessmts 25,000

4440.150 - Construction Assessments 10,000

4440.200 - Property Taxes 3,000

**Building, Equipment, and Vehicle Services Total 58,000**

**Other Operating Services**

4610.200 - Legal Ads 1,600

**Other Operating Services Total 1,600**

**Other Financing Uses**

8000.100 - Transfer-General Fund 283,892

8000.365 - Transfer-St Impr Construc 481,000

**Other Financing Uses Total 764,892**

**290 Special Deficiency & Assumption Total**

**945,843**

## GOVERNMENT GRANTS & ACTIVITIES

The budget for Government Grants & Activities is used to account for state, federal and local grant self-funded activities and donations. The budget is used by the departments in the General Fund and Special Funds. The tentative grants, activities and donations expenses are listed below by department.

	<u>Expenses</u>
<b>Attorney</b>	
Witness Fees	500
	<u>500</u>
<b>Engineering</b>	
Transportation Enhancement Funds (TE)	100,000
	<u>100,000</u>
<b>Finance</b>	
FEMA	2,000,000
	<u>2,000,000</u>
<b>Fire</b>	
NDDDES Homeland Security Grants	275,000
	<u>275,000</u>
<b>Planning &amp; Development</b>	
Permit Fees - City of Lincoln	56,237
	<u>56,237</u>
<b>Roads &amp; Streets - Forestry</b>	
State Government Grants	12,312
Other Income - Tree Appraisals	5,000
Arbor Day Private Donations	1,500
Corporate Sponsors PIP Donations	10,000
	<u>28,812</u>
<b>Police</b>	
US DOJ - COPS	652,528
US DOJ Equipment Program	50,000
Bulletproof Vest Partner	2,428
ND Emergency Management Grants-Equipment/Training	50,000
NDDOH STOP Grant	1,588
DOT - Alcohol Compliance Grant	13,000
DOT - Occupant Protection Enforcement Grant	8,000
SWAT Taskforce - Local	13,000
Narcotics Task Force (HIDA)	10,000
Bismarck Public Schools	220,225
Federal Government Grants	459,522
Miscellaneous State Grants	8,500
Miscellaneous Local Grants/Donations	12,195
	<u>1,500,986</u>

GOVERNMENT GRANTS & ACTIVITIES

**Public Health**

Tobacco Prevention & Control	324,239
Women's Way Program	59,826
ND Health Tracks Program	176,375
Emergency Preparedness & Response - Bioterrorism (EPR)	132,827
Emergency Preparedness & Response - Bioterrorism (County)	24,526
NDDES Homeland Security Grant	20,000
Immunization Grant	39,096
Medicaid - Student Health	12,000
Ryan White Program	15,000
Lutheran Social Service Grant	1,500
Bismarck Public Schools	260,668
Burleigh County Contracts Jail Nursing	125,804
Federal Government Grants	300,000
State Government Grants	60,000
Donations	5,550
	<hr/> 1,557,411

**Christmas Light Funds**

Downtown Special Assessment District	5,872
	<hr/> 5,872

**Total Government Grants & Activities** **\$ 5,524,818**

**City of Bismarck**  
**Service Efforts and Accomplishments**  
**Special Revenue Fund**  
**Government Grants & Activities**  
**2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Salary/Wages	\$ 1,258,293	\$ 1,238,477	\$ 1,367,396
Fringe Benefits	201,251	293,503	310,586
Professional/Legal Services	332,606	220,033	145,089
Property/Equipment	2,829,640	116,200	112,000
Travel/Training	132,784	312,138	135,286
Service Expense	1,008,075	166,609	175,864
Supply Expense	11,442,021	16,903,572	782,283
Grants	7,120	-	2,000,000
Capital Expense	717,027	620,796	425,000
Construction/Infrastructure	83,441	-	-
Transfers	81,944	71,271	71,314
<b>Total Expenditures</b>	<b>\$ 18,094,202</b>	<b>\$ 19,942,599</b>	<b>\$ 5,524,818</b>
Revenues			
Licenses/Permits	\$ -	\$ -	\$ 56,237
Government	17,270,884	19,788,288	5,292,423
Charge for Services	427,122	207,978	227,804
Fines	2,460	400	1,000
Donations	80,235	25,200	25,000
Interest	817	750	760
Transfers In	36,744	-	-
Sale of Assets/Others	1,970	5,000	5,000
<b>Total Revenues</b>	<b>\$ 17,820,232</b>	<b>\$ 20,027,616</b>	<b>\$ 5,608,224</b>

**City of Bismarck**  
**Revenue Budget - Government Grants Activities 293**  
**For the Year 2013**

<b>Intergovernmental Revenue</b>	
3210.100 - Federal Government Grants	945,022
3210.125 - Federal Stimulus	30,000
3210.200 - Bullet Proof Vest Partner	2,428
3210.210 - COPS Grant	598,575
3220.200 - FEMA Disaster Payments	2,000,000
3230.100 - State Government Grants	97,312
3230.325 - ND Emergency Mgmt Grants	369,526
3230.330 - DOJ Equipment Program	50,000
3230.400 - Alcohol Enforcement Grant	20,000
3230.420 - Occupant Protect Enf Grt	12,000
3230.425 - Saturation Patrol Grant	10,000
3230.430 - STOP Grant	1,588
3230.520 - Immunization Grant	39,096
3240.500 - Program-Health Tracks	268,963
3240.520 - Program-Medicaid Std Hlth	12,000
3240.525 - Program-Ryan White	15,000
3240.535 - Program-Tobacco Settlemnt	324,239
3240.540 - Program-Women's Way	56,006
3250.100 - Bismarck Schools PYB Svc	157,000
3250.800 - School Nurse Services	260,668
3250.825 - Narcotics Taskforce-Local	10,000
3250.850 - SWAT Taskforce - Local	13,000
<b>Intergovernmental Revenue Total</b>	<b>5,292,423</b>
<b>Charges for Services</b>	
3305.150 - Fees-Contract Policing	100,000
3305.380 - Fees-Witness	500
3315.125 - Health Services	125,804
<b>Charges for Services Total</b>	<b>226,304</b>
<b>Fines &amp; Forfeits</b>	
3400.225 - Fines-Restitution	1,000
<b>Fines &amp; Forfeits Total</b>	<b>1,000</b>
<b>Investment Earnings</b>	
3600.525 - Interest-Forestry Trees	250
3600.600 - Interest-Investment	410
3600.625 - Interest-K-9 Unit	100
<b>Investment Earnings Total</b>	<b>760</b>

**City of Bismarck**  
**Revenue Budget - Government Grants Activities 293**  
**For the Year 2013**

<b>Donations</b>	
3850.100 - Donations	6,000
3850.125 - Donations-Arbor Day	1,500
3850.150 - Donations-Car Seat	4,500
3850.175 - Donations-COPS & Kids	3,000
3850.200 - Donations-Partners in Plt	10,000
<b>Donations Total</b>	<b>25,000</b>
<b>Other Income</b>	
3355.100 - Other Income	1,500
<b>Other Income Total</b>	<b>1,500</b>
<b>Sale of Assets/Expense</b>	
3910.125 - Insurance Recoveries	5,000
<b>Sale of Assets/Expense Total</b>	<b>5,000</b>
<b>Licenses &amp; Permits</b>	
3130.100 - Permits-Buildings	56,237
<b>Licenses &amp; Permits Total</b>	<b>56,237</b>
<b>Grand Total</b>	<b>5,608,224</b>
<b>Cash Reserve</b>	<b>-</b>
<b>Total Sales Tax</b>	<b>5,608,224</b>

**City of Bismarck**  
**Annual Budget - Government Grants Activities 293**  
**For the Year 2013**

**193 Gov't Grants & Activities**

**033 Attorney Govt Grants/Act**

**Professional, Legal, and Contracted Service Fees**

4320.200 - Witness Fees 500

**Professional, Legal, and Contracted Service Fees Total 500**

**033 Attorney Govt Grants/Act Total 500**

**063 Engineering Govt Grants**

**Building, Equipment, and Vehicle Services**

4420.400 - Rpr/Mtce-Vehicles 100,000

**Building, Equipment, and Vehicle Services Total 100,000**

**063 Engineering Govt Grants Total 100,000**

**073 Finance Govt Grants/Act**

**Grants and Subsidies**

4900.100 - Pass-Thru Grant/Subsidies 2,000,000

**Grants and Subsidies Total 2,000,000**

**073 Finance Govt Grants/Act Total 2,000,000**

**093 Fire**

**Travel and Training**

4510.500 - Safety Training 95,000

**Travel and Training Total 95,000**

**Operating Supplies**

4735.150 - Safety Small Equipment 180,000

**Operating Supplies Total 180,000**

**093 Fire Total 275,000**

**103 R&S/Forestry - Govt Grants & Act**

**Other Operating Services**

4610.100 - Advertising/Promotions 200

4610.400 - Awards Program 800

4640.400 - Planting Services 12,312

**Other Operating Services Total 13,312**

**City of Bismarck**  
**Annual Budget - Government Grants Activities 293**  
**For the Year 2013**

**193 Gov't Grants & Activities**

**Operating Supplies**

4730.100 - Forestry Trees/Shrubs 15,500

**Operating Supplies Total 15,500**

**103 R&S/Forestry - Govt Grants & Act Total 28,812**

**143 Planning Govt Grants/Act**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries 44,175

**Personal Services - Salaries & Wage Total 44,175**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance 11,890

4200.200 - Life Insurance 63

4240.100 - Workers Comp-Premium 109

**Personal Services - Fringe Benefits Total 12,062**

**143 Planning Govt Grants/Act Total 56,237**

**163 Police Govt Grants/Act**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries 350,944

4130.000 - Overtime Wages 100,000

**Personal Services - Salaries & Wage Total 450,944**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance 72,620

4200.200 - Life Insurance 437

4200.400 - Pension Expense 44,715

4240.100 - Workers Comp-Premium 3,785

**Personal Services - Fringe Benefits Total 121,557**

**Professional, Legal, and Contracted Service Fees**

4310.700 - Professional Consultants 50,000

**Professional, Legal, and Contracted Service Fees Total 50,000**

**Building, Equipment, and Vehicle Services**

4420.300 - Rpr/Mtce-Equipment 2,000

4430.300 - Rentals-Equipment 500

**Building, Equipment, and Vehicle Services Total 2,500**

**City of Bismarck**  
**Annual Budget - Government Grants Activities 293**  
**For the Year 2013**

**193 Gov't Grants & Activities**

**Travel and Training**

4500.100 - Lodging	1,000
4500.200 - Meals	500
4500.300 - Airfare	1,000
4500.400 - Travel-Fuel	500
4510.100 - Conference Registration	5,000
4510.400 - Training Supplies	500
<b>Travel and Training Total</b>	<b>8,500</b>

**Other Operating Services**

4600.400 - General Liability	350
4610.100 - Advertising/Promotions	500
4610.200 - Legal Ads	100
4610.400 - Awards Program	500
4615.000 - Printing/Binding	1,000
4625.000 - Photography	500
4635.300 - Software Upgrade/Maintain	10,000
4645.150 - Restitution	5,000
4665.000 - Hospitality/Entertainment	5,000
<b>Other Operating Services Total</b>	<b>22,950</b>

**Operating Supplies**

4700.200 - Office Small Equipment	500
4700.300 - Computer Small Equipment	50,000
4700.600 - Small Software Programs	20,000
4710.200 - Small Tools/Equipment	278,905
4735.200 - Ammunition/Weapons	5,000
4735.250 - Bullet Proof Vest/Armor	10,000
4735.500 - Radios	50,000
<b>Operating Supplies Total</b>	<b>414,405</b>

**Capital Outlay**

5020.100 - Machinery/Equipment	400,000
5020.500 - Computers & Software	25,000
<b>Capital Outlay Total</b>	<b>425,000</b>

**Other Financing Uses**

8000.289 - Transfer-Social Sec Tax	4,900
8000.760 - Transfer-Unemployment	230
<b>Other Financing Uses Total</b>	<b>5,130</b>

**163 Police Govt Grants/Act Total**

**1,500,986**

**City of Bismarck**  
**Annual Budget - Government Grants Activities 293**  
**For the Year 2013**

**193 Gov't Grants & Activities**

**173 Public Health Govt Grants**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	456,027
4120.000 - Part-Time Wages	413,210
4130.000 - Overtime Wages	3,040

**Personal Services - Salaries & Wage Total** **872,277**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	98,913
4200.200 - Life Insurance	584
4200.400 - Pension Expense	62,584
4240.100 - Workers Comp-Premium	838
4240.105 - Workers Comp-Part-time	13,808
4250.300 - Mileage Allowance	240

**Personal Services - Fringe Benefits Total** **176,967**

**Professional, Legal, and Contracted Service Fees**

4300.300 - Professional Certification	150
4330.100 - Contract Labor	94,139
4330.200 - Service Contract	300

**Professional, Legal, and Contracted Service Fees Total** **94,589**

**Building, Equipment, and Vehicle Services**

4420.300 - Rpr/Mtce-Equipment	500
4430.100 - Rentals-Building	9,000

**Building, Equipment, and Vehicle Services Total** **9,500**

**Travel and Training**

4500.100 - Lodging	8,548
4500.200 - Meals	3,823
4500.300 - Airfare	6,550
4500.600 - Travel-Mileage Reimbursmt	3,111
4500.700 - Service Area Travel	2,954
4500.800 - Taxi/Parking	600
4510.100 - Conference Registration	4,800
4510.200 - Tuition	700
4510.300 - In-House Training	100
4510.400 - Training Supplies	600

**Travel and Training Total** **31,786**

**City of Bismarck**  
**Annual Budget - Government Grants Activities 293**  
**For the Year 2013**

**193 Gov't Grants & Activities**

**Other Operating Services**

4600.300 - Professional Liability	320
4605.100 - Telephone	3,746
4605.200 - Cell Phones	8,760
4610.100 - Advertising/Promotions	14,949
4610.300 - Public Educational Ads	51,559
4615.000 - Printing/Binding	21,411
4630.300 - Membership/Dues	2,180
4635.100 - Computer Service Fees	3,910
4635.250 - Blackberry Service Fee	220
4635.300 - Software Upgrade/Maintain	4,500
4650.100 - Hazardous Waste Removal	200
4650.400 - Lab Test	200
4650.500 - Patient Medical Expenses	27,477
4655.100 - Background Checks	85
4655.200 - Credit Checks	85

**Other Operating Services Total** **139,602**

**Operating Supplies**

4700.100 - Office Supplies	15,347
4700.200 - Office Small Equipment	33,351
4700.300 - Computer Small Equipment	4,832
4700.400 - Copier/Printer Supplies	3,086
4700.500 - Postage	4,950
4700.600 - Small Software Programs	1,000
4710.200 - Small Tools/Equipment	32,000
4740.100 - Nursing Supplies	40,800
4740.200 - Vaccine Supplies	30,050
4740.300 - Emergency Medications	500
4750.000 - Subscriptions/Publication	590

**Operating Supplies Total** **166,506**

**Other Financing Uses**

8000.100 - Transfer-General Fund	2,200
8000.289 - Transfer-Social Sec Tax	63,025
8000.750 - Transfer-Employee Insuran	195
8000.760 - Transfer-Unemployment	764

**Other Financing Uses Total** **66,184**

**173 Public Health Govt Grants Total** **1,557,411**

**City of Bismarck**  
**Annual Budget - Government Grants Activities 293**  
**For the Year 2013**

**193 Gov't Grants & Activities**

**800 Christmas Lights Fund**

**Operating Supplies**

4710.200 - Small Tools/Equipment

5,872

**Operating Supplies Total**

**5,872**

**800 Christmas Lights Fund Total**

**5,872**

**193 Gov't Grants & Activities Total**

**5,524,818**

## SEWERMAIN BONDS

This fund accounts for the collection of special assessments and payment of special assessment bonds.

**City of Bismarck  
Service Efforts and Accomplishments  
Debt Service Fund  
Sewermain Bonds  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Debt Service	\$ 2,223,707	\$ 2,987,570	\$ 4,672,105
Transfers	142,700	1,240,903	150,000
Total Expenditures	<u>\$ 2,366,407</u>	<u>\$ 4,228,473</u>	<u>\$ 4,822,105</u>
.			
Revenues			
Special Assessment	\$ 2,244,299	\$ 1,955,965	\$ 1,839,708
Interest	94	4,000	9,326
Transfers In	24,412	150,000	150,000
Long-term Debt	213,399	1,045,000	2,545,000
Total Revenues	<u>\$ 2,482,205</u>	<u>\$ 3,154,965</u>	<u>\$ 4,544,034</u>

**City of Bismarck**  
**Revenue Budget - Sewermain Bonds 450**  
**For the Year 2013**

<b>Special Assessment Revenue</b>	
3500.250 - SA-Sanitary Sewer-Current	1,695,258
3500.275 - SA-Sanitary Sewer-Pd Full	98,500
3500.300 - SA-Sanitary Sewer-Prior	45,950
<b>Special Assessment Revenue Total</b>	<b>1,839,708</b>
<b>Investment Earnings</b>	
3600.600 - Interest-Investment	9,326
<b>Investment Earnings Total</b>	<b>9,326</b>
<b>Other Financing Sources</b>	
3900.350 - Transfer-Sewermain Constr	150,000
<b>Other Financing Sources Total</b>	<b>150,000</b>
<b>General Long-Term Debt Issued</b>	
3920.175 - Refunding Bonds Issued	2,500,000
3920.200 - Premiums on bonds sold	45,000
<b>General Long-Term Debt Issued Total</b>	<b>2,545,000</b>
<b>Grand Total</b>	<b>4,544,034</b>
<b>Cash Reserve</b>	<b>278,071</b>
<b>Total Sewermain Bonds</b>	<b>4,822,105</b>

**City of Bismarck  
Annual Budget - Sewermain Bonds 450  
For the Year 2013**

**450 Sewermain Bonds**

**401 Series A**

**Debt Service**

7000.000 - Bond Principal	115,962
7010.100 - Interest-Bonds	17,963

**Debt Service Total** **133,925**

**401 Series A Total** **133,925**

**402 Series B**

**Debt Service**

7000.000 - Bond Principal	25,927
7010.100 - Interest-Bonds	12,538

**Debt Service Total** **38,465**

**402 Series B Total** **38,465**

**403 Series C**

**Debt Service**

7000.000 - Bond Principal	28,111
7010.100 - Interest-Bonds	7,191

**Debt Service Total** **35,302**

**403 Series C Total** **35,302**

**404 Series D**

**Debt Service**

7000.000 - Bond Principal	28,309
7010.100 - Interest-Bonds	2,180

**Debt Service Total** **30,489**

**404 Series D Total** **30,489**

**405 Series E**

**Debt Service**

7000.000 - Bond Principal	297,990
7010.100 - Interest-Bonds	42,319

**Debt Service Total** **340,309**

**405 Series E Total** **340,309**

**City of Bismarck  
Annual Budget - Sewermain Bonds 450  
For the Year 2013**

**450 Sewermain Bonds**

**406 Series F**

**Debt Service**

7000.000 - Bond Principal	264,000
7010.100 - Interest-Bonds	85,000

**Debt Service Total** **349,000**

**Other Financing Uses**

8000.350 - Transfer-Sewer Constructn	150,000
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**Other Financing Uses Total** **150,000**

**406 Series F Total** **499,000**

**407 Series G**

**Debt Service**

7020.100 - Financial Consulting	2,800
7020.200 - Official Statement Printg	300
7020.300 - Initial Registration	300
7020.500 - Bond Rating	700
7020.600 - Bond Attorney	1,200
7020.700 - Bond Discount	45,000
7030.000 - Advance Refunding Escrow	2,500,000

**Debt Service Total** **2,550,300**

**407 Series G Total** **2,550,300**

**410 Series J**

**Debt Service**

7000.000 - Bond Principal	6,307
7010.100 - Interest-Bonds	378

**Debt Service Total** **6,685**

**410 Series J Total** **6,685**

**418 Series R**

**Debt Service**

7000.000 - Bond Principal	21,930
7010.100 - Interest-Bonds	329

**Debt Service Total** **22,259**

**418 Series R Total** **22,259**

**City of Bismarck**  
**Annual Budget - Sewermain Bonds 450**  
**For the Year 2013**

<b>450 Sewermain Bonds</b>	
<b>421 Series U</b>	
<b>Debt Service</b>	
7000.000 - Bond Principal	467,302
7010.100 - Interest-Bonds	191,607
<b>Debt Service Total</b>	<b>658,909</b>
<b>421 Series U Total</b>	<b>658,909</b>
<b>422 Series V</b>	
<b>Debt Service</b>	
7000.000 - Bond Principal	120,449
7010.100 - Interest-Bonds	13,936
<b>Debt Service Total</b>	<b>134,385</b>
<b>422 Series V Total</b>	<b>134,385</b>
<b>423 Series W</b>	
<b>Debt Service</b>	
7000.000 - Bond Principal	169,192
7010.100 - Interest-Bonds	65,583
<b>Debt Service Total</b>	<b>234,775</b>
<b>423 Series W Total</b>	<b>234,775</b>
<b>424 Series X</b>	
<b>Debt Service</b>	
7000.000 - Bond Principal	3,114
7010.100 - Interest-Bonds	2,108
<b>Debt Service Total</b>	<b>5,222</b>
<b>424 Series X Total</b>	<b>5,222</b>
<b>425 Series Y</b>	
<b>Debt Service</b>	
7000.000 - Bond Principal	99,376
7010.100 - Interest-Bonds	32,704
<b>Debt Service Total</b>	<b>132,080</b>
<b>425 Series Y Total</b>	<b>132,080</b>
<b>450 Sewermain Bonds Total</b>	<b>4,822,105</b>

## WATERMAIN BONDS

This fund accounts for the collection of special assessments and payment of special assessment bonds.

**City of Bismarck  
Service Efforts and Accomplishments  
Debt Service Fund  
Watermain Bonds  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Debt Service	\$ 292,218	\$ 510,877	\$ 607,779
Transfers	57,547	25,000	250,000
Total Expenditures	<u>\$ 349,766</u>	<u>\$ 535,877</u>	<u>\$ 857,779</u>
Revenues			
Special Assessment	\$ 303,541	\$ 214,807	\$ 186,612
Interest	12	-	882
Transfers In	4,692	25,000	250,000
Long-term Debt	28,002	260,000	355,000
Total Revenues	<u>\$ 336,247</u>	<u>\$ 499,807</u>	<u>\$ 792,494</u>

**City of Bismarck**  
**Revenue Budget - Watermain Bonds 455**  
**For the Year 2013**

<b>Special Assessment Revenue</b>	
3500.525 - SA-Water-Current	137,062
3500.550 - SA-Water-Pd in Full	44,950
3500.575 - SA-Water-Prior	4,600
<b>Special Assessment Revenue Total</b>	<b>186,612</b>
<b>Other Financing Sources</b>	
3900.355 - Transfer-Watermain Constr	250,000
<b>Other Financing Sources Total</b>	<b>250,000</b>
<b>General Long-Term Debt Issued</b>	
3920.175 - Refunding Bonds Issued	350,000
3920.200 - Premiums on bonds sold	5,000
<b>General Long-Term Debt Issued Total</b>	<b>355,000</b>
<b>Investment Earnings</b>	
3600.600 - Interest-Investment	882
<b>Investment Earnings Total</b>	<b>882</b>
<b>Grand Total</b>	<b>792,494</b>
<b>Cash Reserve</b>	<b>65,285</b>
<b>Total Watermain Bonds</b>	<b>857,779</b>

**City of Bismarck  
Annual Budget - Watermain Bonds 455  
For the Year 2013**

**455 Watermain Bonds**

**401 Series A**

**Debt Service**

7000.000 - Bond Principal	23,283
7010.100 - Interest-Bonds	3,607

**Debt Service Total** **26,890**

**401 Series A Total** **26,890**

**402 Series B**

**Debt Service**

7000.000 - Bond Principal	3,443
7010.100 - Interest-Bonds	1,665

**Debt Service Total** **5,108**

**402 Series B Total** **5,108**

**403 Series C**

**Debt Service**

7000.000 - Bond Principal	38,117
7010.100 - Interest-Bonds	9,751

**Debt Service Total** **47,868**

**403 Series C Total** **47,868**

**404 Series D**

**Debt Service**

7000.000 - Bond Principal	3,715
7010.100 - Interest-Bonds	286

**Debt Service Total** **4,001**

**404 Series D Total** **4,001**

**405 Series E**

**Debt Service**

7000.000 - Bond Principal	3,454
7010.100 - Interest-Bonds	491

**Debt Service Total** **3,945**

**405 Series E Total** **3,945**

**City of Bismarck**  
**Annual Budget - Watermain Bonds 455**  
**For the Year 2013**

**455 Watermain Bonds**

**406 Series F**

**Debt Service**

7000.000 - Bond Principal	1,150
7010.100 - Interest-Bonds	320

**Debt Service Total** **1,470**

**Other Financing Uses**

8000.455 - Transfer-Watermain Bonds	250,000
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**Other Financing Uses Total** **250,000**

**406 Series F Total** **251,470**

**407 Series G**

**Debt Service**

7020.100 - Financial Consulting	1,800
7020.200 - Official Statement Printg	200
7020.300 - Initial Registration	100
7020.500 - Bond Rating	700
7020.600 - Bond Attorney	700
7020.700 - Bond Discount	5,000
7040.000 - Pmt-Refunded Bnd Escrw Ag	350,000

**Debt Service Total** **358,500**

**407 Series G Total** **358,500**

**410 Series J**

**Debt Service**

7000.000 - Bond Principal	7,680
7010.100 - Interest-Bonds	461

**Debt Service Total** **8,141**

**410 Series J Total** **8,141**

**418 Series R**

**Debt Service**

7000.000 - Bond Principal	11,373
7010.100 - Interest-Bonds	171

**Debt Service Total** **11,544**

**418 Series R Total** **11,544**

**City of Bismarck**  
**Annual Budget - Watermain Bonds 455**  
**For the Year 2013**

<b>455 Watermain Bonds</b>	
<b>421 Series U</b>	
<b>Debt Service</b>	
7000.000 - Bond Principal	55,597
7010.100 - Interest-Bonds	22,613
<b>Debt Service Total</b>	<b>78,210</b>
<b>421 Series U Total</b>	<b>78,210</b>
<b>422 Series V</b>	
<b>Debt Service</b>	
7000.000 - Bond Principal	23,453
7010.100 - Interest-Bonds	1,849
<b>Debt Service Total</b>	<b>25,302</b>
<b>422 Series V Total</b>	<b>25,302</b>
<b>424 Series X</b>	
<b>Debt Service</b>	
7000.000 - Bond Principal	10,279
7010.100 - Interest-Bonds	6,960
<b>Debt Service Total</b>	<b>17,239</b>
<b>424 Series X Total</b>	<b>17,239</b>
<b>425 Series Y</b>	
<b>Debt Service</b>	
7000.000 - Bond Principal	14,717
7010.100 - Interest-Bonds	4,844
<b>Debt Service Total</b>	<b>19,561</b>
<b>425 Series Y Total</b>	<b>19,561</b>
<b>455 Watermain Bonds Total</b>	<b>857,779</b>

## SIDEWALK BONDS

This fund accounts for the collection of special assessments and payment of special assessment bonds.

**City of Bismarck  
Service Efforts and Accomplishments  
Debt Service Fund  
Sidewalk Bonds  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Debt Service	\$ 943,719	\$ 989,555	\$ 1,093,780
Transfers	-	62,368	27,216
Total Expenditures	<u>\$ 943,719</u>	<u>\$ 1,051,923</u>	<u>\$ 1,120,996</u>
Revenues			
Special Assessment	\$ 1,019,421	\$ 859,415	\$ 1,058,374
Interest	-	-	26,775
Transfers In	71,450	25,000	25,000
Long-term Debt	-	10,000	10,000
Total Revenues	<u>\$ 1,090,871</u>	<u>\$ 894,415</u>	<u>\$ 1,120,149</u>

**City of Bismarck**  
**Revenue Budget - Sidewalk Bonds 460**  
**For the Year 2013**

<b>Special Assessment Revenue</b>	
3500.325 - SA-Sidewalk-Current	964,574
3500.350 - SA-Sidewalk-Pd in Full	85,500
3500.375 - SA-Sidewalk-Prior	8,300
<b>Special Assessment Revenue Total</b>	<b>1,058,374</b>
<b>Other Financing Sources</b>	
3900.360 - Transfer-Sidewalk Constr	25,000
<b>Other Financing Sources Total</b>	<b>25,000</b>
<b>General Long-Term Debt Issued</b>	
3920.200 - Premiums on bonds sold	10,000
<b>General Long-Term Debt Issued Total</b>	<b>10,000</b>
<b>Investment Earnings</b>	
3600.600 - Interest-Investment	26,775
<b>Investment Earnings Total</b>	<b>26,775</b>
<b>Grand Total</b>	<b>1,120,149</b>
<b>Cash Reserve</b>	<b>847</b>
<b>Total Sidewalk Bonds</b>	<b>1,120,996</b>

**City of Bismarck**  
**Annual Budget - Sidewalk Bonds 460**  
**For the Year 2013**

**460 Sidewalk Bonds**

**472 Sidewalk Series 2002**

**Debt Service**

7000.000 - Bond Principal 50,000

7010.100 - Interest-Bonds 788

**Debt Service Total 50,788**

**472 Sidewalk Series 2002 Total 50,788**

**473 Sidewalk Series 2003**

**Debt Service**

7000.000 - Bond Principal 45,000

7010.100 - Interest-Bonds 2,790

**Debt Service Total 47,790**

**473 Sidewalk Series 2003 Total 47,790**

**474 Sidewalk Series 2004**

**Debt Service**

7000.000 - Bond Principal 110,000

7010.100 - Interest-Bonds 10,175

**Debt Service Total 120,175**

**474 Sidewalk Series 2004 Total 120,175**

**475 Sidewalk Series 2005**

**Debt Service**

7000.000 - Bond Principal 110,000

7010.100 - Interest-Bonds 15,262

**Debt Service Total 125,262**

**475 Sidewalk Series 2005 Total 125,262**

**476 Sidewalk Series 2006**

**Debt Service**

7000.000 - Bond Principal 115,000

7010.100 - Interest-Bonds 21,879

**Debt Service Total 136,879**

**476 Sidewalk Series 2006 Total 136,879**

**City of Bismarck**  
**Annual Budget - Sidewalk Bonds 460**  
**For the Year 2013**

<b>460 Sidewalk Bonds</b>	
<b>477 Sidewalk Series 2007</b>	
<b>Debt Service</b>	
7000.000 - Bond Principal	115,000
7010.100 - Interest-Bonds	22,575
<b>Debt Service Total</b>	<b>137,575</b>
<b>477 Sidewalk Series 2007 Total</b>	<b>137,575</b>
<b>478 Sidewalk Series 2008</b>	
<b>Debt Service</b>	
7000.000 - Bond Principal	85,000
7010.100 - Interest-Bonds	12,700
<b>Debt Service Total</b>	<b>97,700</b>
<b>478 Sidewalk Series 2008 Total</b>	<b>97,700</b>
<b>479 Sidewalk Series 2009</b>	
<b>Debt Service</b>	
7000.000 - Bond Principal	70,000
7010.100 - Interest-Bonds	10,950
<b>Debt Service Total</b>	<b>80,950</b>
<b>479 Sidewalk Series 2009 Total</b>	<b>80,950</b>
<b>480 Sidewalk Series 2010</b>	
<b>Debt Service</b>	
7000.000 - Bond Principal	100,000
7010.100 - Interest-Bonds	12,410
<b>Debt Service Total</b>	<b>112,410</b>
<b>480 Sidewalk Series 2010 Total</b>	<b>112,410</b>
<b>481 Sidewalk Series 2011</b>	
<b>Debt Service</b>	
7000.000 - Bond Principal	70,000
7010.100 - Interest-Bonds	11,751
<b>Debt Service Total</b>	<b>81,751</b>
<b>481 Sidewalk Series 2011 Total</b>	<b>81,751</b>

**City of Bismarck**  
**Annual Budget - Sidewalk Bonds 460**  
**For the Year 2013**

**460 Sidewalk Bonds**

**482 Sidewalk Series 2012**

**Debt Service**

7000.000 - Bond Principal	70,000
7010.100 - Interest-Bonds	12,000
7020.100 - Financial Consulting	4,000
7020.200 - Official Statement Printg	1,000
7020.500 - Bond Rating	1,500
7020.600 - Bond Attorney	4,000
7020.700 - Bond Discount	10,000

**Debt Service Total** **102,500**

**Other Financing Uses**

8000.290 - Transfer-Spec Def/Assumpt	2,216
8000.360 - Transfer-Sidewalk Constr	25,000

**Other Financing Uses Total** **27,216**

**482 Sidewalk Series 2012 Total** **129,716**

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**460 Sidewalk Bonds Total** **1,120,996**

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## STREET IMPROVEMENT BONDS

This fund accounts for the collection of special assessments and payment of special assessment bonds.

**City of Bismarck  
Service Efforts and Accomplishments  
Debt Service Fund  
Street Improvement Bonds  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Debt Service	\$ 8,942,554	\$ 10,766,483	\$ 12,272,912
Transfers	459,922	339,501	423,468
Total Expenditures	<u>\$ 9,402,476</u>	<u>\$ 11,105,984</u>	<u>\$ 12,696,380</u>
Revenues			
Special Assessment	\$ 8,136,698	\$ 7,509,903	\$ 6,699,629
Interest	601	-	273,562
Transfers In	159,871	287,368	371,012
Long-term Debt	1,363,599	3,050,000	4,050,000
Total Revenues	<u>\$ 9,660,769</u>	<u>\$ 10,847,271</u>	<u>\$ 11,394,203</u>

**City of Bismarck**  
**Revenue Budget - Street Improvement Bonds 465**  
**For the Year 2013**

<b>Special Assessment Revenue</b>	
3500.450 - SA-Street Impr-Current	6,126,829
3500.475 - SA-Street Impr-Pd in Full	439,000
3500.500 - SA-Street Impr-Prior	133,800
<b>Special Assessment Revenue Total</b>	<b>6,699,629</b>
<b>Investment Earnings</b>	
3600.600 - Interest-Investment	273,562
<b>Investment Earnings Total</b>	<b>273,562</b>
<b>Other Financing Sources</b>	
3900.290 - Transfer-SpecDef/Assumpt	121,012
3900.365 - Transfer-Street Impr Cons	250,000
<b>Other Financing Sources Total</b>	<b>371,012</b>
<b>General Long-Term Debt Issued</b>	
3920.175 - Refunding Bonds Issued	4,000,000
3920.200 - Premiums on bonds sold	50,000
<b>General Long-Term Debt Issued Total</b>	<b>4,050,000</b>
<b>Grand Total</b>	<b>11,394,203</b>
<b>Cash Reserve</b>	<b>1,302,177</b>
<b>Total Street Improvement Bonds</b>	<b>12,696,380</b>

**City of Bismarck**  
**Annual Budget - Street Improvement Bonds 465**  
**For the Year 2013**

**465 Street Improvement Bonds**

**401 Series A**

**Debt Service**

7000.000 - Bond Principal	275,755
7010.100 - Interest-Bonds	34,956

**Debt Service Total** **310,711**

**401 Series A Total** **310,711**

**402 Series B**

**Debt Service**

7000.000 - Bond Principal	920,631
7010.100 - Interest-Bonds	213,040

**Debt Service Total** **1,133,671**

**402 Series B Total** **1,133,671**

**403 Series C**

**Debt Service**

7000.000 - Bond Principal	893,773
7010.100 - Interest-Bonds	149,759

**Debt Service Total** **1,043,532**

**403 Series C Total** **1,043,532**

**404 Series D**

**Debt Service**

7000.000 - Bond Principal	197,976
7010.100 - Interest-Bonds	13,817

**Debt Service Total** **211,793**

**404 Series D Total** **211,793**

**405 Series E**

**Debt Service**

7000.000 - Bond Principal	658,558
7010.100 - Interest-Bonds	35,581

**Debt Service Total** **694,139**

**405 Series E Total** **694,139**

**City of Bismarck**  
**Annual Budget - Street Improvement Bonds 465**  
**For the Year 2013**

**465 Street Improvement Bonds**

**406 Series F**

**Debt Service**

7000.000 - Bond Principal	603,000
7010.100 - Interest-Bonds	187,000

**Debt Service Total** **790,000**

**Other Financing Uses**

8000.365 - Transfer-St Impr Construc	250,000
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**Other Financing Uses Total** **250,000**

**406 Series F Total** **1,040,000**

**407 Series G**

**Debt Service**

7020.100 - Financial Consulting	33,000
7020.200 - Official Statement Printg	2,700
7020.300 - Initial Registration	2,000
7020.500 - Bond Rating	11,000
7020.600 - Bond Attorney	14,000
7020.700 - Bond Discount	50,000
7040.000 - Pmt-Refunded Bnd Escrw Ag	4,000,000

**Debt Service Total** **4,112,700**

**407 Series G Total** **4,112,700**

**410 Series J**

**Debt Service**

7000.000 - Bond Principal	141,013
7010.100 - Interest-Bonds	8,461

**Debt Service Total** **149,474**

**410 Series J Total** **149,474**

**418 Series R**

**Debt Service**

7000.000 - Bond Principal	136,697
7010.100 - Interest-Bonds	2,050

**Debt Service Total** **138,747**

**418 Series R Total** **138,747**

**City of Bismarck**  
**Annual Budget - Street Improvement Bonds 465**  
**For the Year 2013**

<b>465 Street Improvement Bonds</b>	
<b>419 Series S</b>	
<b>Other Financing Uses</b>	
8000.290 - Transfer-Spec Def/Assumpt	173,468
<b>Other Financing Uses Total</b>	<b>173,468</b>
<b>419 Series S Total</b>	<b>173,468</b>
<b>421 Series U</b>	
<b>Debt Service</b>	
7000.000 - Bond Principal	537,101
7010.100 - Interest-Bonds	178,493
<b>Debt Service Total</b>	<b>715,594</b>
<b>421 Series U Total</b>	<b>715,594</b>
<b>422 Series V</b>	
<b>Debt Service</b>	
7000.000 - Bond Principal	136,098
7010.100 - Interest-Bonds	14,452
<b>Debt Service Total</b>	<b>150,550</b>
<b>422 Series V Total</b>	<b>150,550</b>
<b>423 Series W</b>	
<b>Debt Service</b>	
7000.000 - Bond Principal	480,808
7010.100 - Interest-Bonds	82,764
<b>Debt Service Total</b>	<b>563,572</b>
<b>423 Series W Total</b>	<b>563,572</b>
<b>424 Series X</b>	
<b>Debt Service</b>	
7000.000 - Bond Principal	1,161,607
7010.100 - Interest-Bonds	112,938
<b>Debt Service Total</b>	<b>1,274,545</b>
<b>424 Series X Total</b>	<b>1,274,545</b>

**City of Bismarck**  
**Annual Budget - Street Improvement Bonds 465**  
**For the Year 2013**

<b>465 Street Improvement Bonds</b>	
<b>425 Series Y</b>	
<hr/>	
<b>Debt Service</b>	
7000.000 - Bond Principal	825,907
7010.100 - Interest-Bonds	157,977
<b>Debt Service Total</b>	<b>983,884</b>
<b>425 Series Y Total</b>	<b>983,884</b>
<hr/>	
<b>465 Street Improvement Bonds Total</b>	<b>12,696,380</b>
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## LODGING, LIQUOR & FOOD BONDS

This fund accounts for the payment of bonds issued to finance the Civic Center seating additon. Financing is provided by a transfer from the Special Revenue Lodging, Liquor & Food Tax Fund.

**City of Bismarck  
Service Efforts and Accomplishments  
Debt Service Fund  
Lodging, Liquor & Food Bonds  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Service Expense		\$ 1,000	\$ 1,000
Debt Service	1,022,715	1,028,590	1,030,590
Total Expenditures	<u>\$ 1,022,715</u>	<u>\$ 1,029,590</u>	<u>\$ 1,031,590</u>
Revenues			
Interest	\$ 9,333	\$ 2,500	\$ 3,500
Transfers In	1,022,715	1,027,090	-
Total Revenues	<u>\$ 1,032,048</u>	<u>\$ 1,029,590</u>	<u>\$ 3,500</u>

**City of Bismarck**  
**Revenue Budget - Lodging, Liquor, Food Bonds 482**  
**For the Year 2013**

<b>Investment Earnings</b>	
3600.600 - Interest-Investment	3,500
<b>Investment Earnings Total</b>	<b>3,500</b>
<hr/>	
<b>Grand Total</b>	<b>3,500</b>
<b>Cash Reserve</b>	<b>1,028,090</b>
<b>Total Lodging, Liquor &amp; Food Bonds</b>	<b>1,031,590</b>
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**City of Bismarck**  
**Annual Budget - Lodging, Liquor, Food Bonds 482**  
**For the Year 2013**

**482 Lodging Liquor Food Bonds**

**000 Operations**

**Other Operating Services**

4675.500 - Bond Service Fees 1,000

**Other Operating Services Total 1,000**

**Debt Service**

7000.000 - Bond Principal 990,000

7010.100 - Interest-Bonds 40,590

**Debt Service Total 1,030,590**

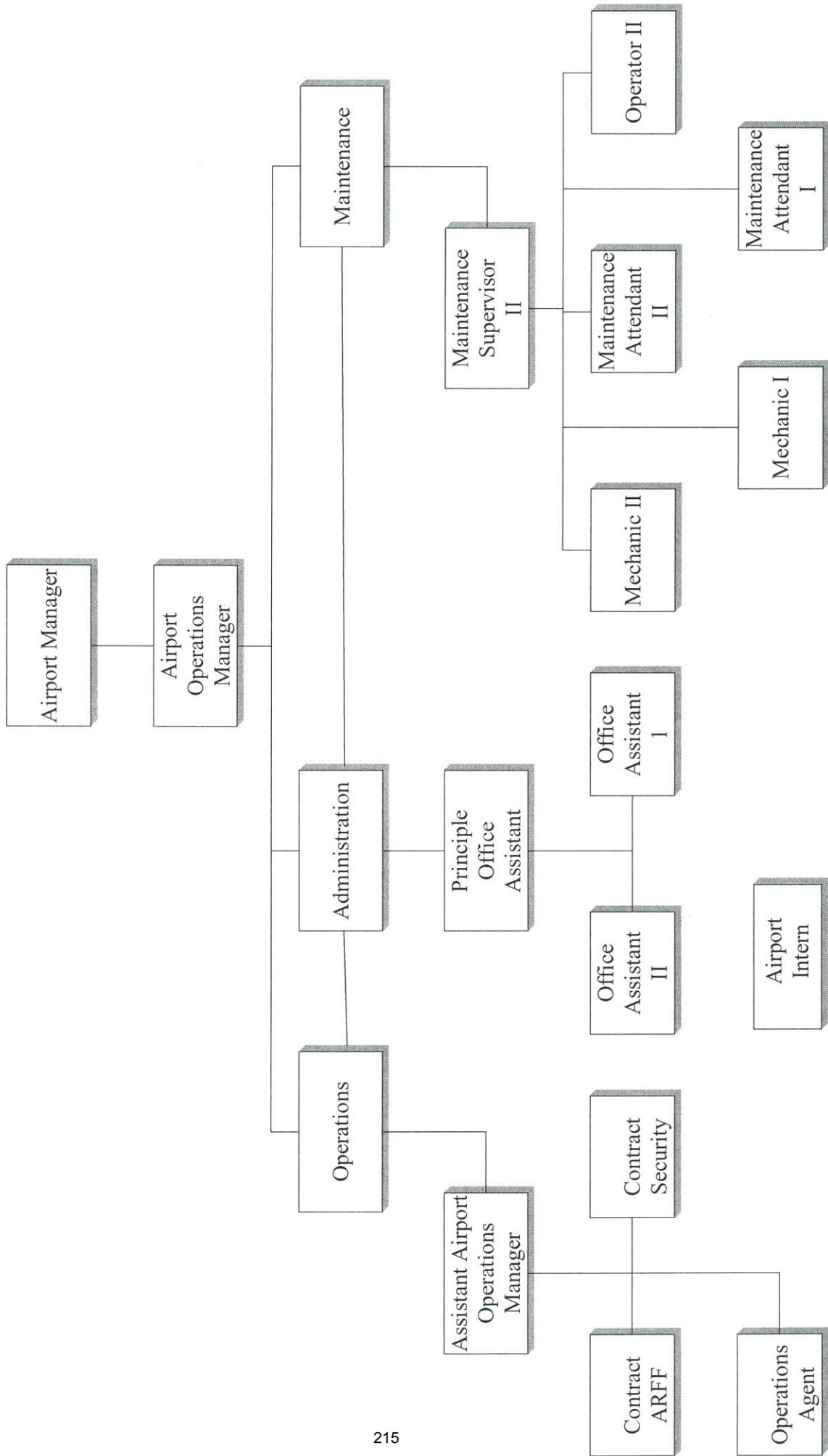
**000 Operations Total 1,031,590**

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**482 Lodging, Liquor & Food Bonds Total 1,031,590**

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# City of Bismarck Airport Operations



## BISMARCK AIRPORT

The mission of the Bismarck Airport is to provide, at the highest priority, a safe, cost effective, growth-oriented airport facility that enhances the community's ability to integrate into the National Air Transportation System. Airport staff will strive to achieve this mission every day from the smallest task to the largest project.

The new all-time passenger boarding record was set in CY 2011 surpassing the previous record set just the year before. 196,414 passenger boarded airline flights in 2011. The continued growth in passengers is a direct result of the robust energy economy in western North Dakota.

The Airport continued to concentrate on Air Service Development efforts as it has the last several years. The marketing campaign kicked off its seventh year of providing information about the Airport and the air service options available. The Air Service Incentive Program was revamped in 2011 to include incentives for new service on existing routes, fee waivers for up to two years, and increased marketing assistance for qualifying service, all of which are within FAA guidelines.

Five non-stop destinations were offered to the traveling public by three airlines (Delta, United, and Allegiant) in 2011: Chicago, Denver, Las Vegas, Minneapolis, and Phoenix/Mesa. Of these destinations, 4 were hub airports which provided connectivity to domestic and international travel locations throughout the world. In addition, the Airport presented market opportunities to various airlines during the course of the year with the hope of landing additional service. While no new service was announced in 2011, significant ground work was laid to attract future service.

A \$6 million discretionary grant award from the Federal Aviation Administration (FAA) in late FY 2010 was used to complete four separate projects during CY 2011; GA apron reconstruction, construction of a new north electrical vault/generator building with an Airport Operations office, a regional cargo airline apron expansion and the first of a three phase terminal apron reconstruction project. Also, a new passenger boarding bridge was installed at gate number 4 adding more aircraft parking capacity for the airlines. No auto parking lot expansion work was completed during CY 2011. However, as passenger activity increased into the fall and winter, lot capacity was exceeded on a regular basis again, triggering planning for additional lot expansion to occur in the summer of 2012.

The airport has been challenged by the increasing activity level in several ways, but by making incremental improvements each year we have been able to continue to meet the demands of the higher level of passenger activity.

**City of Bismarck  
Service Efforts and Accomplishments  
Enterprise Fund  
Airport  
2013 Financial Plan**

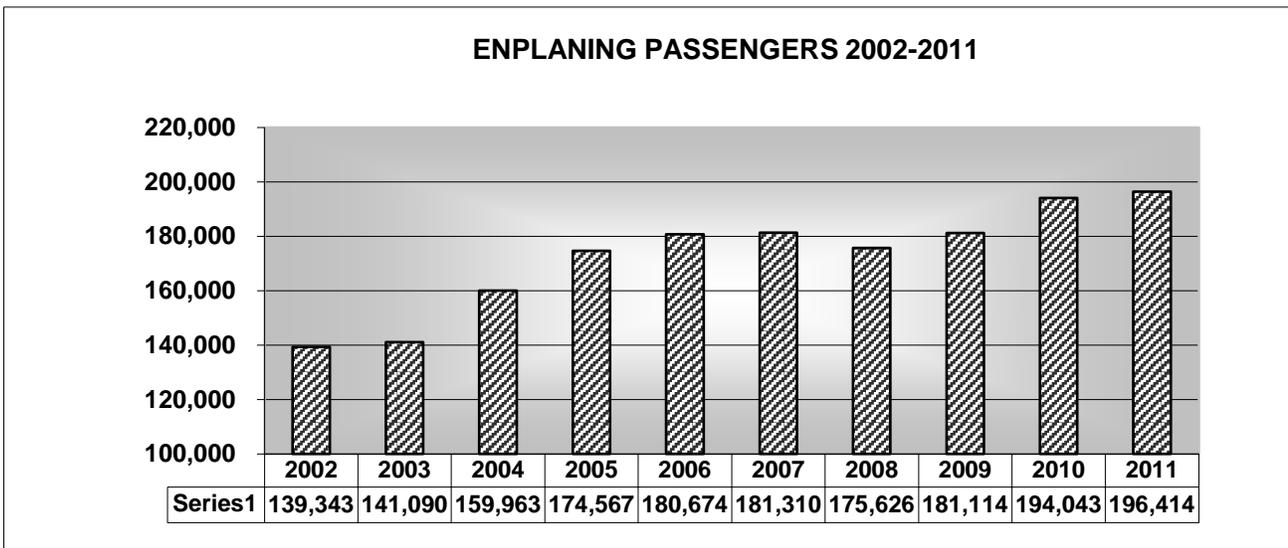
	2011 Actual	2012 Budget	2013 Budget
<b>Administration</b>			
Salary/Wages	\$ 351,655	\$ 380,684	\$ 398,165
Fringe Benefits	101,540	111,707	112,329
Professional/Legal Services	160,207	225,600	261,700
Property/Equipment	6,420	5,000	5,100
Travel/Training	20,334	28,215	31,560
Service Expense	133,409	191,288	194,900
Supply Expense	10,163	21,500	20,700
Grants	-	500,000	750,000
Transfers	113,732	118,810	134,406
<b>Total Expenditures</b>	<b>\$ 897,462</b>	<b>\$ 1,582,804</b>	<b>\$ 1,908,860</b>
<b>Buildings</b>			
Salary/Wages	\$ 436,143	\$ 465,887	\$ 475,418
Fringe Benefits	132,860	140,883	140,237
Professional/Legal Services	100,416	94,636	138,397
Property/Equipment	386,600	472,235	485,561
Service Expense	86,839	117,326	144,617
Supply Expense	75,188	73,300	78,300
Capital Expense	2,530,239	322,000	175,000
Transfers	35,720	34,072	36,987
<b>Total Expenditures</b>	<b>\$ 3,784,005</b>	<b>\$ 1,720,339</b>	<b>\$ 1,674,517</b>
<b>Property &amp; Land</b>			
Property/Equipment	\$ 101,049	\$ 276,975	\$ 515,173
Service Expense	2,314,878	2,478,900	2,778,900
Supply Expense	39,145	72,500	72,500
Capital Expense	6,319,579	8,475,000	4,600,000
<b>Total Expenditures</b>	<b>\$ 8,774,652</b>	<b>\$ 11,303,375</b>	<b>\$ 7,966,573</b>

**City of Bismarck  
Service Efforts and Accomplishments  
Enterprise Fund  
Airport (Continued)  
2013 Financial Plan**

	2011 Actual	2012 Budget	2013 Budget
<b>Equipment &amp; Vehicles</b>			
Property/Equipment	\$ 112,472	\$ 128,100	\$ 126,100
Service Expense	119,746	129,075	131,200
Supply Expense	91,169	104,803	108,917
Capital Expense	96,783	77,000	39,000
Total Expenditures	<u>\$ 420,170</u>	<u>\$ 438,978</u>	<u>\$ 405,217</u>
<b>Security</b>			
Professional/Legal Services	\$ 154,786	\$ 162,170	\$ 163,385
Property/Equipment	1,196	2,000	2,000
Service Expense	1,156	2,203	1,953
Supply Expense	2,604	4,800	4,500
Capital Expense	-	16,000	-
Total Expenditures	<u>\$ 159,741</u>	<u>\$ 187,173</u>	<u>\$ 171,838</u>
<b>ARFF</b>			
Professional/Legal Services	\$ 405,516	\$ 421,736	\$ 438,606
Property/Equipment	40,957	36,200	26,600
Service Expense	6,830	8,300	7,100
Supply Expense	8,807	21,050	21,430
Capital Expense	-	1,079,000	-
Total Expenditures	<u>\$ 462,110</u>	<u>\$ 1,566,286</u>	<u>\$ 493,736</u>
<b>Operations</b>			
Salary/Wages	\$ 248,968	\$ 253,473	\$ 262,947
Fringe Benefits	91,665	93,516	93,664
Travel/Training	-	6,850	6,850
Service Expense	111	2,585	635
Supply Expense	1,210	4,725	4,225
Transfers	20,214	18,758	20,480
Total Expenditures	<u>\$ 362,168</u>	<u>\$ 379,907</u>	<u>\$ 388,801</u>
Total Airport Expenditures	<u>\$ 14,860,307</u>	<u>\$ 17,178,862</u>	<u>\$ 13,009,542</u>

**City of Bismarck  
Service Efforts and Accomplishments  
Enterprise Fund  
Airport (Continued)  
2013 Financial Plan**

	2011 Actual	2012 Budget	2013 Budget
<b>Revenues</b>			
Licenses & Permits	\$ 4,100	\$ 4,100	\$ 2,900
Government	7,432,224	8,316,000	5,267,000
Charge for Services	1,999,237	2,264,105	2,316,682
Fines	4,295	5,680	4,295
Interest	27,405	14,264	20,231
Rental	2,895,871	2,611,521	3,412,144
Transfers In	10,000	14,725	25,000
Sale of Assets (Disposal)	13,340	39,700	33,700
<b>Total Revenues</b>	<b>\$ 12,386,474</b>	<b>\$ 13,270,095</b>	<b>\$ 11,081,952</b>
Total Enplaned Passengers	196,414	194,911	200,342
Gift Shop Revenue	\$17,554	\$16,830	\$20,000
Parking Revenue	\$838,922	\$771,482	\$1,250,000
Rental Car Revenue	\$955,610	\$729,851	\$1,038,258
Restaurant Revenue	\$32,934	\$35,203	\$40,000
Gift Shop Revenue per enplanement	\$0.09	\$0.09	\$0.10
Parking Revenue per enplanement	\$4.27	\$3.96	\$6.24
Rental Car Revenue per enplanement	\$4.87	\$3.74	\$5.18
* Restaurant Revenue per enplanement	\$0.17	\$0.18	\$0.20
The amounts listed above use the Airport's commission and not gross revenue.			
* Restaurant revenue includes beer & wine Sales			
Operating Expenses (excluding depreciation)	\$3,285,427	\$4,360,022	\$5,016,369
Operating expenses per enplanement	\$16.73	\$21.76	\$25.04



**City of Bismarck**  
**Revenue Budget - Airport 600**  
**For the Year 2013**

<b>Licenses &amp; Permits</b>	
3130.601 - Permits-Commerical Aero	2,900
<b>Licenses &amp; Permits Total</b>	<b>2,900</b>
<b>Intergovernmental Revenue</b>	
3220.100 - Federal AIP Grants	4,140,000
3220.400 - Air Service DOT Grant	750,000
3230.200 - Aeronautics Non-AIP Grant	5,000
3230.210 - Aeronautics Grant	275,000
3240.900 - Tax-Airline Possessory	97,000
<b>Intergovernmental Revenue Total</b>	<b>5,267,000</b>
<b>Charges for Services</b>	
3330.120 - Sale of Labor	40,000
3335.100 - Sale of Water	1,000
3336.100 - Sale of Electricity	5,630
3336.110 - Sale of Natural Gas	2,645
3345.100 - Fees-ARFF	410,000
3345.120 - Fees-Cargo Operations	9,748
3345.125 - Fees-Commission	113,900
3345.150 - Fees-Flowage Airline	100,000
3345.175 - Fees-Flowage Gen Aviation	60,000
3345.190 - Fees-Fuel Farm	28,900
3345.200 - Fees-Landing	352,857
3345.225 - Fees-Passenger Fac Charge	1,000,000
3345.250 - Fees-Security	86,350
3345.251 - Fees-TSA Security	81,085
3345.255 - Fees-CHRC Reimbursement	11,350
3350.425 - Sales-Office Supply NonTx	50
3350.450 - Sales-Vending Machine	9,392
<b>Charges for Services Total</b>	<b>2,312,907</b>
<b>Other Income</b>	
3355.100 - Other Income	1,675
3355.150 - Insurance Conferment	2,100
<b>Other Income Total</b>	<b>3,775</b>
<b>Fines &amp; Forfeits</b>	
3400.200 - Fines-Parking Tickets	4,295
<b>Fines &amp; Forfeits Total</b>	<b>4,295</b>

**City of Bismarck**  
**Revenue Budget - Airport 600**  
**For the Year 2013**

<b>Investment Earnings</b>	
3600.100 - Interest-Trade A/R	775
3600.102 - Penalty-Trade A/R	275
3600.125 - Interest and Dividends	25
3600.150 - Interest-Arpt Renovation	75
3600.300 - Interest-Construction	7,500
3600.550 - Interest-Fuel Flowage Con	11,581
<b>Investment Earnings Total</b>	<b>20,231</b>
<b>Rental</b>	
3700.150 - Rent-Building #21	48,220
3700.160 - Rent-Building #22	36,010
3700.170 - Rent-Building #41	25,300
3700.200 - Rent-Terminal Building	604,860
3710.100 - Rent-Crop Land	16,106
3710.150 - Rent-Hayland	11,020
3710.175 - Rent-Land Lease	217,600
3720.100 - Rent-Parking Lot	1,250,000
3720.175 - Rent-Car Rental Parkng Lt	15,765
3730.125 - Rent-Advertising Panel	27,380
3730.150 - Rent-Aeronautics	35,127
3730.175 - Rent-Cafe	40,000
3730.200 - Rent-Car Leasing Offc Spc	1,022,493
3730.225 - Rent-Gift Shop	20,000
3740.100 - Rent-Equipment	600
3740.125 - Rent-Jetway	37,663
3740.150 - Additional Rental Svc Chg	4,000
<b>Rental Total</b>	<b>3,412,144</b>
<b>Other Financing Sources</b>	
3900.282 - Transfer-Lod,Liq,Food Tax	25,000
<b>Other Financing Sources Total</b>	<b>25,000</b>
<b>Sale of Assets/Expense</b>	
3910.100 - Gain/Loss on Dispsl Asset	21,000
3910.125 - Insurance Recoveries	12,700
<b>Sale of Assets/Expense Total</b>	<b>33,700</b>
<b>Grand Total</b>	<b>11,081,952</b>
<b>Cash Reserve</b>	<b>3,908,767</b>
<b>Total Airport</b>	<b>17,178,862</b>

**City of Bismarck  
Annual Budget - Airport 600  
For the Year 2013**

**600 Airport**

**601 Airport Administration**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	354,319
4120.000 - Part-Time Wages	31,200
4130.000 - Overtime Wages	10,000
4170.000 - Sick Overage	2,646

**Personal Services - Salaries & Wage Total** **398,165**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	64,266
4200.200 - Life Insurance	375
4200.400 - Pension Expense	42,239
4240.100 - Workers Comp-Premium	2,237
4240.105 - Workers Comp-Part-time	461
4240.200 - Workers Comp-Med Assmt	500
4240.300 - Workers Comp-Inmate/Vol	300
4250.250 - Meal Allowance - No Hotel	600
4250.300 - Mileage Allowance	750
4250.400 - Physical-Fringe Benefits	601

**Personal Services - Fringe Benefits Total** **112,329**

**Professional, Legal, and Contracted Service Fees**

4300.100 - Accting and Auditing Fees	4,300
4300.300 - Professional Certification	100
4310.200 - Engineering Consultants	25,000
4310.300 - Architect Consultants	5,000
4310.500 - Study Consultants	68,000
4310.600 - Marketing Consultants	58,000
4310.700 - Professional Consultants	75,000
4310.800 - Environmental Consultants	6,000
4330.100 - Contract Labor	5,000
4330.200 - Service Contract	15,000
4330.210 - Service Contract-Telephon	300

**Professional, Legal, and Contracted Service Fees Total** **261,700**

**Building, Equipment, and Vehicle Services**

4430.300 - Rentals-Equipment	5,100
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**Building, Equipment, and Vehicle Services Total** **5,100**

**Travel and Training**

4500.100 - Lodging	5,100
4500.200 - Meals	1,400

**City of Bismarck  
Annual Budget - Airport 600  
For the Year 2013**

<b>600 Airport</b>	
4500.300 - Airfare	8,600
4500.350 - Car Rental	500
4500.400 - Travel-Fuel	250
4500.600 - Travel-Mileage Reimbursmt	500
4500.700 - Service Area Travel	500
4500.800 - Taxi/Parking	210
4510.100 - Conference Registration	7,000
4510.300 - In-House Training	2,000
4510.400 - Training Supplies	500
4510.500 - Safety Training	5,000
<b>Travel and Training Total</b>	<b>31,560</b>
<b>Other Operating Services</b>	
4605.100 - Telephone	6,500
4605.200 - Cell Phones	4,502
4610.100 - Advertising/Promotions	150,000
4610.200 - Legal Ads	2,000
4615.000 - Printing/Binding	500
4630.300 - Membership/Dues	5,620
4630.600 - Permits/Fees	250
4630.700 - License	175
4635.100 - Computer Service Fees	275
4635.200 - Network Services	6,800
4635.300 - Software Upgrade/Maintain	6,793
4650.300 - Drug Testing	650
4655.100 - Background Checks	6,010
4655.200 - Credit Checks	75
4655.600 - Candidate Assessment Svc	2,000
4665.000 - Hospitality/Entertainment	2,500
4675.200 - Credit Card Service Fee	250
<b>Other Operating Services Total</b>	<b>194,900</b>
<b>Operating Supplies</b>	
4700.100 - Office Supplies	6,500
4700.200 - Office Small Equipment	2,500
4700.210 - Telephone Equipment	500
4700.300 - Computer Small Equipment	5,500
4700.400 - Copier/Printer Supplies	2,500
4700.500 - Postage	1,400
4700.600 - Small Software Programs	1,000

**City of Bismarck  
Annual Budget - Airport 600  
For the Year 2013**

<b>600 Airport</b>	
4750.000 - Subscriptions/Publication	800
<b>Operating Supplies Total</b>	<b>20,700</b>
<b>Grants and Subsidies</b>	
4900.100 - Pass-Thru Grant/Subsidies	750,000
<b>Grants and Subsidies Total</b>	<b>750,000</b>
<b>Other Financing Uses</b>	
8000.100 - Transfer-General Fund	104,659
8000.289 - Transfer-Social Sec Tax	29,747
<b>Other Financing Uses Total</b>	<b>134,406</b>
<b>601 Airport Administration Total</b>	<b>1,908,860</b>
<b>602 Airport Buildings</b>	
<hr/>	
<b>Personal Services - Salaries &amp; Wage</b>	
4110.000 - Regular Salaries	418,871
4120.000 - Part-Time Wages	27,783
4130.000 - Overtime Wages	25,000
4170.000 - Sick Overage	3,764
<b>Personal Services - Salaries &amp; Wage Total</b>	<b>475,418</b>
<b>Personal Services - Fringe Benefits</b>	
4200.100 - Health Insurance	92,863
4200.200 - Life Insurance	562
4200.400 - Pension Expense	42,049
4240.100 - Workers Comp-Premium	3,888
4240.200 - Workers Comp-Med Assmt	500
4250.250 - Meal Allowance - No Hotel	50
4250.400 - Physical-Fringe Benefits	325
<b>Personal Services - Fringe Benefits Total</b>	<b>140,237</b>
<b>Professional, Legal, and Contracted Service Fees</b>	
4330.100 - Contract Labor	70,720
4330.200 - Service Contract	22,677
4330.300 - Facility Service Contract	45,000
<b>Professional, Legal, and Contracted Service Fees Total</b>	<b>138,397</b>
<b>Building, Equipment, and Vehicle Services</b>	
4400.100 - Water/Sewer	14,694
4400.200 - Electricity	194,383

**City of Bismarck**  
**Annual Budget - Airport 600**  
**For the Year 2013**

<b>600 Airport</b>	
4400.400 - Waste Disposal	984
4400.500 - Natural Gas	35,000
4410.400 - Lawn Care	500
4420.100 - Rpr/Mtce-Building	150,000
4420.200 - Rpr/Mtce-Property	75,000
4420.300 - Rpr/Mtce-Equipment	15,000
<b>Building, Equipment, and Vehicle Services Total</b>	<b>485,561</b>
<b>Other Operating Services</b>	
4600.100 - State Fire and Tornado	12,000
4600.400 - General Liability	35,817
4600.800 - Environmental Insurance	17,600
4670.000 - Depreciation Expense	79,200
<b>Other Operating Services Total</b>	<b>144,617</b>
<b>Operating Supplies</b>	
4705.000 - Uniforms	1,400
4710.200 - Small Tools/Equipment	6,500
4710.500 - Lighting Supplies	25,000
4710.600 - Janitorial Supplies	45,000
4735.100 - Safety Supplies	400
<b>Operating Supplies Total</b>	<b>78,300</b>
<b>Capital Outlay</b>	
6610.400 - Building Improvements	150,000
6680.200 - Furniture/Fixtures	25,000
<b>Capital Outlay Total</b>	<b>175,000</b>
<b>Other Financing Uses</b>	
8000.289 - Transfer-Social Sec Tax	36,673
8000.760 - Transfer-Unemployment	314
<b>Other Financing Uses Total</b>	<b>36,987</b>
<b>602 Airport Buildings Total</b>	<b>1,674,517</b>
<b>603 Airport Property &amp; Land</b>	
<hr/>	
<b>Building, Equipment, and Vehicle Services</b>	
4400.200 - Electricity	39,898
4420.200 - Rpr/Mtce-Property	40,000
4420.290 - Rpr/Mtce-Runways	158,000
4420.295 - Rpr/Mtce-Air Field	25,950

**City of Bismarck**  
**Annual Budget - Airport 600**  
**For the Year 2013**

<b>600 Airport</b>	
4440.000 - Special Assessments	248,000
4440.200 - Property Taxes	3,325
<b>Building, Equipment, and Vehicle Services Total</b>	<b>515,173</b>
<b>Other Operating Services</b>	
4640.400 - Planting Services	3,500
4650.000 - Testing & Monitoring Fees	400
4670.000 - Depreciation Expense	2,775,000
<b>Other Operating Services Total</b>	<b>2,778,900</b>
<b>Operating Supplies</b>	
4710.500 - Lighting Supplies	30,500
4715.155 - Miscellaneous Chemicals	40,000
4720.600 - Sand	2,000
<b>Operating Supplies Total</b>	<b>72,500</b>
<b>Capital Outlay</b>	
6630.220 - Taxiways & Ramps	4,000,000
6630.270 - Plans & Specifications	400,000
6630.275 - Environmental Assessments	200,000
<b>Capital Outlay Total</b>	<b>4,600,000</b>
 <b>603 Airport Property &amp; Land Total</b>	 <b>7,966,573</b>
<b>604 Airport Equipment &amp; Vehls</b>	
<hr/>	
<b>Building, Equipment, and Vehicle Services</b>	
4420.300 - Rpr/Mtce-Equipment	60,000
4420.310 - Rpr/Mtce-Communica Device	4,500
4420.360 - Rpr/Mtce-Snow Removal Eqt	60,000
4430.300 - Rentals-Equipment	1,600
<b>Building, Equipment, and Vehicle Services Total</b>	<b>126,100</b>
<b>Other Operating Services</b>	
4600.600 - Auto Insurance	3,700
4670.000 - Depreciation Expense	127,500
<b>Other Operating Services Total</b>	<b>131,200</b>
<b>Operating Supplies</b>	
4700.100 - Office Supplies	150
4700.200 - Office Small Equipment	500

**City of Bismarck  
Annual Budget - Airport 600  
For the Year 2013**

<b>600 Airport</b>	
4705.000 - Uniforms	1,300
4710.100 - Shop Supplies	16,000
4710.200 - Small Tools/Equipment	18,000
4725.100 - Gasoline	17,217
4725.200 - Diesel	50,000
4725.300 - Oil	5,500
4735.100 - Safety Supplies	250
<b>Operating Supplies Total</b>	<b>108,917</b>
<b>Capital Outlay</b>	
6650.100 - Machinery/Equipment	39,000
<b>Capital Outlay Total</b>	<b>39,000</b>
<b>604 Airport Equipment &amp; Vehls Total</b>	<b>405,217</b>
<b>605 Airport Security</b>	
<hr/>	
<b>Professional, Legal, and Contracted Service Fees</b>	
4330.100 - Contract Labor	81,085
4330.200 - Service Contract	82,300
<b>Professional, Legal, and Contracted Service Fees Total</b>	<b>163,385</b>
<b>Building, Equipment, and Vehicle Services</b>	
4420.300 - Rpr/Mtce-Equipment	500
4420.310 - Rpr/Mtce-Communica Device	1,500
<b>Building, Equipment, and Vehicle Services Total</b>	<b>2,000</b>
<b>Other Operating Services</b>	
4600.600 - Auto Insurance	103
4605.200 - Cell Phones	250
4645.500 - Towing	100
4670.000 - Depreciation Expense	1,500
<b>Other Operating Services Total</b>	<b>1,953</b>
<b>Operating Supplies</b>	
4700.100 - Office Supplies	800
4700.200 - Office Small Equipment	300
4710.200 - Small Tools/Equipment	1,200
4725.100 - Gasoline	2,000
4725.300 - Oil	100
4735.100 - Safety Supplies	100
<b>Operating Supplies Total</b>	<b>4,500</b>
<b>605 Airport Security Total</b>	<b>171,838</b>

**City of Bismarck  
Annual Budget - Airport 600  
For the Year 2013**

**600 Airport**

**606 Airport ARFF**

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<b>Professional, Legal, and Contracted Service Fees</b>	
4330.200 - Service Contract	438,606
<b>Professional, Legal, and Contracted Service Fees Total</b>	<b>438,606</b>

<b>Building, Equipment, and Vehicle Services</b>	
4420.300 - Rpr/Mtce-Equipment	25,000
4420.310 - Rpr/Mtce-Communica Device	1,600
<b>Building, Equipment, and Vehicle Services Total</b>	<b>26,600</b>

<b>Other Operating Services</b>	
4605.100 - Telephone	3,000
4670.000 - Depreciation Expense	4,100
<b>Other Operating Services Total</b>	<b>7,100</b>

<b>Operating Supplies</b>	
4700.200 - Office Small Equipment	1,300
4700.300 - Computer Small Equipment	2,000
4705.100 - Turnouts	7,300
4710.200 - Small Tools/Equipment	4,580
4715.155 - Miscellaneous Chemicals	2,400
4725.100 - Gasoline	750
4725.200 - Diesel	500
4725.300 - Oil	100
4735.100 - Safety Supplies	2,500
<b>Operating Supplies Total</b>	<b>21,430</b>

**606 Airport ARFF Total** **493,736**

**607 Airport Operations**

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<b>Personal Services - Salaries &amp; Wage</b>	
4110.000 - Regular Salaries	254,427
4130.000 - Overtime Wages	7,000
4170.000 - Sick Overage	1,520
<b>Personal Services - Salaries &amp; Wage Total</b>	<b>262,947</b>

<b>Personal Services - Fringe Benefits</b>	
4200.100 - Health Insurance	64,266
4200.200 - Life Insurance	375
4200.400 - Pension Expense	25,541
4240.100 - Workers Comp-Premium	2,592
4240.200 - Workers Comp-Med Assmt	500

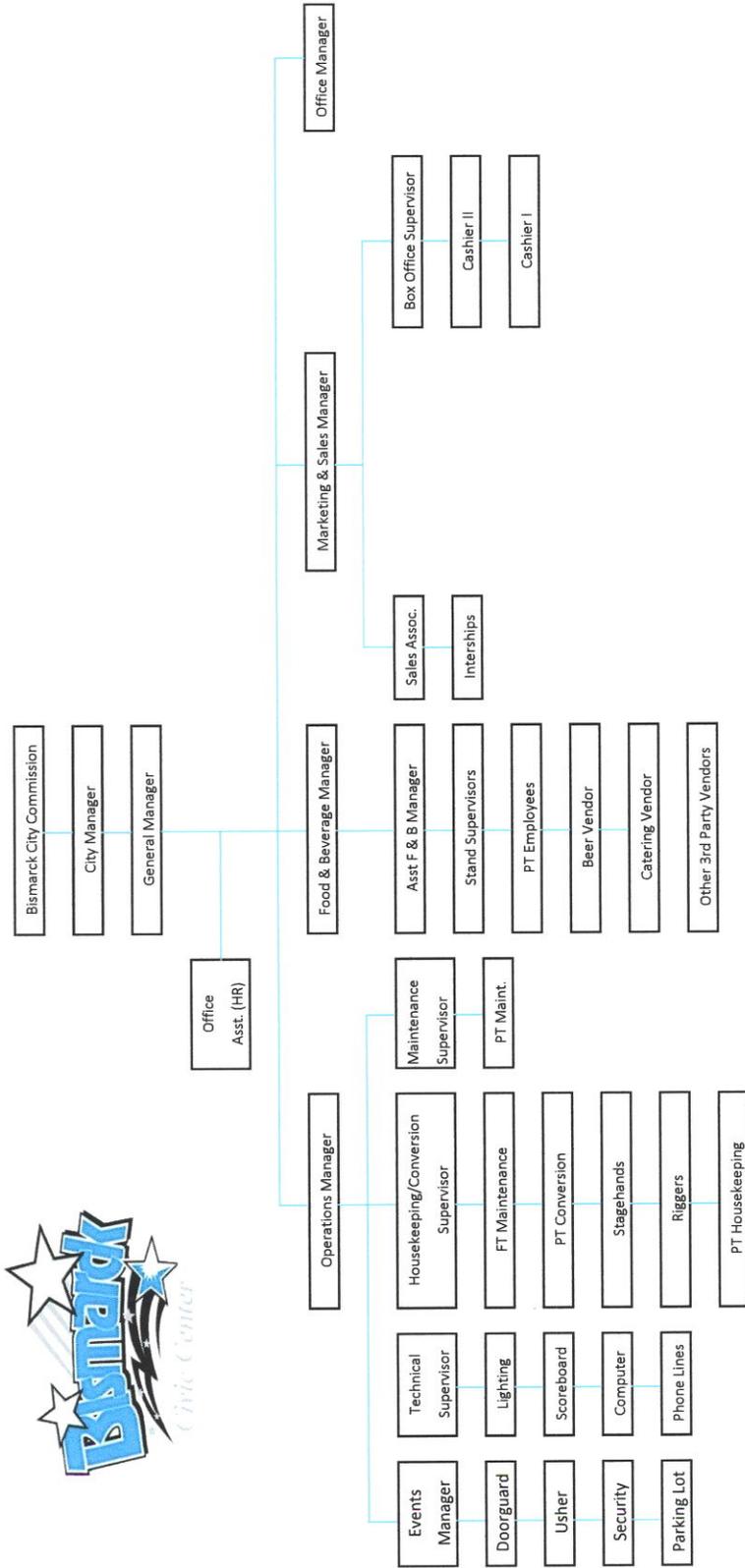
**City of Bismarck  
Annual Budget - Airport 600  
For the Year 2013**

<b>600 Airport</b>	
4250.250 - Meal Allowance - No Hotel	50
4250.300 - Mileage Allowance	100
4250.400 - Physical-Fringe Benefits	240
<b>Personal Services - Fringe Benefits Total</b>	<b>93,664</b>
<b>Travel and Training</b>	
4500.100 - Lodging	1,450
4500.200 - Meals	600
4500.300 - Airfare	1,700
4510.100 - Conference Registration	2,200
4510.300 - In-House Training	400
4510.500 - Safety Training	500
<b>Travel and Training Total</b>	<b>6,850</b>
<b>Other Operating Services</b>	
4630.700 - License	300
4650.300 - Drug Testing	170
4655.100 - Background Checks	115
4655.200 - Credit Checks	50
<b>Other Operating Services Total</b>	<b>635</b>
<b>Operating Supplies</b>	
4700.300 - Computer Small Equipment	675
4700.400 - Copier/Printer Supplies	150
4705.000 - Uniforms	1,400
4710.100 - Shop Supplies	500
4710.200 - Small Tools/Equipment	1,000
4735.100 - Safety Supplies	500
<b>Operating Supplies Total</b>	<b>4,225</b>
<b>Other Financing Uses</b>	
8000.289 - Transfer-Social Sec Tax	20,300
8000.760 - Transfer-Unemployment	180
<b>Other Financing Uses Total</b>	<b>20,480</b>
<b>607 Airport Operations Total</b>	<b>388,801</b>
<b>600 Airport Total</b>	<b>13,009,542</b>

**City of Bismarck  
 Estimated Cash Balance  
 Enterprise Fund  
 Airport  
 2013 Financial Plan**

Estimated Beginning Cash Balance - December 31, 2012		\$ 3,766,395
Revenues		11,081,952
Expenditures		
Administration	1,908,860	
Buildings	1,595,317	
Property & Land	5,191,573	
Equipment & Vehicles	277,717	
Security	170,338	
ARFF	489,636	
Operations	388,801	
Total Expenditures	10,022,242	10,022,242
Estimated Ending Cash Balance - December 31, 2013		\$ 4,826,105

# Bismarck Civic Center



## CIVIC CENTER AND BELLE MEHUS AUDITORIUM

We are the provider of choice for our products and services. Customer service is our highest priority, and we are responsive, effective and innovative in meeting and exceeding our customers' expectations. Our team is knowledgeable, flexible, and accountable for our performance. We value those we serve and treat our customers and each other with respect and courtesy.

**City of Bismarck  
Service Efforts and Accomplishments  
Enterprise Fund  
Civic Center  
2013 Financial Plan**

	2011 Actual	2012 Budget	2013 Budget
<b>Civic Center Arena</b>			
Cost of Goods Sold	\$ 2,457,601	\$ 2,608,808	\$ 2,763,375
Salary/Wages	733,390	845,074	823,752
Fringe Benefits	132,936	155,255	131,657
Professional/Legal Services	105,232	101,500	138,500
Property/Equipment	370,119	295,440	315,525
Travel/Training	4,541	7,160	7,125
Service Expense	1,815,554	1,805,880	1,891,748
Supply Expense	36,697	29,900	34,475
Capital Expense	256,797	812,000	991,070
Transfers	191,583	141,312	117,645
Total Expenditures	<u>\$ 6,104,448</u>	<u>\$ 6,802,329</u>	<u>\$ 7,214,872</u>
Number of Employees	16.00	17.00	17.00
Number of Events	484	380	388
Attendance	340,441	370,000	370,000
Number of Days Occupied	592	485	495
<b>Civic Center Exhibit Hall</b>			
Cost of Goods Sold	\$ 174,961	\$ 126,975	\$ 103,975
Salary/Wages	407,215	396,927	431,871
Fringe Benefits	112,131	106,581	116,613
Professional/Legal Services	42,601	44,235	54,000
Property/Equipment	230,633	160,475	162,750
Travel/Training	5,248	5,690	6,095
Service Expense	130,073	179,462	186,545
Supply Expense	19,054	17,620	18,100
Capital Expense	203,074	604,000	132,000
Transfers	65,026	45,852	81,899
Total Expenditures	<u>\$ 1,390,014</u>	<u>\$ 1,687,817</u>	<u>\$ 1,293,848</u>

**City of Bismarck  
Service Efforts and Accomplishments  
Enterprise Fund  
Civic Center (Continued)  
2013 Financial Plan**

	2011 Actual	2012 Budget	2013 Budget
<b>Belle Mehus Auditorium</b>			
Cost of Goods Sold	\$ 98,547	\$ 67,590	\$ 36,500
Salary/Wages	136,052	135,154	148,542
Fringe Benefits	42,162	40,519	43,833
Professional/Legal Services	4,550	9,125	5,000
Property/Equipment	52,746	32,020	37,810
Travel/Training	1,796	1,935	1,890
Service Expense	171,986	185,310	186,550
Supply Expense	2,527	2,930	3,800
Capital Expense	399,478	-	115,000
Transfers	22,991	9,540	29,687
<b>Total Expenditures</b>	<b>\$ 932,833</b>	<b>\$ 484,123</b>	<b>\$ 608,612</b>
Number of Events	108	80	85
Attendance	34,163	43,000	45,000
Number of Days Occupied	108	125	130
Revenues			
Government	\$ 42,397	\$ -	\$ -
Charge for Services	4,724,412	5,168,245	5,453,730
Interest	13,104	6,542	10,450
Rental	294,892	330,000	282,500
Transfers In	3,065,219	1,557,007	1,485,542
<b>Total Revenues</b>	<b>\$ 8,140,023</b>	<b>\$ 7,061,794</b>	<b>\$ 7,232,222</b>
Total Civic Center Revenue	\$ 8,140,023	\$ 7,061,794	\$ 7,232,222
Total Civic Center Expenditures	\$ 8,427,295	\$ 8,974,269	\$ 9,117,332

**City of Bismarck**  
**Revenue Budget - Civic Center 630**  
**For the Year 2013**

<b>Charges for Services</b>	
3320.000 - Commission-Ticketmaster	42,525
3320.025 - Gross Event Revenue	2,390,000
3320.050 - Self-Promoted Event Rev	16,000
3320.100 - Fees-Service	67,200
3320.110 - Fees-Set-Up/Rehearsal	17,500
3320.112 - Fees-Box Office	13,000
3320.115 - Fees-Facility	268,500
3320.120 - Fees-Credit Card	41,875
3320.200 - Rent-Building Civic Cntr	624,000
3320.205 - Rent-Equipment Civic Cntr	260,500
3320.300 - Sale of Liquor	198,000
3320.305 - Sale of Concessions	650,250
3320.307 - Sale of Concessions-3rd Party	75,500
3320.309 - Sale of Vending Food/Beverage	2,000
3320.310 - Sale of Novelties	84,200
3320.315 - Sale of Labor-Culture/Rec	311,500
3320.400 - Sale of Food-Outsd Cateri	56,150
3320.405 - Sale of Food-Inside Cater	75,450
3320.410 - Sale of Liquor Catering	6,000
3320.500 - Sale of Events	7,500
3320.550 - Sale of Events-Pass thru Services	32,740
3320.600 - Sale of Events-Pass thru Equipment	11,200
3320.650 - Sale of Events-Pass thru Labor	147,000
3320.660 - Sale of Events-PsThru Advertising	47,500
3320.700 - Sale of Events-Catering	40
<b>Charges for Services Total</b>	<b>5,446,130</b>
<b>Other Income</b>	
3355.100 - Other Income	7,500
3355.200 - Cash Over/Short	100
<b>Other Income Total</b>	<b>7,600</b>
<b>Investment Earnings</b>	
3600.100 - Interest-Trade A/R	1,500
3600.600 - Interest-Investment	8,950
<b>Investment Earnings Total</b>	<b>10,450</b>

**City of Bismarck**  
**Revenue Budget - Civic Center 630**  
**For the Year 2013**

<b>Rental</b>	
3720.100 - Rent-Parking Lot	42,500
3730.110 - Rent-Meeting Rooms	15,000
3730.125 - Rent-Advertising Panel	225,000
<b>Rental Total</b>	<b>282,500</b>
<b>Other Financing Sources</b>	
3900.280 - Transfer-Hotel & Motel Tx	251,672
3900.282 - Transfer-Lod,Liq,Food Tax	1,233,870
<b>Other Financing Sources Total</b>	<b>1,485,542</b>
<b>Grand Total</b>	<b>7,232,222</b>
<b>Cash Reserve</b>	<b>-</b>
<b>Total Sales Tax</b>	<b>7,232,222</b>

**City of Bismarck**  
**Annual Budget - Civic Center 630**  
**For the Year 2013**

**035 Arena**

**000 Operations**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	336,205
4170.000 - Sick Overage	1,344

**Personal Services - Salaries & Wage Total** **337,549**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	80,252
4200.200 - Life Insurance	422
4200.400 - Pension Expense	33,750
4240.100 - Workers Comp-Premium	2,373
4240.300 - Workers Comp-Inmate/Vol	125
4250.400 - Physical-Fringe Benefits	340

**Personal Services - Fringe Benefits Total** **117,262**

**Professional, Legal, and Contracted Service Fees**

4330.100 - Contract Labor	85,000
4330.200 - Service Contract	15,000
4330.300 - Facility Service Contract	10,000

**Professional, Legal, and Contracted Service Fees Total** **110,000**

**Building, Equipment, and Vehicle Services**

4400.100 - Water/Sewer	10,500
4400.200 - Electricity	153,700
4400.300 - Propane	1,200
4400.400 - Waste Disposal	2,200
4400.500 - Natural Gas	55,000
4410.200 - Facility Laundry	2,200
4410.400 - Lawn Care	150
4420.100 - Rpr/Mtce-Building	35,000
4420.300 - Rpr/Mtce-Equipment	23,000
4420.400 - Rpr/Mtce-Vehicles	275

**Building, Equipment, and Vehicle Services Total** **283,225**

**Travel and Training**

4500.100 - Lodging	2,750
4500.200 - Meals	600
4500.300 - Airfare	2,500
4500.600 - Travel-Mileage Reimbursmt	175
4500.800 - Taxi/Parking	100
4510.100 - Conference Registration	900

**City of Bismarck  
Annual Budget - Civic Center 630  
For the Year 2013**

<b>035 Arena</b>	
4510.300 - In-House Training	100
<b>Travel and Training Total</b>	<b>7,125</b>
<b>Other Operating Services</b>	
4600.100 - State Fire and Tornado	14,000
4600.200 - Boiler Insurance	3,000
4600.400 - General Liability	3,000
4600.600 - Auto Insurance	400
4605.100 - Telephone	5,000
4605.200 - Cell Phones	1,200
4610.100 - Advertising/Promotions	1,500
4610.110 - Adv/Promo-Brand 3rd Party	2,500
4610.120 - Adv/Promo-Sponsorships	3,000
4610.130 - Promotions-External	3,000
4610.140 - Promotions-Internal	2,500
4610.200 - Legal Ads	500
4630.300 - Membership/Dues	1,000
4630.700 - License	500
4635.100 - Computer Service Fees	70
4635.200 - Network Services	5,825
4635.250 - Blackberry Service Fee	78
4635.300 - Software Upgrade/Maintain	1,000
4635.500 - Computer Server Mtce	500
4665.000 - Hospitality/Entertainment	675
4670.000 - Depreciation Expense	1,815,500
4675.200 - Credit Card Service Fee	500
<b>Other Operating Services Total</b>	<b>1,865,248</b>
<b>Operating Supplies</b>	
4700.100 - Office Supplies	3,000
4700.200 - Office Small Equipment	1,000
4700.300 - Computer Small Equipment	750
4700.500 - Postage	1,000
4705.000 - Uniforms	350
4710.200 - Small Tools/Equipment	2,500
4710.600 - Janitorial Supplies	20,000
4725.100 - Gasoline	500
4725.200 - Diesel	750
4735.500 - Radios	800
4750.000 - Subscriptions/Publication	3,200
<b>Operating Supplies Total</b>	<b>33,850</b>

**City of Bismarck**  
**Annual Budget - Civic Center 630**  
**For the Year 2013**

**035 Arena**

**Other Financing Uses**

8000.100 - Transfer-General Fund	56,053
8000.289 - Transfer-Social Sec Tax	24,826

**Other Financing Uses Total** **80,879**

**000 Operations Total** **2,835,138**

**630 Events**

**Cost of Goods Sold**

4070.000 - Cost of Events	2,000
4070.010 - EvntCost-PsThru Services	15,000
4070.020 - EvntCost-PsThr Equip	5,000
4070.030 - EvntCost-PsThr Labor	140,000
4070.050 - EvntCost-Novelty Vendor	75,000
4070.060 - EvntCost-PsThr Advertise	30,000
4070.100 - Cost of Promoter Expense	2,200,000

**Cost of Goods Sold Total** **2,467,000**

**Personal Services - Salaries & Wage**

4120.000 - Part-Time Wages	235,000
4130.100 - Overtime Wages - Contract Policing, None	2,000

**Personal Services - Salaries & Wage Total** **237,000**

**Professional, Legal, and Contracted Service Fees**

4330.100 - Contract Labor	2,000
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**Professional, Legal, and Contracted Service Fees Total** **2,000**

**Other Operating Services**

4675.100 - Bank Service Charges	5,000
4675.200 - Credit Card Service Fee	20,000

**Other Operating Services Total** **25,000**

**Operating Supplies**

4700.100 - Office Supplies	350
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**Operating Supplies Total** **350**

**Other Financing Uses**

8000.289 - Transfer-Social Sec Tax	17,750
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**Other Financing Uses Total** **17,750**

**630 Events Total** **2,749,100**

**City of Bismarck**  
**Annual Budget - Civic Center 630**  
**For the Year 2013**

**035 Arena**

**631 Events-Funded**

**Cost of Goods Sold**

4070.000 - Cost of Events	2,500
4070.010 - EvntCost-PsThru Services	500
4070.030 - EvntCost-PsThr Labor	5,000
4070.060 - EvntCost-PsThr Advertise	7,500
4070.100 - Cost of Promoter Expense	44,125

**Cost of Goods Sold Total** **59,625**

**Personal Services - Salaries & Wage**

4120.000 - Part-Time Wages	24,125
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**Personal Services - Salaries & Wage Total** **24,125**

**Other Operating Services**

4675.200 - Credit Card Service Fee	1,500
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**Other Operating Services Total** **1,500**

**Other Financing Uses**

8000.289 - Transfer-Social Sec Tax	1,846
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**Other Financing Uses Total** **1,846**

**631 Events-Funded Total** **87,096**

**632 Events-Food & Beverage**

**Cost of Goods Sold**

4071.000 - Cost of Vending	400
4072.000 - Cost of Concessions	195,000
4072.050 - Concessions-Third Party	31,500
4072.100 - CGS-Indirect Concession	4,850
4080.000 - Cost of Catering	5,000

**Cost of Goods Sold Total** **236,750**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	33,078
4120.000 - Part-Time Wages	25,000
4120.130 - Part-Time Concession Wage	155,000

**Personal Services - Salaries & Wage Total** **213,078**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	10,701
4200.200 - Life Insurance	57
4200.400 - Pension Expense	3,320

**City of Bismarck  
Annual Budget - Civic Center 630  
For the Year 2013**

**035 Arena**

4240.100 - Workers Comp-Premium	317
<b>Personal Services - Fringe Benefits Total</b>	<b>14,395</b>

**Professional, Legal, and Contracted Service Fees**

4330.100 - Contract Labor	11,500
4330.200 - Service Contract	15,000
<b>Professional, Legal, and Contracted Service Fees Total</b>	<b>26,500</b>

**Building, Equipment, and Vehicle Services**

4400.300 - Propane	175
4410.200 - Facility Laundry	500
<b>Building, Equipment, and Vehicle Services Total</b>	<b>675</b>

**Other Financing Uses**

8000.289 - Transfer-Social Sec Tax	16,250
<b>Other Financing Uses Total</b>	<b>16,250</b>

<b>632 Events-Food &amp; Beverage Total</b>	<b>507,648</b>
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**633 Events-Parking**

**Personal Services - Salaries & Wage**

4120.000 - Part-Time Wages	12,000
<b>Personal Services - Salaries &amp; Wage Total</b>	<b>12,000</b>

**Building, Equipment, and Vehicle Services**

4400.200 - Electricity	1,625
4410.300 - Snow Removal	25,000
4420.280 - Rpr/Mtce-Parking Lot	5,000
<b>Building, Equipment, and Vehicle Services Total</b>	<b>31,625</b>

**Operating Supplies**

4720.100 - Traffic Paint	275
<b>Operating Supplies Total</b>	<b>275</b>

**Other Financing Uses**

8000.289 - Transfer-Social Sec Tax	920
<b>Other Financing Uses Total</b>	<b>920</b>

<b>633 Events-Parking Total</b>	<b>44,820</b>
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**City of Bismarck  
Annual Budget - Civic Center 630  
For the Year 2013**

**035 Arena**

**639 Construction & Capital Outlay**

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**Capital Outlay**

6610.400 - Building Improvements	393,270
6630.100 - Improv Other Than Bldgs	120,000
6650.100 - Machinery/Equipment	477,800

**Capital Outlay Total** **991,070**

**639 Construction & Capital Outlay Total** **991,070**

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**035 Arena Total** **7,214,872**

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**City of Bismarck  
Annual Budget - Civic Center 630  
For the Year 2013**

**036 Exhibit Hall**

**000 Operations**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	298,849
4170.000 - Sick Overage	1,194

**Personal Services - Salaries & Wage Total** **300,043**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	71,334
4200.200 - Life Insurance	375
4200.400 - Pension Expense	30,000
4240.100 - Workers Comp-Premium	2,110

**Personal Services - Fringe Benefits Total** **103,819**

**Professional, Legal, and Contracted Service Fees**

4330.100 - Contract Labor	25,000
4330.200 - Service Contract	15,000
4330.300 - Facility Service Contract	10,000

**Professional, Legal, and Contracted Service Fees Total** **50,000**

**Building, Equipment, and Vehicle Services**

4400.100 - Water/Sewer	7,500
4400.200 - Electricity	92,250
4400.300 - Propane	450
4400.400 - Waste Disposal	1,700
4400.500 - Natural Gas	37,650
4410.200 - Facility Laundry	1,000
4410.400 - Lawn Care	100
4420.100 - Rpr/Mtce-Building	10,000
4420.300 - Rpr/Mtce-Equipment	7,500
4420.400 - Rpr/Mtce-Vehicles	250

**Building, Equipment, and Vehicle Services Total** **158,400**

**Travel and Training**

4500.100 - Lodging	2,000
4500.200 - Meals	750
4500.300 - Airfare	1,750
4500.600 - Travel-Mileage Reimbursmt	145
4500.800 - Taxi/Parking	125
4510.100 - Conference Registration	1,250
4510.300 - In-House Training	75

**Travel and Training Total** **6,095**

**City of Bismarck**  
**Annual Budget - Civic Center 630**  
**For the Year 2013**

**036 Exhibit Hall**

**Other Operating Services**

4600.100 - State Fire and Tornado	11,000
4600.200 - Boiler Insurance	2,500
4600.400 - General Liability	2,500
4600.600 - Auto Insurance	350
4605.100 - Telephone	2,800
4605.200 - Cell Phones	450
4610.100 - Advertising/Promotions	2,000
4610.110 - Adv/Promo-Brand 3rd Party	2,000
4610.120 - Adv/Promo-Sponsorships	2,000
4610.130 - Promotions-External	2,000
4610.140 - Promotions-Internal	2,000
4610.200 - Legal Ads	200
4615.000 - Printing/Binding	150
4630.300 - Membership/Dues	600
4630.700 - License	350
4635.100 - Computer Service Fees	20
4635.200 - Network Services	3,000
4635.300 - Software Upgrade/Maintain	2,000
4670.000 - Depreciation Expense	140,000
4675.200 - Credit Card Service Fee	500

**Other Operating Services Total** **176,420**

**Operating Supplies**

4700.100 - Office Supplies	1,500
4700.300 - Computer Small Equipment	500
4700.500 - Postage	600
4705.000 - Uniforms	250
4710.200 - Small Tools/Equipment	800
4710.600 - Janitorial Supplies	11,000
4725.100 - Gasoline	500
4725.200 - Diesel	450
4750.000 - Subscriptions/Publication	2,500

**Operating Supplies Total** **18,100**

**Other Financing Uses**

8000.100 - Transfer-General Fund	49,825
8000.289 - Transfer-Social Sec Tax	22,068

**Other Financing Uses Total** **71,893**

**000 Operations Total** **884,770**

**City of Bismarck**  
**Annual Budget - Civic Center 630**  
**For the Year 2013**

**036 Exhibit Hall**

**630 Events**

**Cost of Goods Sold**

4070.000 - Cost of Events	500
4070.010 - EvntCost-PsThru Services	1,000
4070.020 - EvntCost-PsThr Equip	5,000
4070.030 - EvntCost-PsThr Labor	3,000
4070.100 - Cost of Promoter Expense	50,000

**Cost of Goods Sold Total** **59,500**

**Personal Services - Salaries & Wage**

4120.000 - Part-Time Wages	63,200
----------------------------	--------

**Personal Services - Salaries & Wage Total** **63,200**

**Other Operating Services**

4675.100 - Bank Service Charges	3,775
4675.200 - Credit Card Service Fee	6,350

**Other Operating Services Total** **10,125**

**Other Financing Uses**

8000.289 - Transfer-Social Sec Tax	4,835
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**Other Financing Uses Total** **4,835**

**630 Events Total** **137,660**

**631 Events-Funded**

**Cost of Goods Sold**

4070.060 - EvntCost-PsThr Advertise	7,000
4070.100 - Cost of Promoter Expense	17,500

**Cost of Goods Sold Total** **24,500**

**Personal Services - Salaries & Wage**

4120.000 - Part-Time Wages	6,975
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**Personal Services - Salaries & Wage Total** **6,975**

**Other Financing Uses**

8000.289 - Transfer-Social Sec Tax	530
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**Other Financing Uses Total** **530**

**631 Events-Funded Total** **32,005**

**City of Bismarck  
Annual Budget - Civic Center 630  
For the Year 2013**

**036 Exhibit Hall**

**632 Events-Food & Beverage**

**Cost of Goods Sold**

4072.000 - Cost of Concessions	11,500
4072.100 - CGS-Indirect Concession	975
4080.000 - Cost of Catering	7,500

**Cost of Goods Sold Total** **19,975**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	29,403
4120.000 - Part-Time Wages	5,000
4120.130 - Part-Time Concession Wage	25,000

**Personal Services - Salaries & Wage Total** **59,403**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	9,512
4200.200 - Life Insurance	50
4200.400 - Pension Expense	2,950
4240.100 - Workers Comp-Premium	282

**Personal Services - Fringe Benefits Total** **12,794**

**Professional, Legal, and Contracted Service Fees**

4330.200 - Service Contract	4,000
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**Professional, Legal, and Contracted Service Fees Total** **4,000**

**Building, Equipment, and Vehicle Services**

4410.200 - Facility Laundry	500
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**Building, Equipment, and Vehicle Services Total** **500**

**Other Financing Uses**

8000.289 - Transfer-Social Sec Tax	4,466
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**Other Financing Uses Total** **4,466**

**632 Events-Food & Beverage Total** **101,138**

**633 Events-Parking**

**Personal Services - Salaries & Wage**

4120.000 - Part-Time Wages	2,250
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**Personal Services - Salaries & Wage Total** **2,250**

**City of Bismarck**  
**Annual Budget - Civic Center 630**  
**For the Year 2013**

**036 Exhibit Hall**

**Building, Equipment, and Vehicle Services**

4400.200 - Electricity	900
4410.300 - Snow Removal	450
4420.280 - Rpr/Mtce-Parking Lot	2,500

**Building, Equipment, and Vehicle Services Total** **3,850**

**Other Financing Uses**

8000.289 - Transfer-Social Sec Tax	175
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**Other Financing Uses Total** **175**

**633 Events-Parking Total** **6,275**

**639 Construction & Capital Outlay**

**Capital Outlay**

6610.400 - Building Improvements	132,000
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**Capital Outlay Total** **132,000**

**639 Construction & Capital Outlay Total** **132,000**

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**036 Exhibit Hall Total** **1,293,848**

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**City of Bismarck  
Annual Budget - Civic Center 630  
For the Year 2013**

**037 Belle**

**000 Operations**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	112,068
4170.000 - Sick Overage	448

**Personal Services - Salaries & Wage Total** **112,516**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	26,752
4200.200 - Life Insurance	141
4200.400 - Pension Expense	11,250
4240.100 - Workers Comp-Premium	791
4250.400 - Physical-Fringe Benefits	100

**Personal Services - Fringe Benefits Total** **39,034**

**Professional, Legal, and Contracted Service Fees**

4330.200 - Service Contract	5,000
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**Professional, Legal, and Contracted Service Fees Total** **5,000**

**Building, Equipment, and Vehicle Services**

4400.100 - Water/Sewer	1,750
4400.200 - Electricity	22,260
4400.400 - Waste Disposal	200
4400.500 - Natural Gas	7,000
4410.200 - Facility Laundry	100
4420.100 - Rpr/Mtce-Building	5,000
4420.300 - Rpr/Mtce-Equipment	1,500

**Building, Equipment, and Vehicle Services Total** **37,810**

**Travel and Training**

4500.100 - Lodging	650
4500.200 - Meals	200
4500.300 - Airfare	650
4500.600 - Travel-Mileage Reimbursmt	50
4500.800 - Taxi/Parking	40
4510.100 - Conference Registration	300

**Travel and Training Total** **1,890**

**Other Operating Services**

4600.100 - State Fire and Tornado	4,110
4600.200 - Boiler Insurance	500
4600.400 - General Liability	500

**City of Bismarck**  
**Annual Budget - Civic Center 630**  
**For the Year 2013**

<b>037 Belle</b>	
4600.600 - Auto Insurance	40
4605.100 - Telephone	750
4605.200 - Cell Phones	400
4610.100 - Advertising/Promotions	500
4610.110 - Adv/Promo-Brand 3rd Party	500
4610.120 - Adv/Promo-Sponsorships	500
4610.130 - Promotions-External	1,000
4610.140 - Promotions-Internal	500
4630.300 - Membership/Dues	250
4630.700 - License	100
4635.200 - Network Services	2,000
4635.300 - Software Upgrade/Maintain	500
4665.000 - Hospitality/Entertainment	225
4670.000 - Depreciation Expense	173,000
4675.200 - Credit Card Service Fee	175
<b>Other Operating Services Total</b>	<b>185,550</b>
<b>Operating Supplies</b>	
4700.100 - Office Supplies	500
4700.500 - Postage	125
4705.000 - Uniforms	250
4710.200 - Small Tools/Equipment	250
4710.600 - Janitorial Supplies	2,500
4750.000 - Subscriptions/Publication	175
<b>Operating Supplies Total</b>	<b>3,800</b>
<b>Other Financing Uses</b>	
8000.100 - Transfer-General Fund	18,684
8000.289 - Transfer-Social Sec Tax	8,276
<b>Other Financing Uses Total</b>	<b>26,960</b>
<b>000 Operations Total</b>	<b>412,560</b>
<b>630 Events</b>	
<hr/>	
<b>Cost of Goods Sold</b>	
4070.030 - EvntCost-PsThr Labor	4,000
4070.060 - EvntCost-PsThr Advertise	7,500
4070.100 - Cost of Promoter Expense	25,000
<b>Cost of Goods Sold Total</b>	<b>36,500</b>

**City of Bismarck  
Annual Budget - Civic Center 630  
For the Year 2013**

**037 Belle**

**Personal Services - Salaries & Wage**

4120.000 - Part-Time Wages 25,000

**Personal Services - Salaries & Wage Total 25,000**

**Other Operating Services**

4675.100 - Bank Service Charges 500

4675.200 - Credit Card Service Fee 500

**Other Operating Services Total 1,000**

**Other Financing Uses**

8000.289 - Transfer-Social Sec Tax 1,913

**Other Financing Uses Total 1,913**

**630 Events Total 64,413**

**632 Events-Food & Beverage**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries 11,026

**Personal Services - Salaries & Wage Total 11,026**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance 3,567

4200.200 - Life Insurance 19

4200.400 - Pension Expense 1,107

4240.100 - Workers Comp-Premium 106

**Personal Services - Fringe Benefits Total 4,799**

**Other Financing Uses**

8000.289 - Transfer-Social Sec Tax 814

**Other Financing Uses Total 814**

**632 Events-Food & Beverage Total 16,639**

**639 Construction & Capital Outlay**

**Capital Outlay**

6610.400 - Building Improvements 7,500

6650.100 - Machinery/Equipment 89,500

6680.200 - Furniture/Fixtures 18,000

**Capital Outlay Total 115,000**

**639 Construction & Capital Outlay Total 115,000**

**037 Belle Total**

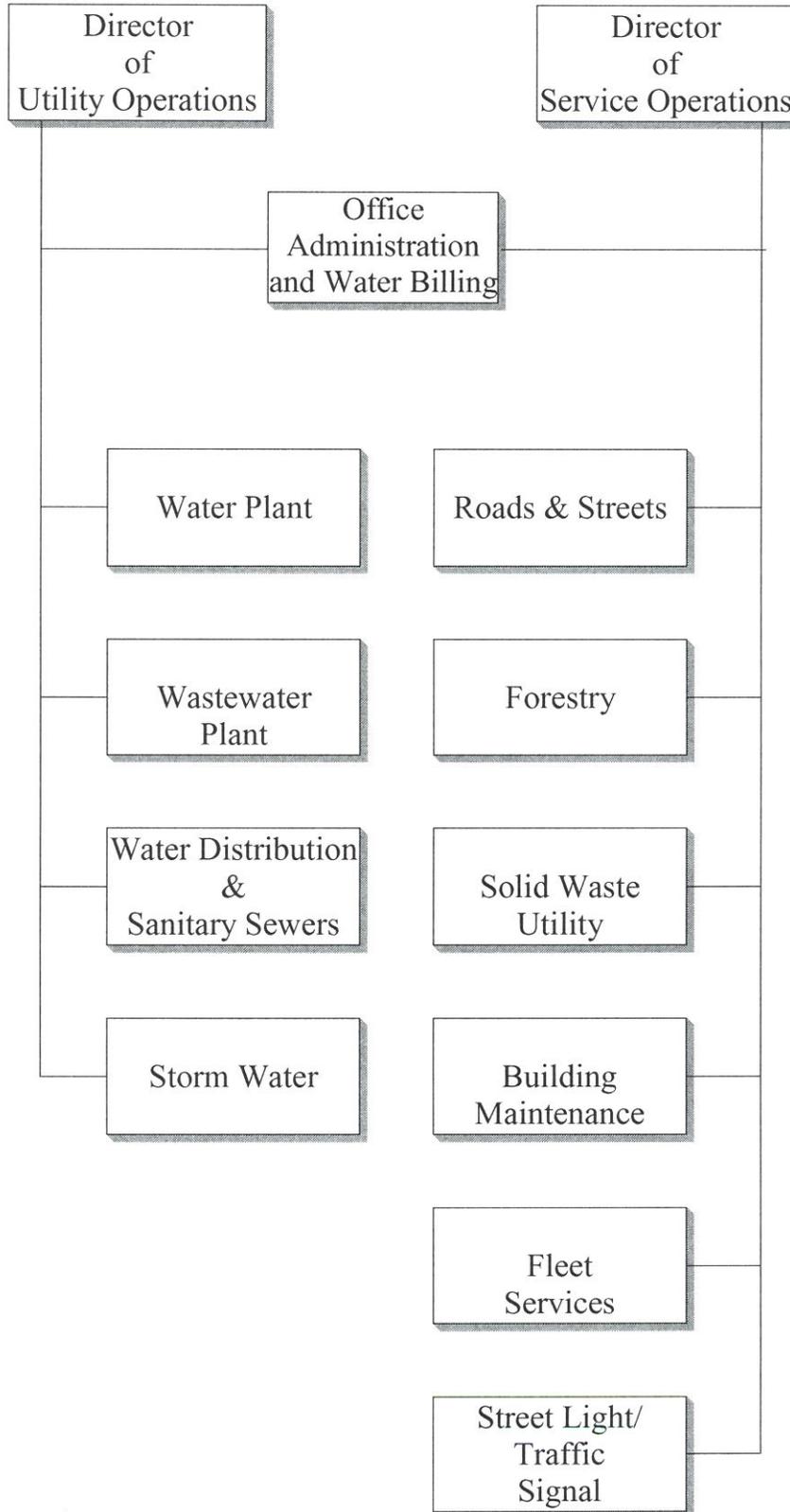
**608,612**

**City of Bismarck  
 Estimated Cash Balance  
 Enterprise Fund  
 Civic Center  
 2013 Financial Plan**

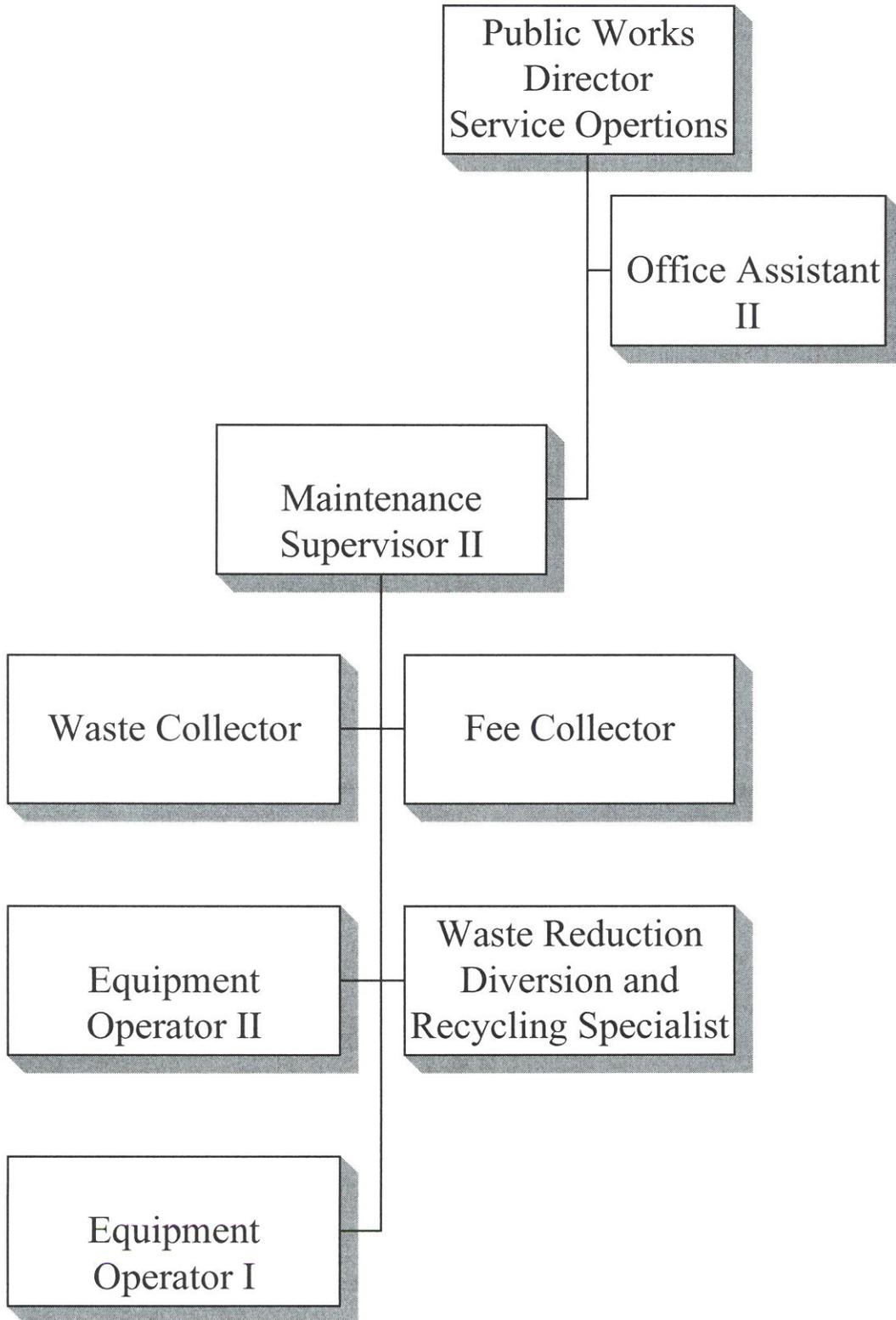
Estimated Beginning Cash Balance - December 31, 2012		\$ 1,183,803
Revenues		7,232,222
Expenditures		
Arena	5,399,372	
Exhibit Hall	1,153,848	
Belle	435,612	
Total Expenditures		6,988,832
Estimated Ending Cash Balance - December 31, 2013		\$ 1,427,193



# City of Bismarck Public Works Department



# City of Bismarck Solid Waste Utility



## SOLID WASTE UTILITY

The mission of the Solid Waste Utility is providing high quality solid waste collection and disposal services in a timely and effective manner to promote the safety and welfare of the City residents.

The Waste Department consists of 37 full-time employees working in three sections. These sections are administration, collection and disposal. The Waste Utility is funded through fees collected for residential pick-up, and tipping fees for commercial and non-resident usage of the landfill.

The collection system consists of five crews made up of two employees and two crews made up of three employees each. They collect all residential trash, Monday through Friday, on five different routes. 13,940 residential customers received automated 90 gallon collection container service. During the grass growing season, two men service the numerous grass collection dumpsters located at 20 sites throughout the city. The collection crews also service approximately 600 dumpsters, which are normally used at apartment buildings in addition to bags, boxes and garbage cans. When they have completed each of the five routes they have made 15,000 stops. Crews pick up recyclable goods from nineteen trailers placed at sites around the City. Metals and plastics are marketed with local recyclers. Paper, newsprint, plastic and cardboard are baled by the City and sold on the regional market. In addition, a compactor truck is used to haul screenings from hydroscreens at one sanitary sewer lift stations where they are dumped into the Sanitary Landfill. The Bismarck Solid Waste Baling Facility began operation in June 2000. The Bismarck Household Hazardous Waste Collection Facility began operating in August of 2008.

The disposal area is responsible for the compacting and covering of all waste received at the Sanitary Landfill shortly after it arrives and for the aesthetic quality of the grounds. In 2011 89,493 tons of municipal solid waste was accepted for disposal. The Sanitary Landfill contains 635 acres and has shelterbelts and fencing around the perimeter, which are maintained on a daily basis. Presently asphalt, wood debris, whiteware, scrap metal, tires, concrete, and waste oil is being recycled. The disposal area utilizes synthetic lined cells with a leachate collection system with all inert waste going to a separate inert pit. 44.67 acres are permitted for lined cells under Sub-Title D, including 31.4 acres already lined. Cells are lined with 2 feet of clay material and 60 mills of HDPE liner and one foot of sand. An 8" perforated pipe system runs down the center of the cell to remove liquids to a collection manhole from where it flows into the sanitary sewer system. Earthmoving is accomplished with a dozer and two twin engine earthmoving scrapers. These same pieces of equipment are used to install the final cover material and black dirt as required by the North Dakota State Health Department Solid Waste Division. The City of Bismarck Solid Waste Department is monitored by the North Dakota Health Department, which also requires a permit for operation.

**City of Bismarck  
Service Efforts and Accomplishments  
Enterprise Fund  
Solid Waste Disposal  
2013 Financial Plan**

	2011 Actual	2012 Budget	2013 Budget
<b>Administration</b>			
Salary/Wages	\$ 105,746	\$ 103,109	\$ 117,631
Fringe Benefits	34,687	34,973	38,922
Professional/Legal Services	8,361	2,836	9,144
Property/Equipment	1,975	7,096	7,280
Travel/Training	236	2,307	2,415
Service Expense	48,185	60,430	79,783
Supply Expense	13,912	21,254	22,604
Capital Expense	4,026	26,500	-
Transfers	35,791	7,942	41,736
<b>Total Expenditures</b>	<b>\$ 252,919</b>	<b>\$ 266,447</b>	<b>\$ 319,515</b>
Number of Employees	2.00	2.00	2.25
<b>Solid Waste Disposal</b>			
Salary/Wages	\$ 505,602	\$ 572,934	\$ 553,771
Fringe Benefits	191,607	214,959	194,048
Professional/Legal Services	103,774	4,045	4,167
Property/Equipment	574,076	455,650	481,693
Travel/Training	5,105	6,761	6,984
Service Expense	660,396	728,476	731,742
Supply Expense	268,741	204,910	215,161
Capital Expense	425,947	2,155,480	2,548,980
Transfers	63,586	49,725	211,508
<b>Total Expenditures</b>	<b>\$ 2,798,833</b>	<b>\$ 4,392,940</b>	<b>\$ 4,948,054</b>
Number of Employees	13.00	13.00	12.00
Tons of Garbage Processed	97,675	83,500	105,000
Cost Per Ton	\$28.65	\$52.61	\$47.12
Acres Used at Landfill	2.50	2.50	2.50
<b>Revenues</b>			
Government	\$ 260	\$ -	\$ -
Charge for Services	2,698,512	2,493,280	3,144,162
Interest	41,029	43,218	43,649

**City of Bismarck  
Service Efforts and Accomplishments  
Enterprise Fund  
Solid Waste Disposal (Continued)  
2013 Financial Plan**

	2011 Actual	2012 Budget	2013 Budget
Rental	97,921	11,917	18,722
Sale of Assets (Disposal)	52,006	-	-
Total Revenues	<u>\$ 2,889,728</u>	<u>\$ 2,548,415</u>	<u>\$ 3,206,533</u>
Total Solid Waste Disposal Revenues	\$ 2,889,728	\$ 2,548,415	\$ 3,206,533
Total Solid Waste Disposal Expenditures	\$ 3,051,752	\$ 4,659,387	\$ 5,267,569
Population (Estimated)	62,120	63,016	65,375
* Cost Per Capita	\$42.27	\$39.73	\$41.58
* Revenue Per Capita	\$45.68	\$40.44	\$49.05

\* Exclusive of Capital Expenses, Government Revenues & Sale of Assets (Disposal)

**City of Bismarck**  
**Revenue Budget - Solid Waste Disposal 650**  
**For the Year 2013**

<b>Charges for Services</b>	
3310.455 - Sale of Wood Chips	27,883
3342.100 - Fees-Disposal Ground	2,594,926
3342.125 - Fees-Household Haz Waste	37,088
3342.200 - Fees-Residentl Garbg Disp	482,065
3342.300 - Sale of Labor-Sanitation	1,000
<b>Charges for Services Total</b>	<b>3,142,962</b>
<b>Other Income</b>	
3355.100 - Other Income	1,200
<b>Other Income Total</b>	<b>1,200</b>
<b>Investment Earnings</b>	
3600.100 - Interest-Trade A/R	194
3600.102 - Penalty-Trade A/R	25
3600.300 - Interest-Construction	33,378
3600.425 - Interest-Equipment Reserv	1,260
3600.600 - Interest-Investment	8,792
<b>Investment Earnings Total</b>	<b>43,649</b>
<b>Rental</b>	
3710.150 - Rent-Hayland	5,976
3740.100 - Rent-Equipment	12,746
<b>Rental Total</b>	<b>18,722</b>
<b>Grand Total</b>	<b>3,206,533</b>
<b>Cash Reserve</b>	<b>2,061,036</b>
<b>Total Solid Waste Disposal</b>	<b>5,267,569</b>

**City of Bismarck**  
**Annual Budget - Solid Waste Disposal 650**  
**For the Year 2013**

**650 Solid Waste Disposal**

**651 Solid Waste Administration**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	116,845
4130.000 - Overtime Wages	24
4170.000 - Sick Overage	762

**Personal Services - Salaries & Wage Total** **117,631**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	26,751
4200.200 - Life Insurance	140
4200.400 - Pension Expense	11,766
4240.100 - Workers Comp-Premium	189
4250.400 - Physical-Fringe Benefits	76

**Personal Services - Fringe Benefits Total** **38,922**

**Professional, Legal, and Contracted Service Fees**

4300.100 - Accting and Auditing Fees	165
4330.100 - Contract Labor	7,600
4330.200 - Service Contract	1,379

**Professional, Legal, and Contracted Service Fees Total** **9,144**

**Building, Equipment, and Vehicle Services**

4400.200 - Electricity	2,918
4410.100 - Janitorial Service	100
4410.400 - Lawn Care	477
4420.100 - Rpr/Mtce-Building	541
4420.300 - Rpr/Mtce-Equipment	637
4420.400 - Rpr/Mtce-Vehicles	796
4430.100 - Rentals-Building	1,481
4440.200 - Property Taxes	330

**Building, Equipment, and Vehicle Services Total** **7,280**

**Travel and Training**

4500.100 - Lodging	541
4500.200 - Meals	216
4500.300 - Airfare	827
4500.800 - Taxi/Parking	23
4510.100 - Conference Registration	607
4510.300 - In-House Training	83

**City of Bismarck**  
**Annual Budget - Solid Waste Disposal 650**  
**For the Year 2013**

<b>650 Solid Waste Disposal</b>	
4510.400 - Training Supplies	59
4510.500 - Safety Training	59
<b>Travel and Training Total</b>	<b>2,415</b>
<b>Other Operating Services</b>	
4600.100 - State Fire and Tornado	3,163
4600.200 - Boiler Insurance	442
4600.400 - General Liability	14,536
4600.600 - Auto Insurance	6,723
4605.100 - Telephone	111
4610.100 - Advertising/Promotions	2,846
4610.200 - Legal Ads	452
4610.300 - Public Educational Ads	15,000
4615.000 - Printing/Binding	3,719
4618.000 - Mailing Services	656
4630.300 - Membership/Dues	750
4630.600 - Permits/Fees	2,240
4635.100 - Computer Service Fees	125
4635.200 - Network Services	11,617
4635.300 - Software Upgrade/Maintain	337
4650.400 - Lab Test	54
4655.100 - Background Checks	15
4655.200 - Credit Checks	8
4655.300 - Drug Testing-Recruitment	60
4660.100 - Physical-Fitness for Duty	50
4665.000 - Hospitality/Entertainment	150
4670.000 - Depreciation Expense	16,500
4675.600 - Interest Expense	229
<b>Other Operating Services Total</b>	<b>79,783</b>
<b>Operating Supplies</b>	
4700.100 - Office Supplies	811
4700.200 - Office Small Equipment	973
4700.300 - Computer Small Equipment	865
4700.400 - Copier/Printer Supplies	2,095
4700.500 - Postage	16,069
4700.600 - Small Software Programs	750
4705.000 - Uniforms	528
4710.200 - Small Tools/Equipment	56
4710.600 - Janitorial Supplies	109
4750.000 - Subscriptions/Publication	348
<b>Operating Supplies Total</b>	<b>22,604</b>

**City of Bismarck**  
**Annual Budget - Solid Waste Disposal 650**  
**For the Year 2013**

**650 Solid Waste Disposal**

**Other Financing Uses**

8000.100 - Transfer-General Fund	33,044
8000.289 - Transfer-Social Sec Tax	8,692

**Other Financing Uses Total** **41,736**

**651 Solid Waste Administraton Total** **319,515**

**652 Solid Waste Disposal**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	524,307
4130.000 - Overtime Wages	27,040
4170.000 - Sick Overage	2,424

**Personal Services - Salaries & Wage Total** **553,771**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	128,531
4200.200 - Life Insurance	749
4200.400 - Pension Expense	52,886
4240.100 - Workers Comp-Premium	11,852
4250.250 - Meal Allowance - No Hotel	30

**Personal Services - Fringe Benefits Total** **194,048**

**Professional, Legal, and Contracted Service Fees**

4300.100 - Accting and Auditing Fees	984
4330.200 - Service Contract	3,183

**Professional, Legal, and Contracted Service Fees Total** **4,167**

**Building, Equipment, and Vehicle Services**

4400.100 - Water/Sewer	6,926
4400.200 - Electricity	37,087
4400.400 - Waste Disposal	84
4400.500 - Natural Gas	21,304
4400.600 - Utilities-Street Lights	59
4410.100 - Janitorial Service	11,507
4410.400 - Lawn Care	516
4420.100 - Rpr/Mtce-Building	21,218
4420.200 - Rpr/Mtce-Property	128,497
4420.210 - Rpr/Mtce-Right of Way	5,305
4420.270 - Rpr/Mtce-Drainage	1,061
4420.300 - Rpr/Mtce-Equipment	225,737
4420.310 - Rpr/Mtce-Communica Device	796

**City of Bismarck**  
**Annual Budget - Solid Waste Disposal 650**  
**For the Year 2013**

<b>650 Solid Waste Disposal</b>	
4420.330 - Rpr/Mtce-Leachate System	4,776
4420.400 - Rpr/Mtce-Vehicles	15,759
4430.300 - Rentals-Equipment	1,061
<b>Building, Equipment, and Vehicle Services Total</b>	<b>481,693</b>
<b>Travel and Training</b>	
4500.100 - Lodging	1,352
4500.200 - Meals	270
4500.400 - Travel-Fuel	197
4510.100 - Conference Registration	2,652
4510.300 - In-House Training	656
4510.400 - Training Supplies	218
4510.500 - Safety Training	1,639
<b>Travel and Training Total</b>	<b>6,984</b>
<b>Other Operating Services</b>	
4605.100 - Telephone	841
4605.200 - Cell Phones	709
4610.100 - Advertising/Promotions	603
4610.200 - Legal Ads	447
4610.300 - Public Educational Ads	1,025
4615.000 - Printing/Binding	539
4625.000 - Photography	22
4630.300 - Membership/Dues	832
4630.400 - Recycling Service Fees	104,040
4630.700 - License	30
4635.100 - Computer Service Fees	310
4635.300 - Software Upgrade/Maintain	324
4650.000 - Testing & Monitoring Fees	42,620
4650.100 - Hazardous Waste Removal	39,535
4650.300 - Drug Testing	487
4650.400 - Lab Test	270
4655.100 - Background Checks	22
4655.300 - Drug Testing-Recruitment	108
4660.100 - Physical-Fitness for Duty	152
4660.200 - Physical-Required	227
4665.000 - Hospitality/Entertainment	50
4670.000 - Depreciation Expense	536,000
4675.200 - Credit Card Service Fee	2,059
4685.500 - Hepatitis B	470
4699.000 - Bad Debt Expense	20
<b>Other Operating Services Total</b>	<b>731,742</b>

**City of Bismarck**  
**Annual Budget - Solid Waste Disposal 650**  
**For the Year 2013**

**650 Solid Waste Disposal**

**Operating Supplies**

4700.100 - Office Supplies	1,420
4700.200 - Office Small Equipment	1,061
4700.300 - Computer Small Equipment	1,061
4700.400 - Copier/Printer Supplies	1,839
4700.500 - Postage	841
4700.600 - Small Software Programs	450
4705.000 - Uniforms	11,591
4710.100 - Shop Supplies	10,747
4710.200 - Small Tools/Equipment	7,571
4710.600 - Janitorial Supplies	1,925
4725.100 - Gasoline	12,734
4725.200 - Diesel	161,105
4735.100 - Safety Supplies	1,591
4735.150 - Safety Small Equipment	1,093
4750.000 - Subscriptions/Publication	132

**Operating Supplies Total** **215,161**

**Capital Outlay**

6630.100 - Improv Other Than Bldgs	400,000
6630.600 - Subtitle'D'Cell Construct	150,000
6650.100 - Machinery/Equipment	625,500
6710.100 - CIP-Buildings	473,480
6730.600 - CIP-Subtitle'D'Cell Const	900,000

**Capital Outlay Total** **2,548,980**

**Other Financing Uses**

8000.100 - Transfer-General Fund	53,376
8000.250 - Transfer-Roads & Streets	117,584
8000.289 - Transfer-Social Sec Tax	40,548

**Other Financing Uses Total** **211,508**

**652 Solid Waste Disposal Total** **4,948,054**

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**650 Solid Waste Disposal Total** **5,267,569**

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**City of Bismarck  
Estimated Cash Balance  
Enterprise Fund  
Solid Waste Disposal  
2013 Financial Plan**

Estimated Beginning Cash Balance - December 31, 2012		\$ 7,650,970
Revenues		3,206,533
Expenditures		
Administration	303,015	
Waste Disposal	4,412,054	
Total Expenditures	<u>4,715,069</u>	4,715,069
Estimated Ending Cash Balance - December 31, 2013		<u><u>\$ 6,142,434</u></u>

**City of Bismarck  
Service Efforts and Accomplishments  
Enterprise Fund  
Solid Waste Collections  
2013 Financial Plan**

	2011 Actual	2012 Budget	2013 Budget
Salary/Wages	\$ 946,895	\$ 970,421	\$ 999,933
Fringe Benefits	351,090	358,942	376,952
Professional/Legal Services	34,432	637	34,486
Property/Equipment	398,013	377,844	386,128
Travel/Training	365	1,971	1,947
Service Expense	243,942	245,534	287,850
Supply Expense	261,785	170,605	349,289
Capital Expense	-	569,000	613,000
Transfers	88,940	18,466	107,462
Total Expenditures	<u>\$ 2,325,462</u>	<u>\$ 2,713,420</u>	<u>\$ 3,157,047</u>
Revenues			
Government	\$ 1,596	\$ -	\$ -
Charge for Services	2,379,689	2,144,232	2,166,268
Interest	9,524	9,345	9,438
Rental	10,648	445	454
Sale of Assets (Disposal)	9,659	500	500
Total Revenues	<u>\$ 2,411,116</u>	<u>\$ 2,154,522</u>	<u>\$ 2,176,660</u>
Number of Employees	23	23	24
Tons Collected	25,143	25,500	25,500
Total Cost Per Ton	\$92.49	\$106.41	\$123.81
Number of Collection Trucks	20	21	21
Total Solid Waste Collection Revenues	\$ 2,411,116	\$ 2,154,522	\$ 2,176,660
Total Solid Waste Collection Expenditures	\$ 2,325,462	\$ 2,713,420	\$ 3,157,047
Population (Estimated)	61,272	63,016	65,375
* Cost Per Capita	\$37.95	\$34.03	\$38.91
* Revenue Per Capita	\$39.17	\$34.18	\$33.29

\* Exclusive of Capital Expenses, Government Revenues & Sale of Assets (Disposal)

**City of Bismarck**  
**Revenue Budget - Solid Waste Collections 655**  
**For the Year 2013**

<b>Charges for Services</b>	
3310.550 - Sale of Metals-Hwy/Street	15,302
3342.110 - Fees-Recycling	120,546
3342.210 - Fees-Residentl Waste Coll	1,586,070
3342.300 - Sale of Labor-Sanitation	1,082
3342.400 - Sale of Waste Containers	437,268
3350.200 - Franchise Fees-Haulers	6,000
<b>Charges for Services Total</b>	<b>2,166,268</b>
<b>Investment Earnings</b>	
3600.425 - Interest-Equipment Reserv	343
3600.600 - Interest-Investment	9,095
<b>Investment Earnings Total</b>	<b>9,438</b>
<b>Rental</b>	
3700.100 - Rent-Building	25
3740.100 - Rent-Equipment	429
<b>Rental Total</b>	<b>454</b>
<b>Sale of Assets/Expense</b>	
3910.125 - Insurance Recoveries	500
<b>Sale of Assets/Expense Total</b>	<b>500</b>
<b>Grand Total</b>	<b>2,176,660</b>
<b>Cash Reserve</b>	<b>980,387</b>
<b>Total Solid Waste Collections</b>	<b>3,157,047</b>

**City of Bismarck**  
**Annual Budget - Solid Waste Collections 655**  
**For the Year 2013**

**655 Solid Waste Collections**

**656 Solid Waste Collections**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	938,917
4120.000 - Part-Time Wages	20,000
4130.000 - Overtime Wages	33,000
4170.000 - Sick Overage	8,016

**Personal Services - Salaries & Wage Total** **999,933**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	257,061
4200.200 - Life Insurance	1,499
4200.400 - Pension Expense	94,381
4240.100 - Workers Comp-Premium	22,816
4240.105 - Workers Comp-Part-time	943
4250.250 - Meal Allowance - No Hotel	25
4250.400 - Physical-Fringe Benefits	227

**Personal Services - Fringe Benefits Total** **376,952**

**Professional, Legal, and Contracted Service Fees**

4300.100 - Accting and Auditing Fees	656
4330.100 - Contract Labor	33,830

**Professional, Legal, and Contracted Service Fees Total** **34,486**

**Building, Equipment, and Vehicle Services**

4410.100 - Janitorial Service	31
4420.100 - Rpr/Mtce-Building	5,835
4420.200 - Rpr/Mtce-Property	12,731
4420.210 - Rpr/Mtce-Right of Way	4,000
4420.300 - Rpr/Mtce-Equipment	283,312
4420.320 - Rpr/Mtce-Garbge Rntl Cont	36,722
4420.400 - Rpr/Mtce-Vehicles	43,497

**Building, Equipment, and Vehicle Services Total** **386,128**

**Travel and Training**

4500.200 - Meals	14
4510.100 - Conference Registration	75
4510.300 - In-House Training	796
4510.400 - Training Supplies	266
4510.500 - Safety Training	796

**Travel and Training Total** **1,947**

**City of Bismarck**  
**Annual Budget - Solid Waste Collections 655**  
**For the Year 2013**

**655 Solid Waste Collections**

**Other Operating Services**

4600.600 - Auto Insurance	5,522
4605.100 - Telephone	1,839
4605.200 - Cell Phones	510
4610.100 - Advertising/Promotions	2,311
4610.200 - Legal Ads	316
4615.000 - Printing/Binding	3,967
4625.000 - Photography	14
4630.300 - Membership/Dues	135
4630.400 - Recycling Service Fees	2,500
4630.700 - License	40
4635.100 - Computer Service Fees	80
4635.300 - Software Upgrade/Maintain	500
4650.300 - Drug Testing	399
4650.400 - Lab Test	44
4655.100 - Background Checks	27
4655.300 - Drug Testing-Recruitment	315
4660.100 - Physical-Fitness for Duty	152
4660.200 - Physical-Required	530
4670.000 - Depreciation Expense	268,000
4685.500 - Hepatitis B	649

**Other Operating Services Total** **287,850**

**Operating Supplies**

4700.100 - Office Supplies	170
4700.200 - Office Small Equipment	274
4700.300 - Computer Small Equipment	1,800
4700.400 - Copier/Printer Supplies	376
4705.000 - Uniforms	19,052
4710.100 - Shop Supplies	212
4710.200 - Small Tools/Equipment	10,665
4710.600 - Janitorial Supplies	2,733
4725.100 - Gasoline	34,880
4725.200 - Diesel	277,401
4735.100 - Safety Supplies	1,249
4735.150 - Safety Small Equipment	477

**Operating Supplies Total** **349,289**

**Capital Outlay**

6670.100 - Vehicles	613,000
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**Capital Outlay Total** **613,000**

**City of Bismarck**  
**Annual Budget - Solid Waste Collections 655**  
**For the Year 2013**

**655 Solid Waste Collections**

**Other Financing Uses**

8000.100 - Transfer-General Fund 33,861

8000.289 - Transfer-Social Sec Tax 73,601

**Other Financing Uses Total 107,462**

**656 Solid Waste Collections Total 3,157,047**

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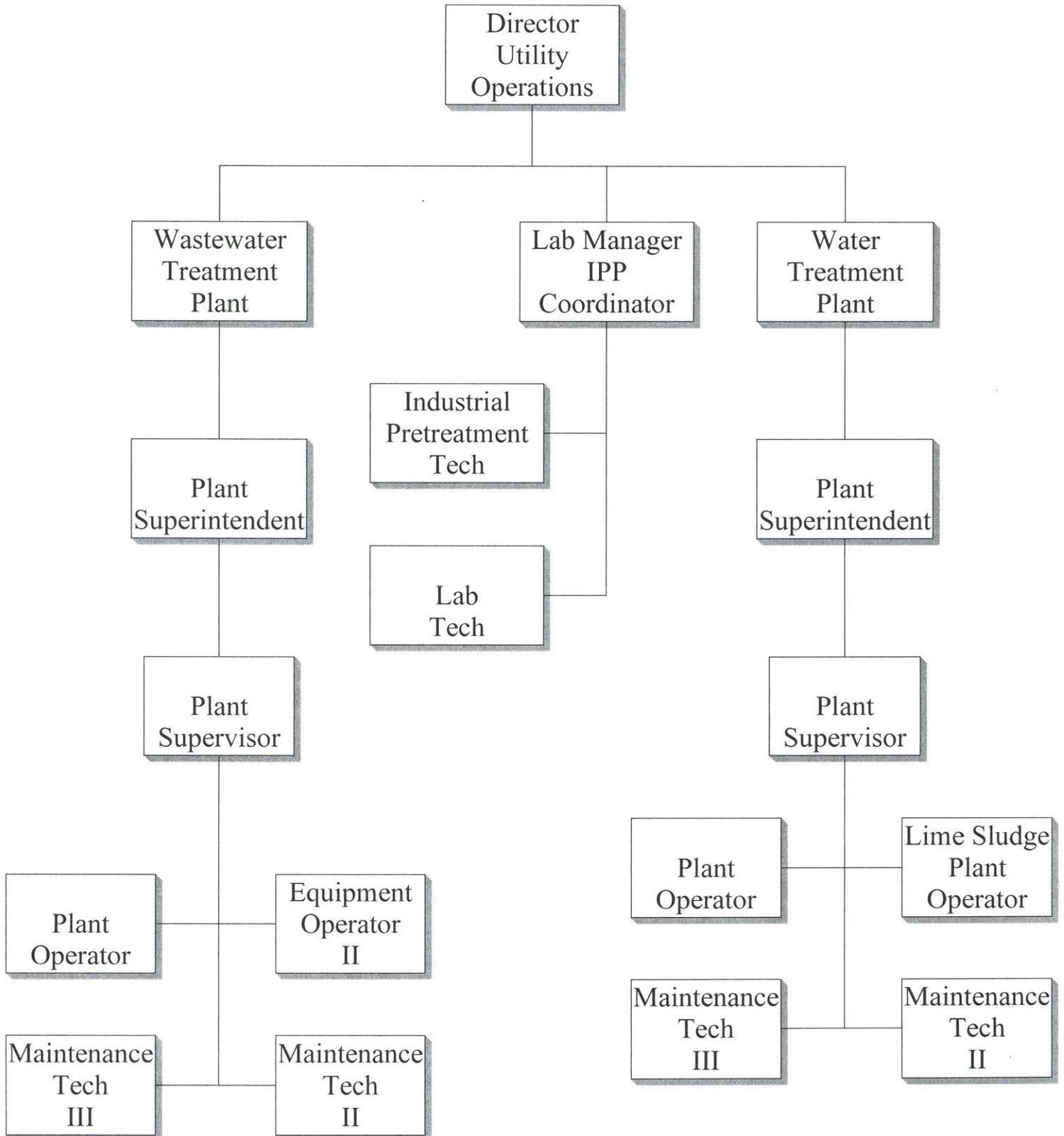
**655 Solid Waste Collections Total 3,157,047**

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**City of Bismarck  
Estimated Cash Balance  
Enterprise Fund  
Solid Waste Collections  
2013 Financial Plan**

Estimated Beginning Cash Balance - December 31, 2012		\$ 1,389,698
Revenues		2,176,660
Expenditures		
Solid Waste Collections	<u>2,889,047</u>	
Total Expenditures		2,889,047
Estimated Ending Cash Balance - December 31, 2013		<u><u>\$ 677,311</u></u>

# City of Bismarck Wastewater & Water Treatment Plant



## WATER AND SEWER UTILITY

The Water and Sewer Utility employs 53 full time and 3 part time employees assigned within six distinct areas. These areas of responsibility are water treatment, water distribution, water administration, sanitary sewer system, wastewater treatment and storm water management.

The current treatment capacity of the water treatment plant is 30 million gallons per day (MGD). Average daily production for 2011 was 8.26 MGD. Maximum daily production in 2011 was 16.7 MGD. These production numbers are much lower than normal because of the flood impacts on the City and the abnormally wet summer in 2011. The City also supplies water to the South Central Regional Water District and the City of Lincoln which used an average of approximately 0.3 MGD and 0.2 MGD, respectively. The water distribution system is an elaborate network of approximately 330 miles of water pipe ranging in diameter from 3 inches to 42 inches, incorporating 3,000 hydrants, 6,200 valves, and five pump stations. Five underground reservoirs and 3 elevated tanks provide approximately 22 million gallons of water storage.

The water administration staff prepares the monthly billings for the water, wastewater, stormwater, street lights, and solid waste disposal charges for users of these services. In addition the staff approves all invoices for repairs and related services stemming from the operation and maintenance of the water, sanitary sewer and storm water utilities.

The sanitary and storm sewer collection systems consist of two separate pipe networks designed to carry the sanitary wastewater and storm water runoff, respectively. The sanitary sewer collection system includes approximately 290 miles of pipe in various diameters and 20 lift stations, which transport the sanitary wastewater throughout the city to the wastewater treatment plant. The storm sewer collection system consists of over 144 miles of pipe and open ditch, and three pumping stations which carries the runoff from streets and adjoining properties to Hay Creek, Apple Creek and the Missouri River. The Storm Water division is also responsible for implementation of the City's NPDES storm water permit. This program protects and preserves the water quality of the receiving waters by implementing measures to reduce pollutants from construction, municipal operations and urban activities.

The wastewater treatment plant provides secondary treatment of the community's wastewater prior to its discharge into the Missouri River. The plant utilizes pretreatment, flow equalization, primary and final clarification, trickling filters, chlorination and dechlorination. Anaerobic sludge digestion and land application of sludge is employed. The plant recently completed a major upgrade of many of the treatment units at the facility. The average daily flow at the plant in 2011 was 7.2 million gallons per day with a rated capacity of 7.5 MGD.

**City of Bismarck  
Service Efforts and Accomplishments  
Enterprise Fund  
Water Utility  
2013 Financial Plan**

	2011 Actual	2012 Budget	2013 Budget
<b>Administration</b>			
Cost of Goods Sold	\$ 115,855	\$ 80,000	\$ 160,000
Salary/Wages	273,337	276,285	288,812
Fringe Benefits	98,125	107,431	101,294
Professional/Legal Services	22,770	278,500	42,500
Property/Equipment	286,131	289,721	282,483
Travel/Training	652	7,200	8,300
Service Expense	433,442	443,078	450,580
Supply Expense	61,540	66,800	80,400
Capital Expense	8,655	225,000	425,000
Transfers	156,612	145,503	157,481
<b>Total Expenditures</b>	<b>\$ 1,457,118</b>	<b>\$ 1,919,518</b>	<b>\$ 1,996,850</b>
Number of Employees	5.84	5.84	7.00
<b>Water Treatment</b>			
Salary/Wages	\$ 711,508	\$ 745,779	\$ 717,037
Fringe Benefits	234,690	238,459	240,752
Professional/Legal Services	43,366	8,000	19,000
Property/Equipment	736,771	792,500	809,000
Travel/Training	906	3,000	6,600
Service Expense	1,075,924	2,016,215	1,928,340
Supply Expense	875,420	745,050	836,850
Capital Expense	1,697,578	7,600,000	14,405,000
Debt Service	305,684	-	3,000
Transfers	57,764	53,976	51,918
<b>Total Expenditures</b>	<b>\$ 5,739,611</b>	<b>\$ 12,202,979</b>	<b>\$ 19,017,497</b>
Number of Employees	14.00	14.00	14.00
Gallons of Water Treated	3,015,900,000	3,700,000,000	3,760,000,000
* Treatment Cost Per Gallon	\$ 0.001340	\$ 0.001244	\$ 0.001227
* Exclusive of Capital Expenses			
<b>Water Distribution</b>			
Salary/Wages	\$ 555,352	\$ 571,499	\$ 640,585
Fringe Benefits	206,498	210,105	219,771
Professional/Legal Services	44,208	100,000	85,100
Property/Equipment	841,041	768,318	848,141
Travel/Training	1,378	4,200	4,100
Service Expense	1,395,781	1,592,410	1,590,560
Supply Expense	100,300	57,600	56,300

**Service Efforts and Accomplishments**  
**Enterprise Fund**  
**Water Utility (Continued)**  
**2013 Financial Plan**

	2011 Actual	2012 Budget	2013 Budget
Capital Expense	449,839	5,182,000	6,422,500
Transfers	1,304,891	41,442	47,536
Total Expenditures	<u>\$ 4,899,288</u>	<u>\$ 8,527,574</u>	<u>\$ 9,914,593</u>
Number of Employees	12.00	12.00	12.00
Miles of Watermains	327	330	333
Watermain Breaks	23	18	16
<b>Meter Reading</b>			
Salary/Wages	\$ 110,560	\$ 120,942	\$ 123,037
Fringe Benefits	34,164	34,801	33,640
Professional/Legal Services	19,879	21,000	21,000
Property/Equipment	18,661	11,000	9,200
Travel/Training	196	150	300
Service Expense	14,729	15,190	16,620
Supply Expense	16,283	10,600	12,800
Capital Expense	18,127	3,500,000	6,500,000
Transfers	8,714	8,976	9,144
Total Expenditures	<u>\$ 241,313</u>	<u>\$ 3,722,659</u>	<u>\$ 6,725,741</u>
Number of Employees	2.00	2.00	2.00
<b>Revenues</b>			
Government	\$ 2,456,841	\$ 6,400,000	\$ 28,180,000
Charge for Services	9,320,632	11,141,100	12,114,700
NSF Fees	660	1,000	1,000
Special Assessments	260,388	366,000	380,000
Interest	78,661	50,100	40,100
Rental	678,412	670,925	647,399
Transfers In	57,548	-	-
Sale of Assets	9,828	7,000	4,000
Total Revenues	<u>\$ 12,862,970</u>	<u>\$ 18,636,125</u>	<u>\$ 41,367,199</u>
Total Water Utility Revenues	\$ 12,862,970	\$ 18,636,125	\$ 41,367,199
Total Water Utility Expenditures	\$ 12,337,329	\$ 26,372,730	\$ 37,654,681
Total Water Utility Expenditures without Capital Expenses	\$ 10,163,131	\$ 9,865,730	\$ 9,902,181
Population (Estimated)	62,120	63,016	65,375
* Operating Cost Per Capita	\$163.60	\$156.56	\$151.47
* Revenue Per Capita	\$167.36	\$194.06	\$201.66

\* Exclusive of Capital Expenses, Government Revenues & Sale of Assets (Disposal)

**City of Bismarck**  
**Revenue Budget - Water Utility 665**  
**For the Year 2013**

<b>Intergovernmental Revenue</b>	
3290.000 - Contribution Revenue	28,180,000
<b>Intergovernmental Revenue Total</b>	<b>28,180,000</b>
<b>Charges for Services</b>	
3310.275 - Fees-Prepaid Impr Distrct	60,000
3330.125 - Sale of Labor-Other Water	6,200
3330.130 - Sale of Labor-Tapping	20,000
3330.135 - Sale of Labor-Meter/MIU	20,000
3330.150 - Sale of Materials	4,000
3330.175 - Sale of Meters-11/2-2"@16	20,000
3330.200 - Sale of Meters-3" @6	10,000
3330.225 - Sale of Meters-5/8-1" @26	300,000
3335.100 - Sale of Water	10,900,000
3335.101 - Sale of Water-BWUC	150,000
3335.110 - Sale of Water-Lincoln	275,000
3335.200 - Sale of Water-Bulk	4,000
3335.300 - Sale of Water-Hydrant	30,000
3335.800 - Water Service Line Charge	244,000
3340.175 - Sale of Lab Testing	26,000
3350.125 - Fees-Service Order Charge	30,000
3350.155 - Fees-Delinquent Turn-On	2,000
3350.175 - Fees-Tapping Machine	12,000
3350.375 - Sale of Metals	1,000
<b>Charges for Services Total</b>	<b>12,114,200</b>
<b>Other Income</b>	
3355.100 - Other Income	500
<b>Other Income Total</b>	<b>500</b>
<b>Fines &amp; Forfeits</b>	
3400.175 - Fines-NSF	1,000
<b>Fines &amp; Forfeits Total</b>	<b>1,000</b>
<b>Special Assessment Revenue</b>	
3500.525 - SA-Water-Current	300,000
3500.550 - SA-Water-Pd in Full	60,000
3500.575 - SA-Water-Prior	20,000
<b>Special Assessment Revenue Total</b>	<b>380,000</b>

**City of Bismarck**  
**Revenue Budget - Water Utility 665**  
**For the Year 2013**

<b>Investment Earnings</b>	
3600.100 - Interest-Trade A/R	100
3600.600 - Interest-Investment	40,000
<b>Investment Earnings Total</b>	<b>40,100</b>
<b>Rental</b>	
3700.100 - Rent-Building	623,299
3700.300 - Lease-Water Towers	12,000
3710.150 - Rent-Hayland	100
3740.100 - Rent-Equipment	2,000
3740.175 - Rent-Hydrant Meter	10,000
<b>Rental Total</b>	<b>647,399</b>
<b>Sale of Assets/Expense</b>	
3910.100 - Gain/Loss on Dispsl Asset	2,000
3910.125 - Insurance Recoveries	2,000
<b>Sale of Assets/Expense Total</b>	<b>4,000</b>
<hr/>	
<b>Grand Total</b>	<b>41,367,199</b>
<b>Cash Reserve</b>	-
<b>Total Solid Waste Collections</b>	<b>41,367,199</b>

**City of Bismarck**  
**Annual Budget - Water Utility 665**  
**For the Year 2013**

**665 Water&Sewer-Water**

**666 Water Administration**

**Cost of Goods Sold**

4000.000 - Cost of Meter Sales 160,000

**Cost of Goods Sold Total 160,000**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries 283,890

4130.000 - Overtime Wages 1,000

4170.000 - Sick Overage 3,922

**Personal Services - Salaries & Wage Total 288,812**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance 71,415

4200.200 - Life Insurance 376

4200.400 - Pension Expense 28,523

4240.100 - Workers Comp-Premium 980

**Personal Services - Fringe Benefits Total 101,294**

**Professional, Legal, and Contracted Service Fees**

4300.100 - Accting and Auditing Fees 2,500

4330.100 - Contract Labor 30,000

4330.200 - Service Contract 10,000

**Professional, Legal, and Contracted Service Fees Total 42,500**

**Building, Equipment, and Vehicle Services**

4400.100 - Water/Sewer 4,500

4400.200 - Electricity 75,000

4400.300 - Propane 2,000

4400.400 - Waste Disposal 1,400

4400.500 - Natural Gas 30,000

4400.600 - Utilities-Street Lights 600

4400.700 - Utilities-Storm Sewers 5,500

4410.100 - Janitorial Service 50,000

4410.400 - Lawn Care 8,000

4420.100 - Rpr/Mtce-Building 65,000

4420.200 - Rpr/Mtce-Property 10,000

4420.280 - Rpr/Mtce-Parking Lot 1,500

4420.300 - Rpr/Mtce-Equipment 8,000

4430.100 - Rentals-Building 6,783

4430.300 - Rentals-Equipment 200

4440.000 - Special Assessments 14,000

**Building, Equipment, and Vehicle Services Total 282,483**

**City of Bismarck**  
**Annual Budget - Water Utility 665**  
**For the Year 2013**

**665 Water&Sewer-Water**

**Travel and Training**

4500.100 - Lodging	2,000
4500.200 - Meals	800
4500.300 - Airfare	2,000
4500.400 - Travel-Fuel	100
4500.800 - Taxi/Parking	50
4510.100 - Conference Registration	3,000
4510.300 - In-House Training	200
4510.400 - Training Supplies	100
4510.500 - Safety Training	50

**Travel and Training Total** **8,300**

**Other Operating Services**

4600.100 - State Fire and Tornado	4,510
4600.200 - Boiler Insurance	1,200
4600.400 - General Liability	20,000
4605.100 - Telephone	5,000
4605.200 - Cell Phones	400
4610.200 - Legal Ads	300
4610.300 - Public Educational Ads	500
4615.000 - Printing/Binding	8,000
4618.000 - Mailing Services	2,200
4630.300 - Membership/Dues	3,600
4635.100 - Computer Service Fees	400
4635.200 - Network Services	10,000
4635.300 - Software Upgrade/Maintain	3,200
4655.100 - Background Checks	20
4655.200 - Credit Checks	50
4655.300 - Drug Testing-Recruitment	50
4665.000 - Hospitality/Entertainment	50
4670.000 - Depreciation Expense	275,000
4675.200 - Credit Card Service Fee	110,000
4675.600 - Interest Expense	6,000
4690.400 - Claims-Damage	100

**Other Operating Services Total** **450,580**

**Operating Supplies**

4700.100 - Office Supplies	3,200
4700.200 - Office Small Equipment	5,000
4700.210 - Telephone Equipment	200
4700.300 - Computer Small Equipment	8,000
4700.400 - Copier/Printer Supplies	8,000
4700.500 - Postage	45,000
4700.600 - Small Software Programs	1,000

**City of Bismarck**  
**Annual Budget - Water Utility 665**  
**For the Year 2013**

<b>665 Water&amp;Sewer-Water</b>	
4705.000 - Uniforms	1,000
4710.100 - Shop Supplies	200
4710.200 - Small Tools/Equipment	500
4710.500 - Lighting Supplies	1,000
4710.600 - Janitorial Supplies	5,000
4725.100 - Gasoline	1,000
4725.200 - Diesel	300
4735.100 - Safety Supplies	800
4750.000 - Subscriptions/Publication	200
<b>Operating Supplies Total</b>	<b>80,400</b>
<b>Capital Outlay</b>	
6680.100 - Office Equipment	425,000
<b>Capital Outlay Total</b>	<b>425,000</b>
<b>Other Financing Uses</b>	
8000.100 - Transfer-General Fund	136,400
8000.289 - Transfer-Social Sec Tax	21,081
<b>Other Financing Uses Total</b>	<b>157,481</b>
<b>666 Water Administration Total</b>	<b>1,996,850</b>
<b>667 Water Treatment</b>	
<hr/>	
<b>Personal Services - Salaries &amp; Wage</b>	
4110.000 - Regular Salaries	696,878
4130.000 - Overtime Wages	6,000
4160.000 - Annual Leave	10,000
4170.000 - Sick Overage	4,159
<b>Personal Services - Salaries &amp; Wage Total</b>	<b>717,037</b>
<b>Personal Services - Fringe Benefits</b>	
4200.100 - Health Insurance	159,378
4200.200 - Life Insurance	874
4200.400 - Pension Expense	69,957
4240.100 - Workers Comp-Premium	10,063
4250.400 - Physical-Fringe Benefits	480
<b>Personal Services - Fringe Benefits Total</b>	<b>240,752</b>
<b>Professional, Legal, and Contracted Service Fees</b>	
4310.200 - Engineering Consultants	10,000
4330.200 - Service Contract	9,000
<b>Professional, Legal, and Contracted Service Fees Total</b>	<b>19,000</b>
<b>Building, Equipment, and Vehicle Services</b>	
4400.200 - Electricity	296,000

**City of Bismarck**  
**Annual Budget - Water Utility 665**  
**For the Year 2013**

<b>665 Water&amp;Sewer-Water</b>	
4400.400 - Waste Disposal	175,000
4400.500 - Natural Gas	100,000
4410.100 - Janitorial Service	5,000
4410.400 - Lawn Care	18,000
4420.100 - Rpr/Mtce-Building	60,000
4420.200 - Rpr/Mtce-Property	2,000
4420.280 - Rpr/Mtce-Parking Lot	2,000
4420.300 - Rpr/Mtce-Equipment	150,000
4420.400 - Rpr/Mtce-Vehicles	1,000
<b>Building, Equipment, and Vehicle Services Total</b>	<b>809,000</b>
<b>Travel and Training</b>	
4500.100 - Lodging	1,500
4500.200 - Meals	500
4500.300 - Airfare	2,000
4500.400 - Travel-Fuel	200
4500.800 - Taxi/Parking	100
4510.100 - Conference Registration	2,000
4510.300 - In-House Training	100
4510.400 - Training Supplies	100
4510.500 - Safety Training	100
<b>Travel and Training Total</b>	<b>6,600</b>
<b>Other Operating Services</b>	
4600.100 - State Fire and Tornado	2,900
4600.200 - Boiler Insurance	500
4600.600 - Auto Insurance	250
4605.100 - Telephone	6,000
4605.200 - Cell Phones	600
4610.100 - Advertising/Promotions	500
4610.200 - Legal Ads	100
4610.300 - Public Educational Ads	100
4615.000 - Printing/Binding	100
4621.100 - Educational Program-Adult	100
4630.300 - Membership/Dues	500
4630.700 - License	400
4635.100 - Computer Service Fees	200
4635.200 - Network Services	11,500
4635.250 - Blackberry Service Fee	900
4635.300 - Software Upgrade/Maintain	1,000
4650.300 - Drug Testing	100
4650.400 - Lab Test	10,000
4655.300 - Drug Testing-Recruitment	100
4655.600 - Candidate Assessment Svc	3,000
4660.100 - Physical-Fitness for Duty	100

**City of Bismarck**  
**Annual Budget - Water Utility 665**  
**For the Year 2013**

**665 Water&Sewer-Water**

4670.000 - Depreciation Expense	1,235,500
4675.500 - Bond Service Fees	68,420
4675.600 - Interest Expense	585,470
<b>Other Operating Services Total</b>	<b>1,928,340</b>

**Operating Supplies**

4700.100 - Office Supplies	700
4700.200 - Office Small Equipment	1,200
4700.300 - Computer Small Equipment	2,000
4700.400 - Copier/Printer Supplies	600
4700.500 - Postage	200
4705.000 - Uniforms	5,500
4710.100 - Shop Supplies	3,000
4710.200 - Small Tools/Equipment	6,000
4710.300 - Testing Supplies	24,000
4710.500 - Lighting Supplies	200
4710.600 - Janitorial Supplies	1,600
4715.110 - Carbon Dioxide-Liquid	65,000
4715.115 - Carbon Dioxide-Powder	20,000
4715.120 - Fluoride	35,000
4715.125 - Chlorine	55,000
4715.130 - Lime	300,000
4715.135 - Sodium Aluminate	66,000
4715.140 - Phosphate	130,000
4715.150 - Polymer	50,000
4715.155 - Miscellaneous Chemicals	60,000
4725.100 - Gasoline	2,000
4725.200 - Diesel	6,000
4725.300 - Oil	1,000
4725.400 - Propane for Vehicles	50
4735.100 - Safety Supplies	1,500
4735.150 - Safety Small Equipment	100
4750.000 - Subscriptions/Publication	200
<b>Operating Supplies Total</b>	<b>836,850</b>

**Capital Outlay**

6670.100 - Vehicles	50,000
6730.320 - CIP-Water Treatment Plant	14,355,000
<b>Capital Outlay Total</b>	<b>14,405,000</b>

**Debt Service**

7020.100 - Financial Consulting	3,000
<b>Debt Service Total</b>	<b>3,000</b>

**City of Bismarck**  
**Annual Budget - Water Utility 665**  
**For the Year 2013**

**665 Water&Sewer-Water**

**Other Financing Uses**

8000.289 - Transfer-Social Sec Tax 51,918

**Other Financing Uses Total 51,918**

**667 Water Treatment Total 19,017,497**

**668 Water Distribution**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries 606,600

4120.000 - Part-Time Wages 20,000

4130.000 - Overtime Wages 12,000

4170.000 - Sick Overage 1,985

**Personal Services - Salaries & Wage Total 640,585**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance 147,489

4200.200 - Life Insurance 811

4200.400 - Pension Expense 61,066

4240.100 - Workers Comp-Premium 9,925

4250.400 - Physical-Fringe Benefits 480

**Personal Services - Fringe Benefits Total 219,771**

**Professional, Legal, and Contracted Service Fees**

4310.200 - Engineering Consultants 85,000

4330.200 - Service Contract 100

**Professional, Legal, and Contracted Service Fees Total 85,100**

**Building, Equipment, and Vehicle Services**

4400.200 - Electricity 150,000

4400.500 - Natural Gas 16,000

4410.400 - Lawn Care 30,000

4420.100 - Rpr/Mtce-Building 8,000

4420.200 - Rpr/Mtce-Property 5,000

4420.240 - Rpr/Mtce-Watermains 160,000

4420.245 - Rpr/Mtce-WaterServiceLine 244,000

4420.250 - Rpr/Mtce-Water Storage 100,000

4420.300 - Rpr/Mtce-Equipment 60,000

4420.400 - Rpr/Mtce-Vehicles 20,000

4430.100 - Rentals-Building 48,841

4430.200 - Rentals-Easements 300

4430.300 - Rentals-Equipment 1,000

4440.000 - Special Assessments 5,000

**Building, Equipment, and Vehicle Services Total 848,141**

**City of Bismarck**  
**Annual Budget - Water Utility 665**  
**For the Year 2013**

**665 Water&Sewer-Water**

**Travel and Training**

4500.100 - Lodging	800
4500.200 - Meals	500
4500.300 - Airfare	1,000
4500.400 - Travel-Fuel	200
4510.100 - Conference Registration	1,000
4510.300 - In-House Training	200
4510.400 - Training Supplies	200
4510.500 - Safety Training	200

**Travel and Training Total** **4,100**

**Other Operating Services**

4600.100 - State Fire and Tornado	2,600
4600.600 - Auto Insurance	2,000
4605.100 - Telephone	1,500
4605.200 - Cell Phones	2,000
4610.100 - Advertising/Promotions	200
4610.200 - Legal Ads	1,000
4610.300 - Public Educational Ads	500
4630.100 - Commission Board Fees	60
4630.300 - Membership/Dues	300
4630.700 - License	100
4635.100 - Computer Service Fees	200
4635.300 - Software Upgrade/Maintain	4,000
4650.300 - Drug Testing	500
4650.400 - Lab Test	100
4655.300 - Drug Testing-Recruitment	100
4660.200 - Physical-Required	200
4670.000 - Depreciation Expense	1,575,000
4690.400 - Claims-Damage	200

**Other Operating Services Total** **1,590,560**

**Operating Supplies**

4700.100 - Office Supplies	600
4700.200 - Office Small Equipment	500
4700.300 - Computer Small Equipment	4,000
4700.400 - Copier/Printer Supplies	500
4700.500 - Postage	300
4700.600 - Small Software Programs	3,000
4705.000 - Uniforms	5,000
4710.100 - Shop Supplies	1,000
4710.200 - Small Tools/Equipment	6,000
4710.300 - Testing Supplies	100
4710.500 - Lighting Supplies	100

**City of Bismarck**  
**Annual Budget - Water Utility 665**  
**For the Year 2013**

<b>665 Water&amp;Sewer-Water</b>	
4725.100 - Gasoline	25,000
4725.200 - Diesel	8,000
4735.100 - Safety Supplies	1,000
4735.150 - Safety Small Equipment	1,000
4750.000 - Subscriptions/Publication	200
<b>Operating Supplies Total</b>	<b>56,300</b>
<b>Capital Outlay</b>	
6650.100 - Machinery/Equipment	8,000
6670.100 - Vehicles	25,000
6730.300 - CIP-Watermains	5,089,500
6730.310 - CIP-Water Storage/Pumping	1,300,000
<b>Capital Outlay Total</b>	<b>6,422,500</b>
<b>Other Financing Uses</b>	
8000.289 - Transfer-Social Sec Tax	47,536
<b>Other Financing Uses Total</b>	<b>47,536</b>
<b>668 Water Distribution Total</b>	<b>9,914,593</b>
<b>669 Meter Reading</b>	
<hr/>	
<b>Personal Services - Salaries &amp; Wage</b>	
4110.000 - Regular Salaries	81,778
4120.000 - Part-Time Wages	40,000
4130.000 - Overtime Wages	600
4170.000 - Sick Overage	659
<b>Personal Services - Salaries &amp; Wage Total</b>	<b>123,037</b>
<b>Personal Services - Fringe Benefits</b>	
4200.100 - Health Insurance	23,779
4200.200 - Life Insurance	125
4200.400 - Pension Expense	8,209
4240.100 - Workers Comp-Premium	1,527
<b>Personal Services - Fringe Benefits Total</b>	<b>33,640</b>
<b>Professional, Legal, and Contracted Service Fees</b>	
4330.100 - Contract Labor	6,000
4330.200 - Service Contract	15,000
<b>Professional, Legal, and Contracted Service Fees Total</b>	<b>21,000</b>
<b>Building, Equipment, and Vehicle Services</b>	
4420.300 - Rpr/Mtce-Equipment	6,000
4420.400 - Rpr/Mtce-Vehicles	3,000
4430.300 - Rentals-Equipment	200
<b>Building, Equipment, and Vehicle Services Total</b>	<b>9,200</b>

**City of Bismarck**  
**Annual Budget - Water Utility 665**  
**For the Year 2013**

**665 Water&Sewer-Water**

**Travel and Training**

4510.300 - In-House Training	100
4510.400 - Training Supplies	100
4510.500 - Safety Training	100

**Travel and Training Total** **300**

**Other Operating Services**

4600.600 - Auto Insurance	200
4605.100 - Telephone	100
4605.200 - Cell Phones	300
4635.100 - Computer Service Fees	50
4635.200 - Network Services	1,870
4635.300 - Software Upgrade/Maintain	1,000
4650.300 - Drug Testing	100
4670.000 - Depreciation Expense	13,000

**Other Operating Services Total** **16,620**

**Operating Supplies**

4705.000 - Uniforms	700
4710.100 - Shop Supplies	2,000
4710.200 - Small Tools/Equipment	1,000
4725.100 - Gasoline	9,000
4735.100 - Safety Supplies	100

**Operating Supplies Total** **12,800**

**Capital Outlay**

6650.100 - Machinery/Equipment	6,500,000
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**Capital Outlay Total** **6,500,000**

**Other Financing Uses**

8000.289 - Transfer-Social Sec Tax	9,144
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**Other Financing Uses Total** **9,144**

**669 Meter Reading Total** **6,725,741**

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**665 Water & Sewer - Water Total** **37,654,681**

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**City of Bismarck  
 Estimated Cash Balance  
 Enterprise Fund  
 Water Utility  
 2013 Financial Plan**

Estimated Beginning Cash Balance - December 31, 2012		\$ 17,811,633
Revenues		41,367,199
Expenditures		
Administration	1,721,850	
Water Treatment	17,781,997	
Water Distribution	8,339,593	
Meter Reading	6,712,741	
Total Expenditures	34,556,181	34,556,181
Principal Loan Payment		1,350,000
Estimated Ending Cash Balance - December 31, 2013		\$ 23,272,651

**City of Bismarck**  
**Service Efforts and Accomplishments**  
**Enterprise Fund**  
**Sanitary Sewer Utility**  
**2013 Financial Plan**

	2011 Actual	2012 Budget	2013 Budget
<b>Sanitary Sewers</b>			
Salary/Wages	\$ 226,953	\$ 224,743	\$ 282,589
Fringe Benefits	78,635	84,097	98,976
Professional/Legal Services	14,268	168,000	24,000
Property/Equipment	528,764	503,229	514,203
Travel/Training	754	1,850	1,550
Service Expense	1,692,089	1,790,410	1,794,060
Supply Expense	101,280	79,200	95,800
Capital Expense	1,251,286	4,883,000	4,050,000
Transfers	137,597	81,573	92,196
<b>Total Expenditures</b>	<b>\$ 4,031,625</b>	<b>\$ 7,816,102</b>	<b>\$ 6,953,374</b>
Number of Employees	4.50	4.50	5.67
Miles of Sewermains	295	295	298
<b>Waste Water Treatment</b>			
Salary/Wages	\$ 690,003	\$ 767,216	\$ 779,811
Fringe Benefits	202,193	227,492	222,894
Professional/Legal Services	723	400	10,700
Property/Equipment	1,146,236	510,200	606,100
Travel/Training	6,886	6,700	6,650
Service Expense	1,072,218	1,150,960	1,087,450
Supply Expense	376,350	347,000	417,700
Capital Expense	451,185	1,710,000	1,600,000
Transfers	55,700	56,486	57,432
<b>Total Expenditures</b>	<b>\$ 4,001,495</b>	<b>\$ 4,776,454</b>	<b>\$ 4,788,737</b>
Number of Employees	14.00	14.00	14.00
Gallons Treated	2,609,750,000	2,400,000,000	2,400,000,000
* Treatment Cost Per Gallon	\$ 0.001360	\$ 0.001278	\$ 0.001329
Gallons of Biosolids Land Applied	4,140,500	4,500,000	4,500,000
Dry Tons of Solids Land Applied	853	900	900

\* Exclusive of Capital Expenses

**City of Bismarck  
Service Efforts and Accomplishments  
Enterprise Fund  
Sanitary Sewer Utility (Continued)  
2013 Financial Plan**

	2011 Actual	2012 Budget	2013 Budget
Revenues			
Government	\$ 969,692	\$ -	\$ 1,600,000
Charge for Services	5,668,375	5,950,500	6,482,500
Special Assessments	263,492	306,000	391,000
Interest	99,388	50,000	30,000
Rental	43,909	2,935	1,500
Transfers In	21,721	-	-
Total Revenues	<u>\$ 7,066,576</u>	<u>\$ 6,309,435</u>	<u>\$ 8,505,000</u>
Total Sanitary Sewer Utility Revenues	\$ 7,066,576	\$ 6,309,435	\$ 8,505,000
Total Sanitary Sewer Utility Expenditures	\$ 8,033,120	\$ 12,592,556	\$ 11,742,111
Total Sanitary Sewer Utility Expenditures w/o Capital Expenses	\$ 6,330,649	\$ 5,999,556	\$ 6,092,111
Population (Estimated)	62,120	63,016	65,375
* Operating Cost Per Capita	\$101.91	\$95.21	\$93.19
* Revenue Per Capita	\$98.15	\$100.12	\$105.62

\* Exclusive of Capital Expenses, Government Revenues & Sale of Assets (Disposal)

**City of Bismarck**  
**Revenue Budget - Sanitary Sewer Utility 670**  
**For the Year 2013**

<b>Intergovernmental Revenue</b>	
3290.000 - Contribution Revenue	1,600,000
<b>Intergovernmental Revenue Total</b>	<b>1,600,000</b>
<b>Charges for Services</b>	
3310.275 - Fees-Prepaid Impr Distrct	50,000
3330.130 - Sale of Labor-Tapping	1,000
3340.125 - Sale of Hauled Waste	120,000
3340.150 - Fees-Industrial Surcharge	25,000
3340.155 - Back-Up Surcharge	50,000
3340.275 - Sale of Sewer	6,235,000
3350.175 - Fees-Tapping Machine	1,000
<b>Charges for Services Total</b>	<b>6,482,000</b>
<b>Other Income</b>	
3355.100 - Other Income	500
<b>Other Income Total</b>	<b>500</b>
<b>Special Assessment Revenue</b>	
3500.250 - SA-Sanitary Sewer-Current	300,000
3500.275 - SA-Sanitary Sewer-Pd Full	75,000
3500.300 - SA-Sanitary Sewer-Prior	16,000
<b>Special Assessment Revenue Total</b>	<b>391,000</b>
<b>Investment Earnings</b>	
3600.600 - Interest-Investment	30,000
<b>Investment Earnings Total</b>	<b>30,000</b>
<b>Rental</b>	
3710.150 - Rent-Hayland	1,000
3740.100 - Rent-Equipment	500
<b>Rental Total</b>	<b>1,500</b>
<b>Grand Total</b>	<b>8,505,000</b>
<b>Cash Reserve</b>	<b>3,237,111</b>
<b>Total Water &amp; Sewer - Sanitary Sewer</b>	<b>11,742,111</b>

**City of Bismarck**  
**Annual Budget - Sanitary Sewer Utility 670**  
**For the Year 2013**

**670 Water&Sewer-SanitarySewer**

**671 Sanitary Sewer**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	270,957
4130.000 - Overtime Wages	10,000
4170.000 - Sick Overage	1,632

**Personal Services - Salaries & Wage Total** **282,589**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	67,373
4200.200 - Life Insurance	353
4200.400 - Pension Expense	27,370
4240.100 - Workers Comp-Premium	3,880

**Personal Services - Fringe Benefits Total** **98,976**

**Professional, Legal, and Contracted Service Fees**

4310.200 - Engineering Consultants	10,000
4330.200 - Service Contract	14,000

**Professional, Legal, and Contracted Service Fees Total** **24,000**

**Building, Equipment, and Vehicle Services**

4400.100 - Water/Sewer	10,000
4400.200 - Electricity	132,000
4400.400 - Waste Disposal	330
4400.500 - Natural Gas	26,000
4400.600 - Utilities-Street Lights	600
4400.700 - Utilities-Storm Sewers	150
4410.400 - Lawn Care	12,000
4420.100 - Rpr/Mtce-Building	15,000
4420.200 - Rpr/Mtce-Property	6,000
4420.260 - Rpr/Mtce-Sewers	150,000
4420.300 - Rpr/Mtce-Equipment	100,000
4420.400 - Rpr/Mtce-Vehicles	20,000
4430.100 - Rentals-Building	38,123
4430.200 - Rentals-Easements	1,000
4440.000 - Special Assessments	3,000

**Building, Equipment, and Vehicle Services Total** **514,203**

**City of Bismarck**  
**Annual Budget - Sanitary Sewer Utility 670**  
**For the Year 2013**

**670 Water&Sewer-SanitarySewer**

**Travel and Training**

4500.100 - Lodging	300
4500.200 - Meals	300
4500.400 - Travel-Fuel	200
4510.100 - Conference Registration	500
4510.300 - In-House Training	50
4510.400 - Training Supplies	100
4510.500 - Safety Training	100
<b>Travel and Training Total</b>	<b>1,550</b>

**Other Operating Services**

4600.100 - State Fire and Tornado	1,500
4600.400 - General Liability	10,000
4600.600 - Auto Insurance	1,600
4605.100 - Telephone	1,600
4605.200 - Cell Phones	600
4610.200 - Legal Ads	600
4610.300 - Public Educational Ads	200
4615.000 - Printing/Binding	4,000
4618.000 - Mailing Services	1,000
4630.300 - Membership/Dues	200
4635.300 - Software Upgrade/Maintain	2,000
4650.300 - Drug Testing	60
4670.000 - Depreciation Expense	1,720,500
4690.300 - Claims-Legal	50,000
4690.400 - Claims-Damage	200
<b>Other Operating Services Total</b>	<b>1,794,060</b>

**Operating Supplies**

4700.100 - Office Supplies	400
4700.200 - Office Small Equipment	500
4700.300 - Computer Small Equipment	2,000
4700.400 - Copier/Printer Supplies	2,500
4700.500 - Postage	22,000
4705.000 - Uniforms	2,400
4710.100 - Shop Supplies	500
4710.200 - Small Tools/Equipment	3,000
4710.500 - Lighting Supplies	200

**City of Bismarck**  
**Annual Budget - Sanitary Sewer Utility 670**  
**For the Year 2013**

<b>670 Water&amp;Sewer-SanitarySewer</b>	
4715.155 - Miscellaneous Chemicals	40,000
4725.100 - Gasoline	20,000
4725.200 - Diesel	2,000
4735.100 - Safety Supplies	200
4750.000 - Subscriptions/Publication	100
<b>Operating Supplies Total</b>	<b>95,800</b>
<b>Capital Outlay</b>	
6670.100 - Vehicles	25,000
6730.400 - CIP-Sanitary Sewers	4,025,000
<b>Capital Outlay Total</b>	<b>4,050,000</b>
<b>Other Financing Uses</b>	
8000.100 - Transfer-General Fund	71,132
8000.289 - Transfer-Social Sec Tax	21,064
<b>Other Financing Uses Total</b>	<b>92,196</b>
<b>671 Sanitary Sewer Total</b>	<b>6,953,374</b>
<b>672 Waste Water Treatment</b>	
<hr/>	
<b>Personal Services - Salaries &amp; Wage</b>	
4110.000 - Regular Salaries	741,518
4120.000 - Part-Time Wages	5,000
4130.000 - Overtime Wages	30,000
4170.000 - Sick Overage	3,293
<b>Personal Services - Salaries &amp; Wage Total</b>	<b>779,811</b>
<b>Personal Services - Fringe Benefits</b>	
4200.100 - Health Insurance	138,169
4200.200 - Life Insurance	874
4200.400 - Pension Expense	74,438
4240.100 - Workers Comp-Premium	9,413
<b>Personal Services - Fringe Benefits Total</b>	<b>222,894</b>
<b>Professional, Legal, and Contracted Service Fees</b>	
4310.200 - Engineering Consultants	10,000
4330.200 - Service Contract	700
<b>Professional, Legal, and Contracted Service Fees Total</b>	<b>10,700</b>
<b>Building, Equipment, and Vehicle Services</b>	
4400.100 - Water/Sewer	86,000
4400.200 - Electricity	165,000
4400.400 - Waste Disposal	23,000

**City of Bismarck**  
**Annual Budget - Sanitary Sewer Utility 670**  
**For the Year 2013**

<b>670 Water&amp;Sewer-SanitarySewer</b>	
4400.500 - Natural Gas	60,000
4410.100 - Janitorial Service	12,000
4410.400 - Lawn Care	20,000
4420.100 - Rpr/Mtce-Building	20,000
4420.200 - Rpr/Mtce-Property	5,000
4420.280 - Rpr/Mtce-Parking Lot	5,000
4420.300 - Rpr/Mtce-Equipment	200,000
4420.400 - Rpr/Mtce-Vehicles	10,000
4440.200 - Property Taxes	100
<b>Building, Equipment, and Vehicle Services Total</b>	<b>606,100</b>
<b>Travel and Training</b>	
4500.100 - Lodging	2,000
4500.200 - Meals	800
4500.300 - Airfare	1,600
4500.400 - Travel-Fuel	300
4500.800 - Taxi/Parking	50
4510.100 - Conference Registration	1,600
4510.300 - In-House Training	100
4510.400 - Training Supplies	100
4510.500 - Safety Training	100
<b>Travel and Training Total</b>	<b>6,650</b>
<b>Other Operating Services</b>	
4600.100 - State Fire and Tornado	3,900
4600.200 - Boiler Insurance	600
4600.400 - General Liability	200
4600.600 - Auto Insurance	1,400
4605.100 - Telephone	6,000
4605.200 - Cell Phones	600
4610.100 - Advertising/Promotions	1,000
4610.200 - Legal Ads	200
4610.300 - Public Educational Ads	500
4621.100 - Educational Program-Adult	500
4630.300 - Membership/Dues	300
4635.200 - Network Services	11,000
4635.300 - Software Upgrade/Maintain	2,000
4650.300 - Drug Testing	100
4650.400 - Lab Test	10,000
4655.300 - Drug Testing-Recruitment	50
4655.400 - Written Exam	2,000

**City of Bismarck**  
**Annual Budget - Sanitary Sewer Utility 670**  
**For the Year 2013**

<b>670 Water&amp;Sewer-SanitarySewer</b>	
4670.000 - Depreciation Expense	568,000
4675.500 - Bond Service Fees	79,850
4675.600 - Interest Expense	399,250
<b>Other Operating Services Total</b>	<b>1,087,450</b>
<b>Operating Supplies</b>	
4700.100 - Office Supplies	1,500
4700.200 - Office Small Equipment	1,000
4700.300 - Computer Small Equipment	1,500
4700.400 - Copier/Printer Supplies	400
4700.500 - Postage	600
4700.600 - Small Software Programs	1,000
4705.000 - Uniforms	8,000
4710.100 - Shop Supplies	5,000
4710.200 - Small Tools/Equipment	8,000
4710.300 - Testing Supplies	8,000
4710.500 - Lighting Supplies	400
4710.600 - Janitorial Supplies	2,000
4715.125 - Chlorine	24,000
4715.145 - Sulfur Dioxide	18,000
4715.150 - Polymer	3,000
4715.151 - Sodium Hydroxide	1,000
4715.152 - Ferric Chloride	295,000
4715.155 - Miscellaneous Chemicals	6,000
4725.100 - Gasoline	6,000
4725.200 - Diesel	18,000
4725.300 - Oil	4,000
4725.400 - Propane for Vehicles	100
4735.100 - Safety Supplies	5,000
4750.000 - Subscriptions/Publication	200
<b>Operating Supplies Total</b>	<b>417,700</b>
<b>Capital Outlay</b>	
6730.410 - CIP-Waste Water Treatment	1,600,000
<b>Capital Outlay Total</b>	<b>1,600,000</b>
<b>Other Financing Uses</b>	
8000.289 - Transfer-Social Sec Tax	57,432
<b>Other Financing Uses Total</b>	<b>57,432</b>
<b>672 Waste Water Treatment Total</b>	<b>4,788,737</b>
<b>670 Water &amp; Sewer - Sanitary Sewer Total</b>	<b>11,742,111</b>

**City of Bismarck  
Estimated Cash Balance  
Enterprise Fund  
Sanitary Sewer Utility  
2013 Financial Plan**

Estimated Beginning Cash Balance - December 31, 2012		\$ 12,743,222
Revenues		8,505,000
Expenditures		
Sanitary Sewer	5,232,874	
Waste Water Treatment	<u>4,220,737</u>	
Total Expenditures		9,453,611
Principal Loan Payment		860,000
Estimated Ending Cash Balance - December 31, 2013		<u><u>\$ 10,934,611</u></u>

**Service Efforts and Accomplishments**  
**Enterprise Fund**  
**Storm Water Utility**  
**2013 Financial Plan**

	2011 Actual	2012 Budget	2013 Budget
Salary/Wages	\$ 154,474	\$ 165,376	\$ 178,481
Fringe Benefits	45,586	48,691	48,770
Professional/Legal Services	260,952	150,200	200,200
Property/Equipment	495,713	540,760	524,153
Travel/Training	777	2,900	3,500
Service Expense	570,971	625,750	654,950
Supply Expense	17,776	17,100	14,750
Capital Expense	24,868	22,000	150,000
Transfers	52,412	47,499	51,974
Total Storm Water Expenditures	<u>\$ 1,623,529</u>	<u>\$ 1,620,276</u>	<u>\$ 1,826,778</u>
Number of Employees	2.49	2.49	2.66
Number of Storm Water Permits	74	133	250
Revenues			
Government	\$ 3,536,366	\$ -	\$ -
Charge for Services	923,496	953,000	1,105,000
Special Assessments	107,835	20,500	87,000
Interest	30,162	10,000	10,000
Rental	499	500	-
Transfers	126,997	-	-
Sate of Assets	-	-	-
Total Revenues	<u>\$ 4,725,354</u>	<u>\$ 984,000</u>	<u>\$ 1,202,000</u>
Total Storm Water Utility Revenues	\$ 4,725,354	\$ 984,000	\$ 1,202,000
Total Storm Water Utility Expenditures	\$ 1,623,529	\$ 1,620,276	\$ 1,826,778
Total Storm Water Utility Expenditures without Capital Expenses	\$ 1,598,660	\$ 1,598,276	\$ 1,676,778
Population (Estimated)	62,120	63,016	65,375
* Operating Cost Per Capita	\$25.74	\$25.36	\$25.65
* Revenue Per Capita	\$19.14	\$15.62	\$18.39

\* Exclusive of Capital Expenses & Government Revenue

**City of Bismarck**  
**Revenue Budget - Storm Sewer Utility 675**  
**For the Year 2013**

<b>Charges for Services</b>	
3340.300 - Fees-Storm Water	900,000
3340.325 - Fees-Construction Unannex	185,000
<b>Charges for Services Total</b>	<b>1,085,000</b>
<b>Other Income</b>	
3355.100 - Other Income	20,000
<b>Other Income Total</b>	<b>20,000</b>
<b>Special Assessment Revenue</b>	
3500.400 - SA-Storm Water-Current	75,000
3500.415 - SA-Storm Sewer-Pd in Full	2,000
3500.425 - SA-Storm Water-Prior	10,000
<b>Special Assessment Revenue Total</b>	<b>87,000</b>
<b>Investment Earnings</b>	
3600.300 - Interest-Construction	5,000
3600.600 - Interest-Investment	5,000
<b>Investment Earnings Total</b>	<b>10,000</b>
<b>Grand Total</b>	<b>1,202,000</b>
<b>Cash Reserve</b>	<b>624,778</b>
<b>Total Water &amp; Sewer - Sanitary Sewer</b>	<b>1,826,778</b>

**City of Bismarck**  
**Annual Budget - Storm Sewer Utility 675**  
**For the Year 2013**

**675 Water&Sewer-Storm Water**

**676 Storm Water Operations**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	159,981
4120.000 - Part-Time Wages	18,000
4130.000 - Overtime Wages	500

**Personal Services - Salaries & Wage Total** **178,481**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	31,586
4200.200 - Life Insurance	166
4200.400 - Pension Expense	16,084
4240.100 - Workers Comp-Premium	934

**Personal Services - Fringe Benefits Total** **48,770**

**Professional, Legal, and Contracted Service Fees**

4310.200 - Engineering Consultants	200,000
4330.200 - Service Contract	200

**Professional, Legal, and Contracted Service Fees Total** **200,200**

**Building, Equipment, and Vehicle Services**

4400.200 - Electricity	5,000
4410.400 - Lawn Care	40,000
4420.100 - Rpr/Mtce-Building	500
4420.200 - Rpr/Mtce-Property	10,000
4420.270 - Rpr/Mtce-Drainage	150,000
4420.300 - Rpr/Mtce-Equipment	15,000
4420.400 - Rpr/Mtce-Vehicles	500
4430.100 - Rentals-Building	22,503
4430.200 - Rentals-Easements	150
4430.300 - Rentals-Equipment	500
4440.000 - Special Assessments	280,000

**Building, Equipment, and Vehicle Services Total** **524,153**

**Travel and Training**

4500.100 - Lodging	600
4500.200 - Meals	500
4500.300 - Airfare	1,000
4500.400 - Travel-Fuel	300
4500.800 - Taxi/Parking	50

**City of Bismarck**  
**Annual Budget - Storm Sewer Utility 675**  
**For the Year 2013**

<b>675 Water&amp;Sewer-Storm Water</b>	
4510.100 - Conference Registration	800
4510.300 - In-House Training	100
4510.400 - Training Supplies	100
4510.500 - Safety Training	50
<b>Travel and Training Total</b>	<b>3,500</b>
<b>Other Operating Services</b>	
4600.100 - State Fire and Tornado	500
4600.400 - General Liability	2,000
4600.600 - Auto Insurance	400
4605.100 - Telephone	100
4605.200 - Cell Phones	800
4610.100 - Advertising/Promotions	600
4610.200 - Legal Ads	400
4610.300 - Public Educational Ads	500
4615.000 - Printing/Binding	800
4618.000 - Mailing Services	250
4621.100 - Educational Program-Adult	1,000
4630.300 - Membership/Dues	300
4635.300 - Software Upgrade/Maintain	200
4650.400 - Lab Test	100
4670.000 - Depreciation Expense	647,000
<b>Other Operating Services Total</b>	<b>654,950</b>
<b>Operating Supplies</b>	
4700.100 - Office Supplies	500
4700.200 - Office Small Equipment	600
4700.300 - Computer Small Equipment	500
4700.400 - Copier/Printer Supplies	700
4700.500 - Postage	4,000
4700.600 - Small Software Programs	2,000
4705.000 - Uniforms	400
4710.100 - Shop Supplies	50
4710.200 - Small Tools/Equipment	500
4710.300 - Testing Supplies	100
4725.100 - Gasoline	4,000
4725.200 - Diesel	600
4735.100 - Safety Supplies	500
4735.150 - Safety Small Equipment	100
4750.000 - Subscriptions/Publication	200
<b>Operating Supplies Total</b>	<b>14,750</b>

**City of Bismarck**  
**Annual Budget - Storm Sewer Utility 675**  
**For the Year 2013**

**675 Water&Sewer-Storm Water**

**Capital Outlay**

6730.500 - CIP-Storm Sewer 150,000

**Capital Outlay Total 150,000**

**Other Financing Uses**

8000.100 - Transfer-General Fund 38,704

8000.289 - Transfer-Social Sec Tax 13,270

**Other Financing Uses Total 51,974**

**676 Storm Water Operations Total 1,826,778**

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**675 Water & Sewer - Storm Water Total 1,826,778**

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**City of Bismarck  
Estimated Cash Balance  
Enterprise Fund  
Storm Water Utility  
2013 Financial Plan**

Estimated Beginning Cash Balance - December 31, 2012		\$ 5,226,002
Revenues		1,202,000
Expenditures		
Storm Sewers	<u>1,179,778</u>	
Total Expenditures		1,179,778
Estimated Ending Cash Balance - December 31, 2013		<u><u>\$ 5,248,224</u></u>

## COMMERCIAL PROPERTY

Commercial Property is a new fund established to account for the revenue and expenses associated with the retail properties at the Bowen Avenue Commercial Center. The Center is located at 5th Street and Bowen Avenue and is strategically located across the street from the Civic Center. The City purchased the properties for additional parking in the future. The Center is managed by Rocky Gordon & Company, LLC.

**City of Bismarck  
Service Efforts and Accomplishments  
Enterprise Fund  
Commercial Property  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Professional/Legal Services	\$ 9,038	\$ 8,700	\$ 8,925
Property/Equipment	72,038	73,026	56,000
Service Expense	53,256	53,535	53,735
Supply Expense	515	100	1,400
Capital Outlay	-	-	-
Transfers	-	483	17,806
Total Expenditures	<u>\$ 134,847</u>	<u>\$ 135,844</u>	<u>\$ 137,866</u>
Revenues			
Interest	\$ 347	\$ -	\$ 593
Rental	201,831	193,410	196,620
Total Revenues	<u>\$ 202,178</u>	<u>\$ 193,410</u>	<u>\$ 197,213</u>

**City of Bismarck**  
**Revenue Budget - Commercial Property 685**  
**For the Year 2013**

<b>Rental</b>	
3720.150 - Rent-Strip Mall	196,070
3720.160 - Rent-Billboard	550
<b>Rental Total</b>	<b>196,620</b>
<b>Investment Earnings</b>	
3600.600 - Interest-Investment	593
<b>Investment Earnings Total</b>	<b>593</b>
<hr/>	
<b>Grand Total</b>	<b>197,213</b>
<hr/>	
<b>Cash Reserve</b>	-
<hr/>	
<b>Total Commercial Property</b>	<b>197,213</b>
<hr/>	

**City of Bismarck**  
**Annual Budget - Commercial Property 685**  
**For the Year 2013**

**685 Commercial Property**

**000 Operations**

**Professional, Legal, and Contracted Service Fees**

4300.100 - Accting and Auditing Fees	25
4310.550 - Management Consultants	8,900

**Professional, Legal, and Contracted Service Fees Total** **8,925**

**Building, Equipment, and Vehicle Services**

4400.200 - Electricity	3,000
4410.300 - Snow Removal	12,000
4410.400 - Lawn Care	1,000
4420.100 - Rpr/Mtce-Building	5,000
4440.200 - Property Taxes	35,000

**Building, Equipment, and Vehicle Services Total** **56,000**

**Other Operating Services**

4600.100 - State Fire and Tornado	700
4670.000 - Depreciation Expense	53,035

**Other Operating Services Total** **53,735**

**Operating Supplies**

4700.100 - Office Supplies	900
4710.600 - Janitorial Supplies	500

**Operating Supplies Total** **1,400**

**Other Financing Uses**

8000.100 - Transfer-General Fund	17,806
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**Other Financing Uses Total** **17,806**

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**685 Commercial Property Total** **137,866**

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**City of Bismarck  
Estimated Cash Balance  
Commercial Property  
2013 Financial Plan**

Estimated Beginning Cash Balance - December 31, 2012		\$ 251,924
Revenues		197,213
Expenditures		
Commercial Property	<u>84,831</u>	
Total Expenditures		84,831
Estimated Ending Cash Balance - December 31, 2013		<u><u>\$ 364,306</u></u>

## NPCC-TRANSLOAD OPERATIONS

This fund accounts for the lease activities at the Northern Plains Commerce Centre, NPCC. The transload facility is privately operated by Tubular Transport & Logistics through a lease agreement with the City. Bobcat Manufacturing Support Center also leases property at NPCC for sub-assembly, kitting and engine dressing of compact equipment.

**City of Bismarck  
Service Efforts and Accomplishments  
Enterprise Fund  
NPCC-Transload Operations  
2013 Budget**

	*2011 Actual	2012 Budget	2013 Budget
Professional/Legal Services	\$ 180,847	\$ 12,650	\$ 850
Property/Equipment	32,890	39,500	51,702
Service Expense	17,182	350	201,410
Supply Expense	1,108	-	-
Capital Expense	1,576	170,255	-
Transfers	-	27,245	46,038
Total Expenditures	<u>\$ 233,604</u>	<u>\$ 250,000</u>	<u>\$ 300,000</u>
Revenues			
Charge for Services	\$ 87,025	\$ -	\$ -
Interest	1,859	-	-
Rental	251,767	250,000	250,000
Sale of Assets (Disposal)	120,000	-	-
Total Revenues	<u>\$ 460,651</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>

\*NPCC was budgeted in a Special Revenue Fund in 2011.

**City of Bismarck**  
**Revenue Budget - Northern Plains Commerce Centre 686**  
**For the Year 2013**

<b>Rental</b>	
3710.175 - Rent-Land Lease	250,000
<b>Rental Total</b>	<b>250,000</b>
<hr/>	
<b>Grand Total</b>	<b>250,000</b>
<hr/>	
<b>Cash Reserve</b>	-
<hr/>	
<b>Total Northern Plains Commerce Centre</b>	<b>250,000</b>
<hr/>	

**City of Bismarck**  
**Annual Budget - Northern Plains Commerce Centre 686**  
**For the Year 2013**

**686 Northern Plains Commerce Centre**

**000 Operations**

**Professional, Legal, and Contracted Service Fees**

4330.200 - Service Contract 850

**Professional, Legal, and Contracted Service Fees Total 850**

**Building, Equipment, and Vehicle Services**

4420.200 - Rpr/Mtce-Property 21,702

4420.500 - Rpr/Mtce-Rail 25,000

4440.200 - Property Taxes 5,000

**Building, Equipment, and Vehicle Services Total 51,702**

**Other Operating Services**

4600.100 - State Fire and Tornado 360

4610.200 - Legal Ads 200

4630.600 - Permits/Fees 2,500

4670.000 - Depreciation Expense 198,350

**Other Operating Services Total 201,410**

**Other Financing Uses**

8000.100 - Transfer-General Fund 46,038

**Other Financing Uses Total 46,038**

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**686 Northern Plains Commerce Centre Total 300,000**

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**Estimated Cash Balance  
Northern Plains Commerce Centre  
2013 Financial Plan**

Estimated Beginning Cash Balance - December 31, 2011		\$ 290,871
Revenues		250,000
Expenditures		
Northern Plains Commerce Centre	<u>101,650</u>	
Total Expenditures		101,650
Estimated Ending Cash Balance - December 31, 2012		<u><u>\$ 439,221</u></u>

## PARKING AUTHORITY LOTS

The mission of the Bismarck Parking Authority is to provide convenient reasonably priced parking to the residents, clients, customers, merchants, and employees of the Parking District. The Parking Authority currently manages 3 ramps and 2 surface lots. The total number of spaces under management is 1,230. In addition, the Parking Authority manages the office and retail space located in the Parkade Building and works closely with the Downtowners in the administration of the Parksmart program.

The Parking Authority Lots budget is established to account for the operations of the parking lots under the jurisdiction of the Parking Authority Board.

**City of Bismarck  
Service Efforts and Accomplishments  
Enterprise Fund  
Parking Authority  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Professional/Legal Services	\$ 302,457	\$ 293,500	\$ 346,000
Property/Equipment	233,804	261,160	258,700
Service Expense	352,537	357,100	363,600
Supply Expense	16,663	13,000	13,000
Transfers	-	22,619	14,630
Total Expenditures	<u>\$ 905,461</u>	<u>\$ 947,379</u>	<u>\$ 995,930</u>
Revenues			
Charges for Services	\$ 17,851	\$ 3,000	\$ 3,000
Interest	5,364	3,000	3,425
Rental	924,139	846,500	859,000
Total Revenues	<u>\$ 947,355</u>	<u>\$ 852,500</u>	<u>\$ 865,425</u>

**City of Bismarck**  
**Revenue Budget - Parking Authority Lots 690**  
**For the Year 2013**

<b>Other Income</b>	
3355.150 - Insurance Conferment	3,000
<b>Other Income Total</b>	<b>3,000</b>
<b>Investment Earnings</b>	
3600.600 - Interest-Investment	3,425
<b>Investment Earnings Total</b>	<b>3,425</b>
<b>Rental</b>	
3720.100 - Rent-Parking Lot	859,000
<b>Rental Total</b>	<b>859,000</b>
<hr/>	
<b>Grand Total</b>	<b>865,425</b>
<b>Cash Reserve</b>	<b>130,505</b>
<b>Total Parking Authority Lots</b>	<b>995,930</b>

**City of Bismarck  
Annual Budget - Parking Authority Lots 690  
For the Year 2013**

**690 Parking Authority Lots**

**000 Operations**

**Professional, Legal, and Contracted Service Fees**

4300.100 - Accting and Auditing Fees	6,000
4330.100 - Contract Labor	230,000
4330.200 - Service Contract	86,000
4330.300 - Facility Service Contract	24,000

**Professional, Legal, and Contracted Service Fees Total** **346,000**

**Building, Equipment, and Vehicle Services**

4400.100 - Water/Sewer	6,000
4400.200 - Electricity	98,800
4400.400 - Waste Disposal	4,000
4400.500 - Natural Gas	31,200
4410.100 - Janitorial Service	16,500
4410.200 - Facility Laundry	1,800
4410.300 - Snow Removal	10,000
4420.100 - Rpr/Mtce-Building	50,400
4430.300 - Rentals-Equipment	13,000
4440.000 - Special Assessments	10,800
4440.200 - Property Taxes	16,200

**Building, Equipment, and Vehicle Services Total** **258,700**

**Other Operating Services**

4600.100 - State Fire and Tornado	16,000
4605.100 - Telephone	3,600
4610.100 - Advertising/Promotions	5,000
4670.000 - Depreciation Expense	334,000
4675.100 - Bank Service Charges	5,000

**Other Operating Services Total** **363,600**

**Operating Supplies**

4710.100 - Shop Supplies	12,000
4710.200 - Small Tools/Equipment	1,000

**Operating Supplies Total** **13,000**

**Other Financing Uses**

8000.100 - Transfer-General Fund	14,630
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**Other Financing Uses Total** **14,630**

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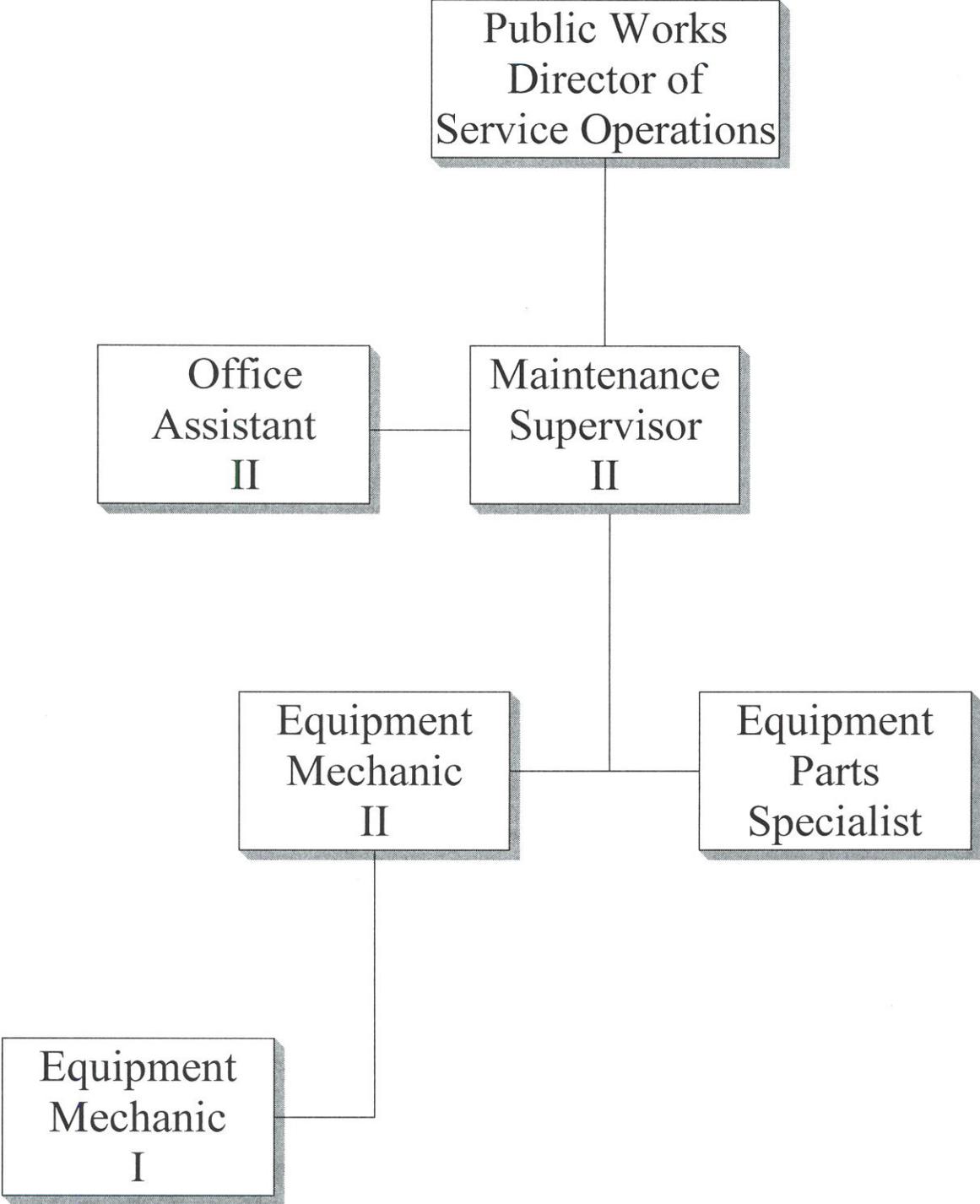
**690 Parking Authority Lots Total** **995,930**

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**City of Bismarck  
Estimated Cash Balance  
Enterprise Fund  
Parking Authority Lots  
2013 Financial Plan**

Estimated Beginning Cash Balance - December 31, 2012		\$ 1,107,208
Revenues		865,425
Expenditures		
Public Parking Lots	<u>661,930</u>	
Total Expenditures		661,930
Principal Loan Payment		100,000
Estimated Ending Cash Balance - December 31, 2013		<u><u>\$ 1,210,703</u></u>

City of Bismarck  
Fleet Services Department



## FLEET SERVICES

The mission of Fleet Services is to provide safe and dependable vehicles and equipment to City Employees and to conserve vehicle and equipment value through a program of inspection, periodic preventative maintenance, and replacement of approximately 700 pieces of equipment, machinery and vehicles for the City of Bismarck. Nine staff members provide high quality maintenance support, roadside and emergency repairs, parts, supplies, fuel dispensing and warehouse services. Operating revenue is derived from an hourly shop labor rate and service fees associated with parts and fuel management charges to customers.

**City of Bismarck  
Service Efforts and Accomplishments  
Internal Service  
Fleet Services  
2013 Budget**

	2011 Actual	2012 Budget	2013 Budget
Cost of Goods Sold	\$ 2,257,466	\$ 1,896,750	\$ 2,481,809
Salary/Wages	412,880	456,160	457,459
Fringe Benefits	145,940	162,863	158,290
Professional/Legal Services	796	1,000	1,000
Property/Equipment	170,686	168,305	171,201
Travel/Training	7,298	6,225	7,075
Service Expense	32,414	32,030	34,810
Supply Expense	15,907	16,450	21,774
Transfers	77,595	66,786	77,419
Total Expenditures	<u>\$ 3,120,981</u>	<u>\$ 2,806,569</u>	<u>\$ 3,410,837</u>
Revenues			
Charge for Services	\$ 3,161,139	\$ 2,768,200	\$ 3,398,400
Interest	253	500	300
Rental	18,884	3,000	5,000
Sale of Assets	5,115	-	-
Total Revenues	<u>\$ 3,185,392</u>	<u>\$ 2,771,700</u>	<u>\$ 3,403,700</u>
Number of Employees	8.84	8.84	9.50
Preventative Maintenance	1,626	1,800	1,800
Service/Road Calls	96	85	85
Total Work Orders Completed	7,436	7,600	7,600

Note: Fleet Services is budgeted as an Internal Service Fund but reports to Service Operations

**City of Bismarck**  
**Revenue Budget - Fleet Services 705**  
**For the Year 2013**



**Charges for Services**

3325.100 - Sale of Fuel	900
3325.115 - Sale of Unleaded Gas	573,547
3325.120 - Sale of Diesel	1,003,353
3330.100 - Sale of Automotive Parts	1,300,000
3330.120 - Sale of Labor	520,000
3350.375 - Sale of Metals	600

**Charges for Services Total** **3,398,400**

**Investment Earnings**

3600.600 - Interest-Investment	300
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**Investment Earnings Total** **300**

**Rental**

3740.100 - Rent-Equipment	5,000
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**Rental Total** **5,000**

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**Grand Total** **3,403,700**

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**Cash Reserve** **7,137**

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**Total Fleet Services** **3,410,837**

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**City of Bismarck  
Annual Budget - Fleet Services 705  
For the Year 2013**

**705 Fleet Services**

**000 Operations**

**Cost of Goods Sold**

4010.000 - Cost of Parts	980,000
4020.000 - Cost of Unleaded Gas	546,235
4030.000 - Cost of Diesel Fuel	955,574

**Cost of Goods Sold Total** **2,481,809**

**Personal Services - Salaries & Wage**

4110.000 - Regular Salaries	423,293
4120.000 - Part-Time Wages	18,500
4130.000 - Overtime Wages	14,919
4170.000 - Sick Overage	747

**Personal Services - Salaries & Wage Total** **457,459**

**Personal Services - Fringe Benefits**

4200.100 - Health Insurance	107,003
4200.200 - Life Insurance	593
4200.400 - Pension Expense	42,493
4240.100 - Workers Comp-Premium	7,241
4240.105 - Workers Comp-Part-time	710
4240.200 - Workers Comp-Med Assmt	250

**Personal Services - Fringe Benefits Total** **158,290**

**Professional, Legal, and Contracted Service Fees**

4300.100 - Accting and Auditing Fees	900
4330.200 - Service Contract	100

**Professional, Legal, and Contracted Service Fees Total** **1,000**

**Building, Equipment, and Vehicle Services**

4420.100 - Rpr/Mtce-Building	300
4420.300 - Rpr/Mtce-Equipment	3,500
4420.400 - Rpr/Mtce-Vehicles	12,478
4430.100 - Rentals-Building	154,923

**Building, Equipment, and Vehicle Services Total** **171,201**

**Travel and Training**

4500.100 - Lodging	1,000
4500.200 - Meals	600

**City of Bismarck**  
**Annual Budget - Fleet Services 705**  
**For the Year 2013**

<b>705 Fleet Services</b>	
4500.300 - Airfare	1,000
4500.350 - Car Rental	400
4500.400 - Travel-Fuel	100
4500.800 - Taxi/Parking	50
4510.100 - Conference Registration	3,500
4510.300 - In-House Training	200
4510.400 - Training Supplies	50
4510.500 - Safety Training	175
<b>Travel and Training Total</b>	<b>7,075</b>
<b>Other Operating Services</b>	
4605.100 - Telephone	1,100
4605.200 - Cell Phones	1,010
4610.100 - Advertising/Promotions	1,200
4615.000 - Printing/Binding	100
4630.300 - Membership/Dues	150
4635.100 - Computer Service Fees	100
4635.300 - Software Upgrade/Maintain	5,250
4635.400 - Computer Svc/Maintenance	500
4650.300 - Drug Testing	250
4655.100 - Background Checks	50
4660.100 - Physical-Fitness for Duty	300
4660.200 - Physical-Required	200
4670.000 - Depreciation Expense	24,500
4685.500 - Hepatitis B	100
<b>Other Operating Services Total</b>	<b>34,810</b>
<b>Operating Supplies</b>	
4700.100 - Office Supplies	1,200
4700.200 - Office Small Equipment	400
4700.300 - Computer Small Equipment	1,000
4700.400 - Copier/Printer Supplies	50
4700.500 - Postage	50
4700.600 - Small Software Programs	250
4705.000 - Uniforms	7,914
4710.100 - Shop Supplies	2,500
4710.200 - Small Tools/Equipment	1,500

**City of Bismarck**  
**Annual Budget - Fleet Services 705**  
**For the Year 2013**

<b>705 Fleet Services</b>	
4725.100 - Gasoline	6,410
4725.200 - Diesel	300
4750.000 - Subscriptions/Publication	200
<b>Operating Supplies Total</b>	<b>21,774</b>
<b>Other Financing Uses</b>	
8000.100 - Transfer-General Fund	43,305
8000.289 - Transfer-Social Sec Tax	33,814
8000.760 - Transfer-Unemployment	300
<b>Other Financing Uses Total</b>	<b>77,419</b>
<b>705 Fleet Services Total</b>	<b>3,410,837</b>

**City of Bismarck  
Estimated Cash Balance  
Internal Service Fund  
Fleet Services  
2013 Financial Plan**

Estimated Beginning Cash Balance - December 31, 2012		\$ 163,123
Revenues		3,403,700
Expenditures		
Fleet Services	<u>3,386,337</u>	
Total Expenditures		3,386,337
Estimated Ending Cash Balance - December 31, 2013		<u><u>\$ 180,486</u></u>

**CAPITAL IMPROVEMENT PROGRAM PROJECTED COST FOR YEAR 2013**

		City Costs						Non City Costs		
		Enterprise								
		Constr.	Motel/Liq	Building	Sales	Special		Private	Federal	State
		Reserves	Tax	Constr.	Tax Fund	Assess.	Other	Donate	Grant	Grant
	Cost									
<b><u>AIRPORT</u></b>										
Rehabilitate/Reconstruct Taxiway B	800,000	80,000							720,000	
Rehabilitate/Expand Apron Phase II	1,200,000	120,000							1,080,000	
Wetland Mitigation-Phase II	1,700,000	170,000							1,530,000	
Drainage Improvements-Phase I	300,000	30,000							270,000	
Environmental Assmt for RPZ Land Purchase Phase II	200,000	20,000							180,000	
HVAC Improvements	150,000	150,000								
Plans/Specs CY 2013 Construction	400,000	40,000							360,000	
<b>Airport Total</b>	<b>4,750,000</b>	<b>610,000</b>							<b>4,140,000</b>	
<b><u>CIVIC CENTER</u></b>										
Parking Lot E-Repair & Resurface	120,000		120,000 <sup>1</sup>							
Civic Center/Exhibit Hall Outside Repairs	132,000		132,000 <sup>1</sup>							
Civic Center Production Room (replacement as needed)	393,270		393,270							
Civic Center Audio System	393,100		393,100							
Belle Audio System	83,000		83,000							
<b>Civic Center Total</b>	<b>1,121,370</b>		<b>1,121,370</b>							
<b><u>FIRE DEPARTMENT</u></b>										
911 Police & Fire Training Facility	6,155,185									6,155,185
Fire Station #2 Overlay Parking Lot	110,000			110,000						
<sup>1</sup> Project Scope Contingent on Expansion										

**CAPITAL IMPROVEMENT PROGRAM PROJECTED COST FOR YEAR 2013**

		City Costs						Non City Costs		
	Cost	Enterprise Constr. Reserves	Motel/Liq Tax	Building Constr.	Sales Tax Fund	Special Assess.	Other	Private Donate	Federal Grant	State Grant
Land Acquisition	925,000						925,000 <sup>2</sup>			
Fire Engine	570,000						570,000 <sup>3</sup>			
	<b>7,760,185</b>			<b>110,000</b>			<b>1,495,000</b>			<b>6,155,185</b>
<b><u>FLOOD RESTORATION</u></b>										
Riverwood Dr & Mills Ave Grade Raise/HESCO Removal	5,296,389						3,804,284 <sup>4</sup>			1,492,105
Southport Permanent Flood Protection	67,061						67,061 <sup>5</sup>			
Plan for Protective Measures after Levees are Removed	49,790						49,790 <sup>5</sup>			
	<b>5,413,240</b>						<b>3,921,135</b>			<b>1,492,105</b>
<b><u>LIBRARY</u></b>										
Replace Brick Pavers on Plaza	61,600			61,600						
<b><u>PUBLIC HEALTH</u></b>										
Public Health Center-Overlay Parking Lot	220,000			220,000						
<b><u>PW-BUILDING MAINTENANCE</u></b>										
Thayer Parking Lot Overlay	90,000						90,000 <sup>6</sup>			
City/County Office Bldg-Heating & Cooling Eqpt Replc	410,000			410,000						
	<b>500,000</b>			<b>410,000</b>			<b>90,000</b>			
<b><u>SOLID WASTE UTILITY</u></b>										
MSW Cell Phase III Expansion	900,000	900,000								
MSW Subtitle D Cell Closure	150,000	150,000								
Cold Storage Building	473,480	473,480								
<sup>2</sup> Land Sale or Trade										
<sup>3</sup> Fire Truck Reserve										
<sup>4</sup> Other-Special Assessments to be determined										
<sup>5</sup> Special Deficiency										
<sup>6</sup> Parking Reserve Fund										

**CAPITAL IMPROVEMENT PROGRAM PROJECTED COST FOR YEAR 2013**

		City Costs						Non City Costs		
		Enterprise								
		Constr.	Motel/Liq	Building	Sales	Special		Private	Federal	State
		Reserves	Tax	Constr.	Tax Fund	Assess.	Other	Donate	Grant	Grant
	Cost									
Solid Waste Truck Scale #2 Upgrade	224,000	224,000								
Methane Vents/Wells	400,000	400,000								
	<b>2,147,480</b>	<b>2,147,480</b>								
<b><u>STREET LIGHTS &amp; TRAFFIC SIGNAL UTILITY</u></b>										
Traffic Signal Cabinet Replacements	50,500						50,500	<sup>7</sup>		
Protective Permissive Left Turn Movement	62,160						62,160	<sup>7</sup>		
Whiteway Feed Point Replacement	55,000						55,000	<sup>7</sup>		
Whiteway Conductor Replacement	104,879						104,879	<sup>7</sup>		
	<b>272,539</b>						<b>272,539</b>			
<b><u>STREETS &amp; HIGHWAYS</u></b>										
Commission Special Road Projects	150,000				150,000					
ADA Curb Ramp Program	50,000								50,000	
City Wide Traffic Signals	190,000				62,000				128,000	
Street & Highway Safety Improvements	100,000				10,000				90,000	
Rural Roadway Upgrades	330,000					330,000		<sup>8</sup>		
Hard Surfaced Street Reconstruction Program	3,000,000				1,500,000	1,440,000	60,000	<sup>5</sup>		
Street Reconstruction & Subbase Drainage System	1,875,000				1,500,000	375,000				
Asphalt Street Resurfacing Program	7,590,000				1,490,000	5,700,000	400,000	<sup>5</sup>		
East Divide Ave-Volk Dr to E Bismarck Expressway	300,000				300,000					
<sup>5</sup> Special Deficiency										
<sup>7</sup> Street Light/Traffic Signal Utility										
<sup>8</sup> Reauthorized Sales Tax from Construction Fund \$1,500,000										

**CAPITAL IMPROVEMENT PROGRAM PROJECTED COST FOR YEAR 2013**

		City Costs						Non City Costs		
		Enterprise								
		Constr.	Motel/Liq	Building	Sales	Special		Private	Federal	State
		Reserves	Tax	Constr.	Tax Fund	Assess.	Other	Donate	Grant	Grant
	Cost									
Century Ave Bridge at Hay Creek	775,000				775,000					
N Washington St-Calgary Ave to 57th Ave	500,000				500,000					
LaSalle Ave N at US 83	50,000				50,000					
43rd Ave N-Lockport St to 19th St	250,000				250,000					
<b>Streets/Highways Total</b>	<b>15,160,000</b>				<b>6,587,000</b>	<b>7,845,000</b>	<b>460,000</b>		<b>268,000</b>	
<b><u>WATER &amp; SEWER UTILITY</u></b>										
Wachter Lift Station Rehab	1,650,000	1,650,000								
Hay Creek Forcemain	110,000	110,000								
Southport Forcemain	110,000	110,000								
SCADA System Upgrade	1,150,000	1,150,000								
Hay Creek Extension-Canada Dr Interceptor Sewer	440,000	220,000						220,000		
Pebble Creek Interceptor Sewer	330,000	150,000						180,000		
Hay Creek Extension-57th/71st Av Interceptor Sewer	990,000	690,000						300,000		
<b>Sanitary Sewer Total</b>	<b>4,780,000</b>	<b>4,080,000</b>						<b>700,000</b>		
South Bismarck-Storm Water Channel Gate Relocate	2,250,000					400,000		400,000		1,450,000
South Bismarck-Storm Sewer Improvements	3,300,000					3,300,000				
Hay Creek Watershed-N Washington	440,000					440,000				
Hay Creek/Centennial Watershed-Sattler's to Century	550,000					550,000				
Hay Creek/Centennial Watershed-Centennial Watershed	115,000					115,000				

**CAPITAL IMPROVEMENT PROGRAM PROJECTED COST FOR YEAR 2013**

		City Costs						Non City Costs		
		Enterprise								
		Constr.	Motel/Liq	Building	Sales	Special		Private	Federal	State
		Reserves	Tax	Constr.	Tax Fund	Assess.	Other	Donate	Grant	Grant
	Cost									
S Bismarck-S 12th St Subwatershed	500,000					500,000				
Hay Creek/Pebble Creek Watershed-Nebraska Dr	275,000					275,000				
<b>Storm Water Total</b>	<b>7,430,000</b>					<b>5,580,000</b>		<b>400,000</b>		<b>1,450,000</b>
WWTP-Phase 5 Improvement (Trickling Filter)	1,600,000	1,600,000								
<b>Wastewater Treatment Total</b>	<b>1,600,000</b>	<b>1,600,000</b>								
SCADA System Upgrade	875,000	875,000								
Zone 2 Trunk Watermain & Storage	1,300,000	1,300,000								
Southeast Trunk Watermain Extension	330,000	330,000								
N Washington Watermain Extension	418,000	268,000						150,000		
US 83 Extension	880,000	880,000								
Canada (LaSalle)-Normandy Watermains	1,100,000	500,000						600,000		
NW Area Watermain Extensions	550,000	450,000						100,000		
Pebble Creek Watermains	275,000	175,000						100,000		
<b>Water Distribution Total</b>	<b>5,728,000</b>	<b>4,778,000</b>						<b>950,000</b>		
WMR-Valve Replacements	275,000	275,000								
WMR-Ave F Mandan to Washington	110,000	110,000								
WMR-Washington St-Boulevard-Ave D	220,000	220,000								
WMR-1st St/Ave E/2nd St/Ave D	275,000	275,000								
WMR-Capitol Ave (3rd to 5th St) HS	104,500	104,500								

**CAPITAL IMPROVEMENT PROGRAM PROJECTED COST FOR YEAR 2013**

		City Costs						Non City Costs		
		Enterprise								
		Constr.	Motel/Liq	Building	Sales	Special		Private	Federal	State
	Cost	Reserves	Tax	Constr.	Tax Fund	Assess.	Other	Donate	Grant	Grant
WMR-Catherine Dr (Turnpike Ave to Central Ave) HS	154,000	154,000								
WMR-Shady Lane HS	82,500	82,500								
WMR-N 2nd St (Capitol Ave to Central Ave) HS	66,000	66,000								
WMR-N 3rd St (Turnpike Ave to Central Ave) HS	220,000	220,000								
WMR-N Parkview Dr	104,500	104,500								
<b>Distribution-Watermain Replacement Total</b>	<b>1,611,500</b>	<b>1,611,500</b>								
New Intake Phase 2 & 3	3,130,000	3,130,000								
CT Basin/West End Reservoir	3,200,000	3,200,000								
Softening Expansion Phase I	5,000,000	5,000,000								
Filter Backwash Water Reclamation System	2,200,000	2,200,000								
Roof Replacement	825,000	825,000								
<b>Water Treatment Plant Total</b>	<b>14,355,000</b>	<b>14,355,000</b>								
<b>Water &amp; Sewer Utility Projects Total</b>	<b>35,504,500</b>	<b>26,424,500</b>				<b>5,580,000</b>		<b>2,050,000</b>		<b>1,450,000</b>
<b>CITY TOTAL</b>	<b>72,910,914</b>	<b>29,181,980</b>	<b>1,121,370</b>	<b>801,600</b>	<b>6,587,000</b>	<b>13,425,000</b>	<b>6,238,674</b>	<b>2,050,000</b>	<b>4,408,000</b>	<b>9,097,290</b>

ORDINANCE NO. 5917

<i>First Reading</i>	<u>September 11, 2012</u>
<i>Second Reading</i>	<u>September 25, 2012</u>
<i>Final Passage and Adoption</i>	<u>September 25, 2012</u>
<i>Publication Date</i>	<u>September 15, 2012</u>

AN ORDINANCE MAKING THE ANNUAL APPROPRIATIONS FOR EXPENDITURES OF THE CITY OF BISMARCK, NORTH DAKOTA FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2013 AND ENDING DECEMBER 31, 2013 AND MAKING THE ANNUAL TAX LEVY FOR THE YEAR 2012.

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF BISMARCK, NORTH DAKOTA:

Section 1. There are hereby appropriated the following sums of money for so much thereof that may be necessary for the purpose of paying expenses of the City of Bismarck, North Dakota for the fiscal year commencing January 1, 2013 and ending December 31, 2013.

	Personal Services	Maintenance & Operations	Capital Outlays	Transfers	Total
<b>Budgeted Funds:</b>					
<u>General Fund</u>					
Administration	484,240	207,836	-	-	692,076
Salary & Benefits Adjust	648,755	38,134	-	-	686,889
Building Maintenance	241,078	418,546	-	-	659,624
Building Construction	-	-	-	801,600	801,600
Cable TV Promotions	-	299,783	-	-	299,783
Contingencies	-	-	-	825,000	825,000
Attorney	361,166	15,090	-	-	376,256
Combined Communications	1,330,409	517,815	-	74,467	1,922,691
City Emergency Management	69,892	13,719	-	-	83,611
Engineering	1,778,378	120,377	-	-	1,898,755
Finance	2,271,912	498,301	40,500	-	2,810,713
Fire Department	5,459,649	500,734	-	-	5,960,383
Weed Control	44,601	26,495	-	-	71,096
Human Resources	301,110	27,511	-	-	328,621
Employee Training	10,000	69,900	-	-	79,900
Municipal Court	277,545	104,448	-	-	381,993
Community Development	1,111,182	133,561	-	-	1,244,743
HUD	57,848	12,160	-	-	70,008
Metropolitan Planning Org	173,872	962,993	-	23,707	1,160,572
Police	8,036,472	986,834	54,500	-	9,077,806

	Personal Services	Maintenance & Operations	Capital Outlays	Transfers	Total
Public Health	1,297,094	280,957	-	-	1,578,051
One-Time Operations	240,041	1,203,095	1,733,923	570,000	3,747,059
Equipment Reserve	-	68,902	40,000	-	108,902
Non-departmental	83,237	150,000	-	991,528	1,224,765
<b>General Fund Total</b>	<b>24,278,481</b>	<b>6,657,191</b>	<b>1,868,923</b>	<b>3,286,302</b>	<b>36,090,897</b>
<u>Special Revenue Funds</u>					
E&H Transit System	-	4,175,439	-	21,044	4,196,483
Bismarck Public Library	1,329,289	786,166	-	37,339	2,152,794
Police Drug Enforcement	1,375	53,280	15,000	-	69,655
Roads & Streets	2,616,354	2,967,813	598,000	97,699	6,279,866
Street Lights & Traffic Signals	466,757	1,087,124	35,000	305,398	1,894,279
Hotel & Motel Tax	-	839,602	-	148,165	987,767
Lodging Liquor & Food Tax	-	262,050	-	1,801,027	2,063,077
Sales Tax	-	1,000	-	13,477,265	13,478,265
Vision Fund	-	3,489,560	-	-	3,489,560
Social Security Tax	1,740,000	-	-	-	1,740,000
Special Deficiency & Assumption	-	180,951	-	764,892	945,843
Gov't Grants & Activities	1,677,982	3,350,522	425,000	71,314	5,524,818
<b>Special Revenue Funds Total</b>	<b>7,831,757</b>	<b>17,193,507</b>	<b>1,073,000</b>	<b>16,724,143</b>	<b>42,822,407</b>
<u>Debt Service Funds</u>					
Sewermain Bonds	-	4,672,105	-	150,000	4,822,105
Watermain Bonds	-	607,779	-	250,000	857,779
Sidewalk Bonds	-	1,093,780	-	27,216	1,120,996
Street Improvement Bonds	-	12,272,912	-	423,468	12,696,380
Lodging Liquor Food Bonds	-	1,031,590	-	-	1,031,590
<b>Debt Service Funds Total</b>	<b>-</b>	<b>19,678,166</b>	<b>-</b>	<b>850,684</b>	<b>20,528,850</b>
<b>Total Budgeted Funds</b>	<b>32,110,238</b>	<b>43,528,864</b>	<b>2,941,923</b>	<b>20,861,129</b>	<b>99,442,154</b>

Section 2. There are hereby levied the following sums of money on all taxable property in the City of Bismarck for the year 2012 for the purpose of paying expenses of the City of Bismarck.

<b>EXPENSE</b>	<b>AMOUNT</b>
General Fund	9,660,118
Building Construction	690,327
Weed /Leafy Spurge	71,260
Roads & Streets: Forestry	512,178
Special Deficiency	668,058
Social Security	913,013
E/H Transit System	668,058
Library	1,556,575
City Pension	988,726
Police Pension	759,359
Firemen's Pension	416,423
<b>TOTAL</b>	<b>16,904,095</b>

Section 3. Repeal. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

Section 4. Taking Effect. This ordinance shall be in full force and effect from and after its final passage and adoption.

**CITY OF BISMARCK  
PERMANENT SALARY RANGE TABLE**

<b>Salary Range</b>	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
1	\$ 20,000	\$ 25,000	\$ 30,000
2	21,000	26,250	31,500
3	22,050	27,563	33,075
4	23,153	28,941	34,729
5	24,310	30,388	36,465
6	25,526	31,907	38,288
7	26,802	33,502	40,203
8	28,142	35,178	42,213
9	29,549	36,936	44,324
10	31,027	38,783	46,540
11	32,578	40,722	48,867
12	34,207	42,758	51,310
13	35,917	44,896	53,876
14	37,713	47,141	56,569
15	39,599	49,498	59,398
16	41,579	51,973	62,368
17	43,657	54,572	65,486
18	45,840	57,300	68,761
19	48,132	60,165	72,199
20	50,539	63,174	75,809
21	53,066	66,332	79,599
22	55,719	69,649	83,579
23	58,505	73,132	87,758
24	61,430	76,788	92,146
25	64,502	80,627	96,753
26	67,727	84,659	101,591
27	71,113	88,892	106,670
28	74,669	93,336	112,004
29	78,403	98,003	117,604
30	82,323	102,903	123,484
31	86,439	108,049	129,658
32	90,761	113,451	136,141
33	95,299	119,124	142,948
34	100,064	125,080	150,096
35	105,067	131,334	157,600

**CITY OF BISMARCK**  
**CLASSIFICATION TITLES BY SALARY RANGE**

<b>Classification Titles</b>	<b>Salary Range</b>	<b>Classification Titles</b>	<b>Salary Range</b>
Accountant	16	Environmental Health Administrator	21
Accounting Technician I	10	Environmental Health Specialist	17
Accounting Technician II	12	Equipment Mechanic I	12
Accounting Technician III	14	Equipment Mechanic II	15
Airport Manager	28	Equipment Operator I	10
Airport Operations Manager	25	Equipment Operator II	12
Animal Control Warden	10	Equipment Parts Specialist	10
Arborist I	13	Financial Analysis I	16
Arborist II	14	Fire Battalion Chief	25
Assistant Airport Operations Manager	20	Fire Captain	18
Assistant City Administrator	32	Fire Marshal	22
Assistant City Attorney	26	Fire Support Chief	25
Assistant Food & Beverage Manager	10	Firefighter	15
Regional Emergency Response Coordinator	19	Food & Beverage Manager	15
Box Office Supervisor	10	GIS Analyst	16
Box Office Cashier	7	GIS Technician	14
Building/Housing Inspector	16	Grants Coordinator	18
Building Official	21	Health Tracks Nursing Coordinator	18
Car Marker	7	Human Resources Analysis	19
City Administrator	35	Human Resources Assistant	12
City Assessor	23	Human Resources Generalist	17
City Attorney	32	Industrial Pretreatment Technician	12
City Engineer	30	Information Services Manager	28
City Engineering Assistant Administrator	20	Lab Manager/Industrial Pretreatment Mgr	18
City Forester	23	Legal Assistant	15
Civic Center/Auditorium Manager	26	Legal Secretary	12
Civic Center Operations Manager	19	Lime Sludge Operator	8
Clerk of Municipal Court	16	Maintenance Attendant I	8
Comm Health Nursing Supervisor	22	Maintenance Attendant II	10
Communications Manager	22	Maintenance Attendant III	12
Community Health Nurse	18	Maintenance Supervisor I	17
Community Outreach Coordinator	15	Maintenance Supervisor II	19
Comptroller	26	Maintenance Supervisor III	21
Deputy Fire Chief	26	Medical Billing Specialist	10
Detention Center LPM	12	Office Assistant I	6
Design/Construction Engineer	23	Office Assistant II	8
Dietitian Coordinator	16	Office Assistant III	10
Director of Community Development	28	Operations Agent	13
Director of Finance	31	PC & Network Technician	17
Director of Fire Department	31	Planner I	18
Director of Human Resources	28	Planning Manager	22
Director of Maintenance Services	16	Plans Examiner	16
Director of Public Health	29	Police Chief	32
Dispatcher I	12	Police Deputy Chief	27
Dispatcher II	13	Police Lieutenant	25
Electronics Technician I	14	Police Officer	16
Emergency Manager	18	Police Property Technician	10
Engineering Aide I	5	Police Sergeant	22
Engineering Tech I	10	Police Youth Worker	15
Engineering Tech II	12	Principal Office Assistant	12
Engineering Tech III	15	Professional Land Surveyor	17

**CITY OF BISMARCK**  
**CLASSIFICATION TITLES BY SALARY RANGE (Continued)**

<b>Classification Titles</b>	<b>Salary Range</b>
Programmer/Analyst I	17
Programmer/Analyst II	19
Project Engineer	20
Public Information Officer	18
Public Safety Telecommunicator Supervisor	16
Real Property Appraiser I	14
Real Property Appraiser II	17
Real Property Appraiser III	20
Sales Associate	13
Sales & Marketing Manager	17
Service Operations Director	31
Special Assessment Analyst	18
Storm Water Program Coordinator	19
Tobacco Prevention/Control Coordinator	18
Traffic Engineer	20
Traffic Signal Technician	15
Transportation Planner	18
Urban Forestry Program Specialist	15
Utilities Operations Director	31
W/WW Maintenance Tech II	13
W/WW Maintenance Tech III	14
W / WW Plant Lab Technician	12
W / WW Plant Operator II	13
W / WW Plant Supervisor	18
Waste Collector	7
Waste Fee Collector	9
Waste Reduction/Diversion/Recycling Specialist	12
Water Plant Superintendent	21
Weed Control Officer	12
Women's Way Coordinator	18

**CITY OF BISMARCK, NORTH DAKOTA**  
**TOTAL ANNUAL BUDGET**  
**LAST TEN YEARS**

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
	Budget	Budget								
<b>GENERAL FUND:</b>										
General Fund	\$ 22,623,408	\$ 25,758,078	\$ 25,477,838	\$ 27,738,081	\$ 29,896,377	\$ 32,846,455	\$ 31,918,508	\$ 29,961,433	30,773,288	36,090,897
<b>SPECIAL REVENUE FUNDS:</b>										
Arena/Exhibit Operations	202,514	667,052	306,950	499,316	409,154	658,450	314,150	2,206,135	-	-
Special Deficiency	759,002	634,637	590,143	507,502	387,272	1,007,934	1,411,347	1,336,887	1,455,387	945,843
Social Security	1,243,147	1,245,910	1,318,864	1,336,000	1,435,000	1,558,000	1,637,000	1,685,000	1,740,000	1,740,000
(1)Northern Plains Commerce Centre	-	-	-	19,907,600	747,617	713,313	330,280	242,790	-	-
Sales Tax	9,405,914	7,690,800	8,314,062	14,010,963	10,937,216	12,422,762	12,024,799	14,479,038	14,836,345	13,478,265
Vision Fund	1,500,000	1,049,000	5,001,500	5,881,184	3,083,858	2,162,143	2,692,667	2,139,297	3,645,671	3,489,560
Motel/Liquor/Restaurant Tax	1,702,822	1,449,282	1,289,979	1,711,644	1,911,891	1,031,709	1,966,183	1,667,993	2,727,046	2,063,077
Hotel & Motel Tax	450,000	425,000	450,000	475,000	545,000	630,000	680,000	704,500	800,000	987,767
E/H Transit System	3,105,859	3,178,953	2,875,841	2,166,865	2,120,459	3,176,307	4,011,608	5,626,448	3,641,853	4,196,483
Police Department Special Funds	204,819	98,345	258,257	142,091	244,106	140,449	146,144	50,450	125,650	69,655
Roads & Streets	2,975,718	3,269,702	3,801,626	4,005,846	4,463,443	5,145,905	6,380,262	5,022,094	5,546,235	6,279,866
Street Lights & Traffic Signals	1,302,214	1,210,446	1,233,671	1,236,915	1,273,380	1,366,273	1,677,595	1,705,936	1,788,965	1,894,279
Government Grants & Activities	2,155,884	5,165,360	8,703,277	5,764,868	7,893,086	3,931,101	5,382,670	5,644,976	19,942,599	5,524,818
Library	1,517,356	1,545,978	1,635,368	1,769,673	1,904,840	1,985,259	2,139,842	2,168,136	2,110,075	2,152,794
<b>DEBT SERVICE FUNDS:</b>										
Sewermain Bonds	1,009,346	1,148,995	1,201,655	1,440,249	2,236,465	2,619,244	2,649,545	2,556,024	4,228,473	4,822,105
Watermain Bonds	398,857	406,850	426,786	372,587	540,195	518,733	521,446	564,760	535,877	857,779
Sidewalk Bonds	718,420	644,401	701,617	816,825	1,090,471	1,199,127	1,157,939	896,809	1,051,923	1,120,996
Street Improvement Bonds	7,482,339	7,737,420	7,769,176	7,796,043	8,841,810	9,001,181	10,799,305	10,853,775	11,105,984	12,696,380
Parking Lot Bonds	72,129	69,054	84,614	43,796	86,026	145,000	-	-	-	-
Lodging Liquor Food Bonds	8,158,150	880,990	909,990	912,865	950,240	967,440	1,024,640	1,023,715	1,029,590	1,031,590
Sales Tax Revenue Bonds	1,064,188	1,061,982	-	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 38,852,755</b>	<b>\$ 53,388,543</b>	<b>\$ 61,257,376</b>	<b>\$ 87,153,548</b>	<b>\$ 80,997,906</b>	<b>\$ 83,226,785</b>	<b>\$ 88,865,930</b>	<b>\$ 90,536,196</b>	<b>\$ 107,084,961</b>	<b>\$ 99,442,154</b>

(1) After 2011, NPCC is classified as an Enterprise Fund.

**CITY OF BISMARCK, NORTH DAKOTA**  
**BUDGETED INCOME - PROPERTY TAXES (CURRENT YEAR)**  
**LAST TEN YEARS**

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
	Amount									
General Fund	\$ 7,239,861	\$ 7,786,687	\$ 8,145,150	\$ 8,593,865	\$ 8,353,466	\$ 9,699,082	\$ 9,890,522	\$ 9,741,991	\$ 9,925,251	\$ 9,660,118
*Forestry - Boulevard Trees	103,730	79,034	-	-	-	-	-	-	-	-
*Building Construction	-	243,182	264,926	598,980	1,003,818	184,299	-	404,232	404,139	690,327
*Leafy Spurge	24,800	27,696	-	-	-	-	-	-	-	-
*Weed Control	24,800	27,696	58,284	58,822	61,687	63,236	68,130	70,741	70,465	71,260
Special Deficiency	113,888	121,591	132,463	149,745	167,303	-	194,657	202,116	207,251	668,058
Social Security	925,910	790,342	662,315	748,725	1,003,818	1,105,794	1,167,942	1,111,638	1,036,255	913,013
E/H Transit System	341,664	364,773	397,389	449,235	501,909	552,897	583,971	606,348	621,753	668,058
Library	1,096,741	1,096,741	1,194,816	1,350,700	1,393,469	1,463,142	1,514,431	1,562,357	1,602,050	1,556,575
Roads & Streets: Forestry **	-	-	386,792	387,840	397,540	400,000	418,513	406,253	414,502	512,178
City Pension	880,354	881,535	882,203	881,998	881,687	880,949	928,514	974,199	994,805	988,726
Police Pension	633,217	633,489	634,498	634,919	634,078	633,989	599,544	644,750	729,524	759,359
Firemen's Pension	294,970	295,466	296,717	296,495	296,126	296,721	334,810	418,380	422,792	416,423
<b>TOTAL</b>	<b>\$ 11,679,935</b>	<b>\$ 12,348,232</b>	<b>\$ 13,055,553</b>	<b>\$ 14,151,324</b>	<b>\$ 14,694,901</b>	<b>\$ 15,280,109</b>	<b>\$ 15,701,034</b>	<b>\$ 16,143,005</b>	<b>\$ 16,428,787</b>	<b>\$ 16,904,095</b>

**BUDGETED INCOME - PROPERTY TAXES (PRIOR YEAR)**  
**LAST TEN YEARS**

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount
General Fund	\$ 43,400	\$ 80,000	\$ 95,000	\$ 96,000	\$ 67,000	\$ 90,000	\$ 100,000	\$ 93,650	\$ 100,000	\$ 150,000
Special Deficiency	5,000	750	2,000	2,000	1,400	-	1,000	550	-	2,000
Roads & Streets: Forestry **	-	-	-	770	1,300	3,000	3,000	5,000	4,000	4,000
Social Security	3,500	6,000	9,000	10,000	6,300	6,600	6,900	7,000	-	-
E/H Transit System	1,500	2,500	1,283	3,000	3,400	3,800	4,000	3,500	4,000	5,000
Library	5,000	10,000	10,000	10,000	12,000	12,000	14,000	-	-	22,000
<b>TOTAL</b>	<b>\$ 67,000</b>	<b>\$ 99,250</b>	<b>\$ 117,283</b>	<b>\$ 121,770</b>	<b>\$ 91,400</b>	<b>\$ 115,400</b>	<b>\$ 128,900</b>	<b>\$ 109,700</b>	<b>\$ 108,000</b>	<b>\$ 183,000</b>

\* In 1993 Home rule was adopted, thus these funds were combined into the General Fund.

\*\* In 2006 Forestry was changed from a General Fund Department to a Division of Roads & Streets

Source: City of Bismarck Annual Budgets

**CITY OF BISMARCK, NORTH DAKOTA**  
**BUDGETED INCOME - MOBILE HOME TAXES (CURRENT YEAR)**  
**LAST TEN YEARS**

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount
General Fund	\$ 76,700	\$ 100,000	\$ 90,000	\$ 91,000	\$ 88,000	\$ 86,000	\$ 75,000	\$ 74,000	\$ 90,000	\$ 105,000
Special Deficiency	-	100	1,300	1,300	1,300	-	-	1,260	-	2,000
Roads & Streets: Forestry *	-	-	-	3,600	4,500	4,500	4,100	4,100	3,300	3,500
Social Security	8,100	8,000	9,000	7,000	7,000	8,400	7,700	8,500	9,500	11,000
E/H Transit System	3,500	3,400	3,134	4,000	4,000	4,700	5,000	4,000	5,000	5,700
Library	10,000	14,000	14,000	13,500	13,500	13,500	14,000	13,000	12,000	16,500
<b>TOTAL</b>	<b>\$ 98,300</b>	<b>\$ 125,500</b>	<b>\$ 117,434</b>	<b>\$ 120,400</b>	<b>\$ 118,300</b>	<b>\$ 117,100</b>	<b>\$ 105,800</b>	<b>\$ 104,860</b>	<b>\$ 119,800</b>	<b>\$ 143,700</b>

**BUDGETED INCOME - MOBILE HOME TAXES (PRIOR YEARS)**  
**LAST TEN YEARS**

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
	Amount									
General Fund	\$ 8,700	\$ 25,000	\$ 16,000	\$ 19,000	\$ 14,000	\$ 18,000	\$ 13,000	\$ 14,500	\$ 16,000	\$ 10,000
Special Deficiency	100	40	200	200	230	-	100	50	-	100
Roads & Streets: Forestry *	-	-	-	125	250	700	700	600	700	600
Social Security	675	1,000	2,000	2,000	1,000	1,000	1,200	1,500	800	1,200
E/H Transit System	450	400	345	800	800	600	1,000	400	400	400
Library	2000	3,500	3,000	2,500	2,500	2,500	2,500	2,500	1,500	1,500
<b>TOTAL</b>	<b>\$ 11,925</b>	<b>\$ 29,940</b>	<b>\$ 21,545</b>	<b>\$ 24,625</b>	<b>\$ 18,780</b>	<b>\$ 22,800</b>	<b>\$ 18,500</b>	<b>\$ 19,550</b>	<b>\$ 19,400</b>	<b>\$ 13,800</b>

\* In 2006 Forestry was changed from a General Fund Department to a Division of Roads & Streets

Source: City of Bismarck Annual Budgets

**CITY OF BISMARCK, NORTH DAKOTA  
COMPARATIVE TAX LEVY BY ENTITY  
LAST TEN YEARS**

	School		Park		County/State		City	
	Mill Rate	Dollars Levied	Mill Rate	Dollars Levied	Mill Rate	Dollars Levied	Mill Rate	Dollars Levied
2002	274.09	29,677,171	39.01	4,223,817	65.00	7,037,893	104.44	11,308,270
2003	267.77	30,545,017	39.65	4,522,948	63.71	7,267,517	102.41	11,682,098
2004	262.21	31,882,030	40.62	4,938,973	66.05	8,030,998	101.56	12,348,648
2005	255.02	33,763,388	40.67	5,384,507	63.33	8,384,579	98.59	13,052,829
2006	248.40	37,251,576	39.46	5,917,663	58.17	8,723,527	94.37	14,152,301
2007	229.42	38,341,553	39.66	6,628,133	52.92	8,844,194	87.93	14,695,200
2008	223.39	41,237,430	39.59	7,308,250	54.85	10,125,221	82.78	15,281,053
2009	142.03	27,662,586	39.63	7,718,568	56.44	10,992,581	80.63	15,703,966
2010	142.13	28,421,555	39.82	7,962,755	55.55	11,108,263	80.68	16,133,477
2011	140.99	29,307,079	39.62	8,235,665	56.32	11,707,034	79.05	16,431,836
2012	138.39	30,875,781	39.55	8,823,883	54.99	12,268,655	75.77	16,904,819

Note: This represents the year in which taxes are levied with the collection of taxes budgeted in the subsequent year.

Source: Burleigh County Levies

**"UNAUDITED"**  
**CITY OF BISMARCK, NORTH DAKOTA**  
**CASH BALANCES - ALL FUNDS**  
**LAST TEN YEARS**

	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
General Fund	\$ 14,578,972	\$ 15,947,956	\$ 16,958,348	\$ 16,507,303	\$ 19,054,081	\$ 20,987,292	\$ 22,178,622	\$ 22,096,586	20,813,730	22,257,372
Arena/Exhibit Operations	701,260	952,927	1,124,993	703,203	858,049	1,085,518	1,328,283	1,567,406	1,894,169	-
Special Deficiency	877,167	770,804	575,796	500,685	588,517	607,883	1,254,945	1,921,776	1,617,832	1,988,750
Social Security	175,857	258,586	414,558	531,882	400,489	360,767	460,958	573,939	697,057	888,639
Unemployment Compensation	76,985	56,045	50,753	39,746	29,334	12,027	(5,709)	(21,815)	(36,935)	(60,747)
Hotel/Motel Tax	-	-	-	-	18,430	-	(6,883)	-	(9,187)	-
Sales Tax Revenue	9,735,624	2,631,135	2,755,538	4,547,543	4,946,582	2,654,597	3,677,165	3,555,846	4,590,726	4,453,535
Vision Fund (1)	-	6,648,896	7,131,220	5,456,232	2,207,166	2,115,608	1,465,707	2,036,277	3,355,162	3,655,733
Northern Plains Commerce Center	-	-	-	-	144,547	109,806	330,949	-	-	384,000
NPCC-Intermodel Operations	-	-	-	-	-	-	19,656	-	-	-
NPCC-Transload Operations	-	-	-	-	-	-	(1,030)	240,945	182,438	1,951
Building Construction	2,705,138	871,802	1,076,457	612,046	1,108,269	1,113,319	1,103,226	1,372,696	451,013	476,082
Motel/Liquor/Restaurant Tax	1,242,432	933,871	702,608	555,448	956,484	1,286,413	1,383,637	2,331,583	2,686,255	1,728,158
E/H Transit System	484	847	862	1,187	1,202	1,174	1,248	(194,031)	1,646	1,378
Police Department Special Funds	336,473	251,400	413,624	400,152	315,825	252,047	172,303	78,557	41,598	43,275
Roads and Streets	1,551,790	1,554,837	1,427,569	1,767,791	2,323,768	2,415,159	2,273,083	2,825,226	1,615,869	3,021,540
Street Light Utility	737,056	718,350	411,692	309,184	289,290	195,529	135,478	188,041	310,984	460,218
Library	244,878	279,281	224,752	174,035	126,207	233,903	314,309	320,462	303,486	334,359
Government Grants & Activities (2)	-	(79,357)	(243,218)	(346,737)	(973,828)	119,835	218,150	(182,073)	(187,079)	(5,007,993)
Motel/Liquor/Restaurant Bond Fund	964,551	7,803,574	797,979	828,279	871,063	929,141	955,612	976,605	986,914	996,247
Highway Construction Bond Fund	18,474	8,728	-	-	-	-	-	-	-	-
Sewermain Bonds	442,396	807,390	831,179	919,449	1,172,762	1,675,469	1,825,154	1,904,772	2,128,273	1,979,672
Watermain Bonds	555,335	270,830	284,599	291,893	266,699	267,688	494,516	450,306	464,531	435,037
Sidewalks Bonds	903,212	891,356	840,491	879,966	826,941	874,925	955,247	861,762	919,775	1,000,279
Street Improvements Bonds	9,543,928	7,242,108	7,075,113	6,586,762	5,782,065	5,140,842	4,256,060	4,215,997	4,951,435	4,658,669
Parking Lots Bonds	77,389	110,587	89,394	125,485	146,444	178,621	142,677	702	794	-
Riverfront Enhancement	99,816	-	-	-	-	-	-	-	-	-
Tax Increment	4,658,389	5,903,215	7,334,873	9,042,765	9,792,170	11,713,064	13,407,304	15,125,545	16,416,826	18,022,074
Community Development	-	(7,949)	(11,697)	(5,459)	(11,493)	(5,702)	(5,817)	(6,438)	(6,430)	(39,155)
Bismarck-Mandan Visitors Bureau	(1,357)	-	-	-	-	-	-	-	-	-
Civic Center Bldg Construction	\$ (67,621)	\$ 244,584	\$ (316,541)	\$ 120,712	\$ 128,284	\$ 398,996	\$ 903,530	\$ 828,086	\$ 843,393	\$ -

(1) Prior to 2003, Vision Fund was combined with Sales Tax.

(2) Prior to 2003, Government Grants & Activities was combined with the General Fund.

**"UNAUDITED"**  
**CITY OF BISMARCK, NORTH DAKOTA**  
**CASH BALANCES - ALL FUNDS**  
**LAST TEN YEARS**

	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
Street Light Construction	-	-	-	-	-	-	-	27,392	42,671	252,066
Highway Construction Project	1,899,985	2,709,122	3,652,334	3,960,575	5,520,278	5,326,404	6,311,731	8,253,958	8,820,483	7,775,681
Sewer mains Construction	(651,751)	(1,519,864)	(2,758,814)	(5,685,655)	(5,309,200)	(2,414,286)	(2,000,098)	(2,710,346)	(1,474,157)	(3,585,080)
Water mains Construction	(246,224)	(975,636)	(68,113)	(839,358)	(703,869)	(121,872)	(628,126)	(235,122)	(639,407)	(11,433)
Sidewalks Construction	544,265	547,761	211,567	315,467	(139,264)	44,429	438,352	(216,762)	960,520	779,762
Street Improve. Construction	(6,045,804)	(5,540,879)	(6,032,744)	(5,900,458)	(6,534,437)	(9,327,006)	(13,043,716)	(15,562,794)	(8,081,726)	(6,632,460)
Commerce Develop. Const'n	-	-	-	(676,672)	(3,529,908)	(741,753)	(906,616)	(292,885)	203,571	203,571
Airport	3,137,801	3,131,442	2,391,818	1,477,475	2,448,980	3,817,351	5,478,454	1,827,161	4,368,801	4,166,951
Airport Flightline	317,412	334,145	300,281	285,907	331,217	317,455	-	-	-	-
Civic Center	-	-	-	-	-	-	-	-	-	2,460,119
Solid Waste Utility	7,587,612	-	-	-	-	-	-	-	-	-
Solid Waste Disposal (3)	-	6,517,451	6,931,835	6,582,651	6,524,499	7,258,597	7,370,011	6,221,377	6,489,142	6,956,822
Solid Waste Collections (3)	-	722,608	558,818	545,923	428,754	147,455	428,459	1,290,159	1,452,567	1,775,739
Water & Sewer Utility	21,097,916	-	-	-	-	-	-	-	-	-
Water (4)	-	15,483,540	11,601,458	12,062,432	17,623,772	16,546,940	18,182,765	15,883,824	17,487,562	18,100,911
Sanitary Sewer (4)	-	4,459,573	7,531,658	9,578,664	10,736,765	14,405,142	15,877,406	16,536,858	16,469,638	16,580,998
Parking Authority Lots	538,951	488,468	488,301	494,829	250,691	192,425	383,983	501,320	899,454	1,010,595
Storm Sewers	1,494,263	1,874,936	2,165,489	2,370,473	3,204,707	3,885,229	4,576,226	5,072,267	5,278,744	5,292,081
Commercial Property	-	-	-	-	-	-	-	-	(1,777,118)	120,017
Employee Insurance	2,709,235	2,339,425	1,470,949	928,676	595,975	398,331	401,185	1,489,943	2,412,050	3,425,139
Fleet Services	-	-	(61,745)	(91,467)	(404)	168,347	218,932	171,160	29,071	100,444
Revolving	190,309	207,934	172,199	342,058	256,649	216,380	266,210	313,937	354,073	265,709
Liability Insurance	2,442,408	306,249	85,931	13,096	42,368	82,119	140,099	149,106	165,189	187,537
Workforce Safety Insurance	-	-	-	-	-	-	-	-	-	107,270
City Pension	30,086,632	36,424,626	41,630,106	46,953,912	53,642,498	59,162,980	44,080,240	51,367,978	58,153,078	58,680,130
Police Pension	14,111,492	17,136,777	19,675,957	22,092,729	25,518,283	28,073,870	20,396,517	23,333,631	26,214,000	25,888,844
Firemen's Pension	579	843	792	7,576	111,826	889	799	732	108,827	876
Deferred Sick Leave	741,036	927,209	1,103,834	1,112,115	1,114,857	1,025,625	773,107	892,504	904,411	847,227
Employee Excess Retirement	-	-	-	1,363,578	1,437,495	1,301,336	940,911	1,052,770	1,117,111	920,574
Arena Revolving	201,434	163,464	136,223	124,733	190,881	171,062	272,957	294,536	206,062	-
Tree Memorial (5)	15,713	-	-	-	-	-	-	-	-	-
Library Memorial (5)	13,869	-	-	-	-	-	-	-	-	-
Christmas Lights (5)	20,939	-	-	-	-	-	-	-	-	-
Lewis & Clark Expedition(5)	305,183	-	-	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 130,739,504</b>	<b>\$ 140,566,413</b>	<b>\$ 141,455,617</b>	<b>\$ 147,848,099</b>	<b>\$ 165,004,476</b>	<b>\$ 184,262,374</b>	<b>\$ 168,294,638</b>	<b>\$ 177,903,376</b>	<b>\$ 205,198,892</b>	<b>\$ 207,349,163</b>

(3) Prior to 2003, Solid Waste Disposal and Collections were combined.

(4) Prior to 2003, Water and Sanitary Sewer were combined.

(5) In 2003 the funds were combined with Government Grants & Activities

Source: City of Bismarck Annual Financial Report - 2011