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**To:** Honorable Mayor & City Council Members  
**From:** Tom Barry, City Manager  
**Date:** September 26, 2018  
**RE:** FY 2019 Budget

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The 2019 City of Minot budget continues the City Council's long standing effort at providing municipal services as cost effectively as possible. The City levy approved by the City Council in 2018 was 106.46 mills. The final adjusted rate by the County was 106.65. The mill for 2019 is 129.23. The value of each mill has decreased as detailed in the attached 2019 budget comments.

To meet the growth of the City and continue to maintain infrastructure, the City has a number of capital improvement projects (CIP) planned for 2019. The following is a brief list of the major projects: (The CIP may be viewed under the CIP tab within the budget.)

- Flood Control Projects
- NAWS
- GA Apron South
- Southwest Water Tower

In order to adequately fund and operate the City, the 2019 budget will implement a new rate for the sewer department. Details of the increase is under the budget comments section.

The 2019 Annual Pay and Classification Plan is included in the budget. The Pay Plan continues the market based pay system implemented in 2001. The Pay Plan, as adopted by the City Council, includes a permanent salary competitiveness policy at 100% of the estimated prevailing rate. The turnover rate is 14.87%.

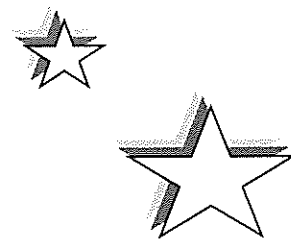
Under North Dakota State law, cities are allowed to transfer up to 20% of revenues from utility funds to the general fund in part to cover the City's administrative costs in providing water and sewer services. The recommendation for the 2019 budget is a transfer of 13.32%. The 2018 transfer was 10.73%.

Thank you for the opportunity to submit the 2019 budget for your consideration.

## BUDGET 2019



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# BUDGET 2019

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# BUDGET 2019

## COMPARISON OF THE TOTAL BUDGET BY FUND

	2018 Budget	2019 Budget	Increase (Decrease)
<u>General Fund</u>	\$ 34,379,005	\$ 39,065,465	\$ 4,686,460
<u>Enterprise Fund</u>			
Airport	8,616,705	7,911,096	(705,609)
Cemetery	590,813	619,290	28,477
Parking Authority	61,390	32,782	(28,608)
Sanitation	5,719,718	5,639,604	(80,114)
Water, Sewer, and Replacement	28,802,418	20,165,722	(8,636,696)
Parking Ramps	226,246	1,660,557	1,434,311
<u>Special Revenue Funds</u>			
City Bus	1,108,868	1,165,148	56,280
Library	1,378,502	1,397,770	19,268
Recreation/Auditorium	2,048,637	2,130,642	82,005
Emergency Fund	1,131,688	-	(1,131,688)
<u>Capital Project Funds</u>			
Highway Capital Projects	-	875,000	875,000
Capital Purchases	-	11,900,000	11,900,000
Equipment Purchase	2,401,691	2,045,385	(356,306)
Flood Control	16,187,500	21,105,000	4,917,500
Total Operations	102,653,181	115,713,461	13,060,280
<u>Other Funds</u>			
Sales Tax	19,960,753	19,468,379	(492,374)
NAWS Reserves	10,550,000	34,150,000	23,600,000
Sidewalk	120,000	220,000	100,000
Street Improvement	2,900,000	4,000,000	1,100,000
Debt Retirement	5,762,602	5,559,349	(203,253)
Hotel/Motel/Car Rentals	835,538	815,247	(20,291)
Total Budget	<u>\$142,782,074</u>	<u>\$179,926,437</u>	<u>\$ 37,144,363</u>

# BUDGET 2019

## COMPARISON OF PROPERTY TAX LEVY

The 2018 property tax levy was \$22,616,328. The taxable valuation for that budget was \$212,454,000 (final was \$212,053,359) and produced a mill levy of 106.65. The taxable valuation for 2019 is estimated at \$205,920,000. The property tax levy of \$26,611,273 will produce a mill levy of 129.23 after the direct property relief is applied.

	2018 Dollar Levy	2018 Mills	2019 Dollar Levy	2019 Mills
General Fund - 1601	\$12,715,905	59.85	\$14,187,094	68.89
General Fund - 1601 E911	390,998	1.84	102,642	0.50
Airport - 1606	603,975	2.84	1,044,419	5.07
Cemetery - 1614	216,422	1.02	266,033	1.29
Parking Ramps - 1601	-	-	1,588,557	7.71
City Bus - 1638	342,036	1.61	418,371	2.03
Library - 1613	1,304,630	6.14	1,322,732	6.42
Recreation - 1618	1,564,791	7.37	1,657,322	8.05
Emergency Levy - 1604	1,131,688	5.33	-	-
Sidewalk - 1601	-	-	220,000	1.07
Street Improvements - 1601	-	-	306,460	1.49
Flood Control - 1601	-	-	1,079,479	5.24
Equipment Purchase - 1624	1,294,630	6.09	1,370,842	6.66
Total Operations	19,565,075	92.09	23,563,952	114.42
Debt Retirement General Obligation Bonds - 1622	2,999,029	14.12	2,499,309	12.14
Debt Retirement Special Assessment Bonds - 1623	52,224	0.25	35,001	0.17
Debt Retirement Flood Control - 1621	-	-	513,011	2.49
Grand Total	\$22,616,328	106.46	\$26,611,273	129.23
Dollar Change after Sales Tax - Property Tax Relief				\$ 3,994,945
Levy Change after Sales Tax - Property Tax Relief				22.77

# BUDGET 2019

## COMPARISON OF OPERATING BUDGETS BY SPENDING CATEGORY

Account Descriptions	2018 Budget	2019 Budget	Dollar Change	% Change
Regular Employees	\$ 24,628,116	\$ 26,064,256	\$ 1,436,140	5.83%
Overtime	574,419	591,066	16,647	2.90%
Extra Help	1,097,713	1,137,281	39,568	3.60%
Total Salaries	26,300,248	27,792,603	1,492,355	5.67%
Health Insurance	3,038,079	3,789,405	751,326	24.73%
Life Insurance	20,510	20,802	292	1.42%
Social Security	135,292	138,973	3,681	2.72%
Medicare	296,493	260,369	(36,124)	-12.18%
Pension	5,036,969	5,152,432	115,463	2.29%
Defined Contribution	753,887	894,136	140,249	18.60%
Long-term Disability	101,527	108,063	6,536	6.44%
Unemployment	13,479	13,687	208	1.54%
Worker's Compensation	266,901	230,983	(35,918)	-13.46%
Deferred Compensation	11,026	11,301	275	2.49%
Total Benefits	9,674,163	10,620,151	945,988	9.78%
Elections	20,000	-	(20,000)	-100.00%
Testing	16,971	17,235	264	1.56%
Financial Audit	106,148	104,065	(2,083)	-1.96%
Professional Service Contracts	983,786	1,123,708	139,922	14.22%
Medical Exams	49,440	49,800	360	0.73%
Monitoring	130,600	40,600	(90,000)	-68.91%
Software Agreements	561,853	1,703,308	1,141,455	203.16%
CD Police Auxiliary/Service Fees	12,200	11,000	(1,200)	-9.84%
Associations	247,297	241,286	(6,011)	-2.43%
Other	7,500	7,500	-	0.00%
Total Professional and Technical	2,135,795	3,298,502	1,162,707	54.44%
Water	72,744	94,210	21,466	29.51%
Maintenance Contracts	419,644	425,816	6,172	1.47%
Maintenance	7,756,891	9,463,464	1,706,573	22.00%
Equipment Rental	1,492,265	1,484,124	(8,141)	-0.55%
Total Purchased Property Services	9,741,544	11,467,614	1,726,070	17.72%
Legal Fees	15,000	20,000	5,000	33.33%
Fleet Labor	77,960	73,965	(3,995)	-5.12%
Liability Insurance	570,586	712,127	141,541	24.81%
Telephone	267,084	281,755	14,671	5.49%
Publications/Legal Ads	40,965	48,265	7,300	17.82%
Promotions	87,285	67,665	(19,620)	-22.48%
Travel	196,215	205,656	9,441	4.81%
Education & Training	228,318	231,514	3,196	1.40%
Car Allowance	13,139	13,126	(13)	-0.10%
Wearing Apparel	84,740	87,435	2,695	3.18%
Laundry	1,500	1,500	-	0.00%
Pound Service/NAWS Distribution O&M	263,660	329,400	65,740	24.93%
Towing/NAWS Distribution REM/Nuisance Abatement	168,650	206,577	37,927	22.49%
Miscellaneous Purchased Services	373,966	442,258	68,292	18.26%
Total Other Purchased Services	2,389,068	2,721,243	332,175	13.90%

# BUDGET 2019

## COMPARISON OF OPERATING BUDGETS BY SPENDING CATEGORY

Account Descriptions	2018 Budget	2019 Budget	Dollar Change	% Change
Water Treatment Supplies	\$ 980,120	\$ 980,000	\$ (120)	-0.01%
Thinner, Paint, Markings	183,876	183,666	(210)	-0.11%
Meters	150,000	100,000	(50,000)	-33.33%
Remote Readers	100,000	50,000	(50,000)	-50.00%
Natural Gas	235,630	253,962	18,332	7.78%
Electricity	2,559,987	2,606,119	46,132	1.80%
Books & Subscriptions	95,653	92,279	(3,374)	-3.53%
Operation Supplies	1,564,535	1,263,474	(301,061)	-19.24%
Fuel	1,027,214	946,423	(80,791)	-7.87%
Sand and Salt	200,000	175,000	(25,000)	-12.50%
Miscellaneous Supplies	173,350	174,300	950	0.55%
Postage	148,928	155,134	6,206	4.17%
Total Supplies	<u>7,419,293</u>	<u>6,980,357</u>	<u>(438,936)</u>	<u>-5.92%</u>
Capital Purchases	<u>31,921,415</u>	<u>41,376,877</u>	<u>9,455,462</u>	<u>29.62%</u>
Total Property	<u>31,921,415</u>	<u>41,376,877</u>	<u>9,455,462</u>	<u>29.62%</u>
Contingency	1,152,785	14,097	(1,138,688)	-98.78%
Payment in Lieu of Taxes	564	2,059	1,495	265.07%
Buy Money/Souris Basin Planning Council	4,500	2,500	(2,000)	-44.44%
Purchases For Resale	80,000	60,282	(19,718)	-24.65%
Domestic Violence Fees	25,000	25,000	-	0.00%
Reimbursements to General Fund	3,098,644	3,139,821	41,177	1.33%
OCLC Services	15,156	15,724	568	3.75%
Credit Card Discounts/Memorials	18,346	18,401	55	0.30%
Hammond Park	2,500	2,500	-	0.00%
Community Contributions	560,500	226,500	(334,000)	-59.59%
Domestic Violence Crisis Center	50,000	10,000	(40,000)	-80.00%
Restitution	12,000	12,000	-	0.00%
Bonds Posted	200,000	120,000	(80,000)	-40.00%
Park District State Aid	528,252	519,219	(9,033)	-1.71%
Total Other Objects	<u>5,748,247</u>	<u>4,168,103</u>	<u>(1,580,144)</u>	<u>-27.49%</u>
Debt Service Payments	6,047,618	6,034,865	(12,753)	-0.21%
Transfers	1,275,790	1,253,146	(22,644)	-1.77%
Grand Totals	<u><u>\$ 102,653,181</u></u>	<u><u>\$ 115,713,461</u></u>	<u><u>\$ 13,060,280</u></u>	<u><u>12.72%</u></u>

# BUDGET 2019

September 26, 2018

TO: Honorable Mayor and All Aldermen  
FROM: Tom Barry, City Manager  
RE: 2019 Budget Comments

## SUMMARY

Without a doubt, development of the 2019 Budget has been very challenging. The City has had to balance an ongoing trend of decreasing revenues with the challenge of maintaining the same standards of service and preservation of City assets. The 2019 Budget also must accommodate the reinitiated Northwest Area Water supply project and the added costs of flood protection, which will continue to rise significantly in the coming years. This budget was prepared in accordance with the Budget Principles & Priorities outlined and approved by City Leadership. The following are some “highlights” of the 2019 Budget.

The mills levied by the City of Minot for the 2019 Budget is 129.23 mills. The estimated valuation for 2019 is \$205,920,000 compared to the certified value of \$212,053,359 in 2018.

The property tax dollar levy for the budget is an increase of \$3,994,945 or 22.77 mills. The property tax valuations declined by 3.08 percent resulting in a need to raise the mill rate 3.37 mills or \$693,950 compared to the 2018 mill rate to raise the same dollar amount. In addition, 40% of the second penny sales tax was reallocated to NAWS (\$4M) which caused the property tax relief, community facilities, and infrastructure components to be reduced proportionately. Please see the detail on this under “NAWS.”

The total 2019 Budget is \$179,926,437 compared to \$142,782,074 in 2018, which is an increase of \$37,144,363 or 26.01 percent. This increase is due to the following drivers:

- 1) Flood control construction (\$4,917,500)
- 2) NAWS construction (\$23,600,000)
- 3) Budgeting the City’s capital & highway projects for the fiscal year (\$12,775,000).
- 4) The water, sewer, and replacement budgets decreased in the 2019 Budget by \$8,636,696 due to the completion of the wastewater hydraulic improvements project (\$7,500,000) and the North Minot Sanitary Sewer project (\$1,750,000) in FY2018. Aside from design, there are no new infrastructure water, sewer, and replacement projects budgeted in 2019.

For informational purposes, the City had reduced the mill levy dramatically from 2011 to 2012 (29 percent) and used increasing sales tax collection to offset the reduction in property tax collections. Since 2014, sales tax collections have decreased more than 26 percent or \$3.6 million, requiring the increase in property tax to replace the lost revenue. The City’s certified mill levy for the last ten years follows:

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Minot Levy	113.25	108.12	107.33	76.67	84.29	76.05	77.90	77.05	77.81	106.65

## MILL LEVY

Each year, the City Council, acting as the governing body, must balance the level of services to be provided with the financial impact of those services. The 2019 Budget is based on the valuation of the 2018 mill. There is a one-year lag in the mill value. The City represented 33 percent of the consolidated mill levy in 2018, including school, county, park, state and city levies.

Property taxes are based on the assessed value of an individual’s home and the number of mills required by

***CITY OF MINOT, NORTH DAKOTA***

## BUDGET 2019

the City for those services supported by property tax such as public safety and street maintenance. The 2019 Budget will affect individual property owners differently. The 2019 estimated value of a mill (\$205,920,000) is decreasing as compared to the 2018 value (\$212,053,359). The number of mills budgeted increased 22.77. This increase is primarily due to the valuation change (3.37 mills) and sales tax reallocation for NAWS (19.43 mills).

The following example illustrates both the change in value and the mill rate for the median home in Minot from 2018 to 2019:

	2018	2019
Home value	\$ 182,000	\$ 178,000
Assessed value at 50%	91,000	89,000
Taxable value at 9%	8,190	8,010
Total City mills	<u>0.10665</u>	<u>* 0.12923</u>
Property Tax	<u>\$ 873.46</u>	<u>\$ 1,035.13</u>
*County finalized rate		

This means the median homeowner within the City of Minot would see an increase of approximately \$161.67/year or \$13.47/month.

### RATES AND FEES

The intent of a rate adjustment in an enterprise fund is to make an individual department, or fund, become or remain self-supporting without the need to supplement their revenues with property tax dollars.

Water Category	2018	2019	Change
<b>Residential, Duplex, Tri-plex, &amp; Four-plex</b>			
Flat meter rate	\$ 10.78	\$ 10.78	\$ -
Cubic fee per month per 100 cubic feet	3.75	3.75	-
MXU Rate	2.00	2.00	-
Irrigation meter rate (May through October)	10.78	10.78	-
Cubic fee per month per 100 cubic feet	3.75	3.75	-
<b>Apartment, Commercial, Government, Industrial and Mobile Homes</b>			
Flat meter rate			
5/8" to 1"	13.20	13.20	-
1.5" to 2"	25.23	25.23	-
3" to 4"	66.96	66.96	-
6" to 8"	136.38	136.38	-
Cubic fee per month per 100 cubic feet	4.22	4.22	-
MXU Rate	2.00	2.00	-
Irrigation meter rate	13.20	13.20	-
Cubic fee per month per 100 cubic feet	3.75	3.75	-

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## BUDGET 2019

Sewer Category	2018	2019	Change
<b>Residential, Duplex, Tri-plex, &amp; Four-plex</b>			
Flat rate	\$ 6.52	\$ 7.04	\$ 0.52
Cubic fee per month per 100 cubic feet	2.77	2.99	0.22
<b>Apartment, Commercial, and Government</b>			
Flat rate	6.47	6.99	0.52
Cubic fee per month per 100 cubic feet	3.10	3.35	0.25
<b>Industrial</b>			
Flat rate	5.87	5.87	-
Cubic fee per month per 100 cubic feet	3.36	3.36	-
Bio-oxygen Demand	88.11	88.11	-
Total Suspended Solids	73.92	73.92	-

Storm Sewer Category	2018	2019	Change
<b>Maintenance Charge</b>	\$ 5.28	\$ 5.28	\$ -
<b>Development Charge</b>	3.75	3.75	-

The following is an example of the impact of the rates for the average residential user using 1,200 cubic feet of water:

	2018	2019
<b>Water</b>		
Flat Rate	\$ 12.78	\$ 12.78
Flow Rate	45.00	45.00
<i>Total Water</i>	<u>57.78</u>	<u>57.78</u>
<b>Sewer</b>		
Flat Rate	6.52	7.04
Usage Rate	33.24	35.88
<i>Total Sewer</i>	<u>39.76</u>	<u>42.92</u>
<b>Storm Sewer Maintenance</b>	5.28	5.28
<b>Storm Sewer Development</b>	3.75	3.75
<i>Total Bill</i>	<u>\$ 106.57</u>	<u>\$ 109.73</u>

***CITY OF MINOT, NORTH DAKOTA***

## BUDGET 2019

The airport is changing the following rates:

	2018	2019	
Terminal Airline Rent & Per User Fees	\$ 13.52	\$ 14.60	Per square foot
Landing Fees	\$ 2.21	\$ 2.22	Per 1,000 lbs
ARFF Fees	\$ 0.74	\$ 0.54	Per 1,000 lbs
Non-Signatory Rate Premium	\$ 400.00	\$ 412.00	Per Turn
125% of Signatory Landing Fees and ARFF Fees	\$ 3.69	\$ 3.45	Per 1,000 lbs
Airport Parking Fees			
Short-Term Parking	FREE	FREE	30 Minutes
	\$ 2.00	\$ 2.00	One (1) Hour
	\$ 4.00	\$ 4.00	Two (2) Hours
	\$ 6.00	\$ 6.00	Three (3) Hours
	\$ 8.00	\$ 8.00	Four (4) Hours
	\$ 10.00	\$ 10.00	Five (5) Hours
	\$ 12.00	\$ 12.00	Six (6) Hours
	\$ 14.00	\$ 14.00	Daily
Long-Term Parking	\$ 2.00	\$ 2.00	One (1) Hour
	\$ 4.00	\$ 4.00	Two (2) Hours
	\$ 6.00	\$ 6.00	Three (3) Hours
	\$ 8.00	\$ 8.00	Four (4) Hours
	\$ 10.00	\$ 10.00	Five (5) Hours
	\$ 12.00	\$ 12.00	Daily Maximum (More than Five (5) hours
	\$ 72.00	\$ 72.00	Weekly Maximum
	\$ 25.00	\$ 25.00	Air Crews Using Pay Parking
Landing Fees for Commercial General Aviation			
Aircraft weighing 12,500 lbs or more	\$ 3.69	\$ 3.45	Per 1,000 lbs
Commercial Air Freight Operator & all Commercial	\$ 17.50	\$ 17.50	Per Landing
Commuter aircraft weighing less than 12,500 lbs			
*Non-Signatory Airlines Shall be Charged 125% of this rate			
Ground Transportation Fees			
Taxis/Shuttles/Vans or other ground transportation	\$ 50.00	\$ 50.00	Per month
Hotel Shuttles/Vans windshield sticker	\$ 100.00	\$ 100.00	Per year
Conference Room Rental Rates			
2nd Floor Conference Room at Airport Terminal	\$ 40.00	\$ 40.00	
1st Floor Conference Rooms at Airport Terminal	\$ 20.00	\$ 20.00	
A fifty percent (50%) discount for airport tenants			
Ramp Parking Fees	\$ 25.00		Per Month
Aircrafts under 12,500 pounds		\$ 60.00	Per Month
		\$ 5.00	Per Day
Aircrafts over 12,500 pounds		N/A	Per Month
		\$ 15.00	Per Day
	\$ 5.00		Per Day

There are no changes to the sanitation, cemetery, water, or bus rates. The Finance Department will continue their annual review of rates and will report their findings to the administration. If additional adjustments are necessary, they will be recommended to the City Council.

### EMPLOYEE PAY/BENEFITS

A comprehensive workforce improvement plan is in the 2019 Budget. The City's workforce turnover rate is five times the national average and well above our neighboring and benchmark cities. At this rate, the City is turning over its entire workforce every 6 ½ years. In the past five years alone, the City has hired 416 employees but has only been able to retain 203 of them to date. Turnover costs for the City are very expensive and can range from 30% of average annual salary for an entry level/non-skilled worker to 150% of

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## BUDGET 2019

average annual salary for professional, technical and supervisory staff. For example, training costs for new firefighters and police officers amount to \$72,000 and \$77,000 each, respectively. The City has replaced 24 firefighters and police officers in the past year at nearly \$1,800,000 in lost training investment. To counter these trends, improve workforce attraction and retainage rates, and better align the City's benefit package with local and regional equivalents, the following comprehensive modifications have been included in the 2019 Budget:

- 1) Development of a tuition reimbursement program for active employees with eligibility guideline requirements.
- 2) Adding voluntary participation in medical flexible spending and dependent care accounts.
- 3) Inclusion of the federally-recognized Civil Rights/Martin Luther King day as a holiday to align with other municipalities, counties and the federal government.
- 4) An increase to the vacation accrual rate of 2 additional days per year as follows:
  - 0 to 5 years – 1.00 to 1.17 days per month
  - 5 to 10 years – 1.25 to 1.42 days per month
  - 10 to 15 years – 1.50 to 1.67 days per month
  - 15+ years – 1.75 to 1.92 days per month
- 5) An increase to the maximum annual vacation accrual rollover to 300 hours. The current rollover maximum is 240 hours annually, substantially below other municipalities and counties.
- 6) Increase the health insurance City contribution for a single plan to 100%; single plus dependent to 90% and family plan to 80%.
- 7) Offer NDPERS for new employees and allow current defined contribution plans to be optionally transferred to the NDPERS defined benefit plan.

The 2019 Budget was prepared incorporating the pay plan as recommended by the Civil Service Commission.

### STAFFING

Three new positions are being requested in the 2019 Budget and one position is requested to move from part-time to full-time status:

<b>New Position Requested</b>	<b>Salary &amp; Benefits</b>
Communications Specialist (PT to FT)	\$ 37,120
Human Resource Generalist	70,639
Property Maintenance Building & Grounds Worker	53,033
Water Plant Operator I	58,194

### OTHER CHANGES

The City has implemented five-year budget modeling in order to provide a longer-term view of anticipated revenues and expenditures. All City departments were given a five-year history of actual costs by line item along with the current year budget and were asked to project budgets for the next five years. This analysis has helped the City determine the major funding needs of the City in general and for major projects like NAWs and flood control. It has also resulted in significant budget projection reductions and more defensible budget spending.

All Department Heads were instructed to develop minimalistic budgets in alignment with the FY 2019 Budget Principles & Priorities document. Subsequently, I and the Finance staff met with each Department Head and cut an additional \$704,300 collectively in order to provide as minimalistic budget as possible while still preserving the service levels the citizens of Minot have come to expect. In addition, I met with about a dozen community agencies and organizations that have historically relied on the City for grants

***CITY OF MINOT, NORTH DAKOTA***

## BUDGET 2019

and/or donations to inform them of the City's need to reduce or eliminate those grants and donations which totaled an additional reduction to the budget of \$577,241. Together, these adjustments amounted to a decrease (or offset) in the 2019 Budget of nearly \$1.3 M or nearly 6.5 mills.

The entire CIP has been incorporated into the 2019 Budget for all funds, which added the highway reserve fund and the capital purchases funds.

The City will use \$9,554,488 in dedicated cash reserves in the following funds toward the 2019 Budget:

- First & second penny sales tax property tax relief (\$52,575 & \$120,514, respectively)
- Street improvements (\$245,044)
- Second penny sales tax infrastructure (\$300,000)
- Highway reserve (\$875,000)
- NAWS (\$7,961,355)

The police administration & police detective budgets were combined into the police patrol budget which has been renamed to the police department. Combining the departments will provide for more efficiencies in tracking and administrative activities.

### PENSION PLAN

The annual recommended contribution for the City's closed pension plan for 2019 is 52.24 percent of estimated pay or \$7,521,520 (37.50 percent City or \$5,329,140 and 14.74 percent employees or \$2,192,380). It is broken down into two pieces estimated by the actuaries: 15.19 percent of estimated pay is normal cost and 37.05 percent of estimated pay is for the unfunded liability. Normal cost is the present value of benefits attributed to employee service performed during the current year or in simple terms the cost of the pension plan for the current employees.

### NAWS

The recent good news regarding the Northwest Area Water Supply Project (NAWS) and its ability to advance now requires an additional \$50M of local share dollars over the next several years to complete it. Previous collections for NAWS through sales tax netted about \$30 million dollars by 2011. At that time the City believed that would be sufficient funding to begin construction. While the legal process played out between the State of Missouri and the Canadian Province of Manitoba, the project was stalled but the City still collected dollars through a sales tax for the local share of NAWS. Then, in 2011, citizens voted to use that sales tax money for Community Facilities Grants until a clearer timeline was established to resume construction. However, the rising costs and the need for massive infrastructure for a biota treatment facility to accommodate Manitoba's concerns over bacteria contamination to the watershed was added to the project which resulted in a need for additional funding. To accomplish this, the City will need to reallocate its use of the second penny of sales tax. The first column below denotes the second penny allocations in the 2018 budget and the second column denotes the reallocation in the 2019 budget:

Tax Relief	30%	18%
Infrastructure	40%	24%
Community Facilities or Flood Control	30%	18%
NAWS	0%	40%
	<u>100%</u>	<u>100%</u>

The reallocation of the sales tax to NAWS has produced an increase to the mill levy of \$4M or 19.43 mills.

# **BUDGET 2019**

## **CITY EFFICIENCIES**

The recommended increase in the mill levy for 2019 is not taken lightly. But it has been mitigated significantly by the extraordinary fiscal discipline of the Finance staff and outstanding efficiency gains by the Department Heads. An example of some of the successful efficiency strategies include:

- Procuring millions of dollars in grants annually to offset budget needs
- Retiring high interest debt sooner
- Deferring projects when and where possible
- Conducting more work in-house
- Deploying used parts rather than buying new
- Evaluating and improving operational performance
- Incorporating Data-Driven Decision Making
- Expanding the use of Computer-Aided Technologies
- Negotiating better contract terms
- Extending the life of and reusing vehicles and other rolling stock and equipment
- Reducing budgets to align with actual historical spending needs
- Reducing the workforce (both full-time and part-time staff)
- Incorporating more online training opportunities to reduce travel costs
- Consolidating purchases and utilizing the State Bid List
- Auctioning unnecessary equipment
- Incorporating objective vehicle replacement reports
- Incorporating just-in-time capital project financing approach
- Incorporating smart dispatching to reduce run times and improve response times
- Reducing outgoing revenues to other agencies and organizations
- Moving from paper to paperless systems for record management
- Incorporating cloud storage for City data
- Elevating the scrutiny and justification on a line-item basis across the operation
- Incorporate equipment leasing over purchasing of rolling stock and other equipment

These strategies and efficiency gains have resulted in tens of millions of dollars in savings over the years which has relieved budget pressures and offset budget needs and new funding requests. To be specific, efficiencies from just the past 3-4 years alone amounted to \$78 million worth of savings to the citizens of Minot.

Moreover, the City operates very lean. When you remove capital expenditures and grant receipts from the budget, the operating budgets have remained fairly flat for the past several years despite 2-3% annual upward inflationary pressure and reducing revenues. For example, the FY19 Operating Budget increased by \$290,218 from FY18. Both the FY18 and FY17 Operating Budgets were minimally, but consecutively, smaller than their prior year comparisons. The City's staffing is also thin. The national and North Dakota average for local government FTEs per capita is 145.3/10K and 142/10K, respectively. The City of Minot is currently running a per capita ratio of 84.8/10K. In short, the City of Minot operates fiscally conservatively and is very lean.

## **LOOKING FORWARD**

The City will face a number of challenges over the next five years. The challenges include funding and constructing the NAWS and Flood Control Projects, identification and deployment of a new enterprise-wide software upgrade, construction of the Northwest Community Fire Station, correcting maintenance backlogs, adequately funding street improvements, siting and construction of a new City Hall, and adequate financing of City capital and capital equipment needs.

***CITY OF MINOT, NORTH DAKOTA***

## **BUDGET 2019**

If the City's goal is to stabilize / prevent future levy increases several strategies should be considered over the course of the coming years, including:

- Increase the sales tax rate for the City and/or request the County to increase its sales tax rate to cover the regional flood control project;
- Encourage the Souris River Joint Board to identify more local share contributors to the regional flood control project;
- Work with the State Legislature to protect and preserve home rule authority and encourage them to avoid undermining City financial tools and resources

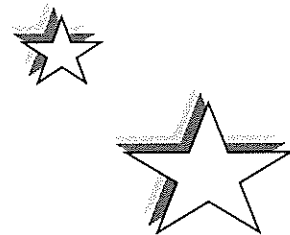
Because 53 percent of the City's sales tax collections directly or indirectly subsidize property tax (levy) activities, economic adjustments that heavily impact sales tax revenues threaten the stability of the fixed cost component of the City's operation. According to the IEDC, "subsidizing property taxes with sales tax weakens the financial health of the City and takes away funds that could be dedicated to capital commitments." To this end, the Council would be wise to reevaluate the sales tax use and allocations that cover levy activities and regional services.

There is an upside and a lot of reason to be optimistic going forward. The economy looks to be improving. Oil and Ag prices are on the rise. Property valuations appear to be stabilizing. The HUB City formula adjustments look to benefit Minot by as much as \$2.5M annually over today's funding rate if approved by the Legislature. The Federal Government appears to be taking more interest in aspects of the regional Flood Control effort. The Wayfair v. SD Supreme Court outcome should generate more sales tax revenue for the City. Consolidation of services (a potential library merger and Park & Rec merger) may result in savings to tax payers.

Nevertheless, the 2019 Budget continues the adjustments that must be made to embrace our current challenges and future needs. The City has committed to some incredibly ambitious and monumental undertakings including construction of two of the largest infrastructure projects in our City's history, which together amount to over \$400M worth of new infrastructure over the coming years. Taking modest steps now to correct our revenue gaps will significantly lessen the financial and service level impacts to our citizens in the future if not pursued now. Securing nearly \$200 million in State Water Commission funds for flood control, revising the use of sales tax to pay for flood control and NAWs, and projecting future needs five years into the future are also major steps towards developing a strong, stable, and predictable budget.



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# BUDGET 2019

## GENERAL FUND - INCOME DETAIL

	2018 Budget	2019 Budget
Federal Revenues		
Federal Operating Grants	\$ 106,750	\$ 89,744
Total Federal Revenue	106,750	89,744
State Revenues		
State Operating Grants	48,714	1,056,880
Highway Fund	2,352,191	2,560,200
State Aid Distribution	3,521,682	3,261,460
Telecommunications Tax	140,497	140,497
Cigarette Tax	120,040	95,284
Fire Insurance Refund	311,000	313,994
Gambling Tax Revenue	23,755	21,284
Total State Revenue	6,517,879	7,449,599
Ward County Revenues		
Roads and Bridges	2,339	-
Joint Communications	834,471	1,162,223
Computer Maintenance	130,005	91,682
Centrally Assessed Utilities	23,074	23,290
County Operating Grants	11,182	10,383
Total County Revenue	1,001,071	1,287,578
Other Agency Revenues		
Housing Authority	49,957	38,329
Parking Authority	564	2,059
Cable TV	643,005	556,457
Schools	116,907	280,946
Total Other Agency Revenue	810,433	877,791
City Revenue		
Permits/Licenses	581,078	681,572
Planning Fees	22,575	23,200
Engineering & Maps	358,500	443,925
Parking Tickets	87,322	91,185
Police Court	581,436	574,300
Work For Others	60,417	63,663
Interest Income	528,643	1,081,571
Insurance Conferment	1,304	-
Miscellaneous Income	259,841	279,722
Special Assessments	6,416	12,282
Towing Fees	21,585	22,570
Alarm Permits	52,440	79,683
Total City Revenue	2,561,557	3,353,673

# BUDGET 2019

## GENERAL FUND - INCOME DETAIL

	2018 Budget	2019 Budget
Transfers Between Funds		
Utilities and Special Revenue Funds	\$ 3,098,644	\$ 3,139,821
Fleet Labor	77,960	73,965
Cash Reserves Fleet Labor	38,253	71,818
Sanitation	253,545	250,238
Water/Sewer	105,483	115,523
Sales Tax Property Tax Relief - 1st Penny	911,244	1,052,576
Sales Tax Economic Development	50,000	50,000
Sales Tax Improvements	1,205,550	1,800,400
Sales Tax Flood Control	50,000	1,642,490
Sales Tax NAWS	50,000	50,000
Sales Tax Property Tax Relief - 2nd Penny	2,733,733	1,920,514
Sales Tax Infrastructure	1,550,000	1,450,000
Sales Tax Community Facilities	50,000	-
Highway Capital Project	50,000	50,000
Hotel/Motel/Car Rental Administration	50,000	50,000
Total Transfers	<u>10,274,412</u>	<u>11,717,344</u>
Resources Available	21,272,102	24,775,728
Tax Levy	<u>13,106,903</u>	<u>14,289,737</u>
Budgeted Income	<u>\$ 34,379,005</u>	<u>\$ 39,065,465</u>
Mill Levy	61.69	69.39
Dollar change		\$ 4,686,460
Levy change		7.70

# BUDGET 2019

## MAYOR AND CITY COUNCIL

Account Number	Account Description	2018 Budget	2019 Budget
001-0100-411.01-10	Regular Employees	\$ 51,840	\$ 51,840
	1 Mayor		
	6 Aldermen		
Salaries		51,840	51,840
001-0100-411.02-20	Social Security	3,214	3,214
001-0100-411.02-21	Medicare	752	752
001-0100-411.02-60	Workers Compensation	367	328
Employee Benefits		4,333	4,294
001-0100-411.03-90	Associations	28,550	31,800
	ND League of Cities	27,250	
	Chamber of Commerce	1,150	
	ND Water Education	3,000	
	Western Dakota Energy	400	
Professional & Technical		28,550	31,800
001-0100-411.05-30	Telephone	2,500	3,000
001-0100-411.05-40	Publication/Legal Ads	4,500	4,500
001-0100-411.05-80	Travel	10,000	5,000
001-0100-411.05-90	Education & Training	5,000	5,000
001-0100-411.05-94	Mayor's Expenses	3,000	3,000
Other Purchased Services		25,000	20,500
001-0100-411.06-50	Operation Supplies	25,000	20,000
001-0100-411.06-99	Postage	350	500
Supplies		25,350	20,500
Total Mayor and City Council		\$ 135,073	\$ 128,934



# BUDGET 2019

## CITY MANAGER

Account Number	Account Description	2018 Budget	2019 Budget
001-0200-413.01-10	Regular Employees	\$ 341,382	\$ 403,553
	1 City Manager		
	1 Public Information Officer		
	1 Executive Secretary		
	1 City Clerk		
	1 Communication Specialist		
	Extra Help	25,000	-
Salaries		366,382	403,553
001-0200-413.02-10	Health Insurance	44,922	63,519
001-0200-413.02-11	Life Insurance	196	245
001-0200-413.02-20	Social Security	11,316	10,010
001-0200-413.02-21	Medicare	4,878	4,399
001-0200-413.02-30	Pension	19,677	21,985
001-0200-413.02-32	Defined Contribution	10,300	14,678
001-0200-413.02-33	Long-term Disability	1,468	1,735
001-0200-413.02-60	Workers Compensation	682	421
001-0200-413.02-61	Deferred Compensation	11,026	11,301
Employee Benefits		104,465	128,293
001-0200-413.03-42	Software Agreements	9,342	11,342
001-0200-413.03-90	Associations	22,550	13,045
Professional & Technical		31,892	24,387
001-0200-413.05-30	Telephone	3,068	2,683
001-0200-413.05-40	Promotions	20,000	5,000
001-0200-413.05-61	Credit Card Fees	-	150
001-0200-413.05-80	Travel	10,400	6,200
001-0200-413.05-90	Education & Training	9,000	6,800
001-0200-413.05-91	Car Allowance	5,100	5,100
001-0200-413.05-92	Wearing Apparel	-	250
Other Purchased Services		47,568	26,183
001-0200-413.06-40	Books & Subscriptions	2,240	1,335
001-0200-413.06-50	Operation Supplies	10,000	9,750
001-0200-413.06-61	Fuel	212	140
001-0200-413.06-99	Postage	1,500	1,500
Supplies		13,952	12,725
001-0200-413.08-01	Contingency	13,500	7,500
Other Objects		13,500	7,500
Total City Manager		\$ 577,759	\$ 602,641

# BUDGET 2019

## HUMAN RESOURCES

Account Number	Account Description	2018 Budget	2019 Budget
001-0300-413.01-10	Regular Employees	\$ 207,809	\$ 280,490
	1 Human Resource Director		
	1 Human Resource Generalist, Senior		
	2 Human Resource Generalist		
Salaries		207,809	280,490
001-0300-413.02-10	Health Insurance	25,745	47,348
001-0300-413.02-11	Life Insurance	147	196
001-0300-413.02-21	Medicare	2,381	2,613
001-0300-413.02-30	Pension	34,746	38,795
001-0300-413.02-32	Defined Contribution	8,838	14,163
001-0300-413.02-33	Long-term Disability	894	1,206
001-0300-413.02-60	Workers Compensation	383	342
Employee Benefits		73,134	104,663
001-0300-413.03-20	Testing	3,500	4,500
001-0300-413.03-42	Software Agreements	32	564
001-0300-413.03-90	Associations	1,900	2,205
Professional & Technical		5,432	7,269
001-0300-413.05-30	Telephone	468	993
001-0300-413.05-40	Publications/Legal Ads	2,500	7,500
001-0300-413.05-80	Travel	-	1,500
001-0300-413.05-90	Education & Training	13,000	15,060
001-0300-413.05-99	Other	5,000	21,000
	Supervisory Training	2,000	
	Service Awards Program	2,500	
	Tuition Reimbursement Program	16,000	
	Department Request	500	
Other Purchased Services		20,968	46,053
001-0300-413.06-40	Books & Subscriptions	3,000	3,000
001-0300-413.06-50	Operation Supplies	4,000	6,880
001-0300-413.06-99	Postage	2,800	2,800
Supplies		9,800	12,680
Total Human Resources		\$ 317,143	\$ 451,155

# BUDGET 2019

## CITY ATTORNEY

Account Number	Account Description	2018 Budget	2019 Budget
001-0400-415.01-10	Regular Employees	\$ 279,226	\$ 293,407
	1.0 City Attorney		
	1.0 Assistant City Attorney		
	1.0 Legal Administrative Assistant		
	0.5 Administrative Clerk, Senior		
Salaries		279,226	293,407
001-0400-415.02-10	Health Insurance	19,047	13,774
001-0400-415.02-11	Life Insurance	172	172
001-0400-415.02-21	Medicare	3,249	3,188
001-0400-415.02-30	Pension	42,307	46,116
001-0400-415.02-32	Defined Contribution	12,857	13,635
001-0400-415.02-33	Long-term Disability	1,201	1,262
001-0400-415.02-60	Workers Compensation	264	259
Employee Benefits		79,097	78,406
001-0400-415.03-22	Contracts	192,000	320,000
	Legislative Assistant - Legal Contract	58,000	
	Technical Expertise	262,000	
001-0400-415.03-90	Associations	1,280	1,760
Professional & Technical		193,280	321,760
001-0400-415.05-30	Telephone	325	496
001-0400-413.05-40	Publications/Legal Ads	250	250
001-0400-415.05-80	Travel	1,250	2,250
001-0400-415.05-90	Education & Training	1,200	1,700
Other Purchased Services		3,025	4,696
001-0400-415.06-40	Books and Subscriptions	5,950	3,600
001-0400-415.06-50	Operation Supplies	4,500	4,500
001-0400-415.06-99	Postage	1,650	1,650
Supplies		12,100	9,750
Total City Attorney		\$ 566,728	\$ 708,019

# BUDGET 2019

## ADMINISTRATION AND GENERAL

Account Number	Account Description	2018 Budget	2019 Budget
001-0600-419.01-37	Grants	\$ 196,852	\$ 100,454
Salaries		196,852	100,454
001-0600-419.02-20	Social Security	3,366	3,529
001-0600-419.02-21	Medicare	1,276	1,457
001-0600-419.02-30	Pension	46,995	-
Employee Benefits		51,637	4,986
001-0600-419.03-10	Elections	20,000	-
001-0600-419.03-21	Financial Audit	47,765	49,265
001-0600-419.03-22	Contracts	-	600
001-0600-419.03-42	Software Agreements	-	1,125,000
001-0600-419.03-99	Other - Municipal Code	7,500	7,500
Professional & Technical		75,265	1,182,365
001-0600-419.04-11	Water	6,000	-
001-0600-419.04-42	Equipment Rental	20,100	20,100
Purchased Property Services		26,100	20,100
001-0600-419.05-20	Liability Insurance	443,292	545,526
	Comprehensive General Liability	301,608	
	Building and Contents	85,722	
	Boiler and Machinery	5,634	
	Automotive Liability & Full Coverage 2009+	100,955	
	Inland Marine/Public Assets	42,496	
	Flood Insurance	9,053	
	Storage Tanks	58	
001-0600-419.05-40	Publications/Legal Ads	2,500	2,500
001-0600-419.05-42	Publish Minutes	15,000	15,000
001-0600-419.05-61	Credit Card Fees	700	-
001-0600-419.05-80	Travel	5,000	8,800
001-0600-419.05-90	Education & Training	1,500	1,500
001-0600-419.05-99	Other - Staff Recognition	-	5,000
Other Purchased Services		467,992	578,326
001-0600-419.06-21	Natural Gas	46,919	55,701
001-0600-419.06-22	Electricity	159,485	165,237
001-0600-419.06-50	Operation Supplies	12,500	12,500
Supplies		218,904	233,438
001-0600-419.08-01	Contingency	6,597	6,597
001-0600-419.08-57	Second Story	5,000	-
001-0600-419.08-59	Commission on Aging	150,000	85,000
001-0600-419.08-60	First District Health Unit	345,000	100,000
001-0600-419.08-62	Council of the Arts	46,000	32,000
001-0600-419.08-73	Park District State Aid	528,252	489,219
Other Objects		1,080,849	712,816
Total Administration and General		\$ 2,117,599	\$ 2,832,485

# BUDGET 2019

## FINANCE

Account Number	Account Description	2018 Budget	2019 Budget
001-0800-415.01-10	Regular Employees	\$ 726,856	\$ 772,446
	1.0 Finance Director		
	0.8 City Treasurer		
	1.0 Comptroller		
	0.85 Internal Auditor		
	2.0 Accountants, Senior		
	2.5 Accountants		
	1.0 Office & Admin Specialist, Senior		
	1.0 Financial Specialist		
001-0800-415.01-20	Overtime	2,000	2,000
001-0800-415.01-30	Extra Help	24,241	24,241
Salaries		<u>753,097</u>	<u>798,687</u>
001-0800-415.02-10	Health Insurance	74,851	95,238
001-0800-415.02-11	Life Insurance	497	497
001-0800-415.02-20	Social Security	1,503	1,503
001-0800-415.02-21	Medicare	8,597	7,650
001-0800-415.02-30	Pension	131,557	144,962
001-0800-415.02-32	Defined Contribution	28,668	30,870
001-0800-415.02-33	Long-term Disability	3,134	3,322
001-0800-415.02-50	Unemployment	766	657
001-0800-415.02-60	Workers Compensation	1,047	941
Employee Benefits		<u>250,620</u>	<u>285,640</u>
001-0800-415.03-42	Software Agreements	500	1,500
001-0800-415.03-90	Associations	2,500	2,500
Professional & Technical		<u>3,000</u>	<u>4,000</u>
001-0800-415.05-30	Telephone	1,729	3,156
001-0800-415.05-80	Travel	3,500	3,500
001-0800-415.05-90	Education & Training	8,000	8,000
001-0800-415.05-91	Car Allowance	300	300
Other Purchased Services		<u>13,529</u>	<u>14,956</u>
001-0800-415.06-40	Books & Subscriptions	1,000	1,000
001-0800-415.06-50	Operation Supplies	17,000	17,000
001-0800-415.06-99	Postage	10,000	8,000
Supplies		<u>28,000</u>	<u>26,000</u>
Total Finance		<u><u>\$ 1,048,246</u></u>	<u><u>\$ 1,129,283</u></u>

# BUDGET 2019

## INFORMATION TECHNOLOGY

Account Number	Account Description	2018 Budget	2019 Budget
001-0900-419.01-10	Regular Employees	\$ 291,544	\$ 320,426
	1 Manager of Systems & Support		
	1 Manager of Networks & Communications		
	1 Information Technology Specialist		
	2 Information Technology Technicians		
001-0900-419.01-30	Extra Help	22,932	22,932
Salaries		314,476	343,358
001-0900-419.02-10	Health Insurance	40,542	51,899
001-0900-419.02-11	Life Insurance	245	245
001-0900-419.02-20	Social Security	1,422	1,422
001-0900-419.02-21	Medicare	3,618	3,154
001-0900-419.02-30	Pension	53,624	61,371
001-0900-419.02-32	Defined Contribution	11,307	12,542
001-0900-419.02-33	Long-term Disability	1,254	1,378
001-0900-419.02-60	Workers Compensation	525	430
Employee Benefits		112,537	132,441
001-0900-419.03-22	Contracts	10,400	10,400
001-0900-419.03-42	Software Agreements	300,194	299,890
001-0900-419.03-90	Associations	250	250
Professional & Technical		310,844	310,540
001-0900-419.04-35	Mtce Car, Bus, Truck, Heavy	300	300
Purchased Property Services		300	300
001-0900-419.05-10	Fleet Labor	500	500
001-0900-419.05-30	Telephone	17,321	18,400
001-0900-419.05-40	Publications/Legal Ads	200	200
001-0900-419.05-80	Travel	7,000	7,000
001-0900-419.05-90	Education & Training	10,000	10,000
Other Purchased Services		35,021	36,100
001-0900-419.06-40	Books & Subscriptions	250	250
001-0900-419.06-50	Operation Supplies	21,617	35,178
001-0900-419.06-61	Fuel	328	200
001-0900-419.06-99	Postage	150	150
Supplies		22,345	35,778
Total Information Technology		<u>\$ 795,523</u>	<u>\$ 858,517</u>

# BUDGET 2019

## ASSESSORS

Account Number	Account Description	2018 Budget	2019 Budget
001-1100-419.01-10	Regular Employees	\$ 422,229	\$ 448,362
	1 City Assessor		
	1 Assistant City Assessor		
	2 Property Appraisers, Senior		
	1 Property Appraiser		
	1 Property Assessment Specialist		
001-1100-419.01-30	Extra Help	12,000	10,000
Salaries		<u>434,229</u>	<u>458,362</u>
001-1100-419.02-10	Health Insurance	44,850	47,348
001-1100-419.02-11	Life Insurance	294	294
001-1100-419.02-20	Social Security	744	620
001-1100-419.02-21	Medicare	4,525	4,001
001-1100-419.02-30	Pension	113,930	126,080
001-1100-419.02-32	Defined Contribution	8,248	8,972
001-1100-419.02-33	Long-term Disability	1,816	1,928
001-1100-419.02-60	Workers Compensation	622	572
Employee Benefits		<u>175,029</u>	<u>189,815</u>
001-1100-419.03-42	Software Agreements	25,000	26,000
001-1100-419.03-90	Associations	1,800	1,800
Professional & Technical		<u>26,800</u>	<u>27,800</u>
001-1100-419.04-33	Mtce Building & Grounds	2,000	1,500
001-1100-419.04-35	Mtce Car, Bus, Truck, Heavy Equipment	3,000	2,000
Purchased Property Services		<u>5,000</u>	<u>3,500</u>
001-1100-419.05-20	Insurance	-	12
001-1100-419.05-30	Telephone	3,928	3,700
001-1100-419.05-40	Publications Legal Ads	60	50
001-1100-419.05-80	Travel	4,500	3,200
001-1100-419.05-90	Education & Training	4,000	3,900
001-1100-419.05-92	Wearing Apparel	-	75
Other Purchased Services		<u>12,488</u>	<u>10,937</u>
001-1100-419.06-40	Books & Subscriptions	2,200	2,150
001-1100-419.06-50	Operation Supplies	7,500	7,500
001-1100-419.06-61	Fuel	3,257	2,643
001-1100-419.06-99	Postage	3,945	3,300
Supplies		<u>16,902</u>	<u>15,593</u>
Total Assessors		<u>\$ 670,448</u>	<u>\$ 706,007</u>

# BUDGET 2019

## POLICE DEPARTMENT

Account Number	Account Description	2018 Budget	2019 Budget
001-2100-421.01-10	Regular Employees	\$ 5,495,563	\$ 5,881,823
	1 Chief		
	3 Captain		
	5 Lieutenants		
	13 Sergeants		
	29 Senior Patrol Officers		
	32 Police Officers		
	1 Office & Admin Specialist		
	1 Office & Admin Specialist, Senior		
	2 Administrative Clerks, Principal		
	1 Administrative Clerk, Senior		
	1 Administrative Clerk		
	1 Evidence & Property Tech		
	2 Animal Control Officers		
	1 Parking Enforcement Officer		
001-2100-421.01-20	Overtime	161,500	161,500
001-2100-421.01-30	Extra Help	22,880	22,880
Salaries		5,679,943	6,066,203
001-2100-421.02-10	Health Insurance	591,774	748,423
001-2100-421.02-11	Life Insurance	4,459	4,557
001-2100-421.02-20	Social Security	1,419	1,419
001-2100-421.02-21	Medicare	60,942	55,281
001-2100-421.02-30	Pension	1,337,055	1,315,354
001-2100-421.02-32	Defined Contribution	140,024	189,938
001-2100-421.02-33	Long-term Disability	23,631	25,291
001-2100-421.02-50	Unemployment	890	1,313
001-2100-421.02-60	Workers Compensation	45,921	41,190
Employee Benefits		2,206,115	2,382,766
001-2100-421.03-20	Testing	3,125	3,125
001-2100-421.03-22	Professional Service Contracts	47,203	87,141
001-2100-421.03-30	Medical Exams	17,500	17,500
001-2100-421.03-42	Software Agreements	18,837	23,303
001-2100-421.03-43	Police Explorer Post/Dive Team	10,000	10,000
001-2100-421.03-90	Associations	7,330	6,045
Professional & Technical		103,995	147,114
001-2100-421.04-23	Mtce Contracts	2,300	550
001-2100-421.04-33	Mtce Building & Grounds	20,000	20,000
001-2100-421.04-35	Mtce Car, Bus, Truck, Heavy Equipment	94,650	92,500
001-2100-421.04-36	Mtce Radios	45,000	45,000
Purchased Property Services		161,950	158,050
001-2100-421.05-30	Telephone	62,465	64,118
001-2100-421.05-40	Publications/Legal Ads	1,100	1,400
001-2100-421.05-61	Credit Card Fees	700	1,351
001-2100-421.05-80	Travel	37,000	40,000
001-2100-421.05-90	Education & Training	30,100	30,900
001-2100-421.05-92	Wearing Apparel	31,600	31,600
001-2100-421.05-95	Laundry	1,000	1,000
001-2100-421.05-96	Pound Service	32,000	32,000
001-2100-421.05-97	Towing	35,000	35,000
Other Purchased Services		230,965	237,369



## BUDGET 2019

### POLICE DEPARTMENT

Account Number	Account Description	2018 Budget	2019 Budget
001-2100-421.06-11	Ammunition & Targets	\$ 30,000	\$ 30,000
001-2100-421.06-40	Books & Subscriptions	5,550	6,848
001-2100-421.06-50	Operation Supplies	273,043	185,308
001-2100-421.06-61	Fuel	141,578	126,222
001-2100-421.06-90	Crime Prevention	10,000	10,000
001-2100-421.06-96	Criminal Investigation Material	1,000	-
001-2100-421.06-99	Postage	8,900	8,900
Supplies		<u>470,071</u>	<u>367,278</u>
001-2100-421.08-06	Contributons, Buy Money	4,500	2,500
001-2100-421.08-54	Social Services	5,000	-
001-2100-421.08-58	Domestic Violence Crisis Center	50,000	10,000
Other Objects		<u>59,500</u>	<u>12,500</u>
Total Police Department		<u><u>\$ 8,912,539</u></u>	<u><u>\$ 9,371,280</u></u>

## BUDGET 2019

### NARCOTICS TASK FORCE

Account Number	Account Description	2018 Budget	2019 Budget
001-2300-421.04-35	Mtce Car, Bus, Truck, Heavy	\$ 766	\$ -
001-2300-421.04-41	Office Rental	14,941	15,084
001-2300-421.04-42	Equipment Rental	28,215	28,800
	Purchased Property Services	43,922	43,884
001-2300-421.05-30	Telephone	5,940	4,000
001-2300-421.05-80	Travel	1,980	1,000
	Other Purchased Services	7,920	5,000
001-2300-421.06-50	Operation Supplies	6,435	4,000
001-2300-421.06-61	Fuel	6,450	6,450
	Supplies	12,885	10,450
	Total Narcotics Task Force	<u>\$ 64,727</u>	<u>\$ 59,334</u>

# BUDGET 2019

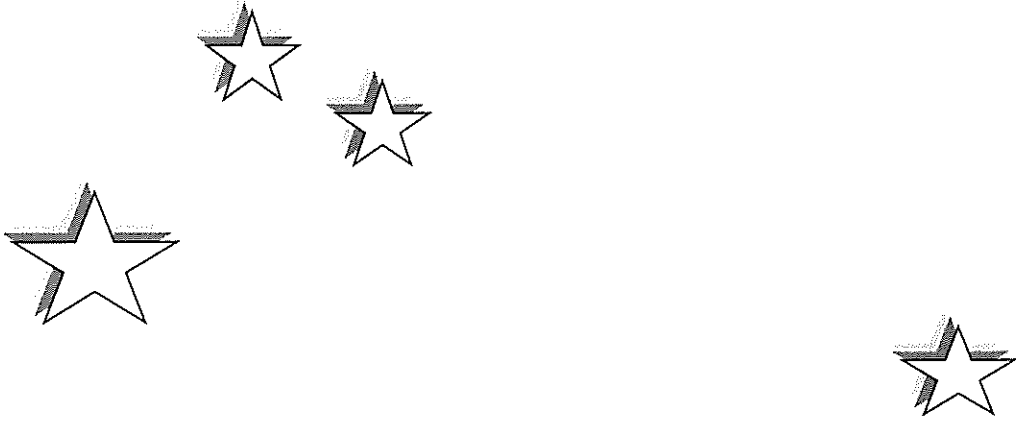
## TELECOMMUNICATIONS DIVISION

Account Number	Account Description	2018 Budget	2019 Budget
001-2400-421.01-10	Regular Employees	\$ 809,161	\$ 832,934
	1 PSAP Manager		
	3 Dispatchers, Lead		
	3 Dispatchers, Senior		
	9 Dispatchers		
001-2400-421.01-20	Overtime	10,596	10,596
001-2400-421.01-30	Extra Help	3,200	3,200
Salaries		<u>822,957</u>	<u>846,730</u>
001-2400-421.02-10	Health Insurance	119,518	140,204
001-2400-421.02-11	Life Insurance	784	784
001-2400-421.02-20	Social Security	198	198
001-2400-421.02-21	Medicare	9,442	7,990
001-2400-421.02-30	Pension	137,973	112,935
001-2400-421.02-32	Defined Contribution	33,814	42,542
001-2400-421.02-33	Long-term Disability	3,479	3,582
001-2400-421.02-50	Unemployment	307	263
001-2400-421.02-60	Workers Compensation	977	856
Employee Benefits		<u>306,492</u>	<u>309,354</u>
001-2400-421.03-20	Testing	250	625
001-2400-421.03-42	Software Agreements	51,276	57,606
001-2400-421.03-90	Associations	550	525
Professional & Technical		<u>52,076</u>	<u>58,756</u>
001-2400-421.04-33	Mtce Building & Grounds	1,200	1,200
001-2400-421.04-36	Mtce Radios	1,000	1,000
001-2400-421.04-42	Equipment Rental	13,580	12,900
Purchased Property Services		<u>15,780</u>	<u>15,100</u>
001-2400-421.05-30	Telephone	8,026	7,931
001-2400-421.05-80	Travel	2,500	2,500
001-2400-421.05-90	Education & Training	3,000	4,513
001-2400-421.05-92	Wearing Apparel	1,000	1,000
Other Purchased Services		<u>14,526</u>	<u>15,944</u>
001-2400-421.06-21	Natural Gas	549	576
001-2400-421.06-22	Electricity	1,814	1,928
001-2400-421.06-40	Books & Subscriptions	200	200
001-2400-421.06-50	Operation Supplies	10,915	16,157
001-2400-421.06-61	Fuel	160	119
Supplies		<u>13,638</u>	<u>18,980</u>
Total Telecommunications Division		<u><u>\$ 1,225,469</u></u>	<u><u>\$ 1,264,864</u></u>

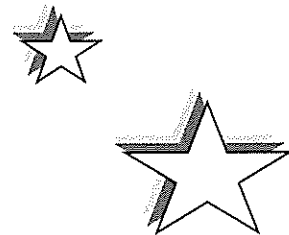
# BUDGET 2019

## MUNICIPAL JUDGE

Account Number	Account Description	2018 Budget	2019 Budget
001-2500-412.01-10	Regular Employees	\$ 168,411	\$ 179,593
	I Municipal Judge		
	I Clerk of Court		
	I Administrative Clerk, Principal		
	I Administrative Clerk		
001-2500-412.01-20	Overtime	2,000	2,000
001-2500-412.01-30	Extra Help	-	15,000
Salaries		<u>170,411</u>	<u>196,593</u>
001-2500-412.02-10	Health Insurance	28,193	31,361
001-2500-412.02-11	Life Insurance	196	196
001-2500-412.02-20	Social Security	3,194	4,220
001-2500-412.02-21	Medicare	2,147	2,033
001-2500-412.02-30	Pension	16,765	18,958
001-2500-412.02-32	Defined Contribution	5,595	6,078
001-2500-412.02-33	Long-term Disability	503	544
001-2500-412.02-60	Workers Compensation	338	308
Employee Benefits		<u>56,931</u>	<u>63,698</u>
001-2500-412.03-42	Software Agreements	6,475	7,795
001-2500-412.03-90	Associations	435	435
Professional & Technical		<u>6,910</u>	<u>8,230</u>
001-2500-412.05-09	Legal Fees	15,000	20,000
001-2500-412.05-30	Telephone	1,268	1,353
001-2500-412.05-60	Collection Fees	50	50
001-2500-412.05-80	Travel	3,000	3,000
001-2500-412.05-90	Education & Training	600	750
001-2500-412.05-99	Other - Prisoner Care	200,000	220,000
Other Purchased Services		<u>219,918</u>	<u>245,153</u>
001-2500-412.06-40	Books & Subscriptions	400	500
001-2500-412.06-50	Operation Supplies	12,000	7,385
Supplies		<u>12,400</u>	<u>7,885</u>
001-2500-412.08-14	Domestic Violence Fees	25,000	25,000
001-2500-412.08-17	Credit Card Discounts	13,000	13,000
001-2500-412.08-68	Community Service	9,500	9,500
001-2500-412.08-70	Restitution	12,000	12,000
001-2500-412.08-71	Bonds Posted	200,000	120,000
Other Objects		<u>259,500</u>	<u>179,500</u>
Total Municipal Judge		<u><u>\$ 726,070</u></u>	<u><u>\$ 701,059</u></u>



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# BUDGET 2019

## FIRE CONTROL

Account Number	Account Description	2018 Budget	2019 Budget
001-3100-422.01-10	Regular Employees	\$ 3,974,143	\$ 4,151,432
	1 Fire Chief		
	1 Assistant Fire Chief		
	2 Fire Inspectors		
	1 Office & Admin Specialist, Senior		
	3 Battalion Chiefs		
	13 Captains		
	1 Fire Equipment Mechanic		
	14 Firefighters, Senior		
	28 Firefighters		
001-3100-422.01-20	Overtime	190,347	199,864
	Holiday Pay Worked		
	Minimum Manpower		
	Callback/Other Overtime		
	FLSA - Premium Hours		
001-3100-422.01-30	Extra Help	-	45,000
Salaries		4,164,490	4,396,296
001-3100-422.02-10	Health Insurance	476,339	563,324
001-3100-422.02-11	Life Insurance	3,136	3,136
001-3100-422.02-20	Social Security	-	2,790
001-3100-422.02-21	Medicare	46,326	40,498
001-3100-422.02-30	Pension	839,860	899,843
001-3100-422.02-32	Defined Contribution	129,727	140,148
001-3100-422.02-33	Long-term Disability	17,089	17,851
001-3100-422.02-50	Unemployment	-	637
001-3100-422.02-60	Workers Compensation	66,423	60,945
Employee Benefits		1,578,900	1,729,172
001-3100-422.03-30	Medical Exams	31,640	32,000
001-3100-422.03-42	Software Agreements	9,912	10,582
001-3100-422.03-90	Associations	157,539	156,795
Professional & Technical		199,091	199,377
001-3100-422.04-11	Water	13,262	10,295
001-3100-422.04-33	Mtce Buildings & Grounds	46,830	161,495
001-3100-422.04-35	Mtce Car, Bus, Truck, Heavy Equipment	48,650	38,650
001-3100-422.04-36	Mtce Radios	5,500	5,500
001-3100-422.04-37	Mtce Equip - Shop Items	6,200	6,000
001-3100-422.04-42	Equipment Rental	2,500	2,750
001-3100-422.04-43	Security Badges	-	200
Purchased Property Services		122,942	224,890
001-3100-422.05-30	Telephone	21,332	22,399
001-3100-422.05-40	Publications Legal Ads	-	2,907
001-3100-422.05-80	Travel	18,850	21,950
001-3100-422.05-90	Education & Training	40,920	47,020
001-3100-422.05-92	Wearing Apparel	19,500	22,500
Other Purchased Services		100,602	116,776

## BUDGET 2019

### FIRE CONTROL

Account Number	Account Description	2018 Budget	2019 Budget
001-3100-422.06-12	Kitchen	\$ 4,100	\$ 5,000
001-3100-422.06-23	Propane	-	1,200
001-3100-422.06-40	Books & Subscriptions	3,950	3,950
001-3100-422.06-50	Operation Supplies	196,702	235,358
001-3100-422.06-61	Fuel	31,849	29,374
001-3100-422.06-95	Fire Prevention	5,000	5,000
001-3100-422.06-99	Postage	950	950
	Supplies	242,551	280,832
	Total Fire Control	<u>\$ 6,408,576</u>	<u>\$ 6,947,343</u>

# BUDGET 2019

## PLANNING

Account Number	Account Description	2018 Budget	2019 Budget
001-3500-419.01-10	Regular Employees	\$ 316,599	\$ 338,318
	1.0 Community Development Director		
	1.0 Associate Planner		
	1.0 Zoning & Enforcement Officer		
	1.0 Principal Planner		
001-3500-419.01-30	Extra Help	31,980	40,480
Salaries		348,579	378,798
001-3500-419.02-10	Health Insurance	40,659	60,136
001-3500-419.02-11	Life Insurance	196	196
001-3500-419.02-20	Social Security	1,983	2,510
001-3500-419.02-21	Medicare	4,687	4,228
001-3500-419.02-30	Pension	-	-
001-3500-419.02-32	Defined Contribution	25,328	27,065
001-3500-419.02-33	Long-term Disability	1,361	1,455
001-3500-419.02-60	Workers Compensation	596	459
Employee Benefits		74,810	96,049
001-3500-419.03-22	Professional Service Contracts	10,000	-
001-3500-419.03-42	Software Agreements	1,495	1,900
001-3500-419.03-90	Associations	1,415	1,850
Professional & Technical		12,910	3,750
001-3500-419.04-33	Mtce Building & Grounds	3,000	4,000
001-3500-419.04-35	Mtce Car, Bus, Truck, Heavy Equipment	500	800
001-3500-419.04-42	Equipment Rental	3,650	-
Purchased Property Services		7,150	4,800
001-3500-419.05-30	Telephone	3,213	2,554
001-3500-419.05-40	Publications/Legal Ads	2,500	3,000
001-3500-419.05-80	Travel	4,400	5,330
001-3500-419.05-90	Education & Training	1,490	2,645
001-3500-419.05-91	Car Allowance	573	560
001-3500-419.05-92	Wearing Apparel	-	250
Other Purchased Services		12,176	14,339
001-3500-419.06-40	Books & Subscriptions	1,000	750
001-3500-419.06-50	Operation Supplies	5,828	9,198
001-3500-419.06-61	Fuel	573	497
001-3500-419.06-99	Postage	4,000	4,000
Supplies		11,401	14,445
Total Planning		\$ 467,026	\$ 512,181



# BUDGET 2019

## BUILDING INSPECTION

Account Number	Account Description	2018 Budget	2019 Budget
001-3600-419.01-10	Regular Employees	\$ 602,557	\$ 634,093
	1 Building Official		
	2 Building Inspectors II		
	2 Electrical Inspector II		
	1 Plumbing Inspector		
	1 Building Inspector, Sr		
	1 Residential Plan Technician		
	1.5 Administrative Clerks, Principal		
001-3600-419.01-30	Extra Help	52,000	52,000
Salaries		654,557	686,093
001-3600-419.02-10	Health Insurance	61,390	78,096
001-3600-419.02-11	Life Insurance	466	466
001-3600-419.02-20	Social Security	3,224	3,224
001-3600-419.02-21	Medicare	7,401	6,792
001-3600-419.02-30	Pension	123,653	112,962
001-3600-419.02-32	Defined Contribution	20,495	26,629
001-3600-419.02-33	Long-term Disability	2,591	2,727
001-3600-419.02-50	Unemployment	32	28
001-3600-419.02-60	Workers Compensation	1,513	1,331
Employee Benefits		220,765	232,255
001-3600-419.03-42	Software Agreements	1,400	1,400
001-3600-419.03-90	Associations	3,095	2,460
Professional & Technical		4,495	3,860
001-3600-419.04-33	Mtce Building & Grounds	3,000	3,500
001-3600-419.04-35	Mtce Car, Bus, Truck, Heavy Equipment	8,350	9,185
001-3600-419.04-42	Equipment Rental	3,811	-
Purchased Property Services		15,161	12,685
001-3600-419.05-20	Insurance	-	12
001-3600-419.05-30	Telephone	8,071	8,188
001-3600-419.05-40	Publications/Legal Ads	800	800
001-3600-419.05-60	Collection Fees	-	800
001-3600-419.05-61	Credit Card Fees	2,000	900
001-3600-419.05-80	Travel	7,460	10,740
001-3600-419.05-90	Education & Training	8,457	8,297
001-3600-419.05-92	Wearing Apparel	1,200	1,200
Other Purchased Services		27,988	30,937
001-3600-419.06-40	Books & Subscriptions	3,000	3,150
001-3600-419.06-50	Operation Supplies	29,411	15,198
001-3600-419.06-61	Fuel	12,864	11,968
001-3600-419.06-99	Postage	5,000	5,000
001-3600-419.08-76	Park Dedication Fees	-	30,000
Supplies		50,275	65,316
Total Building Inspection		\$ 973,241	\$ 1,031,146

# BUDGET 2019

## TRAFFIC DIVISION

Account Number	Account Description	2018 Budget	2019 Budget
001-3700-419.01-10	Regular Employees	\$ 327,613	\$ 335,343
	1 Traffic Engineer		
	1 Traffic Maintenance Foreman		
	1 Traffic Maintenance Technician II		
	3 Traffic Maintenance Workers		
001-3700-419.01-20	Overtime	6,480	6,480
001-3700-419.01-30	Extra Help	19,444	19,931
Salaries		353,537	361,754
001-3700-419.02-10	Health Insurance	29,006	63,335
001-3700-419.02-11	Life Insurance	294	294
001-3700-419.02-20	Social Security	1,206	1,236
001-3700-419.02-21	Medicare	4,252	3,378
001-3700-419.02-30	Pension	43,930	49,069
001-3700-419.02-32	Defined Contribution	16,365	16,359
001-3700-419.02-33	Long-term Disability	1,409	1,442
001-3700-419.02-60	Workers Compensation	5,577	3,984
Employee Benefits		102,039	139,097
001-3700-419.03-42	Software Agreements	3,149	3,948
001-3700-419.03-90	Associations	730	979
Professional & Technical		3,879	4,927
001-3700-419.04-25	Contracts One Calls	7,000	4,000
001-3700-419.04-33	Mtce Building & Grounds	4,500	5,000
001-3700-419.04-35	Mtce Car, Bus, Truck, Heavy Equipment	7,000	7,000
001-3700-419.04-36	Mtce Radios	100	-
001-3700-419.04-37	Mtce Street Lights	125,000	135,000
001-3700-419.04-38	Mtce Sign, Signal, Markers	201,760	50,000
001-3700-419.04-42	Equipment Rental	1,064	-
001-3700-419.04-44	Mtce Signal	-	140,000
Purchased Property Services		346,424	341,000
001-3700-419.05-20	Flood Insurance	1,646	12
001-3700-419.05-30	Telephone	25,184	25,963
001-3700-419.05-40	Publications/Legal Ads	700	700
001-3700-419.05-80	Travel	11,700	11,940
001-3700-419.05-90	Education & Training	5,000	5,000
001-3700-419.05-92	Wearing Apparel	1,200	1,200
Other Purchased Services		45,430	44,815
001-3700-419.06-13	Thinner, Paint, Markings	183,876	183,666
001-3700-419.06-22	Electricity	479,585	552,683
001-3700-419.06-40	Books & Subscriptions	500	500
001-3700-419.06-50	Operation Supplies	15,500	16,140
001-3700-419.06-61	Fuel	11,652	10,627
001-3700-419.06-99	Postage	3,700	3,700
Supplies		694,813	767,316
Total Traffic Division		\$ 1,546,122	\$ 1,658,909

**CITY OF MINOT, NORTH DAKOTA**

## BUDGET 2019

### ENGINEERING

Account Number	Account Description	2018 Budget	2019 Budget
001-3800-419.01-10	Regular Employees	\$ 722,907	\$ 763,512
	1 City Engineer		
	1 Assistant City Engineer		
	1 Project Manager Field/Design		
	2 Civil Engineering Specialists		
	1 Engineering Technician, Senior		
	2 Project Civil Engineers		
	1 GIS Coordinator		
	1 Office & Admin Specialist, Senior		
001-3800-419.01-30	Extra Help	14,880	7,440
Salaries		<u>737,787</u>	<u>770,952</u>
001-3800-419.02-10	Health Insurance	88,074	126,669
001-3800-419.02-11	Life Insurance	490	490
001-3800-419.02-20	Social Security	923	461
001-3800-419.02-21	Medicare	8,581	7,033
001-3800-419.02-30	Pension	113,661	124,808
001-3800-419.02-32	Defined Contribution	32,362	34,455
001-3800-419.02-33	Long-term Disability	3,108	3,283
001-3800-419.02-50	Unemployment	504	510
001-3800-419.02-60	Workers Compensation	1,118	1,073
Employee Benefits		<u>248,821</u>	<u>298,782</u>
001-3800-419.03-22	Professional Service Contracts	27,500	20,000
001-3800-419.03-42	Software Agreements	58,919	58,619
001-3800-419.03-90	Associations	2,396	2,216
Professional & Technical		<u>88,815</u>	<u>80,835</u>
001-3800-419.04-33	Mtce Building & Grounds	2,500	3,500
001-3800-419.04-35	Mtce Car, Bus, Truck, Heavy Equipment	4,000	4,000
Purchased Property Services		<u>6,500</u>	<u>7,500</u>
001-3800-419.05-30	Insurance	-	12
001-3800-419.05-30	Telephone	5,771	6,959
001-3800-419.05-40	Publications/Legal Ads	2,500	2,500
001-3800-419.05-60	Collections Fees	-	2,500
001-3800-419.05-80	Travel	8,290	9,860
001-3800-419.05-90	Education & Training	9,850	10,360
Other Purchased Services		<u>26,411</u>	<u>32,191</u>
001-3800-419.06-40	Books & Subscriptions	1,000	1,000
001-3800-419.06-50	Operation Supplies	20,908	20,040
001-3800-419.06-61	Fuel	7,858	5,866
001-3800-419.06-99	Postage	5,000	6,000
Supplies		<u>34,766</u>	<u>32,906</u>
Total Engineering		<u>\$ 1,143,100</u>	<u>\$ 1,223,166</u>

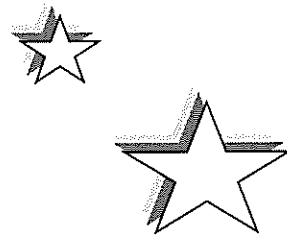
# BUDGET 2019

## VEHICLE MAINTENANCE

Account Number	Account Description	2018 Budget	2019 Budget
001-3900-419.01-10	Regular Employees	\$ 416,709	\$ 438,839
	0.25 Bus Services/Shop Mtce Superintendent		
	0.50 Bus Services/Shop Mtce Foreman		
	1.00 Welder/ Fabricator		
	2.00 Mechanics		
	2.00 Mechanic, Senior		
	1.00 Parts Specialist		
	1.00 Light Mechanic		
	0.02 Public Works Director		
	0.02 Assistant Public Works Director		
	0.02 Office & Administrative Specialist, Senior		
	0.01 Project Civil Engineer		
001-3900-419.01-20	Overtime	5,000	5,000
001-3900-419.01-30	Extra Help	40,370	42,390
Salaries		<u>462,079</u>	<u>486,229</u>
001-3900-419.02-10	Health Insurance	71,108	95,323
001-3900-419.02-11	Life Insurance	383	383
001-3900-419.02-20	Social Security	2,503	2,628
001-3900-419.02-21	Medicare	4,920	3,715
001-3900-419.02-30	Pension	115,227	126,638
001-3900-419.02-32	Defined Contribution	7,516	8,091
001-3900-419.02-33	Long-term Disability	1,792	1,887
001-3900-419.02-60	Workers Compensation	7,891	7,552
Employee Benefits		<u>211,340</u>	<u>246,217</u>
001-3900-419.03-20	Testing	1,000	625
001-3900-419.03-42	Software Agreements	3,410	2,910
Professional & Technical		<u>4,410</u>	<u>3,535</u>
001-3900-419.04-33	Mtce Building & Grounds	8,000	8,000
001-3900-419.04-35	Mtce Car, Bus, Truck, Heavy Equipment	11,500	10,000
001-3900-419.04-36	Mtce Radios	500	500
Purchased Property Services		<u>20,000</u>	<u>18,500</u>
001-3900-419.05-20	Liability Insurance	-	12
001-3900-419.05-30	Telephone	2,144	2,353
001-3900-419.05-80	Travel	2,500	1,500
001-3900-419.05-90	Education & Training	3,000	1,500
001-3900-419.05-92	Wearing Apparel	1,560	1,560
001-3900-419.05-93	Tool Allowance	3,300	3,300
Other Purchased Services		<u>12,504</u>	<u>10,225</u>
001-3900-419.06-40	Books & Subscriptions	4,200	4,200
001-3900-419.06-50	Operation Supplies	15,000	15,000
001-3900-419.06-61	Fuel	84,976	85,613
Supplies		<u>104,176</u>	<u>104,813</u>
Total Vehicle Maintenance		<u>\$ 814,509</u>	<u>\$ 869,519</u>



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## BUDGET 2019

### STREET DIVISION

Account Number	Account Description	2018 Budget	2019 Budget
001-4000-431.01-10	Regular Employees	\$ 1,516,617	\$ 1,585,435
	0.80 Street Superintendent		
	2.00 Street Foremen		
	15.00 Heavy Equipment Operators		
	2.00 Medium Equipment Operator		
	8.00 Light Equipment Operators		
	0.15 Public Works Director		
	0.15 Assistant Public Works Director		
	0.15 Administrative Clerk		
	0.25 Office & Administrative Specialist, Senior		
	0.15 Project Civil Engineer		
001-4000-431.01-20	Overtime	82,346	82,346
001-4000-431.01-30	Extra Help	75,000	100,000
Salaries		<u>1,673,963</u>	<u>1,767,781</u>
001-4000-431.02-10	Health Insurance	220,477	257,316
001-4000-431.02-11	Life Insurance	1,414	1,414
001-4000-431.02-20	Social Security	4,650	6,200
001-4000-431.02-21	Medicare	18,000	15,281
001-4000-431.02-30	Pension	401,164	419,195
001-4000-431.02-32	Defined Contribution	31,432	37,407
001-4000-431.02-33	Long-term Disability	6,521	6,817
001-4000-431.02-50	Unemployment	1,834	3,054
001-4000-431.02-60	Workers Compensation	26,682	22,527
Employee Benefits		<u>712,174</u>	<u>769,211</u>
001-4000-431.03-20	Testing	2,160	1,200
001-4000-431.03-22	Contracts	2,400	2,400
001-4000-431.03-42	Software Agreements	1,440	1,440
001-4000-431.03-90	Associations	890	890
Professional & Technical		<u>6,890</u>	<u>5,930</u>
001-4000-431.04-11	Water	-	7,746
001-4000-431.04-25	Mtce Contract - Mowing/Forestry/Mosquitoes/One-Call	305,000	298,466
001-4000-431.04-33	Mtce Building & Grounds	10,000	25,000
001-4000-431.04-35	Mtce Car, Bus, Truck, Heavy Equipment	262,500	272,500
001-4000-431.04-36	Mtce Radios	1,200	1,200
001-4000-431.04-37	Mtce Street, Alley, & Road	1,075,000	1,075,000
001-4000-431.04-37	Mtce Street Levees	250,000	2,150,000
001-4000-431.04-38	Mtce Sign, Signal, Markers	10,000	10,000
001-4000-431.04-42	Equipment Rental	293,800	344,794
Purchased Property Services		<u>2,207,500</u>	<u>4,184,706</u>
001-4000-431.05-20	Insurance	-	12
001-4000-431.05-30	Telephone	3,984	5,676
001-4000-431.05-40	Publications/Legal Ads	740	1,200
001-4000-431.05-80	Travel	5,000	1,500
001-4000-431.05-90	Education & Training	8,000	8,000
001-4000-431.05-92	Wearing Apparel	7,600	7,600
Other Purchased Services		<u>25,324</u>	<u>23,988</u>

## BUDGET 2019

### STREET DIVISION

Account Number	Account Description	2018 Budget	2019 Budget
001-4000-431.06-50	Operation Supplies	\$ 27,400	\$ 27,400
001-4000-431.06-61	Fuel	178,629	169,207
001-4000-431.06-91	Sand and Salt	200,000	175,000
001-4000-431.06-92	Cutting Edges & Brooms	80,000	80,000
001-4000-431.06-99	Postage	1,068	1,068
	Supplies	487,097	452,675
Total Street Division		<u>\$ 5,112,948</u>	<u>\$ 7,204,291</u>

# BUDGET 2019

## PROPERTY MAINTENANCE

Account Number	Account Description	2018 Budget	2019 Budget
001-4400-419.01-10	Regular Employees	\$ 341,861	\$ 393,938
	1.00 Property Mtce Superintendent		
	3.00 Building and Grounds Workers, Senior		
	3.00 Building and Grounds Workers		
	0.02 Public Works Director		
	0.03 Assistant Public Works Director		
	0.02 Administrative Clerk		
	0.05 Office & Administrative Specialist, Senior		
	0.03 Project Civil Engineer		
001-4400-419.01-20	Overtime	9,000	9,600
001-4400-419.01-30	Extra Help	71,754	63,548
Salaries		<u>422,615</u>	<u>467,086</u>
001-4400-419.02-10	Health Insurance	39,212	52,600
001-4400-419.02-11	Life Insurance	301	350
001-4400-419.02-20	Social Security	4,449	3,940
001-4400-419.02-21	Medicare	4,730	4,437
001-4400-419.02-30	Pension	89,047	97,881
001-4400-419.02-32	Defined Contribution	7,394	10,634
001-4400-419.02-33	Long-term Disability	1,470	1,694
001-4400-419.02-60	Workers Compensation	3,763	3,086
Employee Benefits		<u>150,366</u>	<u>174,622</u>
001-4400-419.03-20	Testing	60	60
001-4400-419.03-22	Contracts	1,500	1,500
001-4400-419.03-30	Medical Exams	100	100
001-4400-419.03-42	Software Agreements	2,000	2,000
001-4400-419.03-90	Associations	175	175
Professional & Technical		<u>3,835</u>	<u>3,835</u>
001-4400-419.04-11	Water	-	5,811
001-4400-419.04-33	Mtce Building & Grounds	137,000	110,400
001-4400-419.04-35	Mtce Car, Bus, Truck, Heavy Equipment	3,000	3,000
001-4400-419.04-42	Equipment Rental	500	500
001-4400-419.04-43	Mtce Sirens	4,500	4,500
Purchased Property Services		<u>145,000</u>	<u>124,211</u>
001-4400-419.05-30	Telephone	2,818	3,452
001-4400-419.05-80	Travel	1,000	1,000
001-4400-419.05-90	Education & Training	2,000	2,000
001-4400-419.05-92	Wearing Apparel	1,000	1,000
Other Purchased Services		<u>6,818</u>	<u>7,452</u>
001-4400-419.06-50	Operation Supplies	24,000	25,000
001-4400-419.06-61	Fuel	3,400	2,991
001-4400-419.06-99	Postage	125	135
Supplies		<u>27,525</u>	<u>28,126</u>
Total Property Maintenance		<u><u>\$ 756,159</u></u>	<u><u>\$ 805,332</u></u>



# BUDGET 2019

## AIRPORT - INCOME DETAIL

		2018 Budget	2019 Budget
Federal Capital Grants		\$ 2,633,152	\$ 1,822,500
Cargo Apron Construction Design	112,500		
GA Apron Phases II and III	1,710,000		
State Capital Grants		146,286	120,250
Cargo Apron Construction Design	6,250		
GA Apron Phases II and III	95,000		
Airfield Mower with Broom Attachment	19,000		
Airline Tax		28,226	29,966
State Aeronautics		26,500	28,500
Intern Grant	5,000		
Airside Crack Sealing/Patchwork	17,500		
Sign Panels & Maintenance	2,400		
Striping & Painting	1,000		
Airside Electrical Replacement & Maintenance	2,600		
Employee Parking Fees		14,600	28,000
Ramp Parking Fees		6,168	6,240
Pay Parking Fees		1,601,578	1,600,000
Flowage/Storage Fees		133,983	118,525
Percentage of Gross		20,379	30,735
Landing Fees - Allegiant		110,401	139,576
Landing Fees - Delta		263,866	234,131
Landing Fees - United		104,020	102,584
Landing Fees - Freight		59,164	64,635
Landing Fees - Other		38,984	40,394
Security Badges		11,415	8,870
Ground Rent - Private and T-Hangars		74,981	77,060
Agricultural Land Rent		12,000	5,700
Terminal Rental - Delta		428,453	453,677
Terminal Rental - Allegiant		147,483	156,130
Terminal Rental - Car Rentals		786,994	497,000
Terminal Rental - Vending Machines		797	-
Terminal Rental - Concessions		130,000	130,000
Terminal Rental - ATM		3,995	4,000
Terminal Rental - Advertising		60,204	25,000
Terminal Rental - United		171,173	194,508
Terminal Rental - Other		9,500	1,800
Terminal Rental - TSA		44,117	44,117
GA Terminal Rental - FBO		32,273	40,358
GA Terminal Rental - FAA		19,487	19,246
Terminal Non-Signatory		51,200	57,268
License Fees		8,225	7,225
Miscellaneous Income		10,000	10,000
Passenger Facility Charge		637,795	620,720
Utilities		23,445	23,462
Customer Facility Charge		185,000	242,500
Easement Revenue		-	2,500
Sales Tax Revenue		136,027	122,000
Cash Reserves (Customer Facility Charge)		(185,000)	(242,500)
Cash Reserves (Broom)		25,859	-
Resources Available		8,012,730	6,866,677
Tax Levy		603,975	1,044,419
Budgeted Income		<u>\$ 8,616,705</u>	<u>\$ 7,911,096</u>
Mill Levy		2.84	5.07
Dollar change			(\$705,609)
Levy change			2.23

**CITY OF MINOT, NORTH DAKOTA**

# BUDGET 2019

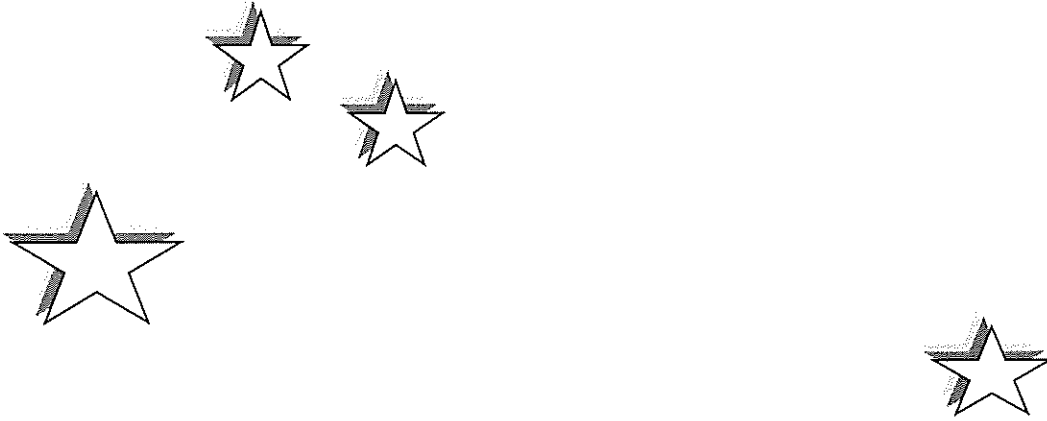
## AIRPORT

Account Number	Account Description	2018 Budget	2019 Budget
100-5000-501.01-10	Regular Employees	\$ 1,328,153	\$ 1,407,720
	1 Airport Director		
	1 Airport Operations Manager		
	1 Airport Operations Foreman		
	1 Airport Facility Foreman		
	5 Airport Operations Technicians I		
	5 Airport Operations Technicians II		
	6 Airport Facility Technicians		
	1 Airport Services Coordinator		
	1 Office & Admin Specialist, Senior		
	3 ARFF Senior Firefighters		
100-5000-501.01-20	Overtime	9,650	9,800
100-5000-501.01-30	Extra Help	7,200	8,000
Salaries		<u>1,345,003</u>	<u>1,425,520</u>
100-5000-501.02-10	Health Insurance	154,360	181,767
100-5000-501.02-11	Life Insurance	1,225	1,225
100-5000-501.02-20	Social Security	446	496
100-5000-501.02-21	Medicare	16,040	15,105
100-5000-501.02-30	Pension	170,834	113,655
100-5000-501.02-32	Defined Contribution	67,970	88,371
100-5000-501.02-33	Long-term Disability	5,711	6,053
100-5000-501.02-50	Unemployment	476	642
100-5000-501.02-60	Workers Compensation	16,048	12,113
Employee Benefits		<u>433,110</u>	<u>419,427</u>
100-5000-501.03-20	Testing	686	575
100-5000-501.03-22	Contracts	414,767	463,585
100-5000-501.03-42	Software Agreements	4,740	5,475
100-5000-501.03-90	Associations	2,561	2,480
Professional & Technical		<u>422,754</u>	<u>472,115</u>
100-5000-501.04-11	Water	12,350	13,278
100-5000-501.04-21	Garbage Collection	6,000	6,000
100-5000-501.04-33	Mtce Building & Grounds	157,485	161,855
100-5000-501.04-35	Mtce Car, Bus, Truck, Heavy Equipment	52,305	55,500
100-5000-501.04-36	Mtce Radios	3,010	2,634
100-5000-501.04-37	Mtce Landside	24,350	23,200
100-5000-501.04-38	Mtce Airside	89,730	120,750
100-5000-501.04-42	Equipment Rental	2,665	3,152
100-5000-501.04-43	Mtce Security	5,271	2,100
Purchased Property Services		<u>353,166</u>	<u>388,469</u>

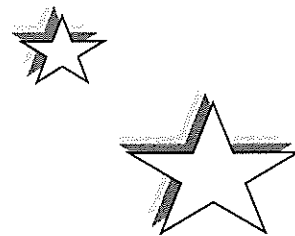
# BUDGET 2019

## AIRPORT

Account Number	Account Description	2018 Budget	2019 Budget
100-5000-501.05-10	Fleet Labor	\$ 4,660	\$ 4,665
100-5000-501.05-20	Insurance	23,295	13,270
100-5000-501.05-30	Telephone	17,231	16,854
100-5000-501.05-40	Publications/Legal Ads	575	530
100-5000-501.05-41	Promotion	46,285	47,465
100-5000-501.05-61	Credit Card Fees	5,362	10,000
100-5000-501.05-80	Travel	18,723	21,210
100-5000-501.05-90	Education & Training	21,890	24,700
100-5000-501.05-92	Wearing Apparel	3,000	4,000
	Other Purchased Services	<u>141,021</u>	<u>142,694</u>
100-5000-501.06-21	Natural Gas	58,645	66,617
100-5000-501.06-22	Electricity	306,193	327,084
100-5000-501.06-40	Books & Subscriptions	3,850	4,085
100-5000-501.06-50	Operation Supplies	71,450	42,135
100-5000-501.06-52	Foam & Dry Chemicals	4,000	4,000
100-5000-501.06-61	Fuel	41,891	40,690
100-5000-501.06-99	Postage	250	500
	Supplies	<u>486,279</u>	<u>485,111</u>
100-0000-165.14-00	Capital Purchases	2,933,224	2,072,000
	Cargo Apron Construction Design	125,000	
	GA Apron Phases II and III	1,900,000	
	Airfield Mower with Broom Attachment	38,000	
	Graco Grindlazer 390 Scarifier	9,000	
	Property	<u>2,933,224</u>	<u>2,072,000</u>
100-5000-501.08-15	Reimbursement to General Fund	313,577	313,577
	Other Objects	<u>313,577</u>	<u>313,577</u>
100-5000-491.31-01	Airport - Revenue Bonds	2,188,571	2,192,183
	Debt Service	<u>2,188,571</u>	<u>2,192,183</u>
	Total Airport	<u>\$ 8,616,705</u>	<u>\$ 7,911,096</u>



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# BUDGET 2019

## CEMETERY - INCOME DETAIL

	2018 Budget	2019 Budget
Lot Sales	\$ 128,270	\$ 120,363
Interments	142,297	147,175
Marker Setting & Storage	26,384	26,788
Columbarium Niches	9,800	5,200
Misc. Income	1,160	2,606
Interest Earned	-	795
Donations	480	330
Sales Tax Improvements	66,000	50,000
Resources Available	374,391	353,257
Tax Levy	216,422	266,033
Budgeted Income	<u>\$ 590,813</u>	<u>\$ 619,290</u>
Mill Levy	1.02	1.29
Dollar change		\$ 28,477
Levy change		0.27

# BUDGET 2019

## CEMETERY

Account Number	Account Description	2018 Budget	2019 Budget
120-5400-502.01-10	Regular Employees	\$ 234,481	\$ 243,746
	1.00 Cemetery Superintendent		
	1.00 Equipment Operators, Medium		
	2.00 Equipment Operator, Light		
	0.06 Public Works Director		
	0.04 Assistant Public Works Director		
	0.03 Administrative Clerk		
	0.05 Office & Administrative Specialist, Senior		
	0.05 Project Civil Engineer		
120-5400-502.01-20	Overtime	16,500	14,000
120-5400-502.01-30	Extra Help	40,000	40,000
Salaries		<u>290,981</u>	<u>297,746</u>
120-5400-502.02-10	Health Insurance	39,860	49,340
120-5400-502.02-11	Life Insurance	207	207
120-5400-502.02-20	Social Security	2,480	2,480
120-5400-502.02-21	Medicare	3,187	2,481
120-5400-502.02-30	Pension	67,600	73,498
120-5400-502.02-32	Defined Contribution	3,610	3,820
120-5400-502.02-33	Long-term Disability	1,008	1,048
120-5400-502.02-60	Workers Compensation	2,066	1,944
Employee Benefits		<u>120,018</u>	<u>134,818</u>
120-5400-502.03-20	Testing	80	160
120-5400-502.03-42	Software Agreements	-	50
Professional and Technical		<u>80</u>	<u>210</u>
120-5400-502.04-11	Water	2,200	3,008
120-5400-502.04-33	Mtce Building & Grounds	71,000	22,000
120-5400-502.04-35	Mtce Car, Bus, Truck, Heavy Equipment	11,000	10,000
Purchased Property Services		<u>84,200</u>	<u>35,008</u>
120-5400-502.05-10	Fleet Labor	3,000	1,500
120-5400-502.05-20	Insurance	751	964
120-5400-502.05-30	Telephone	1,970	2,025
120-5400-502.05-40	Publications	-	180
120-5400-502.05-61	Credit Card Fees	1,500	1,000
120-5400-502.05-80	Travel	250	250
120-5400-502.05-90	Education	500	500
120-5400-502.05-91	Car Allowance	1,500	1,500
120-5400-502.05-92	Wearing Apparel	500	500
Other Purchased Services		<u>9,971</u>	<u>8,419</u>
120-5400-502.06-21	Natural Gas	1,363	2,500
120-5400-502.06-22	Electricity	3,058	3,000
120-5400-502.06-40	Books & Subscriptions	100	100
120-5400-502.06-50	Operation Supplies	15,000	11,500
120-5400-502.06-61	Fuel	7,207	8,154
120-5400-502.06-99	Postage	360	360
Supplies		<u>27,088</u>	<u>25,614</u>

## BUDGET 2019

### CEMETERY

Account Number	Account Description	2018 Budget	2019 Budget
120-0000-165.21-03	Capital Purchases	\$ 16,000	\$ 75,000
	Fence	25,000	
	Mower replacement	8,000	
	Vault Building Repairs	30,000	
	Security System	12,000	
Capital Purchases		<u>16,000</u>	<u>75,000</u>
120-5400-502.08-15	Reimbursement to General Fund	<u>42,475</u>	<u>42,475</u>
Other Objects		<u>42,475</u>	<u>42,475</u>
Total Cemetery		<u><u>\$ 590,813</u></u>	<u><u>\$ 619,290</u></u>

## BUDGET 2019

### PARKING AUTHORITY - INCOME DETAIL

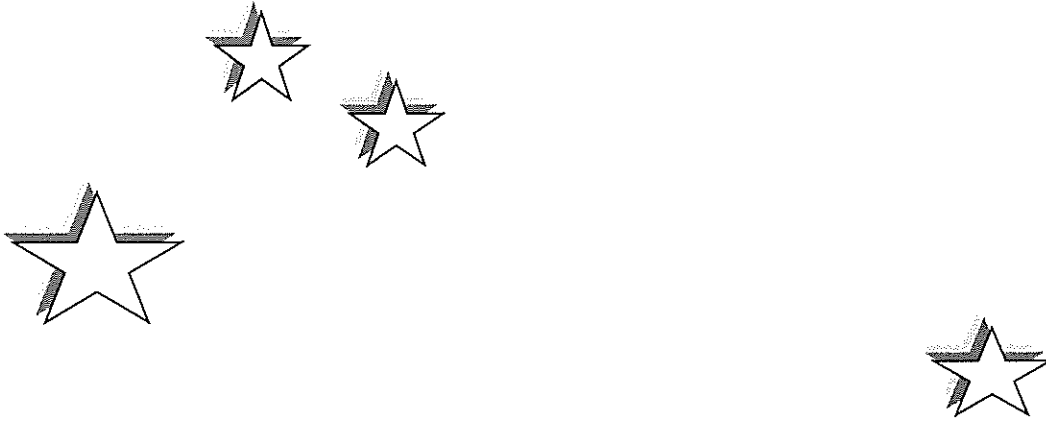
	<u>2018 Budget</u>	<u>2019 Budget</u>
Parking Receipts	\$ 40,760	\$ 43,731
Miscellaneous Income	1,105	-
Less Cash Reserves	<u>19,525</u>	<u>(10,949)</u>
Budgeted Income	<u>\$ 61,390</u>	<u>\$ 32,782</u>
Dollar change		\$ (28,608)



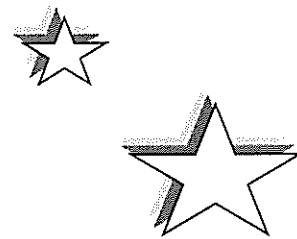
# BUDGET 2019

## PARKING AUTHORITY

Account Number	Account Description	2018 Budget	2019 Budget
125-5500-503.01-30	Extra Help	\$ 17,840	\$ -
Salaries		17,840	-
125-5500-503.02-20	Social Security	1,106	-
125-5500-503.02-21	Medicare	259	-
125-5500-503.02-50	Unemployment	2,671	-
125-5500-503.02-60	Workers Compensation	1,180	-
Employee Benefits		5,216	-
125-5500-503.04-22	Mtce Contract - Snow Removal	20,000	15,000
125-5500-503.04-35	Mtce Car, Bus, Truck, & Heavy	4,000	4,000
125-5500-503.04-41	Rent	3,600	3,600
Purchased Property Services		27,600	22,600
125-5500-503.05-20	Liability Insurance	1,600	1,007
125-5500-503.05-30	Telephone	876	601
Other Purchased Services		2,476	1,608
125-5500-503.06-22	Electricity	1,771	1,500
125-5500-503.06-50	Operation Supplies	200	300
125-5500-503.06-61	Fuel	1,008	-
125-5500-503.06-99	Postage	200	200
Supplies		3,179	2,000
125-5500-503.08-04	Payment in Lieu of Taxes	564	2,059
125-5500-503.08-15	Reimbursement to General Fund	4,515	4,515
Other Objects		5,079	6,574
Total Parking Authority		\$ 61,390	\$ 32,782



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## BUDGET 2019

### SANITATION - INCOME DETAIL

	2018 Budget	2019 Budget
Residential Collection Fees	\$ 2,173,732	\$ 2,426,187
Landfill Gate Collection Fees	3,705,585	3,427,031
Residential Landfill Fees	221,508	-
Tires	31,000	42,430
Roll-Offs	18,750	14,465
Water Plant Lime	265,139	239,276
Sales Tax Community Facilities	766,956	-
Interest Income	6,081	-
Cash Reserves	(1,469,033)	(509,785)
Budgeted Income	<u>\$ 5,719,718</u>	<u>\$ 5,639,604</u>
Garbage Collection Budget	\$ 2,242,306	\$ 2,241,111
Landfill Budget	<u>3,477,412</u>	<u>3,398,493</u>
Total Sanitation Budget	<u>\$ 5,719,718</u>	<u>\$ 5,639,604</u>
Dollar change		\$ (80,114)

# BUDGET 2019

## GARBAGE COLLECTION

Account Number	Account Description	2018 Budget	2019 Budget
130-5600-504.01-10	Regular Employees	\$ 591,024	\$ 627,404
	0.50 Sanitation/Landfill Superintendent		
	1.00 Sanitation Foreman		
	9.00 Heavy Equipment Operators		
	0.08 Public Works Director		
	0.15 Assistant Public Works Director		
	0.10 Administrative Clerk		
	0.10 Office & Administrative Specialist, Senior		
	0.13 Project Civil Engineer		
130-5600-504.01-20	Overtime	8,000	8,000
Salaries		599,024	635,404
130-5600-504.02-10	Health Insurance	80,267	99,512
130-5600-504.02-11	Life Insurance	542	542
130-5600-504.02-21	Medicare	6,821	5,723
130-5600-504.02-30	Pension	104,854	115,667
130-5600-504.02-32	Defined Contribution	23,785	25,517
130-5600-504.02-33	Long-term Disability	2,541	2,698
130-5600-504.02-50	Unemployment	122	105
130-5600-504.02-60	Workers Compensation	23,242	17,994
Employee Benefits		242,174	267,758
130-5600-504.03-20	Testing	1,500	1,545
130-5600-504.03-22	Contracts	300	-
130-5600-504.03-30	Medical Exams	200	200
130-5600-504.03-42	Software Agreements	30,000	30,300
Professional & Technical		32,000	32,045
130-5600-504.04-11	Water	2,200	1,561
130-5600-504.04-25	Mtce Contracts/State Permit	1,200	1,200
130-5600-504.04-33	Mtce Building & Grounds	42,000	30,000
130-5600-504.04-35	Mtce Car, Bus, Truck, Heavy Equipment	94,000	104,000
130-5600-504.04-36	Mtce Radios	600	600
130-5600-504.04-40	Mtce Equipment	100,000	30,000
130-5600-504.04-42	Equipment Rental	667,722	631,065
Purchased Property Services		907,722	798,426
130-5600-504.05-10	Fleet Labor	22,000	15,000
130-5600-504.05-20	Insurance	12,000	29,219
130-5600-504.05-30	Telephone	304	304
130-5600-504.05-40	Publications/Legal Ads	4,000	1,500
130-5600-504.05-80	Travel	2,500	2,500
130-5600-504.05-90	Education & Training	3,500	3,500
130-5600-504.05-92	Wearing Apparel	2,500	2,500
Other Purchased Services		46,804	54,523

## BUDGET 2019

### GARBAGE COLLECTION

Account Number	Account Description	2018 Budget	2019 Budget
130-5600-504.06-21	Natural Gas	\$ 2,837	\$ 5,174
130-5600-504.06-22	Electricity	3,797	4,534
130-5600-504.06-50	Operation Supplies	12,000	12,000
130-5600-504.06-61	Fuel	99,136	90,140
Supplies		<u>117,770</u>	<u>111,848</u>
130-5600-504.08-15	Reimbursement to General Fund	255,293	255,293
Other Objects		<u>255,293</u>	<u>255,293</u>
130-5600-491.34-01	Equipment Purchase Transfer	20,000	20,000
130-5600-491.31-05	Water/Sewer Transfer	21,519	65,814
Transfers		<u>41,519</u>	<u>85,814</u>
Total Garbage Collection		<u><u>\$ 2,242,306</u></u>	<u><u>\$ 2,241,111</u></u>

# BUDGET 2019

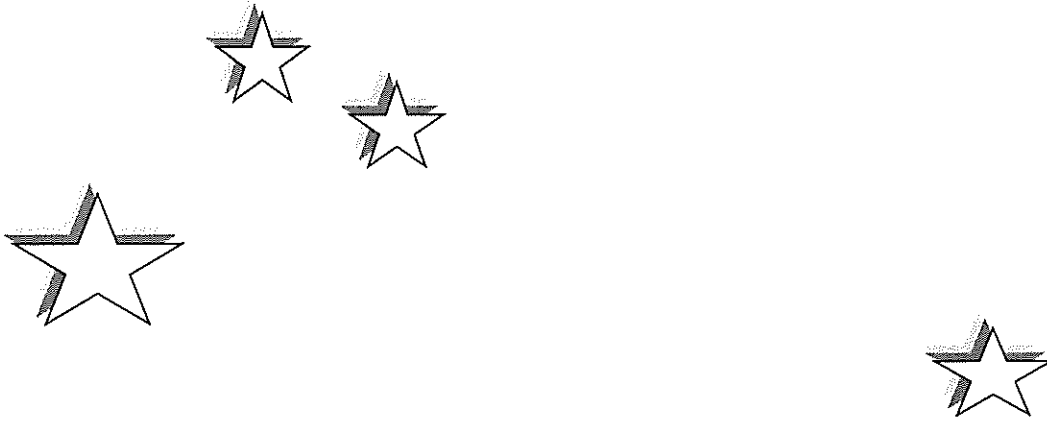
## LANDFILL

Account Number	Account Description	2018 Budget	2019 Budget
130-5700-505.01-10	Regular Employees	\$ 604,118	\$ 634,537
	0.50 Sanitation/Landfill Superintendent		
	1.00 Landfill Foreman		
	6.00 Heavy Equipment Operators		
	2.00 Light Equipment Operator		
	1.00 Landfill Attendant		
	0.15 Public Works Director		
	0.20 Assistant Public Works Director		
	0.25 Administrative Clerk		
	0.15 Office & Administrative Specialist, Senior		
	0.12 Project Civil Engineer		
130-5700-505.01-20	Overtime	35,000	35,000
130-5700-505.01-30	Extra Help	41,000	41,000
Salaries		<u>680,118</u>	<u>710,537</u>
130-5700-505.02-10	Health Insurance	90,017	109,130
130-5700-505.02-11	Life Insurance	557	557
130-5700-505.02-20	Social Security	2,542	2,542
130-5700-505.02-21	Medicare	7,864	6,542
130-5700-505.02-30	Pension	115,232	126,478
130-5700-505.02-32	Defined Contribution	22,507	23,781
130-5700-505.02-33	Long-term Disability	2,598	2,729
130-5700-505.02-50	Unemployment	1,084	1,077
130-5700-505.02-60	Workers Compensation	11,758	9,471
Employee Benefits		<u>254,159</u>	<u>282,307</u>
130-5700-505.03-20	Testing	800	800
130-5700-505.03-22	Prof Service Contracts	1,000	1,000
130-5700-505.03-31	Monitoring	110,000	20,000
130-5700-505.03-42	Software Agreements	8,580	8,875
130-5700-505.03-90	Associations	600	600
Professional & Technical		<u>120,980</u>	<u>31,275</u>
130-5700-505.04-11	Water	3,840	3,840
130-5700-505.04-25	Mtce Contracts/State Permit/Contract One-Call	7,950	7,825
130-5700-505.04-26	Mtce Contracts/Security System	275	275
130-5700-505.04-27	Mtce Contract/Hazardous Waste Disposal	20,000	40,000
130-5700-505.04-28	E-Recycling	20,000	40,000
130-5700-505.04-29	Mtce Contracts/Tree Grinding	60,000	60,000
130-5700-505.04-30	Tires	80,000	70,000
130-5700-505.04-33	Mtce Building & Grounds	12,000	12,000
130-5700-505.04-35	Mtce Car, Bus, Truck, Heavy Equipment	106,350	106,125
130-5700-505.04-36	Mtce Radios	600	600
130-5700-505.04-39	Mtce Gravel Landfill Road	35,000	35,000
130-5700-505.04-42	Equipment Rental	35,000	35,000
130-0000-225.04-51	Equipment Rental (Dozer)	65,000	50,000
130-0000-225.04-53	Equipment Rental (Compactor)	147,954	147,954
130-0000-225.04-54	Equipment Rental (Dozer)	58,449	58,449
130-0000-225.04-55	Equipment Rental (Scraper)	118,500	118,500
Purchased Property Services		<u>770,918</u>	<u>785,568</u>

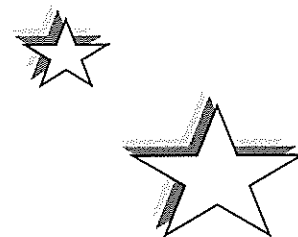
# BUDGET 2019

## LANDFILL

Account Number	Account Description	2018 Budget	2019 Budget
130-5700-505.05-10	Fleet Labor	\$ 3,800	\$ 3,800
130-5700-505.05-20	Insurance	184	-
130-5700-505.05-30	Telephone	6,591	9,374
130-5700-505.05-40	Publications/Legal Ads	1,540	1,500
130-5700-505.05-61	Credit Card Fees	1,500	5,000
130-5700-505.05-80	Travel	7,700	7,450
130-5700-505.05-90	Education & Training	9,500	8,500
130-5700-505.05-91	Car Allowance	2,000	2,000
130-5700-505.05-92	Wearing Apparel	2,600	2,600
	Other Purchased Services	35,415	40,224
130-5700-505.06-21	Natural Gas	151	192
130-5700-505.06-22	Electricity	7,376	7,421
130-5700-505.06-23	Propane	31,000	31,000
130-5700-505.06-50	Operation Supplies	32,200	32,300
130-5700-505.06-61	Fuel	167,292	151,454
130-5700-505.06-99	Postage	1,950	1,925
	Supplies	239,969	224,292
130-0000-165.02-09	Capital Purchases	616,000	606,000
	- Cell 7 (Year 3 of 6) - Future construction	300,000	
	- 4X4 1/2 Ton Landfill Pickup	31,000	
	- New Perimeter Fence	100,000	
	- Master Plan Update/Planning	175,000	
	Property	616,000	606,000
130-5700-505.08-15	Reimbursement to General Fund	362,052	362,052
	Other Objects	362,052	362,052
130-5700-491.30-00	General Fund Transfer	253,545	250,238
130-5700-491.31-05	Water/Sewer Transfer	38,256	-
130-5700-491.34-01	Equipment Purchase Transfer	106,000	106,000
	Transfers	397,801	356,238
	Total Landfill	<u>\$ 3,477,412</u>	<u>\$ 3,398,493</u>



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# BUDGET 2019

## WATER AND SEWER - INCOME DETAIL

	2018 Budget	2019 Budget
Water Sales	\$ 10,175,640	\$ 10,205,307
Sewer Sales	5,623,090	6,093,325
Water/Sewer Replacement	2,008,165	2,008,165
Storm Sewer	1,496,171	1,586,932
Remote Readers	-	322,770
Labor	321,207	187,731
Miscellaneous/Tapins	20,000	133,231
NAWS Revenue	394,745	402,382
Storm Sewer Development	766,066	1,126,236
Highway Reserves	8,284	-
Interest Income	42,564	42,564
Sale of City Property	35,000	37,500
Sales Tax Improvements	550,000	-
Sales Tax Infrastructure	500,000	-
Sales Tax Flood Control	-	648,867
Sanitation Transfer	59,775	65,898
Water/Sewer Transfer	-	200,000
ND State HUB City Oil & Gas Revenues	3,550,000	212,084
Revenue Bonds	3,950,000	-
CDBG-DR	1,750,000	-
Cash Reserves	(2,448,289)	(3,107,270)
Budgeted Income	<u>\$ 28,802,418</u>	<u>\$ 20,165,722</u>
Storm Sewer Budget	\$ 1,872,773	\$ 2,854,063
Water System Budget	8,928,825	8,760,243
Sewer System Budget	15,932,880	6,477,436
Sanitation	59,775	65,814
Water/Sewer Replacement	2,008,165	2,008,165
Total Water and Sewer Budget	<u>\$ 28,802,418</u>	<u>\$ 20,165,722</u>
Dollar change		\$ (8,636,696)

# BUDGET 2019

## STORM SEWER MAINTENANCE

Account Number	Account Description	2018 Budget	2019 Budget
140-5900-511.01-10	Regular Employees	\$ 281,470	\$ 284,690
	0.20 Street Superintendent		
	1.00 Storm Sewer Foreman		
	1.00 Medium Equipment Operators		
	2.00 Light Equipment Operator		
	0.34 Utility Operator I		
	0.40 Project Civil Engineers		
	0.05 Public Works Director		
	0.05 Assistant Public Works Director		
	0.05 Administrative Clerk		
	0.06 Office & Administrative Specialist, Senior		
140-5900-511.01-20	Overtime	-	10,000
Salaries		281,470	294,690
140-5900-511.02-10	Health Insurance	38,939	42,808
140-5900-511.02-11	Life Insurance	253	252
140-5900-511.02-21	Medicare	3,070	2,627
140-5900-511.02-30	Pension	60,880	60,896
140-5900-511.02-32	Defined Contribution	8,875	9,784
140-5900-511.02-33	Long-term Disability	1,210	1,224
140-5900-511.02-50	Unemployment	587	503
140-5900-511.02-60	Workers Compensation	4,530	2,828
Employee Benefits		118,344	120,922
140-5900-511.03-20	Testing	320	530
140-5900-511.03-42	Software Agreements	2,500	2,500
140-5900-511.03-90	Associations	-	300
Professional & Technical		2,820	3,330
140-5900-511.04-25	Contract One Call	4,000	4,625
140-5900-511.04-33	Mtce Building & Grounds	12,000	-
140-5900-511.04-35	Mtce Cars, Bus, Trucks, Heavy Equipment	25,000	25,000
140-5900-511.04-36	Mtce Radios	600	600
140-5900-511.04-38	Mtce Signs, Signals, Markers	1,000	1,000
140-5900-511.04-39	Mtce Storm Sewer, Manhole, Etc.	100,000	100,000
140-5900-511.04-42	Equipment Rental	4,000	4,000
140-5900-511.04-56	Storm Sewer Replacement	400,000	400,000
Purchased Property Services		546,600	535,225
140-5900-511.05-20	Insurance	1,692	3,245
140-5900-511.05-30	Telephone	310	1,132
140-5900-511.05-80	Travel	800	2,250
140-5900-511.05-90	Education & Training	1,500	3,500
140-5900-511.05-92	Wearing Apparel	1,500	1,500
Other Purchased Services		5,802	11,627
140-5900-511.06-22	Electricity	6,994	35,091
140-5900-511.06-50	Operation Supplies	33,219	28,000
140-5900-511.06-61	Fuel	7,461	5,877
140-5900-511.06-99	Postage	-	3,125
Supplies		47,674	72,093

## BUDGET 2019

### STORM SEWER MAINTENANCE

Account Number	Account Description	2018 Budget	2019 Budget
140-0000-165.03-90	Capital Purchases	\$ 125,000	\$ 515,000
	10th St SW Storm Sewer Improvements	400,000	
	Vactor Replacement	80,000	
	1/2 Ton Crew Cab 4x4 Pickup	35,000	
Capital Purchases		<u>125,000</u>	<u>515,000</u>
140-5900-511.08-15	Reimbursement to General Fund	<u>142,629</u>	<u>142,629</u>
Other Objects		<u>142,629</u>	<u>142,629</u>
140-5900-491.31-05	Water & Sewer	451,373	435,523
140-5900-491.31-05	2018 Clean Water State Revolving Loan Fund	<u>-</u>	<u>562,850</u>
Debt Service		<u>451,373</u>	<u>998,373</u>
140-5900-491.30-00	General Fund Transfer	105,483	115,523
140-5900-491.33-04	Special Assessment Transfer	<u>5,024</u>	<u>-</u>
Transfer		<u>110,507</u>	<u>115,523</u>
Storm Sewer Maintenance		<u><u>\$ 1,832,219</u></u>	<u><u>\$ 2,809,412</u></u>

# BUDGET 2019

## WATER SUPPLY AND TREATMENT

Account Number	Account Description	2018 Budget	2019 Budget
140-6000-506.01-10	Regular Employees	\$ 791,660	\$ 864,674
	1.00 Water Plant Superintendent		
	1.00 Water Plant Foreman		
	2.00 Water Plant Operators, Lead		
	4.00 Water Plant Operators III		
	4.00 Water Plant Operators II		
	1.00 Water Plant Operator I		
	1.00 Water Plant Instrument Technician		
	0.07 Public Works Director		
	0.10 Assistant Public Works Director		
	0.05 Administrative Clerk		
	0.05 Office & Administrative Specialist, Senior		
	0.31 Project Civil Engineers		
140-6000-506.01-30	Extra Help	32,000	30,000
Salaries		823,660	894,674
140-6000-506.02-10	Health Insurance	106,665	147,402
140-6000-506.02-11	Life Insurance	665	714
140-6000-506.02-20	Social Security	1,984	1,860
140-6000-506.02-21	Medicare	8,472	6,989
140-6000-506.02-30	Pension	226,923	249,289
140-6000-506.02-32	Defined Contribution	12,482	15,992
140-6000-506.02-33	Long-term Disability	3,404	3,718
140-6000-506.02-60	Workers Compensation	8,426	8,176
Employee Benefits		369,021	434,140
140-6000-506.03-20	Testing	630	630
140-6000-503.03-22	Contracts	58,383	54,800
140-6000-506.03-31	Monitoring	20,600	20,600
140-6000-506.03-42	Software Agreements	2,000	750
140-6000-506.03-90	Associations	4,431	5,331
Professional & Technical		86,044	82,111
140-6000-506.04-21	Garbage Collection	122	-
140-6000-506.04-25	Contracts One Call	1,000	1,000
140-6000-506.04-33	Mtce Building & Grounds	237,000	215,000
140-6000-506.04-35	Mtce Car, Bus, Truck, Heavy Equipment	21,125	21,125
140-6000-506.04-36	Mtce Radios	600	600
140-6000-506.04-37	Mtce Water Main, Hydrant	21,125	10,000
140-6000-506.04-39	Mtce Tower, Reservoir, Well	335,000	270,000
140-6000-506.04-42	Equipment Rental	1,500	2,500
Purchased Property Services		617,472	520,225

# BUDGET 2019

## WATER SUPPLY AND TREATMENT

Account Number	Account Description	2018 Budget	2019 Budget
140-6000-506.05-10	Fleet Labor	\$ 8,000	\$ 8,000
140-6000-506.05-20	Insurance	27,817	37,671
140-6000-506.05-30	Telephone	11,850	11,114
140-6000-506.05-40	Publications/Legal Ads	10,000	10,150
140-6000-506.05-80	Travel	3,250	4,750
140-6000-506.05-90	Education & Training	9,000	7,000
140-6000-506.05-99	Other - Lab Tests	10,000	7,000
	Other Purchased Services	<u>79,917</u>	<u>85,685</u>
140-6000-506.06-10	Water Treatment Supplies	980,120	980,000
140-6000-506.06-21	Natural Gas	41,877	39,071
140-6000-506.06-22	Electricity	600,000	614,186
140-6000-506.06-40	Books & Subscriptions	500	500
140-6000-506.06-50	Operation Supplies	186,500	35,000
140-6000-506.06-61	Fuel	15,148	12,928
140-6000-506.06-99	Postage	625	1,017
	Supplies	<u>1,824,770</u>	<u>1,682,702</u>
140-0000-165.03-90	Capital Purchases	-	446,492
	SW Water Tower	446,492	
		<u>-</u>	<u>446,492</u>
140-6000-506.08-15	Reimbursement to General Fund	743,924	743,924
	Other Objects	<u>743,924</u>	<u>743,924</u>
140-6000-491.31-05	Water and Sewer	1,019,437	510,602
140-6000-491.31-05	2018 ND Drinking Water State Revolving Fund	-	86,017
	Debt Service	<u>1,019,437</u>	<u>596,619</u>
140-6000-491.31-04	Sanitation Transfer	265,139	239,276
140-6000-491.34-01	Equipment Purchase Transfer	218,000	218,000
140-6000-491.33-04	Special Assessment Transfer	3,629	-
140-6000-491.33-05	Highway Transfer	43,195	42,295
	Transfers	<u>529,963</u>	<u>499,571</u>
	Total Water Plant	<u>\$ 6,094,208</u>	<u>\$ 5,986,143</u>

## BUDGET 2019

### WATER DISTRIBUTION AND SEWAGE COLLECTION

Account Number	Account Description	2018 Budget	2019 Budget
140-6100-507.01-10	Regular Employees	\$ 1,014,154	\$ 1,083,055
	0.60 Water/Wastewater Superintendent		
	2.00 Water/Wastewater Foremen		
	2.00 Heavy Equipment Operators		
	2.00 Utility Operator Leads		
	4.00 Utility Operators III		
	4.33 Utility Operators II		
	2.00 Utility Operators I		
	1.00 Administrative Clerk, Principal		
	0.10 Public Works Director		
	0.10 Assistant Public Works Director		
	0.05 Administrative Clerk		
	0.05 Office & Administrative Specialist, Senior		
	0.35 Project Civil Engineer		
140-6100-507.01-20	Overtime	20,000	21,000
140-6100-507.01-30	Extra Help	80,000	60,000
Salaries		<u>1,114,154</u>	<u>1,164,055</u>
140-6100-507.02-10	Health Insurance	126,841	151,277
140-6100-507.02-11	Life Insurance	911	910
140-6100-507.02-20	Social Security	4,960	3,720
140-6100-507.02-21	Medicare	12,029	9,956
140-6100-507.02-30	Pension	262,172	304,428
140-6100-507.02-32	Defined Contribution	22,382	21,700
140-6100-507.02-33	Long-term Disability	4,361	4,657
140-6100-507.02-50	Unemployment	1,049	1,321
140-6100-507.02-60	Workers Compensation	12,314	11,915
Employee Benefits		<u>447,019</u>	<u>509,884</u>
140-6100-507.03-20	Testing	1,280	1,280
140-6100-507.03-42	Software Agreements	3,400	3,400
140-6100-507.03-90	Associations	1,800	2,000
Professional & Technical		<u>6,480</u>	<u>6,680</u>
140-6100-507.04-25	Contracts	19,625	4,000
140-6100-507.04-33	Mtce Building & Grounds	37,000	25,000
140-6100-507.04-35	Mtce Car, Bus, Truck, Heavy Equipment	55,250	55,250
140-6100-507.04-36	Mtce Radios	1,500	1,500
140-6100-507.04-37	Mtce Streets, Alleys, Roads	175,000	175,000
140-6100-507.04-38	Mtce Sign, Signal, Markers	3,000	3,000
140-6100-507.04-39	Mtce San Sewer, Manhole	20,000	20,000
140-6100-507.04-41	Water Main, Hydrants, Valves	200,000	200,000
140-6100-507.04-42	Equipment Rental	15,000	15,000
Purchased Property Services		<u>526,375</u>	<u>498,750</u>

# BUDGET 2019

## WATER DISTRIBUTION AND SEWAGE COLLECTION

Account Number	Account Description	2018 Budget	2019 Budget
140-6100-507.05-10	Fleet Labor	\$ 15,000	\$ 20,000
140-6100-507.05-20	Insurance	-	12
140-6100-507.05-30	Telephone	10,801	11,131
140-6100-507.05-40	Publications/Legal Ads	725	600
140-6100-507.05-61	Credit Card Collection Fees	-	681
140-6100-507.05-80	Travel	4,450	2,500
140-6100-507.05-90	Education & Training	6,250	2,040
140-6100-507.05-91	Car Allowance	2,500	2,500
140-6100-507.05-92	Wearing Apparel	5,000	4,000
140-6100-507.05-96	NAWS Distribution O&M	231,660	297,400
140-6100-507.05-97	NAWS Distribution REM	133,650	171,577
140-6100-507.05-99	Other - MAFB Meter Test	1,000	1,000
	Other Purchased Services	<u>411,036</u>	<u>513,441</u>
140-6100-507.06-14	Meters	150,000	100,000
140-6100-507.06-15	Remote Readers	100,000	50,000
140-6100-507.06-21	Natural Gas	251	319
140-6100-507.06-22	Electricity	5,276	5,235
140-6100-507.06-23	Propane	250	300
140-6100-507.06-40	Books & Subscriptions	200	200
140-6100-507.06-50	Operation Supplies	59,000	55,000
140-6100-507.06-61	Fuel	62,804	59,108
140-6100-507.06-99	Postage	1,350	1,350
	Supplies	<u>379,131</u>	<u>271,512</u>
140-0000-165.03-90	Capital Purchases	298,500	90,000
	Annual Skid Steer Trade in	40,000	
	Fixed Base Meter Reading	50,000	
	Total Property	<u>298,500</u>	<u>90,000</u>
140-6100-507.08-15	Reimbursement to General Fund	451,865	451,865
	Total Other Objects	<u>451,865</u>	<u>451,865</u>
	Total Water Distribution and Sewage Collection	<u><u>\$ 3,634,560</u></u>	<u><u>\$ 3,506,187</u></u>

# BUDGET 2019

## SEWAGE PUMPING AND TREATMENT

Account Number	Account Description	2018 Budget	2019 Budget
140-6200-508.01-10	Regular Employees	\$ 562,592	\$ 616,436
	0.40 Water/Wastewater Superintendent		
	1.00 Water/Wastewater Foreman		
	2.00 Public Works Lab Technicians		
	1.00 Utility Operator I		
	4.33 Utility Operators II		
	1.00 Utility Operator III		
	0.10 Public Works Director		
	0.10 Assistant Public Works Director		
	0.05 Administrative Clerk		
	0.05 Office & Administrative Specialist, Senior		
	0.40 Project Civil Engineer		
140-6200-508.01-20	Overtime	5,000	5,250
140-6200-508.01-30	Extra Help	35,000	36,750
	Salaries	602,592	658,436
140-6200-508.02-10	Health Insurance	81,925	102,100
140-6200-508.02-11	Life Insurance	511	511
140-6200-508.02-20	Social Security	2,170	2,279
140-6200-508.02-21	Medicare	6,796	6,015
140-6200-508.02-30	Pension	114,598	117,164
140-6200-508.02-32	Defined Contribution	19,327	24,320
140-6200-508.02-33	Long-term Disability	2,419	2,651
140-6200-508.02-50	Unemployment	879	981
140-6200-508.02-60	Workers Compensation	5,672	5,568
	Employee Benefits	234,297	261,589
140-6200-508.03-20	Testing	880	880
140-6200-508.03-22	Contracts	160,000	80,625
140-6200-508.03-42	Software Agreement	2,400	2,375
140-6200-508.03-90	Associations	1,000	1,300
	Professional & Technical	164,280	85,180
140-6200-508.04-11	Water	1,200	700
140-6200-508.04-25	Contract One Call	4,625	4,625
140-6200-508.04-33	Mtce Building & Grounds	115,000	130,000
140-6200-508.04-35	Mtce Car, Bus, Truck, Heavy Equipment	61,125	35,000
140-6200-508.04-36	Mtce Radios	2,000	2,000
140-6200-508.04-38	Mtce Signs, Signals, Markers	2,000	2,000
140-6200-508.04-39	Mtce San Sewer, Manhole	150,000	150,000
	Purchased Property Services	335,950	324,325



# BUDGET 2019

## SEWAGE PUMPING AND TREATMENT

Account Number	Account Description	2018 Budget	2019 Budget
140-6200-508.05-10	Fleet Labor	\$ 15,000	\$ 15,000
140-6200-508.05-20	Insurance	14,628	16,293
140-6200-508.05-30	Telephone	16,162	14,451
140-6200-508.05-40	Publications/legal ads	125	275
140-6200-508.05-80	Travel	2,750	3,250
140-6200-508.05-90	Education & Training	4,750	3,500
140-6200-508.05-92	Wearing Apparel	3,000	2,000
140-6200-508.05-98	Leases	24,814	24,814
140-6200-508.05-99	Other - Lab Tests	14,000	14,000
	Other Purchased Services	<u>95,229</u>	<u>93,583</u>
140-6200-508.06-21	Natural Gas	41,705	31,497
140-6200-508.06-22	Electricity	822,694	733,863
140-6200-508.06-23	Propane	300	315
140-6200-508.06-50	Operation Supplies	177,300	183,000
140-6200-508.06-51	Lab Supplies	4,500	4,500
140-6200-508.06-61	Fuel	26,688	22,490
140-6200-508.06-99	Postage	1,225	1,225
	Supplies	<u>1,074,412</u>	<u>976,890</u>
140-0000-165.03-90	Capital Purchases	9,330,500	147,000
	- Jetter/Vac Truck (Year 2 of 10) - Replace in 2028. The current unit is a 2015 Freightliner truck with an Aquatech Jetter/Vac-All system. Because of the cost to purchase this unit we are spreading it over a 10 year span.	40,000	
	- Jetter Truck (Year 1 of 10)	32,000	
	- Truck/Crane Lift	75,000	
	Property	<u>9,330,500</u>	<u>147,000</u>
140-6200-508.08-15	Reimbursement to General Fund	<u>283,723</u>	<u>283,723</u>
	Other Objects	<u>283,723</u>	<u>283,723</u>
140-6200-491.31-05	Water and Sewer	<u>2,388,237</u>	<u>2,247,690</u>
	Debt Service	<u>2,388,237</u>	<u>2,247,690</u>
140-6200-491.34-01	Equipment Purchase Transfer	<u>196,000</u>	<u>196,000</u>
	Transfers	<u>196,000</u>	<u>196,000</u>
	Total Sewage Pumping and Treatment	<u><u>\$ 14,705,220</u></u>	<u><u>\$ 5,274,416</u></u>

# BUDGET 2019

## UTILITY ACCOUNTING

Account Number	Account Description	2018 Budget	2019 Budget
140-6300-509.01-10	Regular Employees	\$ 161,154	\$ 174,549
	1.00 Financial Clerk		
	2.00 Financial Clerk, Senior		
	0.20 City Treasurer		
	0.05 Public Works Director		
	0.01 Assistant Public Works Director		
	0.02 Office & Administrative Specialist, Senior		
	0.05 Project Civil Engineer		
Salaries		161,154	174,549
140-6300-509.02-10	Health Insurance	14,706	18,613
140-6300-509.02-11	Life Insurance	163	163
140-6300-509.02-21	Medicare	1,826	1,693
140-6300-509.02-30	Pension	28,793	32,040
140-6300-509.02-32	Defined Contribution	6,440	7,129
140-6300-509.02-33	Long-term Disability	693	751
140-6300-509.02-50	Unemployment	75	64
140-6300-509.02-60	Workers Compensation	163	147
Employee Benefits		52,859	60,600
140-6300-509.03-22	Prof Service Contracts	34,020	45,000
140-6300-509.03-42	Software Agreements	2,000	2,100
140-6300-509.03-43	Service Fees	2,200	1,000
Professional & Technical		38,220	48,100
140-6300-509.04-42	Equipment Rental	5,275	5,500
Purchased Property Services		5,275	5,500
140-6300-509.05-30	Telephone	600	1,013
140-6300-509.05-60	Collection Fees	7,800	8,190
140-6300-509.05-61	Credit Card Fees	75,000	91,233
140-6300-509.05-90	Education & Training	500	-
Other Purchased Services		83,900	100,436
140-6300-509.06-21	Natural Gas	139	183
140-6300-509.06-50	Operation Supplies	21,500	22,575
140-6300-509.06-61	Fuel	-	270
140-6300-509.06-99	Postage	83,730	87,917
Supplies		105,369	110,945
140-6300-509.08-15	Reimbursement to General Fund	81,269	81,269
Other Objects		81,269	81,269
Total Utility Accounting		\$ 528,046	\$ 581,399

## BUDGET 2019

### WATER AND SEWER REPLACEMENT

Account Number	Account Description	2018 Budget	2019 Budget
140-6400-510.04-52	Water Main Replacement	\$ 1,100,000	\$ 1,100,000
140-6400-510.04-55	Sewer Rehabilitation	800,000	800,000
	Purchased Property Services	1,900,000	1,900,000
140-6400-510.08-15	Reimbursement to General Fund	108,165	108,165
	Other Objects	108,165	108,165
	Water and Sewer Replacement	<u>\$ 2,008,165</u>	<u>\$ 2,008,165</u>
Dollar change			\$ -

## BUDGET 2019

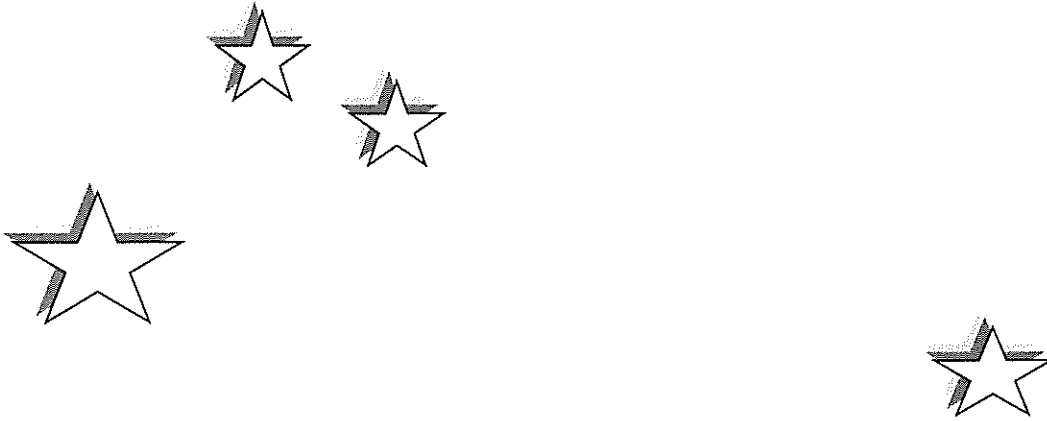
### PARKING RAMPS - INCOME DETAIL

	2018 Budget	2019 Budget
Parking Receipts	\$ 49,000	\$ 72,000
Sales Tax Improvements	177,246	-
Resources Available	226,246	72,000
Tax Levy	-	1,588,557
Budgeted Income	<u>\$ 226,246</u>	<u>\$ 1,660,557</u>
Mill Levy	-	7.71
Budget Dollar Change		\$ 1,434,311
Mill Levy Change		7.71

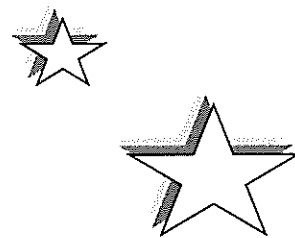
## BUDGET 2019

### PARKING RAMPS

Account Number	Account Description	2018 Budget	2019 Budget
150-6500-512.01-30	Extra Help	\$ 25,440	\$ 25,440
Salaries		25,440	25,440
150-6500-512.02-20	Social Security	1,577	1,577
150-6500-512.02-21	Medicare	369	369
Employee Benefits		1,946	1,946
150-6500-512.03-22	Contracts - Snow Removal	4,000	6,000
Professional & Technical		4,000	6,000
150-6500-512.04-33	Mtce Building & Grounds	88,000	40,000
Purchased Property Services		88,000	40,000
150-6500-512.05-20	Insurance	-	15,411
150-6500-512.05-30	Telephone	7,560	12,960
150-6500-512.05-40	Publications/Legal Ads	4,000	4,000
150-6500-512.05-61	Credit Card Fees	-	1,000
Other Purchased Services		11,560	33,371
150-6500-512.06-21	Natural Gas	6,900	11,829
150-6500-512.06-22	Electricity	9,900	16,971
150-6500-512.06-50	Operation Supplies	65,500	25,000
Supplies		82,300	53,800
150-0000-165.30-01	Capital Purchases	13,000	1,500,000
Sweeper			
Parking Ramp Roof & Drainage Systems	1,500,000		
Capital Purchases		13,000	1,500,000
Total Parking Ramps		\$ 226,246	\$ 1,660,557



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# BUDGET 2019

## CITY BUS - INCOME DETAIL

	2018 Budget	2019 Budget
Federal Operating Grants (5311)	\$ 608,595	\$ 586,580
State Operating Grants	67,637	68,037
State Aid for Transit	53,037	
School Transportation	8,500	
RTAP Reimbursement	6,500	
Operating Revenue	75,000	75,000
Advertisement Revenue	15,600	17,160
Resources Available	766,832	746,777
Tax Levy	342,036	418,371
Budgeted Income	<u>\$ 1,108,868</u>	<u>\$ 1,165,148</u>
Mill Levy	1.61	2.03
Dollar change		\$ 56,280
Levy change		0.42

# BUDGET 2019

## CITY BUS

Account Number	Account Description	2018 Budget	2019 Budget
205-6600-419.01-10	Regular Employees	\$ 453,268	\$ 488,736
	0.75 Bus Services/Shop Mtce Superintendent		
	0.50 Bus Services/Shop Mtce Foreman		
	1.00 Mechanic		
	1.00 Light Mechanic		
	5.00 Bus Drivers		
	1.00 Admin Clerk/Bus Driver		
	0.15 Public Works Director		
	0.05 Assistant Public Works Director		
	0.25 Administrative Clerk		
	0.15 Office & Administrative Specialist		
205-6600-419.01-20	Overtime	5,000	5,000
205-6600-419.01-30	Extra Help	40,000	40,000
Salaries		<u>498,268</u>	<u>533,736</u>
205-6600-419.02-10	Health Insurance	76,581	96,782
205-6600-419.02-11	Life Insurance	483	483
205-6600-419.02-20	Social Security	2,480	2,480
205-6600-419.02-21	Medicare	6,193	5,198
205-6600-419.02-30	Pension	45,003	50,038
205-6600-419.02-32	Defined Contribution	26,177	28,424
205-6600-419.02-33	Long-term Disability	1,949	2,102
205-6600-419.02-50	Unemployment	343	378
205-6600-419.02-60	Workers Compensation	6,572	5,568
Employee Benefits		<u>165,781</u>	<u>191,453</u>
205-6600-419.03-20	Testing	700	700
205-6600-419.03-22	Prof Service Contracts	63,696	70,457
205-6600-419.03-42	Software Agreements	800	1,000
205-6600-419.03-90	Associations	1,250	1,025
Professional & Technical		<u>66,446</u>	<u>73,182</u>
205-6600-419.04-33	Mtce Building & Grounds	6,000	6,000
205-6600-419.04-35	Mtce Car, Bus, Truck, Heavy Equipment	100,000	100,000
205-6600-419.04-36	Mtce Radios	500	500
205-6600-419.04-39	Mtce Shelter Repairs	200	1,000
Purchased Property Services		<u>106,700</u>	<u>107,500</u>
205-6600-419.05-10	Fleet Labor	4,000	4,000
205-6600-419.05-20	Liability Insurance	32,977	37,095
205-6600-419.05-30	Telephone	336	528
205-6600-419.05-40	Publications/Legal Ads	500	500
205-6600-419.05-41	Promotion	5,000	10,000
205-6600-419.05-61	Credit Card Fees	500	587
205-6600-419.05-80	Travel	6,000	7,000
205-6600-419.05-90	Education & Training	3,000	3,000
205-6600-419.05-92	Wearing Apparel	980	1,350
205-6600-419.05-93	Tool Allowance	900	900
Other Purchased Services		<u>54,193</u>	<u>64,960</u>



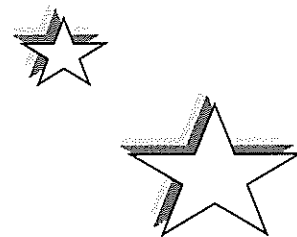
## BUDGET 2019

### CITY BUS

Account Number	Account Description	2018 Budget	2019 Budget
205-6600-419.06-21	Natural Gas	\$ 3,920	\$ 3,815
205-6600-419.06-22	Electricity	9,757	9,906
205-6600-419.06-50	Operation Supplies	35,250	17,500
205-6600-419.06-61	Fuel	107,002	94,844
205-6600-419.06-99	Postage	100	100
Supplies		<u>156,029</u>	<u>126,165</u>
205-6600-419.08-15	Reimbursement to General Fund	61,451	68,152
Other Objects		<u>61,451</u>	<u>68,152</u>
Total City Bus		<u><u>\$ 1,108,868</u></u>	<u><u>\$1,165,148</u></u>



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# BUDGET 2019

## LIBRARY - INCOME DETAIL

	2018 Budget	2019 Budget
State Grants	\$ 31,460	\$ 35,328
Fines and Fees	16,645	12,510
Miscellaneous	11,863	11,863
Memorial Revenue	4,246	4,246
Union Catalog Fees	1,125	1,125
Copy Machine	8,533	9,966
Resources Available	73,872	75,038
Tax Levy	1,304,630	1,322,732
Budgeted Income	<u>\$ 1,378,502</u>	<u>\$ 1,397,770</u>
Mill Levy	6.14	6.42
Dollar change		\$ 19,268
Levy change		0.28

# BUDGET 2019

## LIBRARY

Account Number	Account Description	2018 Budget	2019 Budget
210-6700-455.01-10	Regular Employees	\$ 718,989	\$ 728,424
	1.00 Library Director		
	1.00 Library/Technology Coordinator		
	1.00 Librarian Senior		
	2.00 Librarians		
	1.00 Building & Grounds Worker, Senior		
	1.00 Building & Grounds Worker		
	1.00 Information/Reference Specialist		
	0.80 Teen Librarian		
	1.00 Library Associate II		
	3.88 Library Associates I		
	1.76 Library Assistant		
210-6700-455.01-30	Extra Help	64,152	75,049
Salaries		783,141	803,473
210-6700-455.02-10	Health Insurance	122,512	144,692
210-6700-455.02-11	Life Insurance	784	784
210-6700-455.02-20	Social Security	48,555	49,815
210-6700-455.02-21	Medicare	11,356	9,552
210-6700-455.02-60	Workers Compensation	2,198	1,887
Employee Benefits		185,405	206,730
210-6700-455.03-42	Software Agreements	6,910	5,542
210-6700-455.03-90	Associations	1,270	1,520
Professional & Technical		8,180	7,062
210-6700-455.04-11	Water	4,500	5,000
210-6700-455.04-33	Mtce Building & Grounds	87,830	76,725
210-6700-455.04-40	Mtce Equipment Repair	22,466	23,186
210-6700-455.04-42	Equipment Rental	480	660
Purchased Property Services		115,276	105,571
210-6700-455.05-20	Liability Insurance	7,664	8,773
210-6700-455.05-30	Telephone	4,861	4,861
210-6700-455.05-40	Publications/Legal Ads	650	1,123
210-6700-455.05-60	Collection Fees	820	820
210-6700-455.05-61	Credit Card Fees	1,020	1,183
210-6700-455.05-80	Travel	1,962	4,226
210-6700-455.05-90	Education & Training	3,311	1,879
210-6700-455.05-91	Car Allowance	1,166	1,166
Other Purchased Services		21,454	24,031

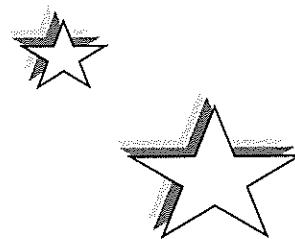
## BUDGET 2019

### LIBRARY

Account Number	Account Description	2018 Budget	2019 Budget
210-6700-455.06-21	Natural Gas	\$ 6,203	\$ 5,863
210-6700-455.06-22	Electricity	40,227	38,009
210-6700-455.06-40	Books & Subscriptions	56,363	54,761
210-6700-455.06-50	Operation Supplies	54,902	44,372
210-6700-455.06-61	Fuel	123	102
210-6700-455.06-99	Postage	7,500	7,500
Supplies		<u>165,318</u>	<u>150,607</u>
210-6700-455.08-15	Reimbursement to General Fund	80,326	80,326
210-6700-455.08-16	OCLC Services	15,156	15,724
210-6700-455.08-17	Memorial Expenditures	4,246	4,246
Other Objects		<u>99,728</u>	<u>100,296</u>
Total Library		<u><u>\$ 1,378,502</u></u>	<u><u>\$ 1,397,770</u></u>



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# BUDGET 2019

## RECREATION/AUDITORIUM - INCOME DETAIL

	2018 Budget	2019 Budget
Users Fees	\$ 227,544	\$ 228,066
Tennis Center	33,650	37,186
Concessions	106,626	108,353
Rentals	78,838	68,092
Miscellaneous Income	37,188	31,623
Resources Available	483,846	473,320
Tax Levy	1,564,791	1,657,322
Budgeted Income	<u>\$ 2,048,637</u>	<u>\$ 2,130,642</u>
Recreation Budget	\$ 1,120,656	\$ 1,210,985
Auditorium Budget	927,981	919,657
Total Recreation & Auditorium Budgets	<u>\$ 2,048,637</u>	<u>\$ 2,130,642</u>
Mill Levy	7.37	8.05
Dollar change		\$ 82,005
Levy change		0.68

# BUDGET 2019

## RECREATION

Account Number	Account Description	2018 Budget	2019 Budget
215-6800-451.01-10	Regular Employees	\$ 346,737	\$ 370,394
	0.5 Auditorium/Recreation Director		
	0.8 Assistant Auditorium/Recreation Director		
	0.8 Auditorium/Recreation Coordinator		
	0.5 Auditorium/Recreation Concession Coordinator		
	0.5 Auditorium/Recreation Foreman		
	0.6 Auditorium/Recreation Technicians, Senior		
	0.7 Auditorium/Recreation Technician		
	1.0 Tennis Center Manager		
215-6800-451.01-20	Overtime	600	630
215-6800-451.01-30	Extra Help	150,000	157,500
215-6800-451.01-40	Contracted Referees	90,000	94,500
Salaries		<u>587,337</u>	<u>623,024</u>
215-6800-451.02-10	Health Insurance	40,866	66,409
215-6800-451.02-11	Life Insurance	265	265
215-6800-451.02-20	Social Security	17,995	18,880
215-6800-451.02-21	Medicare	7,183	6,577
215-6800-451.02-30	Pension	87,951	98,618
215-6800-451.02-32	Defined Contribution	4,010	4,391
215-6800-451.02-33	Long-term Disability	1,491	1,593
215-6800-451.02-50	Unemployment	1,860	2,154
215-6800-451.02-60	Workers Compensation	5,884	5,424
Employee Benefits		<u>167,505</u>	<u>204,311</u>
215-6800-451.03-22	Contracts	15,000	15,000
215-6800-451.03-42	Software Agreements	2,571	2,571
215-6800-451.03-90	Associations	800	800
Professional & Technical		<u>18,371</u>	<u>18,371</u>
215-6800-451.04-11	Water	27,192	38,924
215-6800-451.04-21	Garbage Collection	2,919	2,500
215-6800-451.04-33	Mtce Building & Grounds	105,250	105,250
215-6800-451.04-35	Mtce Car, Bus, Truck, Heavy Equipment	2,500	4,000
215-6800-451.04-42	Equipment Rental	2,000	2,000
Purchased Property Services		<u>139,861</u>	<u>152,674</u>
215-6800-451.05-10	Fleet Labor	1,000	1,000
215-6800-451.05-20	Insurance	3,040	3,569
215-6800-451.05-30	Telephone	4,789	4,800
215-6800-451.05-40	Publications/Legal Ads	300	200
215-6800-451.05-41	Promotions	5,200	5,200
215-6800-451.05-61	Credit Card Fees	-	1,799
215-6800-451.05-80	Travel	2,500	2,500
215-6800-451.05-90	Education & Training	250	200
215-6800-451.05-92	Wearing Apparel	250	-
Other Purchased Services		<u>17,329</u>	<u>19,268</u>



## BUDGET 2019

### RECREATION

Account Number	Account Description	2018 Budget	2019 Budget
215-6800-451.06-21	Natural Gas	\$ 6,124	\$ 7,194
215-6800-451.06-22	Electricity	23,638	22,093
215-6800-451.06-40	Books & Subscriptions	200	200
215-6800-451.06-50	Operation Supplies	30,000	30,300
215-6800-451.06-59	Trophies, Awards, Ribbons	3,500	3,300
215-6800-451.06-61	Fuel	5,751	6,692
215-6800-451.06-99	Postage	1,250	1,262
Supplies		<u>70,463</u>	<u>71,041</u>
215-6800-451.08-01	Contingency	500	-
215-6800-451.08-13	PFR - Taxable	32,000	17,713
215-6800-451.08-15	Reimbursement to General Fund	83,690	100,928
215-6800-451.08-17	Credit Card Discounts	1,100	1,155
215-6800-451.08-18	Hammond Park Transfer	2,500	2,500
Other Objects		<u>119,790</u>	<u>122,296</u>
Total Recreation		<u><u>\$ 1,120,656</u></u>	<u><u>\$ 1,210,985</u></u>

## BUDGET 2019

### AUDITORIUM

Account Number	Account Description	2018 Budget	2019 Budget
215-6900-453.01-10	Regular Employees	\$ 330,437	\$ 333,653
	0.5 Auditorium/Recreation Director		
	0.2 Assistant Auditorium/Recreation Director		
	0.2 Auditorium/Recreation Coordinator		
	0.5 Auditorium/Recreation Concession Coordinator		
	0.5 Auditorium/Recreation Foreman		
	2.4 Auditorium/Recreation Technician, Senior		
	1.3 Auditorium/Recreation Technician		
215-6900-453.01-20	Overtime	5,400	3,000
215-6900-453.01-30	Extra Help	59,400	60,000
Salaries		<u>395,237</u>	<u>396,653</u>
215-6900-453.02-10	Health Insurance	48,833	43,660
215-6900-453.02-11	Life Insurance	274	274
215-6900-453.02-20	Social Security	3,683	3,720
215-6900-453.02-21	Medicare	4,324	3,662
215-6900-453.02-30	Pension	90,958	93,709
215-6900-453.02-32	Defined Contribution	6,052	6,701
215-6900-453.02-33	Long-term Disability	1,421	1,435
215-6900-453.02-60	Workers Compensation	2,159	1,344
Employee Benefits		<u>157,704</u>	<u>154,505</u>
215-6800-451.03-42	Software Agreements	2,571	2,571
215-6900-453.03-90	Associations	200	200
Professional & Technical		<u>2,771</u>	<u>2,771</u>
215-6900-453.04-11	Water	-	4,047
215-6900-453.04-21	Garbage Collection	5,700	2,500
215-6900-453.04-33	Mtce Building & Grounds	83,000	80,000
215-6900-453.04-35	Mtce Car, Bus, Truck, Heavy Equipment	2,000	1,000
215-6900-453.04-40	Mtce Equipment	500	500
215-6900-453.04-42	Equipment Rental	1,500	500
Purchased Property Services		<u>92,700</u>	<u>88,547</u>
215-6900-453.05-10	Fleet Labor	1,000	500
215-6900-453.05-30	Telephone	3,288	3,233
215-6900-453.05-40	Publications/Legal Ads	200	200
215-6900-453.05-41	Promotions	10,800	-
215-6900-453.05-90	Education & Training	250	250
215-6900-453.05-92	Wearing Apparel	750	750
215-6900-453.05-95	Laundry	500	500
Other Purchased Services		<u>16,788</u>	<u>5,433</u>

## BUDGET 2019

### AUDITORIUM

Account Number	Account Description	2018 Budget	2019 Budget
215-6900-453.06-21	Natural Gas	\$ 17,747	\$ 23,116
215-6900-453.06-22	Electricity	78,422	67,378
215-6900-453.06-50	Operation Supplies	31,255	35,000
215-6900-453.06-61	Fuel	1,917	1,757
215-6900-453.06-99	Postage	1,250	1,000
Supplies		<u>130,591</u>	<u>128,251</u>
215-6900-453.08-01	Contingency	500	-
215-6900-453.08-13	PFR - Taxable	48,000	42,569
215-6900-453.08-15	Reimbursement to General Fund	83,690	100,928
Other Objects		<u>132,190</u>	<u>143,497</u>
Total Auditorium		<u><u>\$ 927,981</u></u>	<u><u>\$ 919,657</u></u>

## BUDGET 2019

### EMERGENCY FUND - INCOME DETAIL

	<u>2018 Budget</u>	<u>2019 Budget</u>
Tax Levy	<u>\$1,131,688</u>	<u>\$ -</u>
Budgeted Income	<u><u>\$1,131,688</u></u>	<u><u>\$ -</u></u>
Mill Levy	5.33	0.00
Dollar change		(\$1,131,688)
Levy change		(5.33)

It is the intent of the City to maintain a balance equal to three mills in this account. The estimated cash balance of this fund is \$893,700 at the end of 2018.

## BUDGET 2019

### EMERGENCY FUND

Account Number	Account Description	<u>2018 Budget</u>	<u>2019 Budget</u>
230-7200-419.08-01	Contingency	<u>\$1,131,688</u>	<u>\$ -</u>
	Total Emergency Fund Expenditures	<u><u>\$ 1,131,688</u></u>	<u><u>\$ -</u></u>

# BUDGET 2019

## SALES TAX - FIRST PENNY - INCOME DETAIL

	2018 Budget	2019 Budget
<b>Tax Relief Fund (10%)</b>		
Sales Tax Collections	\$ 911,244	\$ 1,000,000
Cash Reserves	-	52,575
Budgeted Income	<u>911,244</u>	<u>1,052,576</u>
 <b>MAGIC Fund (15%)</b>		
Sales Tax Collections	1,366,866	1,500,000
Interest Income	25,843	43,933
Budgeted Income	<u>1,392,709</u>	<u>1,543,933</u>
 <b>Improvements Fund (25%)</b>		
Sales Tax Collections	2,278,111	2,500,000
Cash Reserves	550,000	-
Budgeted Income	<u>2,828,111</u>	<u>2,500,000</u>
 <b>Flood Control (50%) Capital portion in fund 430</b>		
Sales Tax Collections	4,556,222	5,000,000
Interest Income	20,954	34,924
Transfer in from MAGIC Fund	822,968	1,116,433
Transfer in from Community Facility	-	1,800,000
Cash Reserves	<u>(2,684,644)</u>	<u>(0)</u>
Budgeted Income	<u>2,715,500</u>	<u>7,951,357</u>
 Total First Penny Budgeted Income	<u><u>\$ 7,847,564</u></u>	<u><u>\$ 13,047,865</u></u>
 Dollar change		\$ 5,200,301
 Total Sales Tax Collections	\$ 9,112,443	\$ 10,000,000
Dollar change		\$ 887,557

In the 2019 budget, estimated collections are \$10,000,000; however, should collections exceed or be less than these estimates, they will be carried in or used from the fund reserve of each category to which the fund is divided: 50% flood control, 25% infrastructure improvements, 15% economic development, and 10% property tax relief.

# BUDGET 2019

## SALES TAX - FIRST PENNY

Account Number	Account Description	2018 Budget	2019 Budget
261-7500-491.30-00	Tax Relief	\$ 911,244	\$ 1,000,000
261-7500-491.30-00	Transfer reserves to general fund	-	52,575
	Total Tax Relief	911,244	1,052,576
262-7900-491.32-11	Transfer to Flood Control	822,968	1,116,433
	Marketing	425,741	328,500
262-7700-465.02-01	MADC	328,500	
262-7800-465.03-01	MAFB Retention	90,000	45,000
262-7600-465.01-01	General Administration	1,000	1,000
262-7600-465.01-03	Audit Compliance Contract	3,000	3,000
262-7600-491.30-00	Transfer to General Fund	50,000	50,000
	Total MAGIC Fund	1,392,709	1,543,933
263-8000-419.72-06	Minot Park District	20,000	-
263-8000-491.31-01	Wildlife Attractant and Stormwater Environmental Assessment	17,500	-
263-8000-491.31-01	Snow Removal Equipment - Sander	22,500	-
263-8000-491.31-01	GA Apron Phase II - South Apron	39,300	-
263-8000-491.31-01	ARFF Station 3 Rehab Design & Construction	28,503	-
263-8000-491.31-01	Airport Runway End Identifier Lighting Construction	12,625	-
263-8000-491.31-01	Airport Brushcat Rotary Cutter Attachment	7,500	-
263-8000-491.31-01	Airport Customs & Border Protection Office Refresh	8,100	-
263-8000-491.31-01	Cargo Apron Design	-	6,250
263-8000-491.31-01	GA Apron Phases II & III	-	85,500
263-8000-491.31-01	Airfield Mower with Broom Attachment	-	19,000
263-8000-491.31-01	Restroom & Ceiling Tiles for Customs Office	-	2,250
263-8000-491.31-01	Airport Graco Grindlazer 390 Scarifier	-	9,000
263-8000-491.31-02	Cemetery Mower	16,000	8,000
263-8000-491.31-02	Cemetery Chip Seal	50,000	-
263-8000-491.31-02	Cemetery Security System	-	12,000
263-8000-491.31-02	Cemetery Vault Building Repairs	-	30,000
263-8000-491.31-05	Water and Sewer Infrastructure	550,000	-
263-8000-491.30-00	City Hall Retaining Wall Design	275,000	-
263-8000-491.30-00	Fire SCBA Compressor Fill Station (Station 1)	20,500	-
263-8000-491.30-00	ARFF Station Rehab Construction (90/5/5% of costs)	570,050	-
263-8000-491.30-00	Traffic Signal Cabinet	240,000	-
263-8000-491.30-00	Traffic Signal Standard Replacement Burdick/3rd & 20th Ave/4th St	100,000	-
263-8000-491.30-00	Signal Pole/Mast Arm Replacements	-	250,000
263-8000-491.30-00	Traffic Signal Cabinet Replacement 5 Locations	-	300,000
263-8000-491.30-00	Traffic Signal Battery Backups 2 locations	-	10,400
263-8000-491.30-00	City Accounting Software (Year 1 of 2)	-	1,125,000
263-8000-491.30-00	Generator Fire Station 2	-	40,000
263-8000-491.30-00	Fire Station 2 Re-roof	-	75,000
263-8000-491.32-13	Street Improvements	400,000	-
263-8000-491.32-10	Major Projects	330,533	527,600
263-8000-491.32-12	Sidewalks	120,000	-
	Total Improvements	2,828,111	2,500,000

## BUDGET 2019

### SALES TAX - FIRST PENNY

Account Number	Account Description	2018 Budget	2019 Budget
265-9500-415.08-01	Flood Control USACE Feasibility Study	\$ 255,000	\$ -
265-9500-415.08-01	Flood Control STaRR Program	2,400,000	1,040,000
265-9500-415.08-01	Flood Control Outlaw Creek Design	10,500	525,000
265-9500-415.08-01	Flood Control 110 4th Ave NW	-	210,000
265-9500-415.08-01	Flood Control Tieracita Vellejo	-	420,000
265-9500-415.08-01	Flood Control Design Phase TBD (Excluding Minot)	-	315,000
265-9500-415.08-01	Flood Control Construction of Burlington	-	3,150,000
265-9500-491.30-00	Transfer to General Fund	50,000	1,129,479
265-9500-491.31-05	Debt Payments SRF	-	648,867
265-9500-491.30-00	Debt Payments Sales Tax Bonds	-	513,011
	Total Flood Control	<u>2,715,500</u>	<u>7,951,357</u>
	Total Sales Tax Expenditures	<u><u>\$ 7,847,565</u></u>	<u><u>\$13,047,865</u></u>



## BUDGET 2019

*The following is a summary description of the projected sales tax first penny improvements budget:*

**Cargo Apron Design** - This design project will cover reconstruction of existing pavement as well as future pavement expansion. The Cargo Apron is currently in poor condition and in need of repair. The pavement exhibits cracking and spalling, poor drainage, and an uneven surface that poses a risk to aircraft operating on it. A pavement study funded in 2015 by the North Dakota Aeronautics Commission identified the Cargo Apron as having a Pavement Condition Index (PCI) of less than 40, thus requiring significant rehabilitation if not full-depth reconstruction. Three years later, the on-going Airport Master Plan Update has confirmed the need to reconstruct the apron as it exists today, and also identified the need to expand the apron to accommodate the size and number of aircraft operating on it. As it exists, FedEx has difficulty parking all of its aircraft with enough wingtip separation and still allowing ground vehicles to operate. Ultimately, the goal is to expand the cargo apron to create a centralized cargo area where all cargo activity takes place. Currently, UPS operates on the GA apron opposite the field from FedEx. By consolidating the existing pavement reconstruction and future expansion designs, future planning identified in the Airport Master Plan is better accounted for and design costs/processes are more efficient.

**GA Apron Phases II & III** - This project involves reconstruction of the GA Apron along the southeastern portion of the pavement. This pavement area was also identified in the state pavement study as having a PCI of 40 or below due to cracking, spalling, and uneven surfaces. Uneven pavement poses a risk to snow plow operators and equipment and also increases the likelihood of a prop strike as aircraft move along the surface. Design for all three phases has been completed, and Phase I construction to the north was completed in 2017.

**Airfield Mower with Broom Attachment** - The new mower unit will replace the existing 1993 Toro Mower, which is critical for airside and landside maintenance year round. The mower unit is used for cutting grass during the summer to maintain runway and taxiway safety areas on the airfield and, in the winter, the mower deck is removed and a broom attachment is added to perform snow removal along the terminal and parking lot areas. Replacement of the existing unit, which is approximately 25 years old, is crucial to provide continued airfield maintenance and snow removal at the airport.

**Restroom & Ceiling Tiles for Customs Office** - The Department of Homeland Security office serves as point of entry into the United States for arriving international aircraft. It currently operates in the original Minot passenger terminal located on the general aviation ramp. The Airport is responsible for maintenance and upkeep of the facility. This request is for interior restroom rehab and ceiling tiles. There are no records to indicate when this was last done, but it has likely been more than 15 years.

**Airport Graco Grindlazer 390 Scarifier** - -- Due to the length of the runways and taxiways, the airport has over six miles of pavement to maintain. That maintenance includes painting lines and markings to meet FAA design and safety standards. Lines and markings must be of a certain size, color, depth, proximity apart, and give off a certain level of reflectivity at night. Prior to 2017, the airport traditionally outsourced runway painting and marking, spending approximately \$100,000 or more each time. However, through the help of state funding the airport purchased a paint machine in 2016 and, for the first time in 2017, painted the primary runway in-house, saving the City an estimated \$75,000. The Graco Grindlazer 390 Scarifier is the second piece of that puzzle. This piece of equipment is used for surface and marking removal, surface leveling, and surface texturing and grooving. Purchase of this scarifier will allow the airport to more efficiently remove existing markings and pavement blemishes prior to re-painting. Removal of old markings allows new paint and beads to be more effective and last longer than continually painting over existing markings. This recommendation comes in part from the FAA during our 2018 Airport Certification Inspection where the inspector denoted multiple paint layers impacting how well freshly painted surfaces will adhere and tolerate repeated plow or broom activities.

**Cemetery Mower** - Mowers are on a rotation system and the XMark is scheduled to be replaced this year. It has 1391 hours as of today and was purchased 4 years ago. This mower is used for the open areas and the greenway tree area. It gets rough use since the ground is not level. Mower is usable but must be replaced if not this year than next year or break downs will cost more than the mower itself.

## BUDGET 2019

**Cemetery Security System** - Some of the Emergency Exit Lights are gone or don't work. The current alarm system goes nowhere. When the doors are locked an alarm sounds but only for a few minutes and then stops. Just enough to scare a person/intruder away. The fire alarm system does not go to the fire department. If a fire occurred the fire department would have to be called. Alarms would go off here but not at the Fire Hall. Updating should be done on the exterior with motion sensors.

**Cemetery Vault Building Repairs** - The vault is where the bodies are stored in the winter. There was an addition to the front or north end and the two are separating and making an issue with the structure itself. It is a block building with double doors on the north end. A portion of the building on the south end is used for storing lawnmowers and landscaping tools in the winter. The funeral homes/families are charged \$95.00 a season for storage of coffins. Last year 49 bodies were in storage and this year 22. This building gets a lot of use and is needed in the cemetery.

**Signal Pole/Mast Arm Replacements** - There are several signal systems around Minot where signal poles and mast arms need to be replaced due to fatigue and corrosion. Several years ago, a signal at 22nd Ave/16th St SW, one of our busiest intersections, collapsed. No one was injured as it was early on Easter Sunday, but it could have been catastrophic if the collapse occurred during rush hour. Several signals were replaced after this event occurred, but several others still need replacement. This project will take several years to complete all the replacements.

**Traffic Signal Cabinet Replacement 5 Locations** - This will be a complete cabinet and video detection replacement project. Most of the traffic signals in Minot are decades old and the equipment is so outdated replacement parts cannot be found. By continually investing in equipment replacements, the eventual goal is to transform the system into an Intelligent Transportation System (ITS). This will allow corridor progression on multiple arterials through Minot. This project will be a constant request for several years until all signals are up to date.

**Traffic Signal Battery Backups 2 locations** - Only 23 of the 47 traffic signals in Minot have battery backup systems. Over time, the division would like to install battery backups at all or most of the traffic signals to prevent signal outages during storms or power failures.

**City Accounting Software (Year 1 of 2)** - The City is in need to replace it's aging ERP (Enterprise Resource Planning) software. This change is needed to gain efficiency and provide information needed for data based decision making. The Software will allow the City to automate additional processes and provide better engagement with citizens.

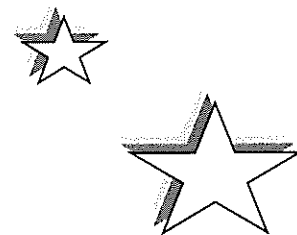
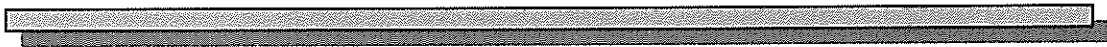
**Generator Fire Station 2** - The generator is need of replacement. It is essential to ensure reliable emergency power for the fire station.

**Fire Station 2 Re-roof** - The station 2 re-roof was recommended by property maintenance as preventative maintenance. It will allow the building to be sealed which will prevent further damage to the structure due to water damage. This is a key part to keeping the building free from damage which will require additional maintenance.

**Major Projects** - Funds budgeted here are set aside for infrastructure and improvement projects as designated by the City Council.



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## BUDGET 2019

### SIDEWALK - INCOME DETAIL

	<u>2018 Budget</u>	<u>2019 Budget</u>
Tax Levy	\$ -	\$ 220,000
Sales Tax Improvements	120,000	-
Budgeted Income	<u>\$ 120,000</u>	<u>\$ 220,000</u>
Mill Levy	-	1.07
Dollar Change		\$ 100,000
Levy Change		1.07

## BUDGET 2019

### SIDEWALK

Account Number	Account Description	<u>2018 Budget</u>	<u>2019 Budget</u>
270-8100-431.41-54	Sidewalk, Curb & Gutter Projects	<u>\$ 120,000</u>	<u>\$ 220,000</u>
Sidewalk		<u>\$ 120,000</u>	<u>\$ 220,000</u>

# BUDGET 2019

## STREET IMPROVEMENTS - INCOME DETAIL

	2018 Budget	2019 Budget
Sales Tax Improvements	\$ 400,000	\$ -
Sales Tax Infrastructure	2,500,000	1,250,000
ND State Grant (HUB City Revenue)	-	2,150,000
Cash Reserves	-	293,540
Tax Levy	-	306,460
Budgeted Income	<u>\$ 2,900,000</u>	<u>\$ 4,000,000</u>
Mill Levy	-	1.49
Dollar Change		\$ 1,100,000
Levy Change		1.49

## BUDGET 2019

### STREET IMPROVEMENTS

Account Number	Account Description	<u>2018 Budget</u>	<u>2019 Budget</u>
271-8400-431.80-21	Street Improvement Projects	\$ 1,450,000	\$ 2,000,000
271-8400-431.80-22	Street Seal Projects	<u>1,450,000</u>	<u>2,000,000</u>
Street Improvements		<u>\$ 2,900,000</u>	<u>\$ 4,000,000</u>

# BUDGET 2019

## SALES TAX - SECOND PENNY - INCOME DETAIL

	2018 Budget	2019 Budget
<b>Tax Relief Fund (18%)</b>		
Sales Tax Collections	\$ 2,733,733	\$ 1,800,000
Cash Reserves	-	120,514
Budgeted Income	<u>2,733,733</u>	<u>1,920,514</u>
<b>Infrastructure Fund (24%)</b>		
Sales Tax Collections	3,644,977	2,400,000
Cash Reserves	905,023	300,000
Budgeted Income	<u>4,550,000</u>	<u>2,700,000</u>
<b>Community Facilities Fund (18%)</b>		
Sales Tax Collections	2,733,733	1,800,000
Cash Reserves	2,095,723	-
Budgeted Income	<u>4,829,456</u>	<u>1,800,000</u>
<b>Northest Area Water Supply - NAWs (40%)</b>		
Sales Tax Collections	-	4,000,000
State Revenue	-	22,100,000
Interest Income	30,000	88,645
Cash Reserves	<u>10,520,000</u>	<u>7,961,355</u>
	10,550,000	34,150,000
<b>Total Second Penny Budgeted Income</b>	<u><u>\$ 22,663,189</u></u>	<u><u>\$ 40,570,514</u></u>
Dollar Change in Second Penny Budgeted Income		\$ 17,907,325
Total Second Penny Sales Tax Collections	\$ 9,112,443	\$ 10,000,000
Dollar Change in Second Penny Sales Tax Collections		887,557



# BUDGET 2019

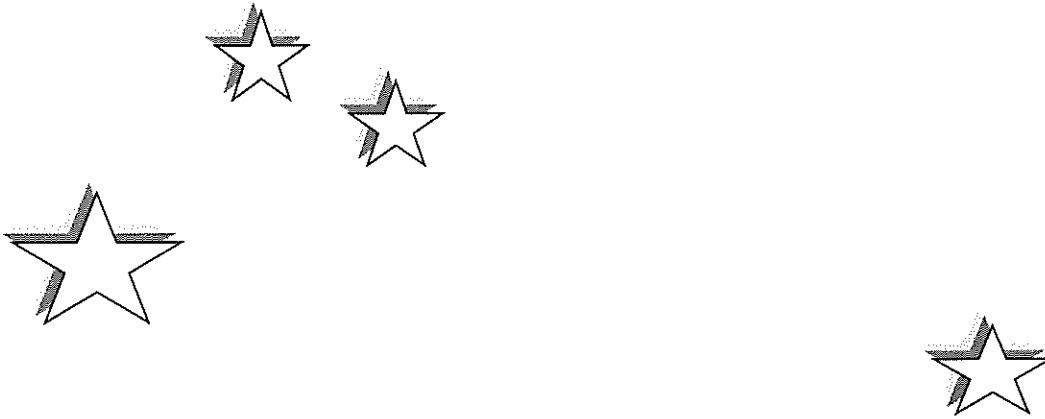
## SALES TAX - SECOND PENNY

Account Number	Account Description	2018 Budget	2019 Budget
274-9200-491.30-00	Tax Relief	\$ 2,733,733	\$ 1,800,000
274-9200-491.30-00	Transfer Reserves to General Fund	-	120,514
	Total Tax Relief	2,733,733	1,920,514
275-9300-491.31-05	Water/Sewer Infrastructure	500,000	-
275-9300-491.32-13	Street Improvements	2,500,000	1,250,000
275-9300-491.30-00	Reduce Highway Debt	1,500,000	1,400,000
275-9300-491.30-00	Transfer to General Fund	50,000	50,000
	Total Infrastructure Fund	4,550,000	2,700,000
	Children's Museum of Minot (DBA Magic City Discovery Center)	1,000,000	-
276-9400-451.27-00	Minot State University Dome Seating	1,000,000	-
276-9400-451.27-00	Roosevelt Park Zoo Cat Habitat	1,000,000	-
276-9400-451.27-00	Municipal Auditorium Flooring	392,500	-
276-9400-491.31-04	City of Minot Recycling Transfer Facility	766,956	-
276-9400-451.27-00	City Hall Council Chamber Improvements	70,000	-
276-9400-451.27-00	Carnegie Center Improvements	550,000	-
276-9400-491.32-11	Transfer to Flood Control	-	1,800,000
276-9400-491.30-00	Transfer to General Fund	50,000	-
	Total Community Facilities	4,829,456	1,800,000
267-8700-419.73-03	Water Plant Expansion	10,500,000	-
267-8700-419.73-03	NAWS	-	34,100,000
267-0000-491.30-00	Transfer to General Fund	50,000	50,000
	Total NAWS	10,550,000	34,150,000
	Total Sales Tax Expenditures	\$ 22,663,189	\$ 40,570,514

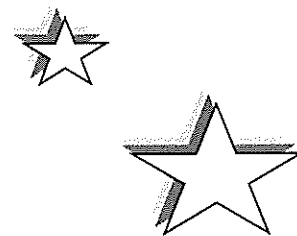
## BUDGET 2019

*The following is a summary description of the projected sales tax second penny infrastructure budget:*

**Street Improvements** - Funds programed for the annual street improvement projects.



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# BUDGET 2019

## DEBT SERVICE - INCOME DETAIL

	2018 Levy	2019 Levy	2018 Budget	2019 Budget
<b>Airport Income</b>				
Airport Operations			\$ 2,188,570	\$ 2,192,183
Resources Available			<u>2,188,570</u>	<u>2,192,183</u>
<b>Water &amp; Sewer Income</b>				
Water & Sewer Operations			2,177,518	3,193,815
Sales Tax Capital Improvement (W&S Bonds)			1,050,000	-
Storm Sewer Development (NBRDWY & 6th St & 2nd Ave SW)			623,245	-
Highway Reserves (NBRDWY)			8,284	-
Resources Available			<u>3,859,047</u>	<u>3,193,815</u>
<b>Highway Income</b>				
Tax Levy	14.12	12.14	2,999,029	2,499,309
Water & Sewer Operations			43,195	42,295
Resources Available			<u>3,042,224</u>	<u>2,541,604</u>
<b>Special Assessment Income</b>				
Special Assessment Collections			2,839,046	1,762,633
Storm Sewer Development			241,464	190,000
Sinking Fund Balance			(421,009)	517,100
Water & Sewer Operations			8,653	-
Specials - City Owned Property	0.25	0.17	52,224	35,001
Resources Available			<u>2,720,378</u>	<u>2,504,734</u>
<b>Sales Tax Income</b>				
Sales Tax First Penny Flood Control	-	2.49	<u>-</u>	<u>513,011</u>
<b>State Revolving Fund</b>				
Clean Water State Revolving Fund - Flood Control			-	562,850
Drinking Water State Revolving Fund - Flood Control			-	86,017
			<u>-</u>	<u>648,867</u>
<b>Total Debt Income/Levy</b>	<u>14.36</u>	<u>14.80</u>	<u>\$ 11,810,219</u>	<u>\$ 11,594,214</u>
<b>Change in Debt Service</b>				
Dollar change				\$ (216,005)
Levy change				0.44

## BUDGET 2019

### DEBT SERVICE - HIGHWAY DEBT

	General Obligation Bonds	Plus 4.87% Delinquency	Total
General Obligation Bonds			
Highway Bonds (2010)	\$ 157,088	\$ 7,650	\$ 164,738
Highway Bonds (2012)	170,325	8,295	178,620
Highway Bonds (2013)	725,063	35,311	760,374
Highway Bonds (2014)	460,425	22,423	482,848
Highway Bonds (2015)	43,875	2,137	46,012
Highway Bonds (2016)	866,800	42,213	909,013
Total Resources Available	<u>\$ 2,423,576</u>	<u>\$ 118,028</u>	<u>\$ 2,541,604</u>

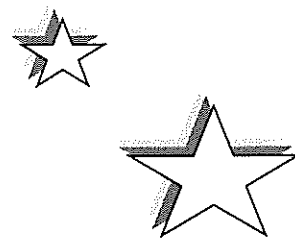
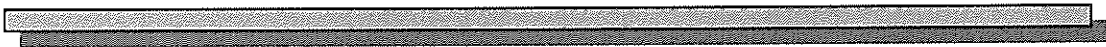
# BUDGET 2019

## 2019 DEBT RETIREMENT PAYMENTS

	Principal	Interest	Total
<b>Airport</b>			
2013 Airport Revenue Bonds	\$ 483,750	\$ 436,325	\$ 920,075
2014 Airport Revenue Bonds	272,500	197,039	469,539
2015 Airport Revenue Bonds	482,500	320,069	802,569
<b>Total Airport</b>	<b>1,238,750</b>	<b>953,433</b>	<b>2,192,183</b>
<b>Water and Sewer</b>			
Garrison Diversion	90,813	29,187	120,000
2004 Water & Sewer	175,000	21,025	196,025
2011 Water & Sewer	216,250	12,125	228,375
2012 Water & Sewer	251,250	24,750	276,000
2013 Water & Sewer	318,750	127,188	445,938
2014 Water & Sewer	257,500	90,205	347,705
2015 Water & Sewer	658,750	131,675	790,425
2016 Water & Sewer	262,500	149,400	411,900
2018 ND Clean Water State Revolving Fund (CWSRF) WWTF Est	278,667	98,780	377,447
<b>Total Water and Sewer</b>	<b>2,509,480</b>	<b>684,335</b>	<b>3,193,815</b>
<b>General Obligation - Highway Reserve</b>			
2010 General Obligation	150,000	7,088	157,088
2012 General Obligation	155,000	15,325	170,325
2013 General Obligation	630,000	95,063	725,063
2014 General Obligation	387,500	72,925	460,425
2015 General Obligation	36,250	7,625	43,875
2016 General Obligation	551,250	315,550	866,800
<b>Total General Obligation - Highway Reserve</b>	<b>1,910,000</b>	<b>513,576</b>	<b>2,423,576</b>
<b>Special Assessments</b>			
2011 Refunding	467,500	29,763	497,263
2012 Refunding	190,000	12,274	202,274
2013 Refunding	760,000	301,050	1,061,050
2014 Refunding	311,250	84,353	395,603
2015 Capital Financing All Seasons Arena	122,917	50,856	173,773
2015 Refunding	76,250	46,588	122,838
2016 Refunding	30,000	21,933	51,933
<b>Total Special Assessments</b>	<b>1,957,917</b>	<b>546,817</b>	<b>2,504,734</b>
<b>Sales Tax Bonds</b>			
2018 Sales Tax Est	237,500	275,511	513,011
<b>Total Sales Tax Bonds</b>	<b>237,500</b>	<b>275,511</b>	<b>513,011</b>
<b>Flood Control ND Clean and Drinking Water State Revolving Fund</b>			
2018 ND Drinking Water State Revolving Fund (DWSRF) Waterline Est	55,000	31,017	86,017
2018 ND Clean Water State Revolving Fund (CWSRF) Storm Sewer Est	361,667	201,183	562,850
<b>Total State Revolving Fund</b>	<b>416,667</b>	<b>232,200</b>	<b>648,867</b>
<b>Grand Total</b>	<b>\$ 8,270,314</b>	<b>\$ 3,205,872</b>	<b>\$11,476,186</b>



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## BUDGET 2019

### HIGHWAY CAPITAL PROJECTS - INCOME DETAIL

	2018 Budget	2019 Budget
Cash Reserves	\$ -	\$ 875,000
Budgeted Income	<u>\$ -</u>	<u>\$ 875,000</u>
Dollar change		\$ 875,000



## BUDGET 2019

### HIGHWAY CAPITAL PROJECTS

Account Number	Account Description		<u>2018 Budget</u>	<u>2019 Budget</u>
413-8700-431.41-60	Capital Projects		\$ -	\$ 825,000
	Burdick Expr Rehab Valley St to 1st St SW - Design	200,000		
	Washington Elementary Safe Routes to School	90,000		
	Street Light Feed Point Replacement 5 Locations	35,000		
	31st Ave SE Recon - 13th St to Broadway Design/ROW	500,000		
413-0000-491.30-00	Transfer to General Fund			50,000
	Total Highway Capital Projects		<u>\$ -</u>	<u>\$ 875,000</u>

## BUDGET 2019

### CAPITAL PURCHASES - INCOME DETAIL

	<u>2018 Budget</u>	<u>2019 Budget</u>
Federal Grants	\$ -	\$ 2,100,000
State Grants	-	9,800,000
Budgeted Income	<u>\$ -</u>	<u>\$ 11,900,000</u>
Dollar change		\$ 11,900,000

## BUDGET 2019

### CAPITAL PURCHASES

Account Number	Account Description	2018 Budget	2019 Budget
423-9501-463.07-93	Capital Purchases	\$ -	\$ 9,800,000
	Home Acquisitions - SWC	8,400,000	
	City Retaining Wall - HUB City Revenue	1,400,000	
423-9501-491.41-72	CDBG-NDR	-	2,100,000
	Home Acquisitions	2,100,000	
Capital Purchases		<u>\$ -</u>	<u>\$11,900,000</u>

# BUDGET 2019

## EQUIPMENT PURCHASES - INCOME DETAIL

	2018 Budget	2019 Budget
Federal Grants	\$ 436,377	\$ 56,377
Bus Section 5339 Grants	12,000	
State Homeland Security Grant	44,377	
County	85,684	6,666
UPS Battery Backup for City Hall & Dispatch	6,666	
Sanitation Fund	126,000	126,000
W & S Utility Fund	414,000	414,000
Sale of City Property	-	71,500
Cash Reserves	45,000	-
Resources Available	1,107,061	674,543
Tax Levy	1,294,630	1,370,842
Budgeted Income	<u>\$ 2,401,691</u>	<u>\$ 2,045,385</u>
Mill Levy	6.09	6.66
Dollar change		\$ (356,306)
Levy change		0.57

# BUDGET 2019

## EQUIPMENT PURCHASES

Account Number	Account Description	2018 Budget	2019 Budget
429-7300-419.07-93		\$ 1,146,027	\$ 1,060,900
	Capital Purchases (Information Technology)		
	Enterprise Backup Server Replacement	40,000	
	Network Switch Upgrade (Year 1 of 2)	20,000	
	Capital Purchase (Inspection)		
	Inspection Vehicle	32,000	
	Capital Purchases (Traffic)		
	3/4 Ton Fleet Truck (Year 1 of 2)	17,500	
	Traffic Signal Cabinet Replacement 5 Locations	300,000	
	Signal Pole/Mast Arm Replacement	250,000	
	Traffic Signal Battery Backups 2 Locations	10,400	
	Capital Purchases (Engineering)		
	Trimble GPS Survey Equipment	10,000	
	Citywide Asset Management Software	300,000	
	Capital Purchases (Property Maintenance)		
	Heat Exchanger for PW/Eng Cooling Tower	36,000	
	Security Camera System PW/Eng Complex	30,000	
	Capital Purchases (Bus)		
	Upgrade Two Way Radio	15,000	
429-7300-421.07-93	Capital Purchases (Police)	153,377	239,748
	Parking Control Ticket Module	47,871	
	5 Patrol All-Wheel Drive Vehicles	147,500	
	State Homeland Security Grant	44,377	
429-7300-422.07-93	Capital Purchases (Fire)	590,550	75,000
	Gear Extractor (Station 1 & 4)	10,000	
	Fire Inspector Vehicle	15,000	
	Command Vehicle	50,000	
429-7300-431.07-93	Capital Purchases (Street)	357,500	527,500
	Brine Facility (Year 1 of 2)	112,500	
	Stainless Steel Sander with Gas Engine	30,000	
	Truck Box Package	30,000	
	Front End Loader Lease	40,000	
	(2) Snow Blower Attachments for S70 skidsteers	11,000	
	S70 Skid Steer with Trade-in	30,000	
	T650 Skid Steer with Trade-in	50,000	
	(2) S650 Skid Steers	50,000	
	(2) Zero Turn Mowers	14,000	
	Street Sweeper	100,000	
	Large Turf Mower	60,000	
429-7300-455.07-93	Capital Purchases (Library)	154,237	142,237
	Books & Materials	142,237	
Equipment Purchases		<u>\$ 2,401,691</u>	<u>\$ 2,045,385</u>

# BUDGET 2019

## Equipment Purchases Descriptions

### *Information Technology*

**Enterprise Backup Server Replacement** -The City of Minot currently has one enterprise backup server originally purchased in 2013. This server stores multiple, off-site backup copies of the data stored on the vast majority of City servers. Mission critical data is backed up on these servers. Hardware must be replaced in order to ensure proper protection of critical, invaluable City of Minot data. This project would provide a 5-7 year backup solution that includes necessary resources to meet the projected growth demands of the City data environment.

**Network Switch Upgrade (Year 1 of 2)** - The City of Minot purchased over 20 in-rack network switches in 2013. Since 2013, switches have only been purchased as defective-replacements or as a result of building expansion/remodel. Network switches have an expected life expectancy of 5-7 years and the majority of the City's equipment will meet or exceed that threshold in 2019/2020.

### *Inspection*

**Vehicle** - The vehicle being replaced is a 2008 Ford Expedition previously transferred from the Police Department. Current mileage is in excess of 200,000. The vehicle constantly leaks fluids, and needs continual maintenance according to the city shop. Inspections has requested others city vehicles, but none are available to perform this type of function. The intent is to purchase a similar type SUV vehicle with all-wheel drive and high ground clearance capabilities to maneuver construction sites during inspection services. The vehicle needs to carry a ladder, tools, and other inspection equipment. This vehicle is used every day and is the primary transport vehicle for the commercial building inspector.

### *Traffic Department*

**3/4 Ton Fleet Truck** - The new truck will replace a 1994 4X2 pickup in the fleet. The vehicle has over 108,000 miles and requires \$1,000 of repairs.

**Traffic Signal Cabinet Replacement 5 Locations** - This will be a complete cabinet and video detection replacement project. Most of the traffic signals in Minot are decades old and the equipment is so outdated replacement parts cannot be found. By continually investing in equipment replacements, the eventual goal is to transform the system into an Intelligent Transportation System (ITS). This will allow corridor progression on multiple arterials through Minot. This project will be a constant request for several years until all signals are up to date.

**Signal Pole/Mast Arm Replacements** - There are several signal systems around Minot where signal poles and mast arms need to be replaced due to fatigue and corrosion. Several years ago, a signal at 22nd Ave/16th St SW, one of our busiest intersections, collapsed. No one was injured as it was early on Easter Sunday, but it could have been catastrophic if the collapse occurred during rush hour. Several signals were replaced after this event occurred, but several others still need replacement. This project will take several years to complete all the replacements.

**Traffic Signal Battery Backups 2 locations** - Only 23 of the 47 traffic signals in Minot have battery backup systems. Over time, the division would like to install battery backups at all or most of the traffic signals to prevent signal outages during storms or power failures.

### *Engineering Department*

**Trimble GPS Equipment Replacement (Year 1 of 3)** - The first request is for the first year of funding for replacement GPS Survey Equipment. The original equipment was purchased in 2011, and the technology is being to be outdated. When full funding is available in 2021, the equipment will be 10 years old. This is the department's primary survey equipment and is used daily in service of the department and other city department needs. The equipment would be considered a critical asset to the city.

**Asset Management Software** - The asset management software would have these minimum function: (1) cataloging all types of City assets such as streets, utilities, buildings, lighting/signals, signs, etc.; (2) Establish a work order system to effectively manage operations and maintenance activities. The work orders would track time, costs, equipment, status, etc.; (3) Establish a complaint generated work order. This would allow citizens to report potholes, street light outages, and nuisances, and others which would generate a work order for staff to address. The citizen would know the status of the issue; (4) Data of all assets can be reported, sorted, and analyzed in GIS to provide decision makers the data needed to make decisions about funding priorities, problem areas, and help prioritize solutions.

## BUDGET 2019

### *Property Maintenance*

**Heat Exchanger for Public Works/Engineering Cooling Tower System** - The current cooling tower system is 100% water in the closed piping which is run inside as well as outside to the roof connecting the cooling tower. To prevent a catastrophic failure due to a frozen cooling tower in the winter, like the 2017 failure at City Hall and 2 frozen bundle sections of the Public Works / Engineering cooling tower due to automated system control failure, the most economical way is to install a glycol heat exchanger to the system that is exposed to the subzero temperatures in the winter. Loss of a cooling tower can reach \$80,000 for a complete replacement. Cost for this heat exchanger \$36,000

**Security Camera System for Public Works Engineering Complex** - There is a constant breaching of the chain link fencing and vandalism that takes place within the complex grounds. There is an average of 5 breach locations in various parts of the fence. There have also been attempts to gain entrance to other buildings on the complex grounds.

### *Bus*

**Upgrade Two Way Radio** - This project is to upgrade the current two way radio system. Currently, all divisions under Public Works utilize the same radio frequency for communications. This causes critical issues when communication is needed between drivers or between drivers and staff. During peak use periods it becomes very difficult, if not impossible, to communicate passenger needs, route changes due to detours or weather conditions, or any other situations that arise that require immediate attention. By upgrading this system, better communication will be provided which in turn will provide a safer atmosphere for passengers and drivers. The City has requested a Section 5339 grant to reimburse 80% of the cost of this project. If this grant is approved the cost of this project to the City would be \$3,000.

### *Police*

**Tyler/BRAZOS Ticketing Software/Hardware Package** - This software will replace the obsolete parking ticket software that will have no further support as of the end of 2018. The ticketing module will be used for all ticketing; including parking, traffic summons and warning tickets which are currently being done using the TRACS program or on paper. TRACS ticketing has been a chronic problem issue for the police department

**Patrol Vehicles** (5) Utility Patrol (\$29,500 each) police package vehicles. This will keep pace with a four year replacement schedule for patrol vehicles. All vehicles to be replaced will have higher mileage and will be used as Administrative vehicles or transferred to departments within the city.

### *Fire*

**Gear Extractor (Station 1 & 4)** - These extractors allow for personnel to keep fire personal protective equipment clean. MFD policy requires gear is kept clean and washed after each fire. This requirement is for the health and safety of the firefighters as studies have shown firefighters have a 9% greater risk of being diagnosed with cancer and a 14% higher risk of dying from cancer than the general U.S. population (CDC/NIOSH). Extractors clean heavy gear as well as allow for a quicker drying time.

**Fire Inspector Vehicle** - Following the fire department replacement schedule, one fire inspector vehicle will replace a 2006 Chevy Impala.

**Command Vehicle** - Following the fire department replacement schedule, the command vehicle will be replacing a 2002 Ford Excursion.

## BUDGET 2019

### *Street Department*

**Brine Facility** - The brine facility will allow us to produce our own brine for use in pre-wetting roadways before winter storms, which help with icy road conditions. Utilizing brine, during the correct timeframe is much more efficient than sand and salt, although it is not a total replacement for salt. Currently we buy our brine from the NDDOT and we are subject to their availability and time table for when we can get it from them.

This equipment would be installed in one of our existing buildings at the Public Works complex so we do not have to build a special building for it, like many other municipalities do.

**Stainless Steel Sander** - The sander body on one of the trucks has rusted away from the truck and can no longer be mounted to the truck. The unit is completely rusted out. This is a new body to permanently attached to the truck. Replacing this sander body only, is cheaper than replacing the entire truck, box and a new slide in unit. This unit is used every winter to put sand salt down on the icy roadways.

**Truck Box/Hoist Package** - This box will be installed on an existing truck that suffered damage to the box and hoist when it hit an underpass this past spring. The truck is useless without a box and hoist and with the limited number of trucks, it is needed.

**Front End Loader (Lease)** - This leased unit would replace a 1998 model loader that is worn out. One of these two loaders was replaced in 2018. This would replace the other 1998 model loader.

**Snow Blower Attachments for S70 Skid Steers** - These snow blower units are for the smaller skid steers used to remove the snow from the sidewalks on all city owned property. Using blowers vs buckets is much faster and more efficient.

**S70 Skid Steer with Trade In** - Annually the City is able to trade these two skid steers in for approximately \$2,000 each. The full value is shown above for accounting purposes; however, the actual yearly cost is \$4,000 total or \$2,000 per skid steer to trade these units in and have new units each year with a full warranty.

**T650 Skid Steer with Trade In** - The trade in of this unit each year provides the City a new model under warranty and saves on overall operations costs. The cost is approximately \$4-\$5 per hour to use this unit.

**2 New S650 Skid Steers** - This would cover trading in two existing skid steers and getting them on a replacement plan yearly like the other skidsteers, lowering the total overall operating cost per unit. The existing brand skid steers no longer will honor trading these in, so the department is requesting to bid two new ones with the trade in option.

**2 New Zero Turn Mowers** - This would replace two old mowers. The intent is to use them for the lots the City maintains from flood buyouts, Right of Way and grass nuisance complaints. The models being replaced are 2010 and 2013 models.

**Street Sweeper** - This would replace a 2003 model street sweeper, which at the time of replacement (2020) will be 17 years old and have over 7500 hours. The recommended replacement interval for these pieces of equipment is 7 years. Through yearly seasonal and thorough maintenance schedules, we have extended the life of these pieces of equipment to more than double that.

**Large Turf Mower** - New large deck mower needed with all of the boulevards and right of ways we maintain as well as the flood lots we have acquired. By the end of 2019 we will have phases 2 and 3 of the flood project mostly complete and will have the need for a large mower to help maintain the new levees and adjacent flood lots. These wider swath mowers allow us to cover more ground with the limited manpower.

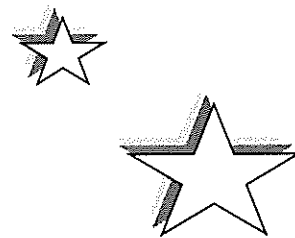
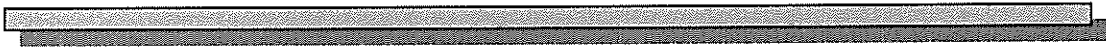
### *Library*

**Books & Materials** The books and materials at the library are considered a capital asset.





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## BUDGET 2019

### FLOOD CONTROL - INCOME DETAIL

	<u>2018 Budget</u>	<u>2019 Budget</u>
Tax Levy	\$ -	\$ 1,079,479
Revenue Bonds	<u>16,187,500</u>	<u>20,025,521</u>
Budgeted Income	<u>\$ 16,187,500</u>	<u>\$ 21,105,000</u>
Mill Levy	0.00	5.24

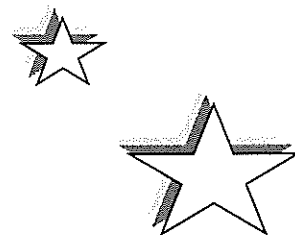
## BUDGET 2019

### FLOOD CONTROL

Account Number	Account Description	2018 Budget	2019 Budget
430-9500-419.07-93	Minot NW Regional Detention Pond Diversion	\$ -	\$ 210,000
430-9500-419.07-93	Minot 4th Avenue Utility Relocations	-	35,000
430-9500-419.07-93	Minot 4th Avenue Floodwalls Design (Phase 1)	-	8,575,000
430-9500-419.07-93	NW Regional Detention Pond Diversion Construction	87,500	-
430-9500-419.07-93	Napa Valley/Forest Road (Phase 2 & 3)	9,800,000	7,070,000
430-9500-419.07-93	Minot 4th Avenue Floodwalls Construction (Phase 1)	6,300,000	-
430-9500-419.07-93	Maple Diversion (Phase 4)	-	1,050,000
430-9500-419.07-93	Minot 4th Avenue Tieback (Phase 5)	-	4,165,000
Flood Control		<u>\$ 16,187,500</u>	<u>\$ 21,105,000</u>

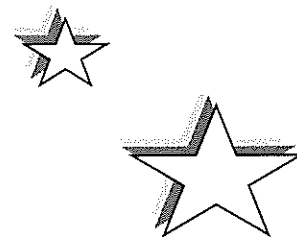


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## BUDGET 2019

### HOTEL/MOTEL/CAR RENTALS INCOME DETAIL

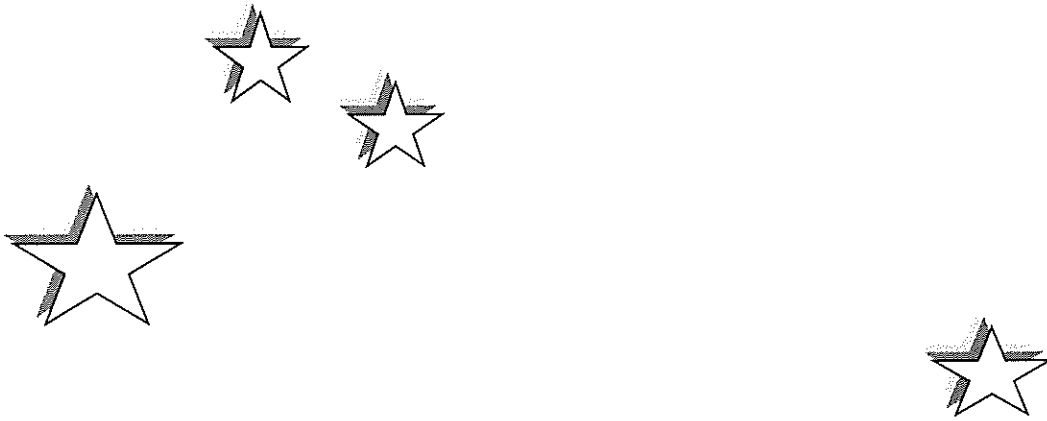
	<u>2018 Budget</u>	<u>2019 Budget</u>
Hotel/Motel Tax	\$ 802,579	\$ 782,930
Car Rental Tax	<u>32,959</u>	<u>32,317</u>
Budgeted Income	<u>\$ 835,538</u>	<u>\$ 815,247</u>
Dollar change		\$ (20,291)

The Hotel/Motel/Car Rental tax budget consists of income from the current two cent hotel/motel tax dedicated to the Minot Convention & Visitor's Bureau, a one cent hotel/motel tax dedicated to the All Seasons Arena maintenance, and a one cent car rental tax for the Minot Convention & Visitor's Bureau.

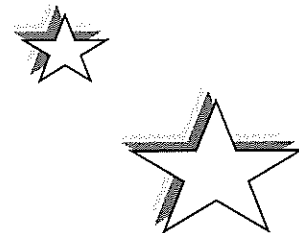
## BUDGET 2019

### HOTEL/MOTEL/CAR RENTALS

Account Number	Account Description	2018 Budget	2019 Budget
609-0000-485.39-01	Hotel/Motel - Convention & Visitors Bureau	\$ 505,238	\$ 492,073
609-0000-485.39-02	Hotel/Motel - All Seasons Arena	248,741	242,257
609-0000-485.40-00	Car Rental - Convention & Visitors Bureau	31,559	30,917
609-0000-491.30-00	Transfer to General Fund	50,000	50,000
Hotel/Motel/Car Rental Tax		<u>\$ 835,538</u>	<u>\$ 815,247</u>



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### Schedule of Annual Ranges - Effective January 1, 2019

Grade

# BUDGET 2019

Schedule of Annual Ranges - Effective January 1, 2019

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17
61	\$57,197	\$58,627	\$60,093	\$61,595	\$63,135	\$64,713	\$66,331	\$67,990	\$69,689	\$71,432	\$73,217	\$75,048	\$76,924	\$78,847	\$80,818	\$82,839	\$84,910
62	\$58,627	\$60,093	\$61,595	\$63,135	\$64,713	\$66,331	\$67,990	\$69,689	\$71,432	\$73,217	\$75,048	\$76,924	\$78,847	\$80,818	\$82,839	\$84,910	\$87,032
63	\$60,093	\$61,595	\$63,135	\$64,713	\$66,331	\$67,990	\$69,689	\$71,432	\$73,217	\$75,048	\$76,924	\$78,847	\$80,818	\$82,839	\$84,910	\$87,032	\$89,208
64	\$61,595	\$63,135	\$64,713	\$66,331	\$67,990	\$69,689	\$71,432	\$73,217	\$75,048	\$76,924	\$78,847	\$80,818	\$82,839	\$84,910	\$87,032	\$89,208	\$91,438
65	\$63,135	\$64,713	\$66,331	\$67,990	\$69,689	\$71,432	\$73,217	\$75,048	\$76,924	\$78,847	\$80,818	\$82,839	\$84,910	\$87,032	\$89,208	\$91,438	\$93,724
66	\$64,713	\$66,331	\$67,990	\$69,689	\$71,432	\$73,217	\$75,048	\$76,924	\$78,847	\$80,818	\$82,839	\$84,910	\$87,032	\$89,208	\$91,438	\$93,724	\$96,067
67	\$66,331	\$67,990	\$69,689	\$71,432	\$73,217	\$75,048	\$76,924	\$78,847	\$80,818	\$82,839	\$84,910	\$87,032	\$89,208	\$91,438	\$93,724	\$96,067	\$98,469
68	\$67,990	\$69,689	\$71,432	\$73,217	\$75,048	\$76,924	\$78,847	\$80,818	\$82,839	\$84,910	\$87,032	\$89,208	\$91,438	\$93,724	\$96,067	\$98,469	\$100,931
69	\$69,689	\$71,432	\$73,217	\$75,048	\$76,924	\$78,847	\$80,818	\$82,839	\$84,910	\$87,032	\$89,208	\$91,438	\$93,724	\$96,067	\$98,469	\$100,931	\$103,454
70	\$71,432	\$73,217	\$75,048	\$76,924	\$78,847	\$80,818	\$82,839	\$84,910	\$87,032	\$89,208	\$91,438	\$93,724	\$96,067	\$98,469	\$100,931	\$103,454	\$106,041
71	\$73,217	\$75,048	\$76,924	\$78,847	\$80,818	\$82,839	\$84,910	\$87,032	\$89,208	\$91,438	\$93,724	\$96,067	\$98,469	\$100,931	\$103,454	\$106,041	\$108,692
72	\$75,048	\$76,924	\$78,847	\$80,818	\$82,839	\$84,910	\$87,032	\$89,208	\$91,438	\$93,724	\$96,067	\$98,469	\$100,931	\$103,454	\$106,041	\$108,692	\$111,409
73	\$76,924	\$78,847	\$80,818	\$82,839	\$84,910	\$87,032	\$89,208	\$91,438	\$93,724	\$96,067	\$98,469	\$100,931	\$103,454	\$106,041	\$108,692	\$111,409	\$114,194
74	\$78,847	\$80,818	\$82,839	\$84,910	\$87,032	\$89,208	\$91,438	\$93,724	\$96,067	\$98,469	\$100,931	\$103,454	\$106,041	\$108,692	\$111,409	\$114,194	\$117,049
75	\$80,818	\$82,839	\$84,910	\$87,032	\$89,208	\$91,438	\$93,724	\$96,067	\$98,469	\$100,931	\$103,454	\$106,041	\$108,692	\$111,409	\$114,194	\$117,049	\$119,975
76	\$82,839	\$84,910	\$87,032	\$89,208	\$91,438	\$93,724	\$96,067	\$98,469	\$100,931	\$103,454	\$106,041	\$108,692	\$111,409	\$114,194	\$117,049	\$119,975	\$122,975
77	\$84,910	\$87,032	\$89,208	\$91,438	\$93,724	\$96,067	\$98,469	\$100,931	\$103,454	\$106,041	\$108,692	\$111,409	\$114,194	\$117,049	\$119,975	\$122,975	\$126,049
78	\$87,032	\$89,208	\$91,438	\$93,724	\$96,067	\$98,469	\$100,931	\$103,454	\$106,041	\$108,692	\$111,409	\$114,194	\$117,049	\$119,975	\$122,975	\$126,049	\$129,200
79	\$89,208	\$91,438	\$93,724	\$96,067	\$98,469	\$100,931	\$103,454	\$106,041	\$108,692	\$111,409	\$114,194	\$117,049	\$119,975	\$122,975	\$126,049	\$129,200	\$132,430
80	\$91,438	\$93,724	\$96,067	\$98,469	\$100,931	\$103,454	\$106,041	\$108,692	\$111,409	\$114,194	\$117,049	\$119,975	\$122,975	\$126,049	\$129,200	\$132,430	\$135,741
81	\$93,724	\$96,067	\$98,469	\$100,931	\$103,454	\$106,041	\$108,692	\$111,409	\$114,194	\$117,049	\$119,975	\$122,975	\$126,049	\$129,200	\$132,430	\$135,741	\$139,134
82	\$96,067	\$98,469	\$100,931	\$103,454	\$106,041	\$108,692	\$111,409	\$114,194	\$117,049	\$119,975	\$122,975	\$126,049	\$129,200	\$132,430	\$135,741	\$139,134	\$142,613
83	\$98,469	\$100,931	\$103,454	\$106,041	\$108,692	\$111,409	\$114,194	\$117,049	\$119,975	\$122,975	\$126,049	\$129,200	\$132,430	\$135,741	\$139,134	\$142,613	\$146,178
84	\$100,931	\$103,454	\$106,041	\$108,692	\$111,409	\$114,194	\$117,049	\$119,975	\$122,975	\$126,049	\$129,200	\$132,430	\$135,741	\$139,134	\$142,613	\$146,178	\$149,833
85	\$103,454	\$106,041	\$108,692	\$111,409	\$114,194	\$117,049	\$119,975	\$122,975	\$126,049	\$129,200	\$132,430	\$135,741	\$139,134	\$142,613	\$146,178	\$149,833	\$153,578
86	\$106,041	\$108,692	\$111,409	\$114,194	\$117,049	\$119,975	\$122,975	\$126,049	\$129,200	\$132,430	\$135,741	\$139,134	\$142,613	\$146,178	\$149,833	\$153,578	\$157,418
87	\$108,692	\$111,409	\$114,194	\$117,049	\$119,975	\$122,975	\$126,049	\$129,200	\$132,430	\$135,741	\$139,134	\$142,613	\$146,178	\$149,833	\$153,578	\$157,418	\$161,353
88	\$111,409	\$114,194	\$117,049	\$119,975	\$122,975	\$126,049	\$129,200	\$132,430	\$135,741	\$139,134	\$142,613	\$146,178	\$149,833	\$153,578	\$157,418	\$161,353	\$165,387
89	\$114,194	\$117,049	\$119,975	\$122,975	\$126,049	\$129,200	\$132,430	\$135,741	\$139,134	\$142,613	\$146,178	\$149,833	\$153,578	\$157,418	\$161,353	\$165,387	\$169,522
90	\$117,049	\$119,975	\$122,975	\$126,049	\$129,200	\$132,430	\$135,741	\$139,134	\$142,613	\$146,178	\$149,833	\$153,578	\$157,418	\$161,353	\$165,387	\$169,522	\$173,760

Grade

# BUDGET 2019

## 2019 Proposed Salary Ranges Per Job Class

Occupational Job Families and Job Classes	Number of Positions	Current Grade	-Recommended-			
			New Grade	Min Step (Step 1)	Mid Step (Step 9)	Max Step (Step 17)
<b><u>Executive Group</u></b>						
City Manager	1	86	86	\$106,041	\$129,200	\$157,418
Public Information Officer	1	59	59	54,441	66,331	80,818
City Clerk	1	59	59	54,441	66,331	80,818
Communication Specialist	1		47	40,480	49,321	60,093
<b><u>Management Information Systems Group</u></b>						
Information Technology Manager Networks/Communication	1	67	67	66,331	80,818	98,469
Information Technology Manager Systems/Support	1	67	67	66,331	80,818	98,469
Information Technology Specialist, Senior	1	59	59	54,441	66,331	80,818
Information Technology Specialist	0	55	55	49,321	60,093	73,217
Information Technology Technician	2	47	47	40,480	49,321	60,093
<b><u>Finance And Accounting Group</u></b>						
Finance Director	1	82	82	96,067	117,049	142,613
Comptroller	1	71	71	73,217	89,208	108,692
City Treasurer	1	67	67	66,331	80,818	98,469
Senior Internal Auditor	0	59	60	55,802	67,990	82,839
Senior Accountant	2	57	58	53,113	64,713	78,847
Internal Auditor	1	55	56	50,554	61,595	75,048
Accountant	3	53	54	48,118	58,627	71,432
Financial Specialist	1	50	51	44,682	54,441	66,331
Financial Clerk, Senior	2	43	44	37,590	45,799	55,802
Financial Clerk	1	40	41	34,906	42,529	51,818
<b><u>Human Resource Group</u></b>						
Human Resource Director	1	73	73	76,924	93,724	114,194
Human Resource Generalist, Senior	2	56	58	53,113	64,713	78,847
Human Resource Generalist	0	50	52	45,799	55,802	67,990
Human Resource Generalist –Training and Development	1		52	45,799	55,802	67,990
Human Resource Specialist	0	45	47	40,480	49,321	60,093
<b><u>City Assessor Group</u></b>						
City Assessor	1	73	73	76,924	93,724	114,194
Assistant City Assessor	1	65	65	63,135	76,924	93,724
Property Appraiser, Senior	3	56	56	50,554	61,595	75,048
Property Appraiser	0	52	52	45,799	55,802	67,990
Property Assessment Specialist	1	47	48	41,492	50,554	61,595
<b><u>Administrative Support Group</u></b>						
Clerk Of Court	1	50	50	43,593	53,113	64,713
Executive Secretary	1	47	48	41,492	50,554	61,595
Office and Administrative Specialist, Senior	7	47	48	41,492	50,554	61,595
Office and Administrative Specialist	0	44	45	38,530	46,944	57,197
Administrative Clerk, Principal	6	41	42	35,778	43,593	53,113
Administrative Clerk, Senior	1	38	39	33,224	40,480	49,321
Administrative Clerk	3	35	36	30,852	37,590	45,799
<b><u>Legal Group</u></b>						
City Attorney	1	82	82	96,067	117,049	142,613
Assistant City Attorney	1	70	70	71,432	87,032	106,041
Legal Administrative Assistant	1	47	48	41,492	50,554	61,595

# BUDGET 2019

## 2019 Proposed Salary Ranges Per Job Class

Occupational Job Families and Job Classes	Number of Positions	Current Grade	-Recommended-			
			New Grade	Min Step (Step 1)	Mid Step (Step 9)	Max Step (Step 17)
<b><u>Public Works Management Group</u></b>						
Public Works Director	1	82	82	96,067	117,049	142,613
Assistant Public Works Director	1	72	72	75,048	91,438	111,409
Project Civil Engineer	4	65	65	63,135	76,924	93,724
<b><u>Engineering Group</u></b>						
City Engineer	1	81	81	93,724	114,194	139,134
Assistant City Engineer	1	70	70	70,432	870,321	106,041
Project Manager Field/Design	1	67	67	66,331	80,818	98,469
Land Surveyor	0	65	65	63,135	76,924	93,724
Civil Engineering Specialist	2	57	58	53,113	64,713	78,847
GIS Coordinator	1	55	55	49,321	60,093	73,217
Engineering Technician, Senior	1	53	54	48,118	58,627	71,432
Engineering Technician		49	50	43,593	53,113	64,713
<b><u>Community Development Group</u></b>						
Community Development Director	1	81	81	93,724	114,194	139,134
Principal Planner	1	64	65	63,135	76,924	93,724
Associate Planner	1	54	55	49,321	60,093	73,217
Planning Technician	0	49	50	43,593	53,113	64,713
Zoning / Code Enforcement Inspector	1	44	47	40,480	49,321	60,093
<b><u>Inspection</u></b>						
Building Official	1	66	67	66,331	80,818	98,469
Senior Building Inspector	1	59	60	55,802	67,990	82,839
Building Inspector II	2	57	58	53,113	64,713	78,847
Electrical Inspector II	2	57	58	53,113	64,713	78,847
Mechanical Inspector II	0	57	58	53,113	64,713	78,847
Plumbing Inspector II	1	57	58	53,113	64,713	78,847
Building Inspector I	0	53	54	48,118	58,627	71,432
Electrical Inspector I	0	53	54	48,118	58,627	71,432
Mechanical Inspector I	0	53	54	48,118	58,627	71,432
Plumbing Inspector I	0	53	54	48,118	58,627	71,432
Commercial Plan Reviewer	0	52	52	45,799	55,802	67,990
Residential Plan Reviewer	1		47	40,480	49,321	60,093
Building Permit Technician	0	44	45	37,590	45,799	55,802
<b><u>Traffic Group</u></b>						
Traffic Engineer	1	65	65	63,135	76,924	93,724
Traffic Foreman	1	57	58	53,113	64,713	78,847
Traffic Maintenance Technician II	1	50	50	43,593	53,113	64,713
Traffic Maintenance Technician	1	47	47	40,480	49,321	60,093
Traffic Maintenance Worker	2	43	43	36,673	44,682	54,441
<b><u>Street Maintenance Group</u></b>						
Street Superintendent	1	64	65	63,135	76,924	93,724
Street Foreman	2	57	58	53,113	64,713	78,847
Storm Sewer Foreman	1	57	58	53,113	64,713	78,847

# BUDGET 2019

## 2019 Proposed Salary Ranges Per Job Class

Occupational Job Families and Job Classes	Number of Positions	Current Grade	-Recommended-			
			New Grade	Min Step (Step 1)	Mid Step (Step 9)	Max Step (Step 17)
<b><u>Equipment Operator And Laborer Group</u></b>						
Heavy Equipment Operator	32	50	50	43,593	53,113	64,713
Equipment Operator-Medium	5	48	48	41,492	50,554	61,595
Equipment Operator-Light	12	45	45	38,530	46,944	57,197
Laborer	0	34	34	29,365	35,778	43,593
<b><u>Vehicle Maintenance Group</u></b>						
Bus Services/Shop Maintenance Superintendent	1	64	65	63,135	76,924	93,724
Bus Services/Shop Maintenance Foreman	1	57	58	53,113	64,713	78,847
Fire Equipment Mechanic	1	57	58	53,113	64,713	78,847
Mechanic, Senior	1	52	52	45,799	55,802	67,990
Welder/Fabricator	1	52	52	45,799	55,802	67,990
Mechanic	4	49	49	42,529	51,818	63,135
Parts Specialist	1	43	43	36,673	44,682	54,441
Light Mechanic	1	41	41	34,906	42,529	51,818
Bus Driver	5	39	40	34,054	41,492	50,554
Administrative Clerk/Bus Driver	1	36	37	31,623	38,530	46,944
<b><u>Water Plant Operations Group</u></b>						
Water Plant Superintendent	1	64	65	63,135	76,924	93,724
Water Plant Foreman	1	57	58	53,113	64,713	78,847
Water Plant Operator, Lead	2	52	52	45,799	55,802	67,990
Water Plant Instrumentation Technician	1	50	50	43,593	53,113	64,713
Water Plant Operator III	4	49	49	42,529	51,818	63,135
Water Plant Operator II	3	47	47	40,480	49,321	60,093
Water Plant Operator I	2	45	45	37,590	45,799	55,802
Public Works Laboratory Technician	2	50	50	43,593	53,113	64,713
<b><u>Water/Wastewater Operations Group</u></b>						
Water/Wastewater Superintendent	1	64	65	63,135	76,924	93,724
Water/Wastewater Foreman	3	57	58	53,113	64,713	78,847
Utility Operator, Lead	2	52	52	45,799	55,802	67,990
Utility Operator III	5	49	49	42,529	51,818	63,135
Utility Operator II	9	47	47	40,480	49,321	60,093
Utility Operator I	3	45	45	37,590	45,799	55,802
<b><u>Building and Grounds Maintenance Group</u></b>						
Property Maintenance Superintendent	1	64	65	63,135	76,924	93,724
Building and Grounds Worker, Senior	3	48	48	41,492	50,554	61,595
Building and Grounds Worker	3	42	42	35,778	43,593	53,113
<b><u>Cemetery Operations Group</u></b>						
Cemetery Superintendent	1	60	61	57,197	69,589	84,910
<b><u>Sanitation/Landfill Operations Group</u></b>						
Sanitation/Landfill Superintendent	1	64	65	63,135	76,924	93,724
Landfill Foreman	1	57	58	53,113	64,713	78,847
Sanitation Foreman	1	57	58	53,113	64,713	78,847
Landfill Attendant	1	35	36	30,852	37,590	45,799

# BUDGET 2019

## 2019 Proposed Salary Ranges Per Job Class

Occupational Job Families and Job Classes	Number of Positions	Current Grade	-Recommended-			
			New Grade	Min Step (Step 1)	Mid Step (Step 9)	Max Step (Step 17)
<b><u>Recreation/Auditorium Operations Group</u></b>						
Recreation/Auditorium Director	1	73	73	76,924	93,724	114,194
Assistant Recreation/Auditorium Director	1	65	65	63,135	76,924	93,724
Recreation/Auditorium Foreman	1	57	58	53,113	64,713	78,847
Recreation Coordinator	1	57	61	57,197	69,589	84,910
Recreation/Auditorium Technician, Senior	4	48	48	41,492	50,554	61,595
Auditorium Concessions Coordinator	1	44	44	37,590	45,799	55,802
Recreation/Auditorium Technician	1	42	42	35,778	43,592	53,113
<b><u>Airport Operations</u></b>						
Airport Director	1	77	77	84,910	103,454	126,049
Airport Operations Manager	1	67	67	66,331	80,818	98,469
Airport Operations Foreman	1	57	58	53,113	64,713	78,847
Airport Facility Foreman	1	57	58	53,113	64,713	78,847
Airport Services Coordinator	1	50	52	45,799	55,802	67,990
Airport Operations Technician II	7	49	50	43,593	53,113	64,713
Airport Operations Technician	3	45	46	39,493	48,118	58,627
Airport Facility Technician	6	42	42	35,778	43,593	53,113
<b><u>Law Enforcement Command Group</u></b>						
Police Chief	1	82	82	96,067	117,049	142,613
Police Captain	3	70	71	73,217	89,208	108,692
Police Lieutenant	5	65	67	66,331	80,818	98,469
<b><u>Law Enforcement Operations Group</u></b>						
Police Sergeant	13	60	60	55,802	67,990	82,839
Police Officer, Senior	31	53	54	48,118	58,627	71,432
Police Officer	30	51	52	45,799	55,802	67,990
Evidence and Property Technician	1	43	43	36,673	44,682	54,441
Animal Control Officer	2	40	41	34,906	42,529	51,818
Parking Enforcement Officer	1	35	36	30,852	37,590	45,799
<b><u>Public Safety Communications Group</u></b>						
Public Safety Answering Point Manager	1	59	59	54,441	66,331	80,818
Dispatcher, Lead	3	55	55	49,321	60,093	73,217
Dispatcher, Senior	3	49	49	42,529	51,818	63,135
Dispatcher	9	45	45	38,530	46,944	57,197
<b><u>Fire Control Group</u></b>						
Fire Chief	1	81	81	93,724	114,194	139,134
Assistant Fire Chief	1	70	71	73,217	89,208	108,692
Fire Battalion Chief	3	67	69	69,689	84,910	103,454
Fire Marshal	0	67	69	69,689	84,910	103,454
Fire Captain	13	60	61	57,197	69,589	84,910
Fire Inspector	2	55	56	50,554	61,595	75,048
Firefighter/Fire Inspectors	0	55	56	50,554	61,595	75,048
Firefighter, Senior	26	53	54	48,118	58,627	71,432
Firefighter	19	51	52	45,799	55,802	67,990

**ORDINANCE NO. 5319  
ANNUAL BUDGET ORDINANCE**

An ordinance entitled the "Annual Budget Ordinance," appropriating the sums of money needed to defray the expenses and liabilities of the City of Minot, North Dakota, and making the annual tax levy for the period January 1, 2019, and ending December 31, 2019.

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MINOT, NORTH DAKOTA:**

- §1: The City Manager's budget is hereby approved.
- §2: The Position Classification and Fiscal Year 2019 Compensation Plan is hereby approved.
- §3: Total appropriations: Based upon the foregoing, and notwithstanding any prior ordinance to the contrary, (except those relating to the issuance of outstanding revenue bonds), there is hereby appropriated the following sums of money deemed necessary to defray the expenses and liabilities of the City of Minot, North Dakota, for the period beginning January 1, 2019 and ending December 31, 2019:

<u>General Fund</u>	\$ 39,065,465
<u>Enterprise Fund</u>	
Airport	7,911,096
Cemetery	619,290
Parking Authority	32,782
Sanitation	5,639,604
Water, Sewer, and Replacement	20,165,722
Parking Ramps	1,660,557
<u>Special Revenue Funds</u>	
City Bus	1,165,148
Library	1,397,770
Recreation/Auditorium	2,130,642
Emergency Fund	-
<u>Capital Project Funds</u>	
Highway Capital Projects	875,000
Capital Purchases	11,900,000
Equipment Purchase	2,045,385
Flood Control	21,105,000
Total Operations	115,713,461
<u>Other Funds</u>	
Sales Tax	\$ 19,468,379
NAWS Reserves	34,150,000
Sidewalk	220,000
Street Improvement	4,000,000
Debt Retirement	5,559,349
Hotel/Motel/Car Rentals	815,247
Total Budget	\$ 179,926,437

**CITY OF MINOT, NORTH DAKOTA**

§4: There is hereby levied upon the taxable property in the City of Minot, North Dakota, for the period beginning January 1, 2019 and ending December 31, 2019 inclusive, the following sums of money:

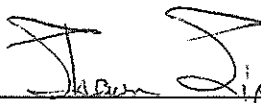
General Fund - 1601	\$ 14,187,094
General Fund - 1601 E911	102,642
Airport - 1606	1,044,419
Cemetery - 1614	266,033
Parking Ramps - 1601	1,588,557
City Bus - 1638	418,371
Library - 1613	1,322,732
Recreation - 1618	1,657,322
Emergency Levy - 1604	-
Sidewalk - 1601	220,000
Street Improvements - 1601	306,460
Flood Control - 1601	1,079,479
Equipment Purchase - 1624	1,370,842
Total Operations	23,563,952
Debt Retirement General Obligation Bonds - 1622	2,499,309
Debt Retirement Special Assessment Bonds - 1623	35,001
Debt Retirement Flood Control - 1621	513,011
Grand Total	\$ 26,611,273

§5: This ordinance shall become effective upon final passage and approval.

PASSED FIRST READING: September 18, 2018

PASSED SECOND READING: September 26, 2018

APPROVED:

  
Shaun Sipma, Mayor

ATTEST:

  
Kelly Mataoka, City Clerk



**RESOLUTION NO. 3602**

**RESOLUTION ESTABLISHING THE 2019 RATES, FEES, AND CHARGES PERTAINING TO MINOT INTERNATIONAL AIRPORT**

**Whereas**, the City of Minot seeks to establish uniform rates, fees and charges at the Minot International Airport

**Therefore, now be it resolved**, that the following rates, fees and charges are established at the Minot International Airport **EFFECTIVE JANUARY 1, 2019**

**SECTION 1. TERMINAL AIRLINE RENT AND PER USE FEES**

Signatory Airline Rental Fees shall be as follows:

January 1, 2019 – December 31, 2019

Cost per square foot (Exclusive & Joint Space): \$14.60 / sq. ft.

***CHANGED FROM \$13.52 to \$14.60 / SQUARE FOOT***

**SECTION 2: AIRPORT GROUND RENT FEES**

(NO CHANGE)

Airport Ground Rent Fees shall be as follows:

- a) Applies to all NEW, EXTENDED OPTION, OR RENEWED leases
- b) Ground Rent fees are based on lot location and type of use on airport property and compared to land rent values associated with similarly situated airports
- c) Must comply with Airport Minimum Standards and requirements
- d) For all new, renewed, or term extension leases, the following annual GROUND RENTAL fees shall apply:
  - a. Southeast General Aviation Lots  
\$0.22 per square foot
  - b. Northwest General Aviation Lots  
\$0.26 per square foot
  - c. West-Side General Aviation Lots  
\$0.30 per square foot
- e) All new, extended option, or renewed Aeronautical Service Provider (Single Service Operator, this includes Cargo Operators; Multiple Service Operator; and Full Service Operator) shall apply:  
\$0.30 per square foot

**SECTION 3: AIRPORT OWNED T-HANGAR RENTAL FEES**

(NO CHANGE)

Airport Owned T-Hangars shall be as follows:

Tenant shall pay the City rent in the amount of \$75.00 a month, with each month's payment to be made in advance.

The tenant may use the hangar only for the purpose of storing an aircraft owned by him/her or in which he/she has an ownership interest.

The term of the agreement shall continue on a month-to-month basis.

#### **SECTION 4. LANDING FEES AND ARFF CHARGES**

- (a) Signatory Airlines Landing Fees shall be as follows:

January 1, 2019 – December 31, 2019

\$2.22 / 1,000 lbs. / scheduled landing

***CHANGED FROM \$2.21 TO \$2.22 / 1,000 LBS. / LANDING***

- (b) ARFF Fees

\$0.54 / 1,000 lbs. per scheduled/unscheduled landing

***CHANGED FROM \$0.74 TO \$0.54 / 1,000 LBS. / LANDING***

#### **SECTION 5. NON-SIGNATORY RATE PREMIUM**

All airlines not executing a Signatory Airline Use and Lease Agreement shall be charged four-hundred dollars (\$412) per turn for terminal building use in addition to 125% of the signatory landing fees and ARFF fees.

***CHANGED FROM \$400.00 TO \$412.00 / PER TURN***

#### **SECTION 6. LANDING FEES FOR COMMERCIAL GENERAL AVIATION**

Airport Commercial General Aviation Landing Fees shall be as follows:

- (a) All aircraft weighing 12,500 pounds or more:  
January 1, 2019 – December 31, 2019  
125% of the signatory landing fees and ARFF fees.
- (b) All commercial air freight operator aircraft and all commercial commuter aircraft weighing LESS than 12,500 pounds  
January 1, 2019 – December 31, 2019  
\$17.50 per landing  
Non-signatory airlines shall be charged 125% of this rate

#### **SECTION 7. COMMERCIAL AERONAUTICAL SERVICE PROVIDER LICENSE FEE (NO CHANGE)**

Airport Commercial Aeronautical Services License Fees shall be as follows:

Commercial Aeronautical Service providers (i.e. Single Service Operator, Multiple Service Operator, and Full Service Operator) that are conducting business on the Minot International Airport shall pay a yearly license fee.

- (a) All based (lease property on the airport) SSO, MSO, and FSO shall pay the airport a license fee of \$325 per year.
- (b) All transient companies shall pay the airport a license fee of \$1,000 per year per company.

**SECTION 8: AIRPORT RAMP PARKING FEES**  
(NO CHANGE)

Airport Ramp Parking Fees shall be as follows:

January 1, 2019 – December 31, 2019

Cost per aircraft per day parked on the ramp:

- \$5.00 / aircraft / day up to a maximum of \$60.00 / aircraft / month for aircraft under 12,500 pounds.
- \$15.00 / aircraft / day for aircraft weighing 12,500 pounds or more

**SECTION 9. AIRPORT PAY PARKING FEES**  
(NO CHANGE)

(a) Short-Term Parking

FREE 30 Minutes

\$ 2.00	One (1) Hour
\$ 4.00	Two (2) Hours
\$ 6.00	Three (3) Hours
\$ 8.00	Four (4) Hours
\$ 10.00	Five (5) Hours
\$ 12.00	Six (6) Hours
\$ 14.00	Daily

(b) Long-Term Parking

\$ 2.00	One (1) Hour
\$ 4.00	Two (2) Hours
\$ 6.00	Three (3) Hours
\$ 8.00	Four (4) Hours
\$ 10.00	Five (5) Hours
\$ 12.00	Daily Maximum (More than Four (5) hours)
\$ 72.00	Weekly Maximum
\$ 25.00	Air Crews Using Pay Parking

**SECTION 10. GROUND TRANSPORTATION FEES**  
(NO CHANGE)

All Airport fees for the operation of Taxis / Shuttles / Vans or other ground transportation for the purpose of dropping off or picking up customers at the airport shall be Fifty Dollars (\$50) per month which equates to Six Hundred Dollars (\$600) per year.

Hotel shuttles/vans will be charged \$100 per year for a windshield sticker as proof of payment.

**SECTION 11: AIRPORT TENANT EMPLOYEE PARKING**  
(NO CHANGE)

Airport tenant employees will be charged \$200 each year for parking in the employee parking lot at the airport.

**SECTION 12. CONFERENCE ROOM RENTAL FEES**  
(NO CHANGE)

The Airport's Conference Rooms may be available for rent on an hourly basis. The room rental rates are as follows:

- \$40.00 per hour for the 2<sup>nd</sup> Floor Conference Room at the Airport Terminal
- \$20.00 per hour for the 1<sup>st</sup> Floor Conference Rooms at the Airport Terminal
- A fifty percent (50%) discount for Airport tenants.

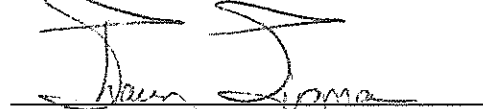
This resolution shall become effective JANUARY 1, 2019 with special provisions under Section 9 of this Resolution.

Passed and adopted this 26<sup>th</sup> day of September, 2018.

ATTEST:

  
Kelly Matalka, City Clerk

APPROVED:

  
Shaun Sipma, Mayor

## RESOLUTION NO. 3603

### RESOLUTION ESTABLISHING FEES PERTAINING TO SEWER RATES IN THE CITY OF MINOT, NORTH DAKOTA

**Whereas**, the City of Minot seeks to establish uniform rates for services provided by the wastewater treatment services of the Water and Sewer Department.

**Therefore, now be it resolved** that the following rules and regulations are established for the operation and maintenance of the waste water treatment services in Minot, North Dakota:

For sewer service within the city to residential, apartments, commercial, government, and industrial users, the rates shall be as follows:

- (1) Flat rate for service - \$7.04 for residential, duplex, tri-plex and four-plex
- (2) Unit costs for wastewater treatment - \$2.99 per 100 cubic feet of water consumed up to 1,200 cubic feet per residential unit. This rate shall be effective for residential, duplex, triplex, and four-plex. (To calculate when the sewer charges become \$.00, multiply the number of available units per meter times 1,200 cubic feet.)
- (3) Flat rate for service - \$6.99 for apartments, trailer homes, commercial and government.
- (4) Unit cost for wastewater treatment - \$3.35 per 100 cubic feet of water consumed for apartments, trailer homes, commercial and government.
- (5) Flat rate for service - \$5.87 for industrial.
- (6) Unit costs for wastewater treatment for \$3.36 per 100 cubic feet of water consumed for industrial.
- (7) Users with an irrigation meter shall be exempt from sewer charges for the irrigation meter.
- (8) Industrial users per meter per month which exceed the normal biochemical oxygen demand or total suspended solids limits

Bio-oxygen Demand.....	\$88.11
Total Suspended Solids.....	\$73.92


This resolution shall become effective January 1, 2019.

Passed and adopted this 26<sup>th</sup> day of September, 2018

APPROVED:

  
\_\_\_\_\_  
Shaun Sipma, Mayor

ATTEST:

  
\_\_\_\_\_  
Kelly Matalka, City Clerk

**RESOLUTION NO. 3604**

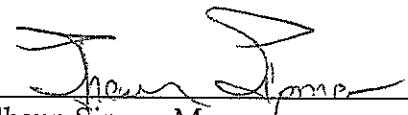
**RESOLUTION ADOPTING THE NORTH DAKOTA PUBLIC EMPLOYEES  
RETIREMENT DEFINED BENEFIT PLAN**

**Whereas**, the City of Minot City Council has adopted the 2019 Annual Budget upon second reading this 26<sup>th</sup> day of September, 2019.

**Therefore, now be it resolved that**, a motion was made by Alderman Pitner for the City of Minot to affirm to North Dakota Public Employees Retirement System that the City of Minot is formed pursuant to N.D.C.C § 54-52-02.1 and is neither a non-profit nor a for-profit corporation, to join the NDPERS Defined Benefit Retirement Plan and offer the plan to all eligible employees of the City of Minot. The motion was seconded by Alderman Jantzer. The Council approved joining the NDPERS Defined Benefit Retirement Plan effective January 1, 2019.

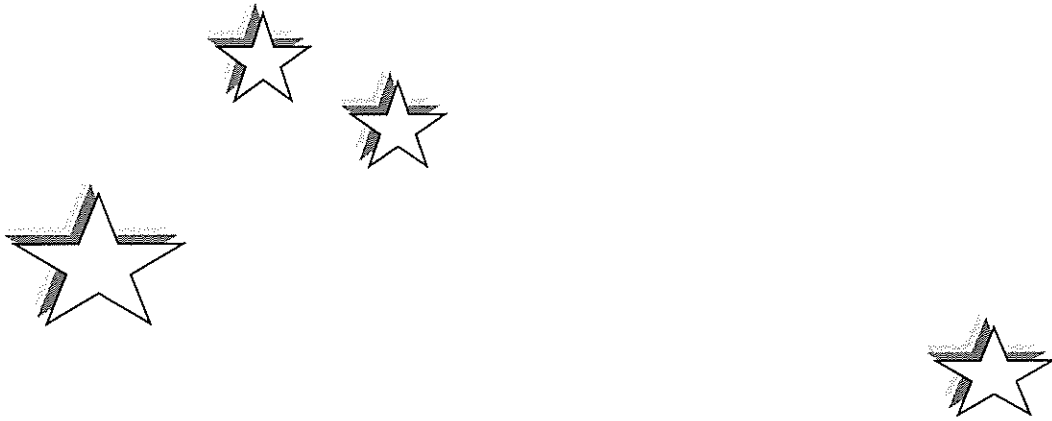
Passed and adopted this 26<sup>th</sup> day of September, 2018

APPROVED:

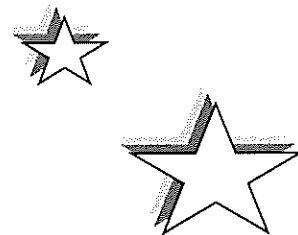
  
Shaun Sipma, Mayor

ATTEST:

  
Kelly Mataalka, City Clerk



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# BUDGET 2019

Project Year	Department	Project Title	Project Cost	Funding Source
2019	Airport	Construction - GA Apron South Phase II and III	\$ 1,805,000	Grant
2019	Airport	Construction - GA Apron South Phase II and III	95,000	Sales Tax
2019	Airport	Design - Cargo Apron Phase I and II	118,750	Grant
2019	Airport	Design - Cargo Apron Phase I and II	6,250	Sales Tax
2019	Engineering	Traffic Signal Cabinet Replacement 5 Locations	300,000	Sales Tax
2019	Engineering	Signal Pole/Mast Arm Replacements	250,000	Sales Tax
2019	Engineering	Traffic Signal Battery Backups 2 Locations	10,400	Sales Tax
2019	Engineering	Street Light Feed Point Replacement 5 Locations	35,000	Levy
2019	Engineering	Burdick Expressway Major Rehabilitation Valley St to 1st St SW - Design	200,000	Levy
2019	Engineering	31st Ave SE Reconstruction Bdw to 13th St - Design/ROW	500,000	Levy
2019	Engineering	City Hall/Auditorium Retaining Wall 1 & 2 Design	1,400,000	Sales Tax
2019	Fire	Generator - Station 2	40,000	Sales Tax
2019	Fire	Station 2 Re-roof	75,000	Sales Tax
2019	Public Works	Construction - Minot NW Regional Detention Pond Diversion	210,000	Sales Tax Bonds
2019	Public Works	Construction - Minot 4th Avenue Utility Relocations	35,000	Sales Tax Bonds
2019	Public Works	Construction - Minot 4th Avenue Floodwalls	8,575,000	Sales Tax Bonds
2019	Public Works	Construction - Minot Napa Valley / Forest Road	7,070,000	Sales Tax Bonds
2019	Public Works	Design - Minot Maple Diversion	1,050,000	Sales Tax Bonds
2019	Public Works	Construction - Minot 4th Ave Tieback	4,165,000	Sales Tax Bonds
2019	Storm Sewer	10th St SW Design	200,000	Storm Sewer Development
2019	Storm Sewer	10th St SW Design	200,000	Special Assessment
2019	Water System	SW Water Tower	234,408	Water/Sewer Budget
2019	Water System	SW Water Tower	212,084	State Water Commission
2019	Water System	NAWS Bottineau, Hwy 83 Transmission Lines, Booster, Storage, Etc.	12,000,000	Sales Tax NAWS
2019	Water System	NAWS Bottineau, Hwy 83 Transmission Lines, Booster, Storage, Etc.	22,100,000	State Water Commission
Total			\$60,886,892	
Water/Sewer Budget			234,408	
Levy			735,000	
Special Assessment			200,000	
Storm Sewer Development			200,000	
Grant			1,923,750	
Sales Tax			2,176,650	
Sales Tax Bonds			21,105,000	
State Water Commission			22,312,084	
Sales Tax NAWS			12,000,000	
Total 2019			\$60,886,892	

# BUDGET 2019

Project Year	Department	Project Title	Project Cost	Funding Source
2020	Airport	Construction - Cargo Apron Phase I	\$ 1,187,500	Grant
2020	Airport	Construction - Cargo Apron Phase I	62,500	Sales Tax
2020	Airport	Design - Stormwater Improvements and Wildlife Attractant Mitigation	213,750	Grant
2020	Airport	Design - Stormwater Improvements and Wildlife Attractant Mitigation	11,250	Sales Tax
2020	Airport	SRE - Blower to Replace Unit 313	570,000	Grant
2020	Airport	SRE - Blower to Replace Unit 313	30,000	Sales Tax
2020	Engineering	Traffic Signal Cabinet Replacement 5 Locations	315,000	Sales Tax
2020	Engineering	Signal Pole/Mast Arm Replacements	250,000	Sales Tax
2020	Engineering	Traffic Signal Battery Backups 2 Locations	10,920	Sales Tax
2020	Engineering	Street Light Feed Point Replacement 5 Locations	40,000	Special Assessment
2020	Engineering	31st Ave SE Reconstruction - 13th St to Broadway	2,000,000	Highway Reserves
2020	Engineering	Burdick Expressway Major Rehabilitation Valley St to 1st St SW	200,000	Highway Reserves
2020	Engineering	3rd St SE/Burdick Expressway SE Intersection Signal Replacement	200,000	Highway Reserves
2020	Engineering	Burdick Expressway ADA Upgrades NDDOT Project City Share	100,000	Highway Reserves
2020	Engineering	Burdick Expressway Viaduct Rehabilitation - Design	300,000	Highway Reserves
2020	Engineering	City Hall/Auditorium Retaining Wall 1 & 2 Design	1,400,000	Sales Tax
2020	Fire	NW Fire Station	1,350,000	Sales Tax
2020	Public Works	Construction - Minot 4th Avenue Floodwalls	3,255,000	Sales Tax Bonds
2020	Public Works	Construction - Minot Napa Valley / Forest Road	2,030,000	Sales Tax Bonds
2020	Public Works	Design - Minot Maple Diversion	1,260,000	Sales Tax Bonds
2020	Public Works	Construction - Minot 4th Avenue Tieback	8,400,000	Sales Tax Bonds
2020	Public Works	Landfill Transfer Station Construction	1,556,489	HUB City Revenue
2020	Public Works	Landfill Transfer Station Construction	693,511	Landfill Budget
2020	Storm Sewer	Storm Sewer District 121 - Puppy Dog Storm Sewer	7,500,000	Storm Sewer Development
2020	Storm Sewer	Storm Sewer District 121 - Puppy Dog Storm Sewer	7,500,000	Grant
2020	Storm Sewer	10th St SW Construction	1,920,000	Storm Sewer Development
2020	Storm Sewer	10th St SW Construction	1,920,000	Special Assessment
2020	Water System	SW Water Tower	1,540,249	Water/Sewer Budget
2020	Water System	SW Water Tower	2,380,137	State Water Commission
2020	Water System	Broadway Watermain Upsizing 36th Ave NW to 19th Ave	2,000,000	Water/Sewer Budget
2020	Water System	3rd St 1 Million Gal Tank Demolition	500,000	Water/Sewer Budget
2020	Water System	NAWS Bottineau, Hwy 83 Transmission Lines, Booster, Storage, Etc.	12,000,000	Sales Tax NAWS
2020	Water System	NAWS Bottineau, Hwy 83 Transmission Lines, Booster, Storage, Etc.	22,100,000	State Water Commission
Total			\$ 84,796,306	
		Highway Reserves	2,800,000	
		HUB City Revenue	1,556,489	
		Water/Sewer Budget	4,040,249	
		Landfill Budget	693,511	
		Special Assessment	1,960,000	
		Storm Sewer Development	9,420,000	
		Grant	9,471,250	
		Sales Tax	3,429,670	
		State Water Commission	24,480,137	
		Sales Tax Bonds	14,945,000	
		Sales Tax NAWS	12,000,000	
		Total 2020	\$ 84,796,306	

# BUDGET 2019

Project Year	Department	Project Title	Project Cost	Funding Source
2021	Airport	Construction - Stormwater Improvements and Wildlife Mitigation	\$ 2,189,750	Grant
2021	Airport	Construction - Stormwater Improvements and Wildlife Mitigation	115,250	Sales Tax
2021	Engineering	Traffic Signal Cabinet Replacement 5 Locations	330,750	Sales Tax
2021	Engineering	Signal Pole/Mast Arm Replacements	250,000	Sales Tax
2021	Engineering	Traffic Signal Battery Backups 2 Locations	11,466	Sales Tax
2021	Engineering	Street Light Feed Point Replacement 5 Locations	40,000	Highway Reserves
2021	Engineering	Street Light LED Conversion - Burdick Corridor	115,000	Highway Bonds
2021	Engineering	3rd St Pedestrian Signal Replacement	60,000	Highway Bonds
2021	Engineering	Burdick Expressway Viaduct Rehabilitation - Construction	1,000,000	Highway Reserves
2021	Engineering	6th St NW/SW 3rd Ave NW to 2nd Ave SW	2,940,000	Highway Bonds
2021	Fire	NW Fire Station Construction	1,000,000	Sales Tax
2021	Public Works	Design - Minot Maple Diversion	420,000	Sales Tax Bonds
2021	Public Works	Construction - Minot 4th Avenue Tieback	2,660,000	Sales Tax Bonds
2021	Public Works	Flood Control Maple diversion Construction	5,512,500	Sales Tax Bonds
2021	Public Works	Landfill Cell 7	1,600,000	HUB City Revenue
2021	Public Works	Water/Sewer Building	2,000,000	Revenue Bonds
2021	Sanitary Sewer	Waste Water Treatment Plant Design	3,000,000	Water/Sewer Budget
2021	Storm Sewer	16th St SW	1,700,000	Storm Sewer Development
2021	Storm Sewer	16th St SW	1,700,000	Special Assessment
2021	Water System	SW Water Tower	143,400	Water/Sewer Budget
2021	Water System	SW Water Tower	215,100	Grant
2021	Water System	NW Transmission - 12" along 30th Street and CR10A	2,180,000	Revenue Bonds
Total			\$29,183,216	
		Highway Bonds	3,115,000	
		Highway Reserves	1,040,000	
		HUB City Revenue	1,600,000	
		Revenue Bonds	4,180,000	
		Water/Sewer Budget	3,143,400	
		Special Assessment	1,700,000	
		Storm Sewer Development	1,700,000	
		Grant	2,404,850	
		Sales Tax	1,707,466	
		Sales Tax Bonds	8,592,500	
		Total 2021	\$29,183,216	

# BUDGET 2019

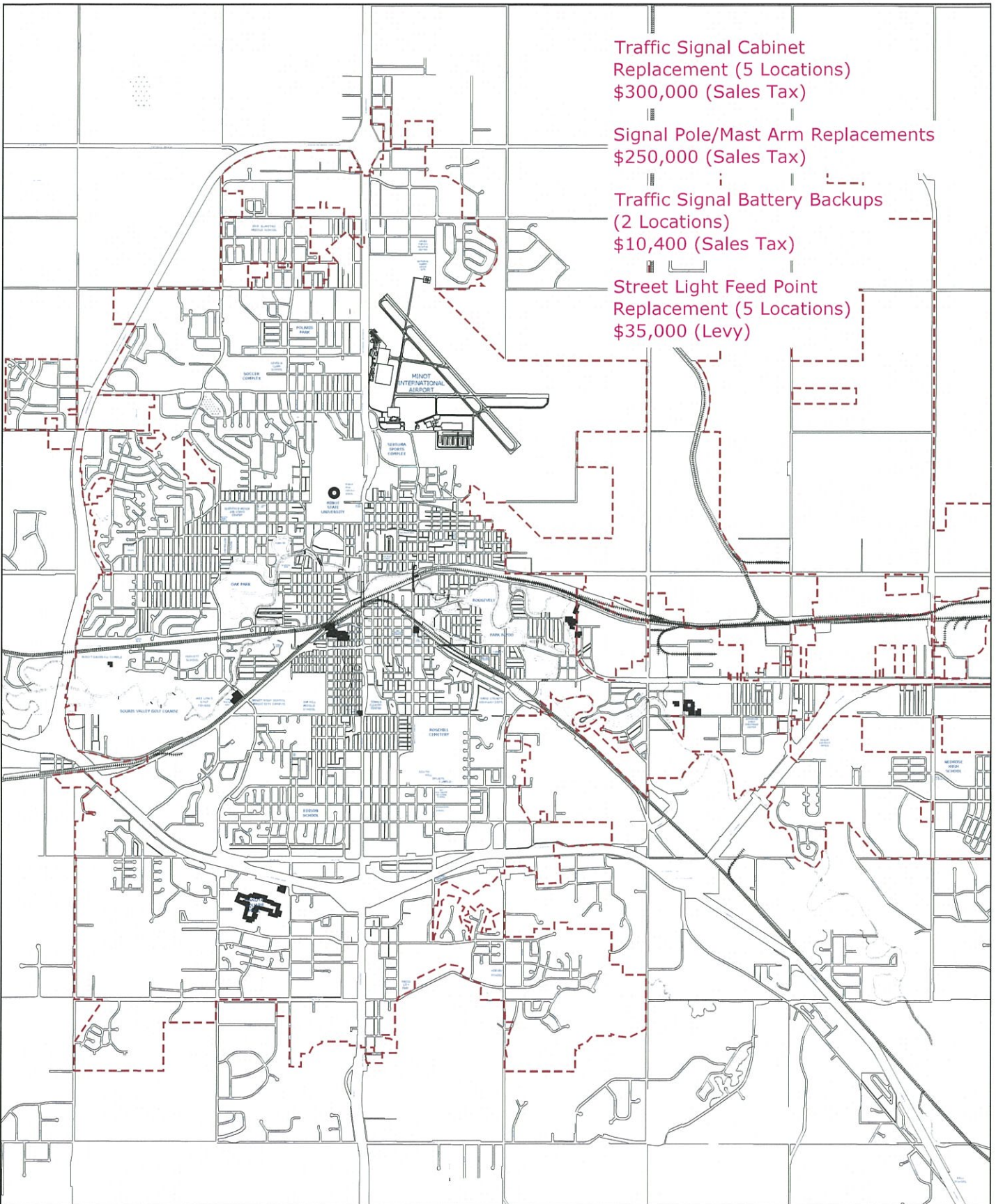
Project Year	Department	Project Title	Project Cost	Funding Source
2022	Airport	SRE - Loader to Replace Unit 311	\$ 617,500	Grant
2022	Airport	SRE - Loader to Replace Unit 311	32,500	Sales Tax
2022	Airport	Design - RW 8-26 Rehab/Threshold Location; TW B Intersection/Rehab Phase; TW D Expansion Phase I, II, and III	855,000	Grant
2022	Airport	Design - RW 8-26 Rehab/Threshold Location; TW B Intersection/Rehab Phase; TW D Expansion Phase I, II, and III	45,000	Sales Tax
2022	Airport	SRE - Tractor with Attachments to Replace Unit 330	57,000	Grant
2022	Airport	SRE - Tractor with Attachments to Replace Unit 330	3,000	Airport Budget
2022	Engineering	ITS Traffic Management System - Broadway and Burdick Corridors	200,000	Highway Bonds
2022	Engineering	3rd St NE/Central Ave Intersection/Signal Improvement	370,000	Highway Bonds
2022	Engineering	3rd St SE/2nd Ave SE Intersection Improvement	180,000	Highway Bonds
2022	Engineering	3rd St SE 5th Ave SE to 1st Ave NE Corridor Rehabilitation	800,000	Highway Bonds
2022	Engineering	Traffic Signal Cabinet Replacement 5 Locations	347,288	Sales Tax
2022	Engineering	Signal Pole/Mast Arm Replacements	250,000	Sales Tax
2022	Engineering	Traffic Signal Battery Backups 2 Locations	12,039	Sales Tax
2022	Engineering	Street Light Feed Point Replacement 5 Locations	40,000	Special Assessment
2022	Engineering	Broadway/21st Ave NW Intersection Improvement	990,000	Highway Bonds
2022	Fire	NW Fire Station Construction	1,000,000	Sales Tax
2022	Public Works	Construction - Minot Maple Diversion	10,500,000	Sales Tax Bonds
2022	Sanitary Sewer	Waste Water Treatment Plant Construction	5,500,000	Water/Sewer Budget
2022	Storm Sewer	Polaris Park Storm Sewer	600,000	Storm Sewer Development
2022	Storm Sewer	Polaris Park Storm Sewer	600,000	Special Assessment
2022	Water System	NE Transmission - 55th St from 30th Ave to 46th Ave and 46th Ave 55th St to 42nd St	900,000	Water/Sewer Budget
Total			\$23,899,327	
		Airport Budget	3,000	
		Grant	1,529,500	
		Highway Bonds	2,540,000	
		Revenue Bonds	-	
		Special Assessment	640,000	
		Storm Sewer Development	600,000	
		Water/Sewer Budget	6,400,000	
		Sales Tax	1,686,827	
		Sales Tax Bonds	10,500,000	
		Total 2022	\$23,899,327	

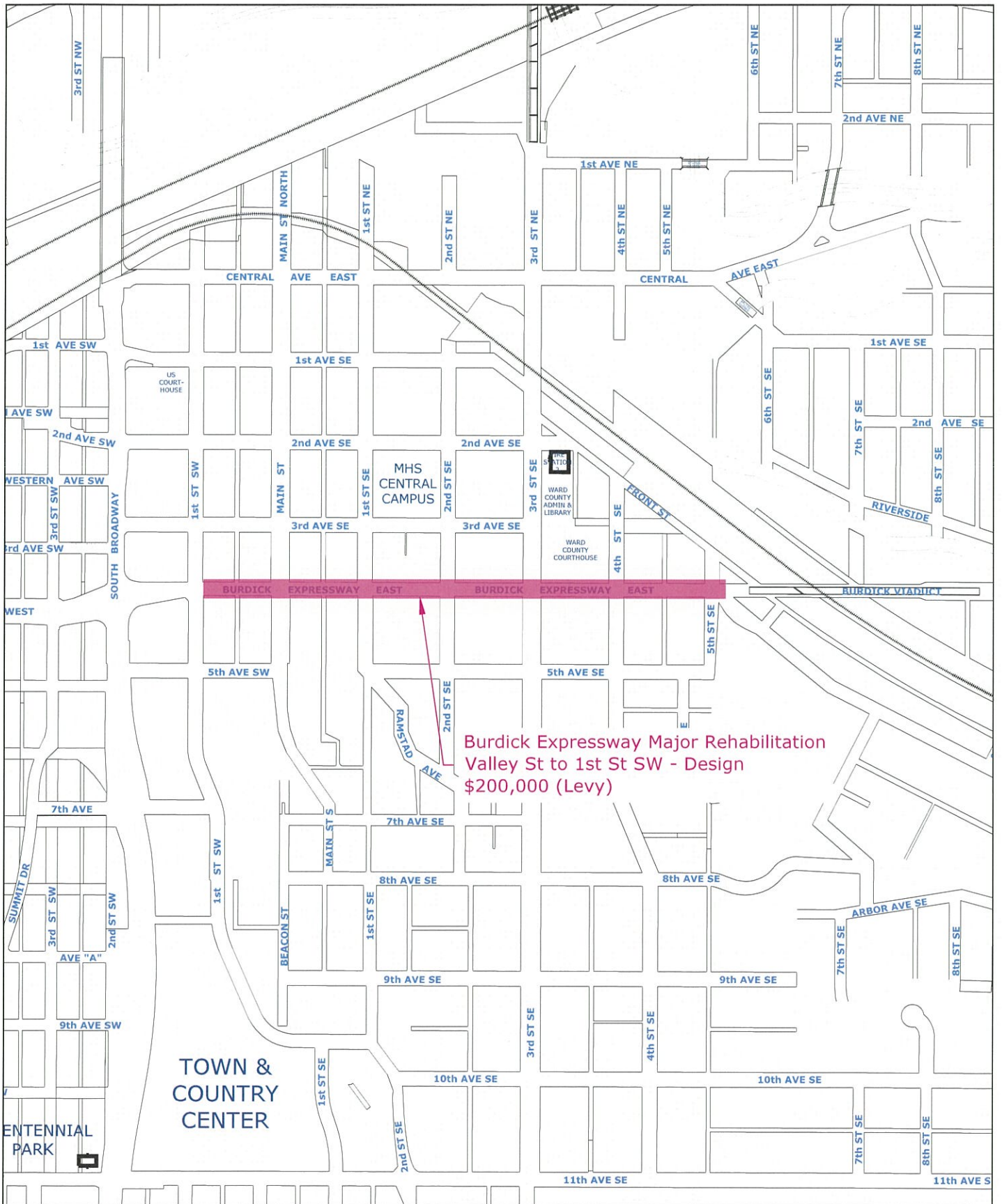
# BUDGET 2019

Project Year	Department	Project Title	Project Cost	Funding Source
2023	Airport	Construction - RW 8-26 Rehab/Threshold Location; TW B Intersection/Rehab Phase; TW D Expansion Phase I, II, and III	\$ 3,800,000	Grant
2023	Airport	Construction - RW 8-26 Rehab/Threshold Location; TW B Intersection/Rehab Phase; TW D Expansion Phase I, II, and III	200,000	Sales Tax
2023	Engineering	ITS Traffic Management System - Broadway and Burdick Corridors	200,000	Highway Bonds
2023	Engineering	Traffic Signal Cabinet Replacement 5 Locations	364,652	Sales Tax
2023	Engineering	Signal Pole/Mast Arm Replacements	250,000	Sales Tax
2023	Engineering	Traffic Signal Battery Backups 2 Locations	12,641	Sales Tax
2023	Engineering	Street Light Feed Point Replacement 5 Locations	40,000	Special Assessment
2023	Engineering	Broadway/21st Ave NW Intersection Improvement	990,000	Highway Bonds
2023	Engineering	US 83 (South Broadway) 6-Lane Expansion	2,362,214	Highway Bonds
2023	Engineering	Broadway/20th Ave SW Intersection Improvement	370,000	Highway Bonds
2023	Engineering	Broadway/31st Ave SW Intersection Improvement	510,000	Highway Bonds
2023	Engineering	Broadway/37th Ave SW Intersection Improvement	180,000	Highway Bonds
2023	Public Works	Construction - Minot Maple Diversion	10,587,500	Sales Tax Bonds
2023	Sanitary Sewer	Waste Water Treatment Plant Construction	5,500,000	Water/Sewer Budget
2023	Sanitary Sewer	Puppydog Improvements Phase VII - Lift Station	6,000,000	Revenue Bonds
Total			\$31,367,007	
		Highway Bonds	4,612,214	
		Revenue Bonds	6,000,000	
		Grant	3,800,000	
		Special Assessment	40,000	
		Storm Sewer Development	-	
		Water/Sewer Budget	5,500,000	
		Sales Tax	827,293	
		Sales Tax Bonds	10,587,500	
		Total 2023	\$31,367,007	









Burdick Expressway Major Rehabilitation  
Valley St to 1st St SW - Design  
\$200,000 (Levy)



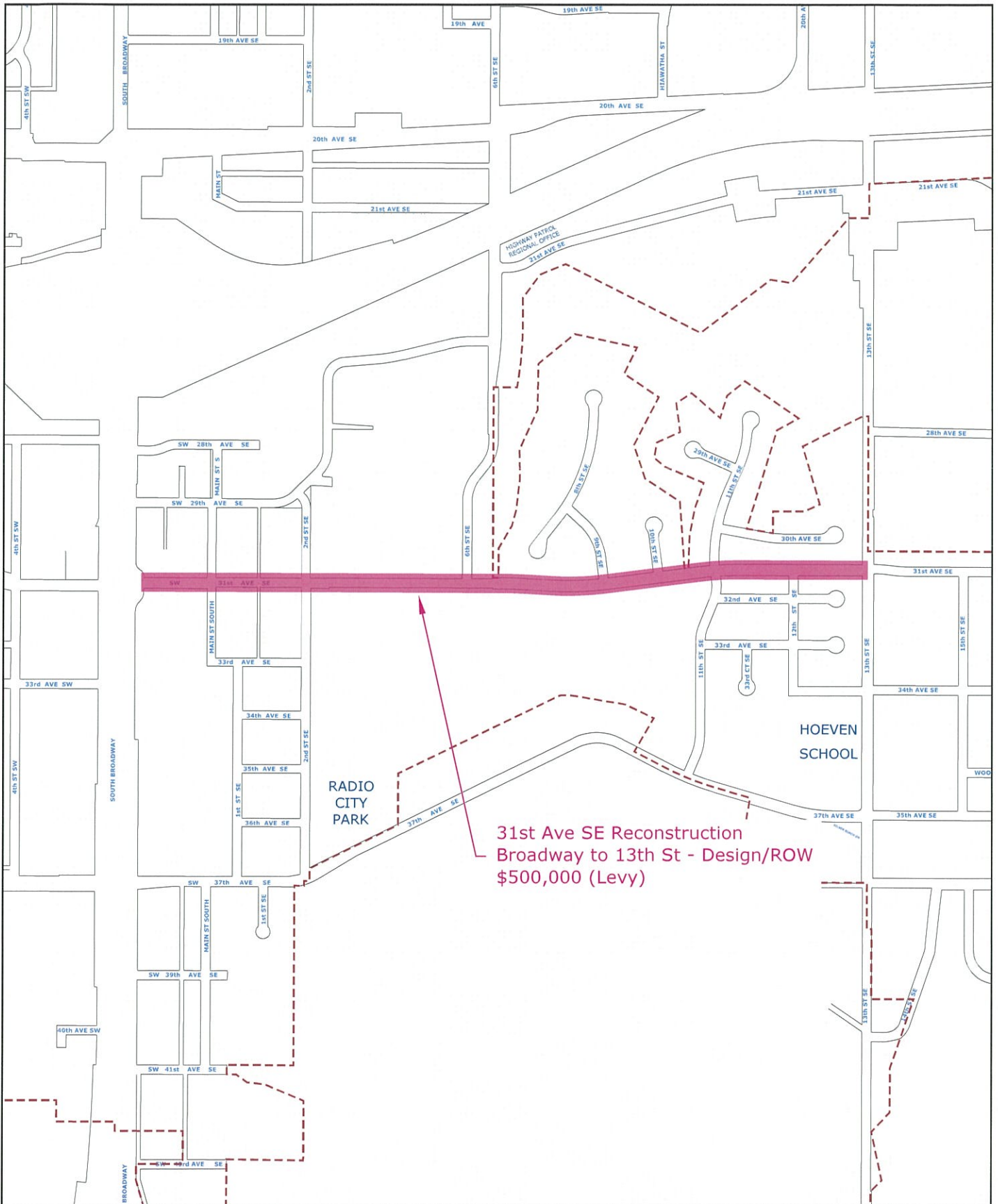
## CAPITAL IMPROVEMENTS PLAN

Burdick Expressway Major Rehabilitation Valley St to 1st St SW - Design



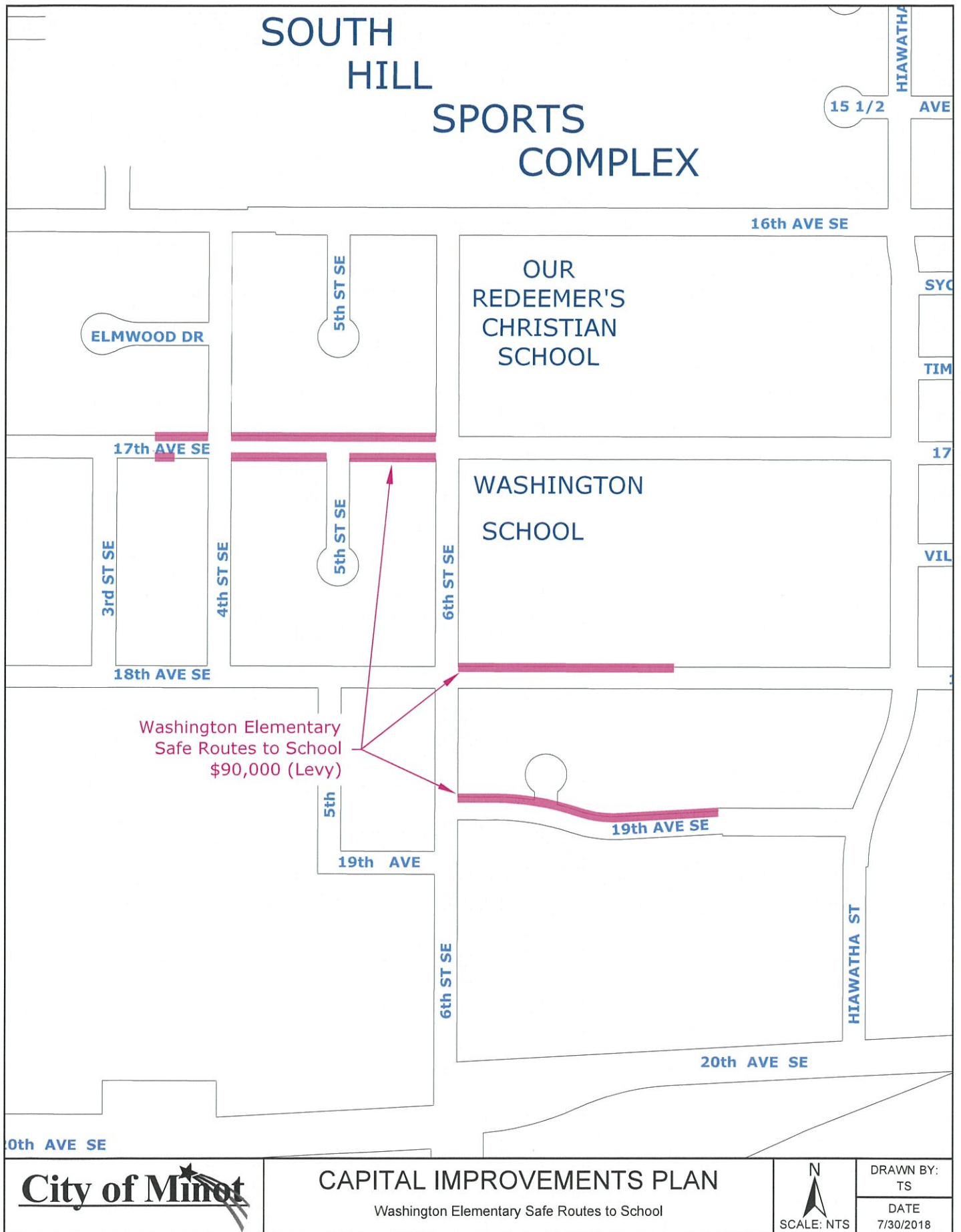
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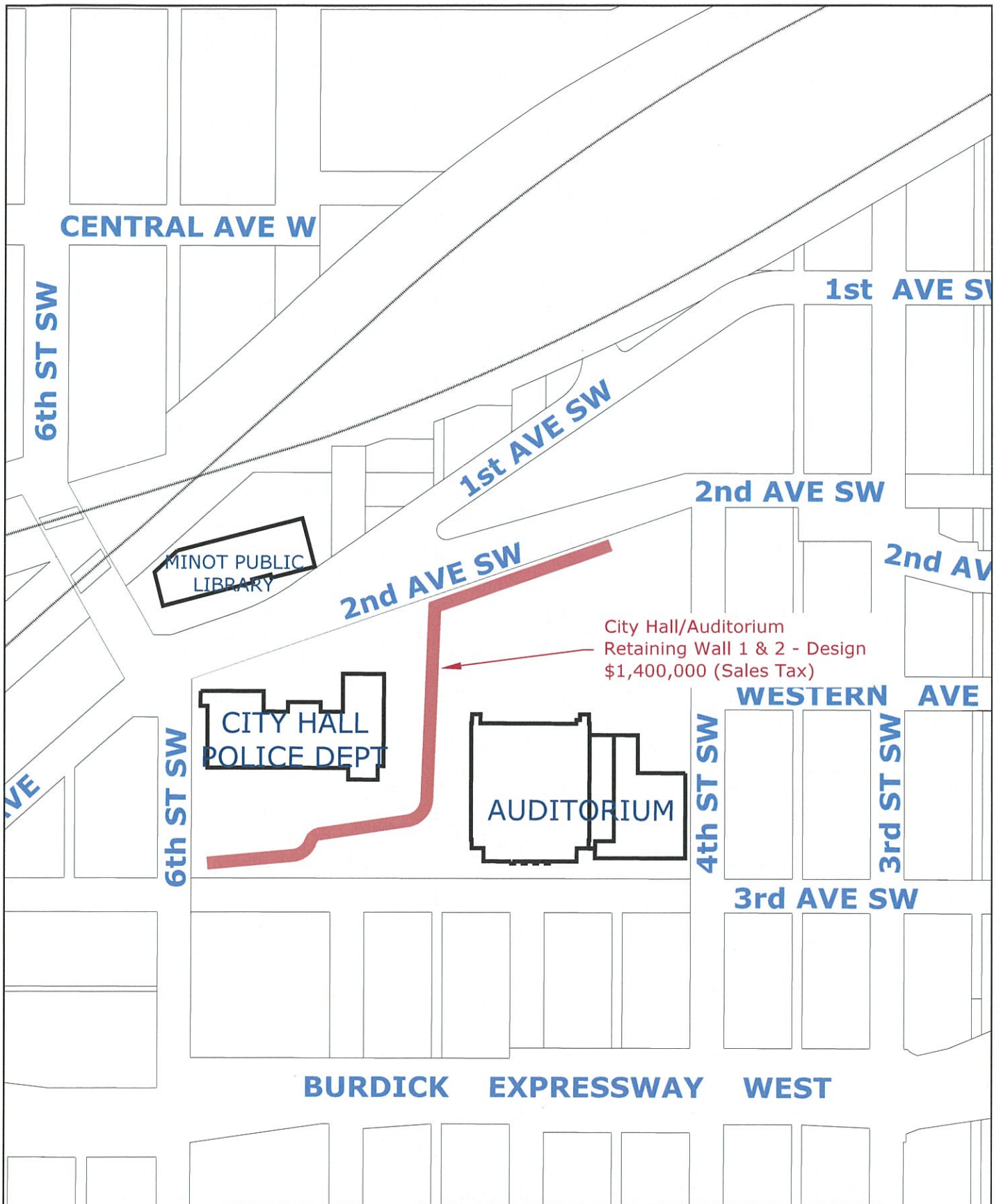




31st Ave SE Reconstruction  
 Broadway to 13th St - Design/ROW  
 \$500,000 (Levy)

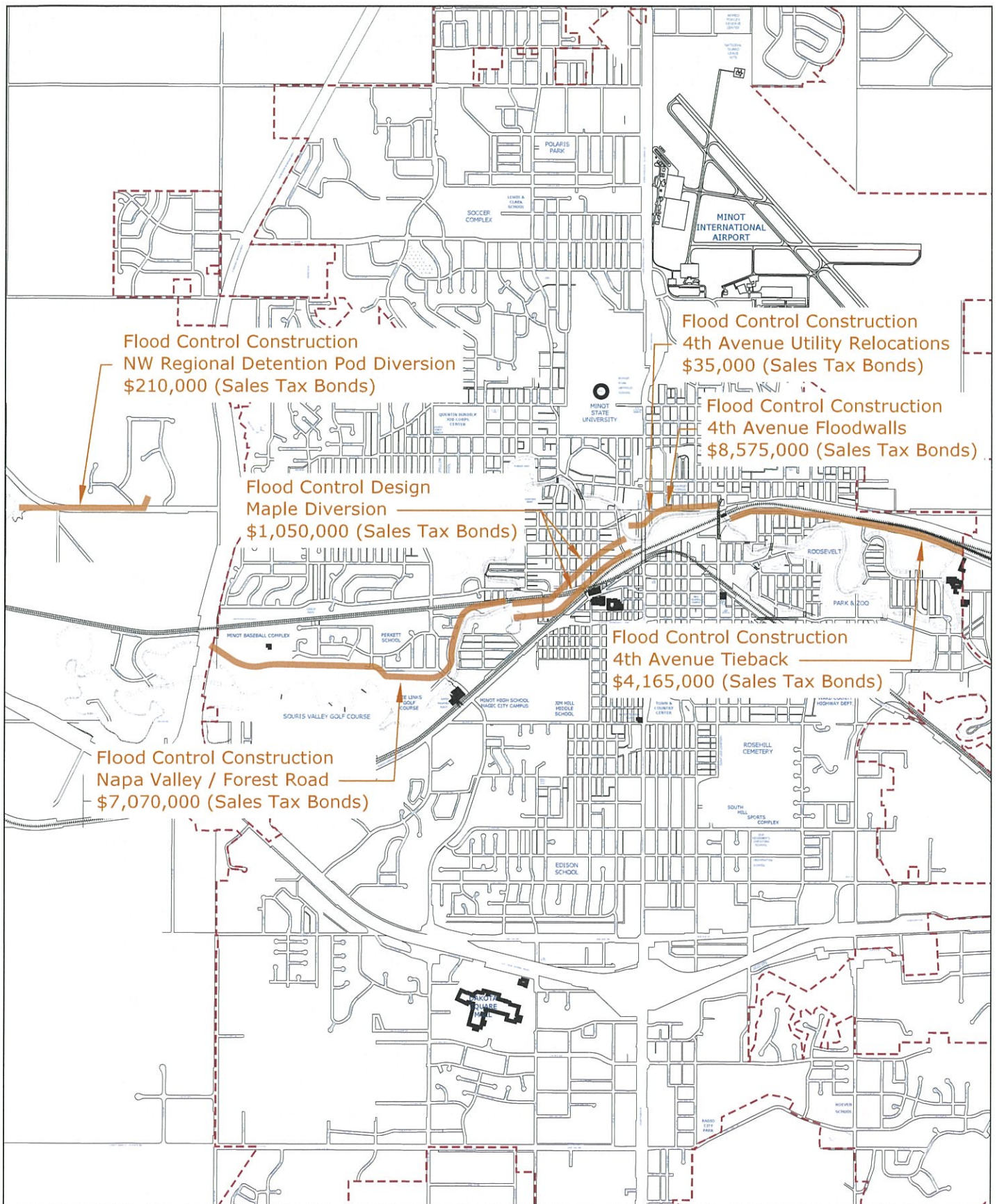
	<p><b>CAPITAL IMPROVEMENTS PLAN</b></p> <p>31st Ave SE Reconstruction Broadway to 13th St - Design/ROW</p>	<p>N            SCALE: NTS</p>	<p>DRAWN BY:          TS</p> <p>DATE          7/30/2018</p>
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**City of Minot**

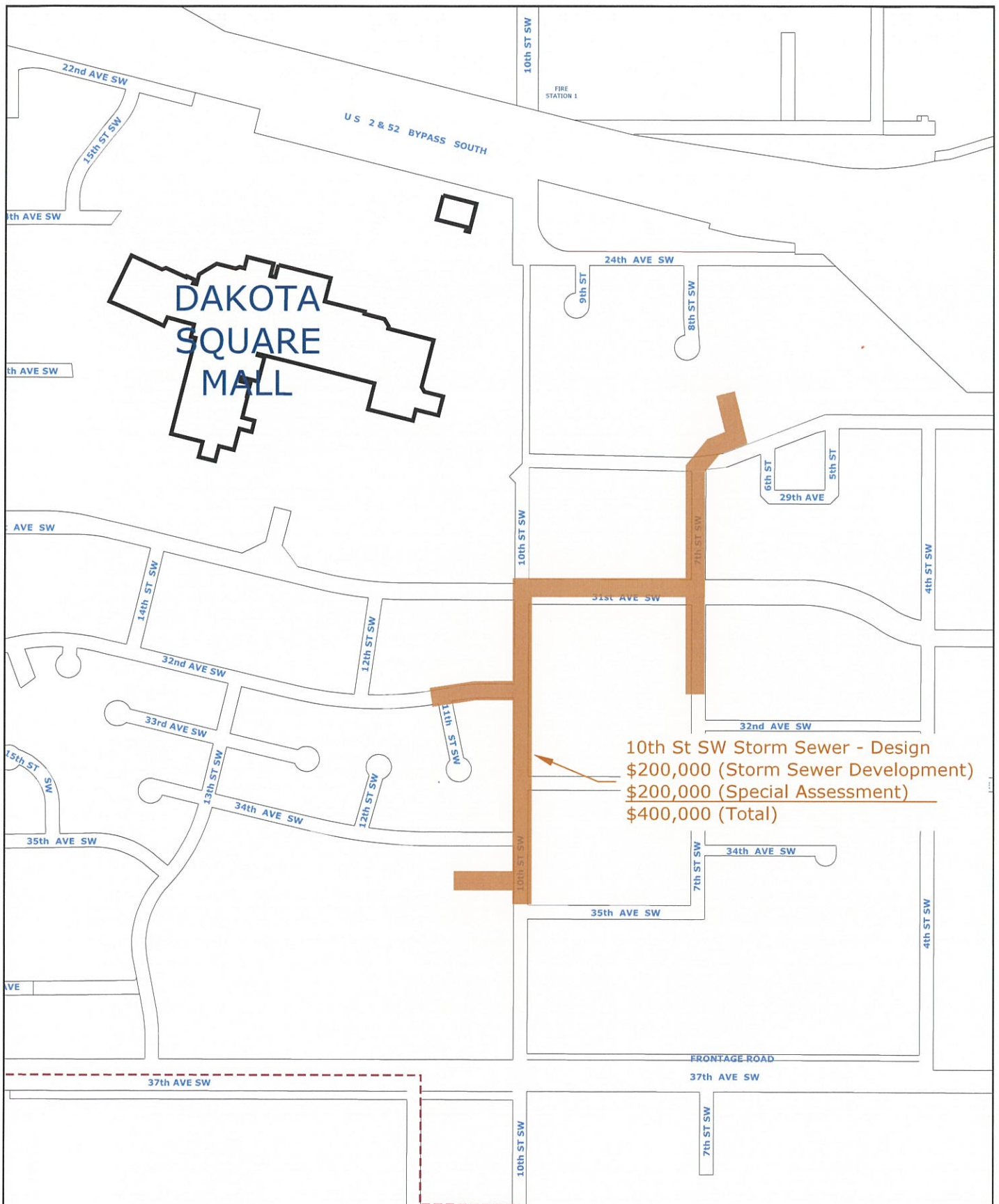
## CAPITAL IMPROVEMENTS PLAN

Flood Control Projects



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TS  
DATE  
7/30/2018



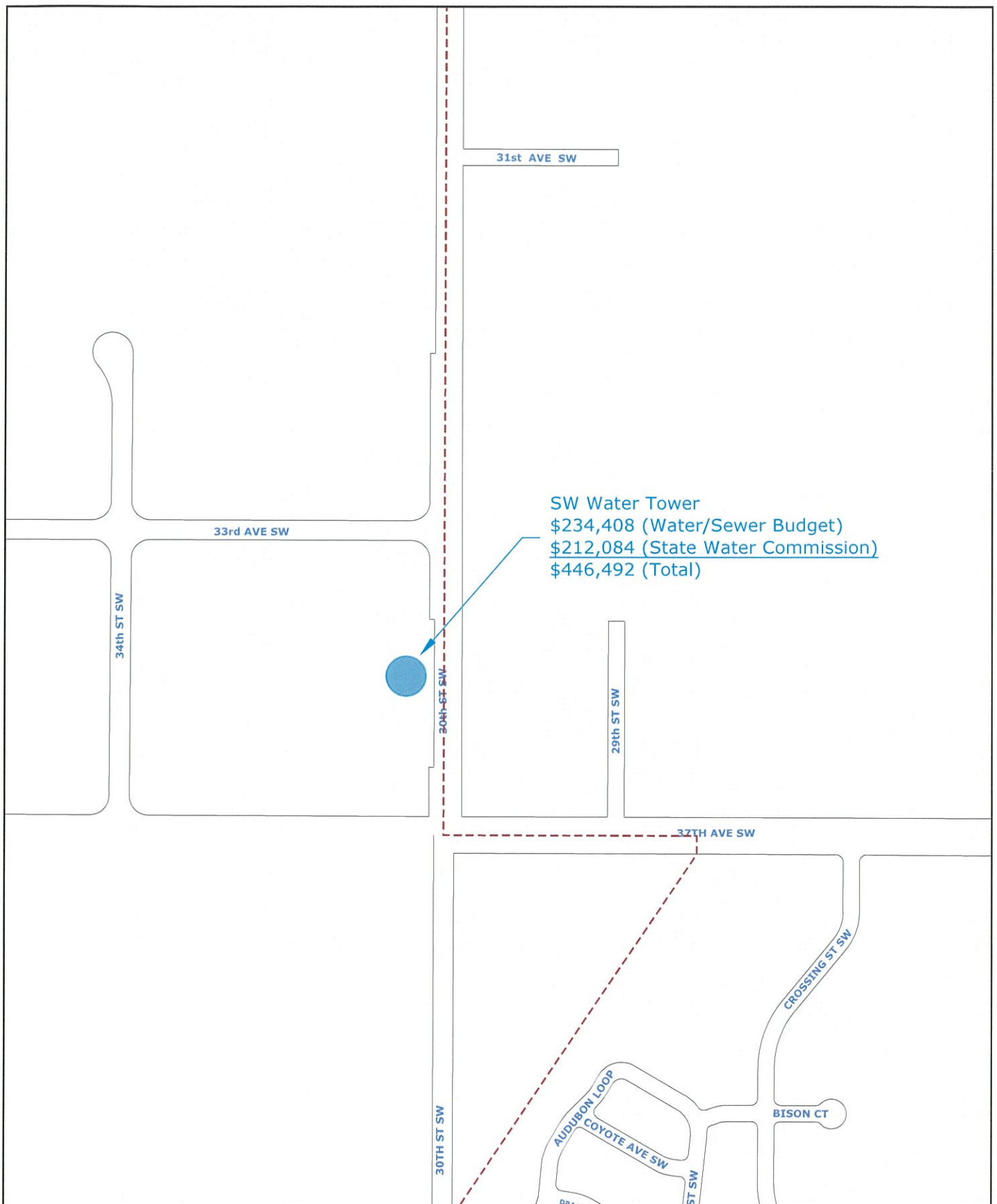


# CAPITAL IMPROVEMENTS PLAN

10th St SW Storm Sewer - Design



DRAWN BY:  
 TS  
 DATE  
 7/30/2018



# CAPITAL IMPROVEMENTS PLAN

SW Water Tower



DRAWN BY:	TS
DATE	7/30/2018

