

## Testimony to the Transportation Committee

(Thursday, July 21, 2016)

Good Afternoon, my name is Marcus Hall. I am the Burleigh County Engineer, and I have been asked to speak today in regards to our annual County report on transportation funding and expenditures that we submit to the Tax Commissioner each year, and on the use of special transportation funding provided by the 2015 Legislative Assembly.

I don't have a lot of time and I want to save plenty of time for the other counties to speak and plenty of time for any questions you may have, so I will be brief and to the point. As always we are happy to provide any information that decision makers need in order to help them develop and set policy. However, it is always important to keep in mind how much work is involved to track the required information. If the required time is minimal, you will most likely get good compliance but the quality of the information may not be high. If the required time is extensive, then the quality of the information may be high but your compliance may go down. As always we need to balance these requirements and find easy ways to provide your needed information.

Most, if not all, of the counties have a Revenue and Expense Budget process and tracking report system. These systems and reports are set up differently for each county and will be based on the needs of the County Commissioners, County Auditor and Highway Engineers/Superintendents. Exhibits 1 & 2 are examples of our tracking reports. For us, each of our expenses is tracked in order to compare to the approved budget as well as previous years. Now, for most counties these reports may have little resemblance to the State's required form (Exhibit 3), so at the end of the day we need to convert our information into the State's form. Although the total Revenue and the total Expense on each set of forms will (in the end) match, the process to convert the County's information into the State form can take some time and will depend on the nature and abilities of staff and computer accounting software. Over the years we have developed conversion sheets (see Exhibits 4 & 5) for both the revenues and the expenses. These sheets list our accounts and show where they are transferred to on the State form. As you can see, some of our expense line items are spread among numerous State lines. For us, most of the time spent on the conversion is spent working through our 878 County Work line item (this line includes all of our construction and maintenance projects for the year), but once that line item is distributed to the State form, it does not take a large amount of additional time to complete the form.

In Burleigh County we try very hard to make sure that the information provided to the State is accurate, and we have worked hard over the years to ensure that our computer accounting software tracks and records our information accurately. If the information is useful to you then that's Great; however, if you don't use it, or find it of little value, then we would request that you reduce or eliminate the requirement. Along with most other counties, we will continue to produce our Revenue and Expense reports because our Commissioners and staff need this information, but a reduction in state requirements would always be welcome.

Are there any questions regarding our annual County report on transportation funding and expenditures?

As for special transportation funding provided by the 2015 Legislative Assembly, Exhibit 6 shows our use of special funding from the last two Assemblies. As you know there is a bit of lag time between receiving money and being able to spend it. This is due to design, permitting, and Right of Way acquisition among other things. In addition, when the Assembly places constraints on the type of projects on which money can be spent, the County needs to re-examine their current proposed project list and find projects that fit these criteria. In some cases the projects that can be done are not the County's highest priorities; therefore, we need to start from the beginning to produce the project. In Burleigh County, all of our eligible projects were identified in our extended project priority list. However, none of them were among our top priorities, so it has taken us some time to develop the projects. (Go through Project list)

We want to thank you for providing us the additional money and just remind the Committee that in the future, if you have additional funds, you could use the existing Gas Tax distribution formula/system and let each County decide how best to spend the much needed money.

In conclusion, I want to thank you for letting me speak today, and I would be happy to answer any questions you may have or I can wait until all of the Counties have had a chance to speak.

## Exhibit 1

<b>REVENUE BUDGET PERFORMANCE REPORT</b>						
<b>December 2015</b>						
GL Acct. #	Description	Budget	Current Month	YTD Revenue	Budget Less YTD Rev.	% Remaining
31110	MH & RE Tax	94,200	171.49	95,047.56	-847.56	-0.90%
31810	In Lieu of Taxes	300	0.00	250.57	49.43	16.48%
32210	Permits	5,000	0.00	7,050.00	-2,050.00	-41.00%
33610	State Aid Distribution	12,500	0.00	12,398.64	101.36	0.81%
33620	Homestead Credit	1,100	0.00	1,410.59	-310.59	-28.24%
34220	Operating Grant	0	174,345.93	2,827,984.79	-2,827,984.79	-
34310	Cty Rd Work-Pol Subs	1,500,000	114,463.08	1,275,896.24	224,103.76	14.94%
34311	Cty Rd Work-State	0	-1,598.28	0.00	0.00	-
34312	Cty Rd Work-Federal	0	0.00	98,734.56	-98,734.56	-
34313	Cty Rd Work-Misc.	10,000	201.64	72,480.69	-62,480.69	-624.81%
34320	Service Work	10,000	3,009.67	25,878.68	-15,878.68	-158.79%
36110	Interest Earnings	0	0.00	0.00	0.00	-
36410	Sale of Assets	2,092,000	79,825.09	2,059,668.08	32,331.92	1.55%
36880	Fuel	69,400	288.92	24,908.24	44,491.76	64.11%
36910	Other Misc. Revenue	15,000	227.89	40,388.44	-25,388.44	-169.26%
39990	Transfer In	7,162,000	683,338.77	7,166,797.05	-4,797.05	-0.07%
	<b>TOTAL</b>	<b>10,971,500</b>	<b>1,054,274.20</b>	<b>13,708,894.13</b>	<b>-2,737,394.13</b>	<b>-24.95%</b>

## Exhibit 2

EXPENSE BUDGET PERFORMANCE REPORT						
GL Acct#	Description	December 2015			Budget Less	
		Budget	Current Month	YTD Exp.	YTD Exp.	% Remaining
111	Salaries	2,762,620	188,313.52	2,434,195.81	328,424.19	11.89%
112	Temp. Services	10,000	0.00	0.00	10,000.00	100.00%
211	Fringe Benefits	1,061,879	79,657.39	963,127.27	98,751.73	9.30%
241	Workers Comp.	70,000	0.00	40,921.61	29,078.39	41.54%
251	Unemployment	30,000	3,014.90	20,704.86	9,295.14	30.98%
313	Engineer Supplies	25,000	350.00	10,610.91	14,389.09	57.56%
328	Insurance	4,000	0.00	5,077.23	-1,077.23	-26.93%
332	Equip. Rental	10,000	0.00	12,869.42	-2,869.42	-28.69%
341	Travel	8,500	0.00	3,991.77	4,508.23	53.04%
351	Utilities	110,000	22,773.21	112,372.02	-2,372.02	-2.16%
373	Organ. Dues	2,000	350.00	1,300.00	700.00	35.00%
381	Repairs & Maint.	350,000	49,106.65	235,188.41	114,811.59	32.80%
398	County Services	80,483	0.00	80,483.00	0.00	0.00%
411	Office Supplies	40,000	3,608.48	32,099.38	7,900.62	19.75%
413	Shop Supplies	65,000	11,093.50	91,537.24	-26,537.24	-40.83%
414	Const. Supplies	10,000	881.07	1,471.07	8,528.93	85.29%
424	Gas Oil Fuel	800,000	34,192.06	308,207.55	491,792.45	61.47%
441	Building Maint.	30,000	2,578.73	24,849.00	5,151.00	17.17%
444	Computer Services	48,000	4,663.26	47,056.46	943.54	1.97%
447	GIS	30,000	0.00	14,838.44	15,161.56	50.54%
460	Radio Service	10,000	1,245.00	1,898.08	8,101.92	81.02%
494	Signing	35,000	957.77	24,144.00	10,856.00	31.02%
495	Salt Sand	15,000	0.00	7,402.61	7,597.39	50.65%
641	Furn. & Equip.	30,000	0.00	21,880.12	8,119.88	27.07%
651	Mach. & Equip.	1,281,000	1,999.99	1,261,425.44	19,574.56	1.53%
868	Crack Pouring	70,000	0.00	52,884.02	17,115.98	24.45%
869	Cutting Edges	45,000	13,031.14	28,040.82	16,959.18	37.69%
870	Culvert & Bridges	20,000	17,342.14	30,677.91	-10,677.91	-53.39%
872	Right-of-Way	150,000	0.00	212,920.16	-62,920.16	-41.95%
875	Gravel & Crushing	850,000	-592,900.77	249,948.64	600,051.36	70.59%
876	Veg. Control	10,000	0.00	0.00	10,000.00	100.00%
877	Dust Control	200,000	5,799.65	198,111.31	1,888.69	0.94%
878	County Work	1,350,435	657,418.04	5,757,723.12	-4,407,288.12	-326.36%
881	Centerline Striping	210,000	0.00	185,089.65	24,910.35	11.86%
885	Patch Mix	350,000	6,514.27	345,770.23	4,229.77	1.21%
886	Gravel Hauling	825,000	0.00	548,295.90	276,704.10	33.54%
887	Bridge Inspection	2,600	0.00	0.00	2,600.00	100.00%
907	Bismarck Shop	500,000	180,985.83	1,365,816.80	-865,816.80	-173.16%
908	MPO & Cost Share	50,000	23,319.26	60,238.29	-10,238.29	-20.48%
920	Continue Education	20,000	0.00	5,050.00	14,950.00	74.75%
945	Emergency Fund	250,000	0.00	0.00	250,000.00	100.00%
962	Tires	65,000	10,957.69	62,711.40	2,288.60	3.52%
963	Safety	30,000	7,665.95	36,151.70	-6,151.70	-20.51%
979	20% Tax to Cities	13,000	0.00	11,049.53	1,950.47	15.00%
<b>TOTAL</b>		<b>11,929,517</b>	<b>734,918.73</b>	<b>14,908,131.18</b>	<b>-2,978,614.18</b>	<b>-24.97%</b>

# Exhibit 3

North Dakota

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North Dakota State Government



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## North Dakota Office of State Tax Commissioner Transportation Funding - Online Entry Submitted

**Confirmation Number:** CR10025284 **Return Type:** COUNTY  
**County:** BURLEIGH COUNTY **Township:**  
**First Name:** TERRI  
**Last Name:** ZIEGLER  
**Address:** 8100 43RD AVE NE  
**City:** BISMARCK **State:** NORTH DAKOTA  
**Phone:** 7012047748 **Email:** tziegler@nd.gov

**Calendar Year:** 2015  
**City:**

**Zip Code:** 58503

Item	Local Government & Private Contributions	State Government	Federal Government	Total
<b>A. Beginning Balance</b>				\$2,414,296.49
<b>B. Receipts</b>	\$3,602,979.09	\$10,007,180.48	\$98,734.56	\$13,708,894.13
1). Less Amount used for Collection Expenses	\$0.00	\$0.00	\$0.00	
2). Less Amount used for Non-Highway Purposes	\$0.00	\$0.00	\$0.00	
3). Less Amount used for Mass Transit	\$0.00	\$0.00	\$0.00	
4). Total Receipts used for Highway Purposes	\$3,602,979.09	\$10,007,180.48	\$98,734.56	\$13,708,894.13
<b>C. Expenditures</b>				\$14,908,131.18
<b>D. Ending Balance (Line A + Line 4 - Line C)</b>				\$1,215,059.44

**Receipts from Local Government**

1. General Fund Appropriations	\$0.00
2. Property Tax and Assessments	\$96,708.72
3. Sales Tax	\$0.00
4. Other	\$0.00
5. Misc. Local Receipts	\$1,326,683.16
6. Bonds - Original issues	\$0.00
7. Bonds - Refunding Issues	\$0.00
8. Notes	\$0.00
9. Specify _____	\$2,179,587.21
<b>Total</b>	<b>\$3,602,979.09</b>

**Receipts from State Government**

12. Highway Taxes	\$7,166,797.05
13. State General Funds	\$2,840,383.43
14. Other State Funds	\$0.00
15. Misc. State Receipts	\$0.00
16. Specify _____	\$0.00
<b>Total</b>	<b>\$10,007,180.48</b>

**Receipts from Federal Government**

17. Federal highway Administration	\$0.00
18. Other Federal Agencies:	
a). Forest Service	\$0.00
b). FEMA	\$98,734.56
c). HUD	\$0.00
19. Specify _____	\$0.00
<b>Total</b>	<b>\$98,734.56</b>

**Private Contributions**

10. Contributions	\$0.00
11. Specify _____	\$0.00
<b>Total</b>	<b>\$0.00</b>

**Road and Street Transportation Need Expenditures**

20. Capital Outlay - Right of Way	\$223,383.16
21. Capital Outlay - Engineering	\$377,234.04
22. Capital Outlay - Construction:	
a). New Facilities	\$1,302,159.96
b). Capacity Improvements	\$2,736,049.85
c). System Preservation	\$1,351,195.99
d). System Enhancement and Operation	\$569,877.15
23. Maintenance	\$6,910,130.35
24. Traffic Control Operations	\$24,144.00
25. Snow and Ice Removal	\$460,703.71
26. Other Road and Street Services	\$182,859.79
27. General Administration and Engineering	\$222,097.28
28. Highway Law Enforcement and Safety	\$0.00
29. Debt Service - Bond Interest	\$0.00
30. Debt Service - Bond Redemption	\$0.00
31. Debt Service - Note Interest	\$0.00
32. Debt Service - Note Redemption	\$0.00
33. Transfer Payments to State	\$0.00
34. Specify _____	\$548,295.90
<b>Total</b>	<b>\$14,908,131.18</b>

Item	Opening Debt	Amount Issued	Redemptions	Closing Debt
35. Bonds	\$0.00	\$0.00	\$0.00	\$0.00
36. Notes	\$0.00	\$0.00	\$0.00	\$0.00
37. Specify _____	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

#5-\$586,823.08 Twp gravel hauling by contractor, \$689,073.16 Twp road work, \$50,786.92 other department work.

#9-\$2,059,668.08 Sale of Assets, \$112,869.13 other Misc Revenue, \$7,050.00 Permits.

#13-\$2,770,203.48-SB2103, \$30,794.36-HB1358, \$26,986.95-Land Grant.

#34-Twp Gravel Hauling by Contractor

## Exhibit 4

### BURLEIGH COUNTY HIGHWAY DEPARTMENT 2015 BUDGET Transportation Funding Report Breakdown

REVENUE		Line
ACCT. #	ACCOUNT NAME	#
31110	MH & RE Tax	2
31810	In Lieu of Taxes	2
32210	Permits	9
33610	State Aid Dist.	13
33620	Homestead Credit	2
33710	Gas Tax Refund	NA
34220	Operating Grant	<del>16</del> list separately-should be #13 one-time distribution
34310	Rd Work-Pol Subs	5
34311	Rd Work-State	<del>#14 - #16</del> -Snow removal grants - #13-one time distribution
34312	Rd Work-Federal	18b
34313	Rd Work-Misc.	9
34320	Service Work	5
36110	Interest Earnings	9
36410	Sale of Assets	9
36880	Fuel	5
36910	Other Misc. Rev.	9
39990	Transfer In	12

# Exhibit 5

## BURLEIGH COUNTY HIGHWAY DEPARTMENT 2015 BUDGET Transportation Funding Report Breakdown

EXPENSE		
ACCT. #	ACCOUNT NAME	Line #
111	Salaries	23 minus labor "002" & "003"
112	Temporary Services	23
211	Fringe Benefits	23
241	Workers Comp	23
251	Unemployment	23
313	Engineering Supplies	23
328	Insurance	23
332	Equipment Rental	23
341	Travel	27
351	Utilities	23
373	Organization Dues	27
381	Repairs & Maint	23 minus equip cost "002" & "003"
398	County Services	27
411	Office Supplies	23
413	Shop Supplies	23
414	Construction Supplies	23
424	Gas Oil & Fuel	23
441	Building Maintenance	23
444	Computer Services	23
447	GIS	27
460	Radio Service Agree	23
494	Signing	24
495	Salt Sand	25 plus run labor & equip cost report for "002"
641	Furniture & Equip	23
651	Machinery & Equip	23
868	Crack Pouring	23
869	Cutting Edges	23
870	Culverts & Bridges	23
872	Right of Way	20
873	Move Utilities & Fence	23
874	Seeding	23
875	Graveling & Crushing	23
876	Vegetation Control	23
877	Dust Control	23
878	County Work	20-21-22a-22b-22c-22d-23-25-27
881	Centerline Striping	23
885	Patching Mix	23
886	Gravel Hauling	34
887	Bridge Inspection	23
907	Bismarck Shop	Eng-21 Rest-22a
908	MPO Dues & Cost Share	27
920	Continue Education	27
945	Emergency Fund	list each separately
962	Tires	23
963	Safety	23
979	20% Tax to Cities	27

"002" Line 25  
"003" Line 26

## Exhibit 6

### Burleigh County Funding

**HB1358, SB2103 & HB1176**

5/31/2016

		<b>HB1358</b>	<b>SB2103</b>	<b>HB1176</b>		<b>HB1358</b>
	<i>Funding Available</i>	568,356.67				<i>10% Match</i>
	<i>Work already paid but not completed</i>	202,143.77				<i>Local Funds</i>
	<b>Funding</b>	<b>\$366,212.90</b>	<b>\$3,776,247.43</b>	<b>\$4,120,721.21</b>		<b>\$63,150.74</b>
<b><u>Year</u></b>	<b><u>Project</u></b>					
2015	Lincoln Road Phase #1 \$2,770,203.48		2,770,203.48			
2015	Lincoln Road Phase #2-Storm Water \$596,215.47	334,450.20				59,621.50
2016	Lincoln Road Phase #2 \$1,437,400.51	31,762.72	1,006,043.95	396,064.65		3,529.19
2016	Roundabout Hwy 10 & 66th St \$2,324,118.00 <i>Less TIP Urban Federal Aid \$660,000.00</i> <i>Less Rural Federal Aid \$1,220,908.66</i> <i>Funding Required \$443,209.34</i>			443,209.34		
2017	71st Ave-Centennial Road to 66th St (2016 Fall Letting) \$2,500,000.00			3,281,447.22		
	<b>Total Funding</b>	<b>\$366,212.92</b>	<b>\$3,776,247.43</b>	<b>\$4,120,721.21</b>		<b>\$63,150.69</b>