



From Application to Approval

NORTH
Dakota | Public Finance Authority
Be Legendary.

Required Documentation &
Reports for Infrastructure
Financing

pfa.nd.gov



Where Do I Start?

What Do I Need?

How Long Does It Take?

Am I Done Now?

Where
Do I
Start?

Application Process

Step 1

- Apply on grants.nd.gov for "FIND - Funding for Infrastructure in ND"
- Applications will be considered by the SRF programs, the Department of Water Resources, and the Bank of North Dakota Infrastructure Revolving Loan Fund

Step 2

- Fill out the loan application package in SRF Tracker- if funded jointly with the BND IRLF, this will also meet their requirements


FIND

grants.nd.gov/index.do

Careers Imported From IE Asset Bank | Image... ND Agency by Alph... Docshare - North D... NDTA North Dakota Legis... BND Legislative Legislative Bill Track... WebGrants - North...

NORTH Dakota Be Legendary.™

Enter your user id and password

User ID 

Password

SIGN IN

ND.GOV STAFF ONLY

Click Here to Access Single Sign On Tool

Announcements

**** ATTENTION ****

For applicants of DPI Funding Opportunities:

All DPI sponsored funding opportunities have moved to their own system.
The new DPI system can be reached here: <https://nddpi.grants.nd.gov/index.do>.
The State's Enterprise system will no longer work for you.

*****EXTERNAL USERS*****

You MUST follow the steps below PRIOR to logging into WebGrants!

WebGrants will not allow access until AFTER you have:

1. Log into the NDLogin app to confirm account exists or to unlock your existing account: [NDLogin Link](#)
2. If a successful login, set the recovery phone number and request a verification text to activate the account (The security phone number is not required when setting up an ND Login account, but if not populated you can't log in to WebGrants).
3. Once completed, you should enter your NDLogin login credentials to log into WebGrants

If you already have a North Dakota login that works with other ND apps, you do not need to create a new account!

If you do not have an existing NDLogin you MUST set one up prior to logging in to request access to WebGrants.

[VIDEO DETAILING REGISTRATION FOR NDLOGIN AND WEBGRANTS HERE](#)

WebGrants uses a NDLogin authenticator and your account will be locked if you try to request WebGrants access before you have an approved NDLogin!

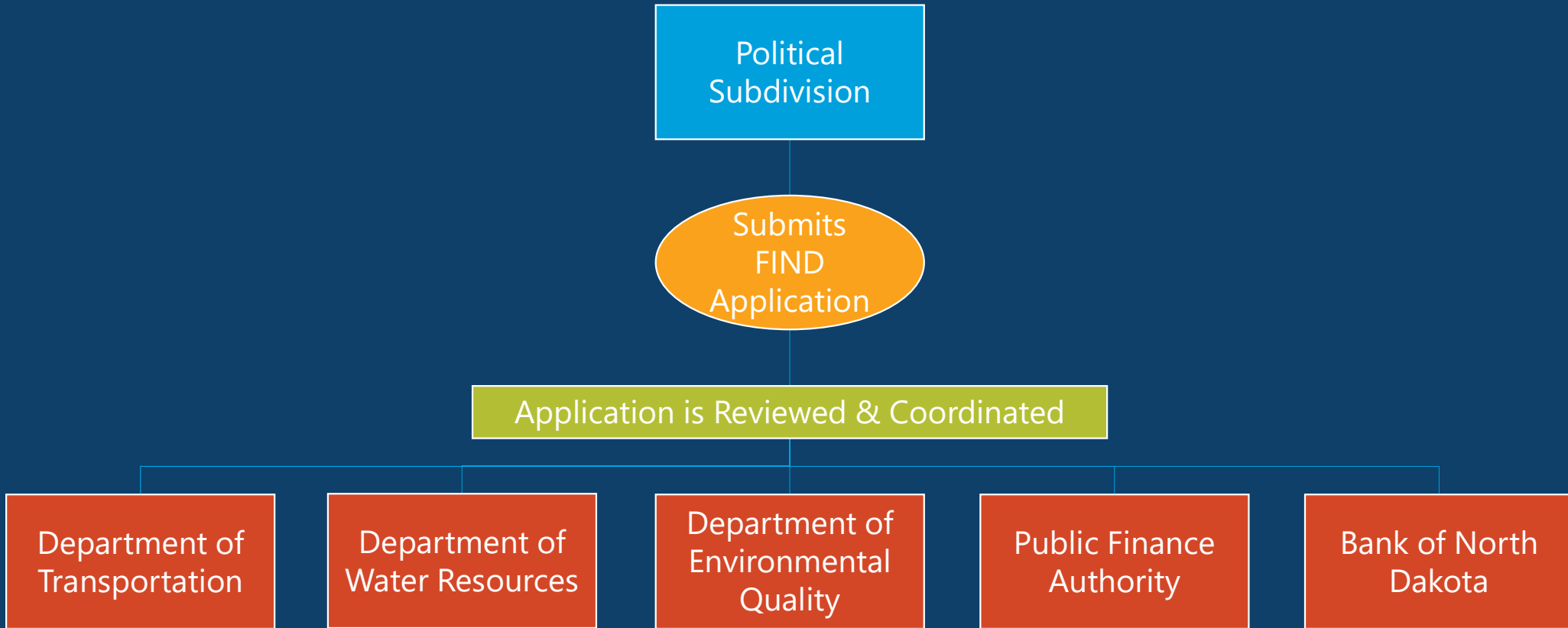
Do NOT use the dash (-) or ampersand (&) in your ND Login password, you will not be able to log into WebGrants.

NORTH DAKOTA LOGIN REGISTRATION

Login Issues? Use the links below for:

[Forgot My Login Link](#)

FIND Process



SRF Tracker Log In

srf.deq.nd.gov

North Dakota SRF Tracker

Log In

ND Login ID

[Log In](#)

You MUST follow the steps below PRIOR to logging into SRF Tracker!
SRF Tracker will not allow access until AFTER you have:

- Log into the NDLogin app to confirm account exists or to unlock your existing account: [NDLogin Link](#)
- If a successful login, set the cell phone number and if setting up a new account, request a verification text to activate the account. (The security phone number is not required when setting up an ND Login account, but if not populated you can't log in to SRF Tracker).
- Once completed, email the NDLogin ID to ndsrf@nd.gov to have an SRF Tracker account created. NOTE: send only the NDLogin ID do NOT include the password.

If you already have a North Dakota login that works with other ND apps, you do not need to create a new account!
If you do not have an existing NDLogin you MUST set one up prior to sending an email to request access to SRF Tracker. SRF Tracker uses a NDLogin authenticator and your account will be locked if you try to request SRF Tracker access before you have an approved NDLogin!

Do NOT use the dash (-) or ampersand (&) in your ND Login password, you will not be able to log into SRF Tracker.
[North Dakota Login Registration Link](#)

Login Issues? Use the links below for:
[Forgot My Login Link](#)
[Forgot My Password Link](#)
[ND Login Registration Link](#)

Email ndsrf@nd.gov or ndpfa@nd.gov with NDLogin User ID (not password) after creating NDLogin account

Navigating SRF

SRF Tracker Home Screen (Blue Ribbon)

- SRF Initiatives
- SRF Projects
- General Projects
- PAR Grant Projects
- Audit Reports
- Documents
- Users

The screenshot shows the North Dakota SRF Tracker web application. The header includes the title "North Dakota SRF Tracker" and the user "Fisher-Golva, Shannon" with a "Logout" link. The main content area is titled "Customer" and displays "Golva City Of". Below this, there are three sections: "No Address" (Golva North Dakota, 58632), "Contact" (Entity Type: Municipality, SAM Id), and "County" (Water System Id: 1700403). A navigation bar contains tabs for "SRF Initiatives", "General Projects", "PAR Grant Projects", "Audit Reports", "Documents", and "Users". The "SRF Initiatives" tab is active, showing a search form with "Initiative Name" and "Status" (set to "All") and "Filter" and "Clear Filter" buttons. Below the form is a table with columns: "Initiative Name", "CWSRF Number", "DWSRF Number", "Total Initiative Amount", and "Status". The table currently displays "No Initiatives".

What Do I
Need?

SRF Initiative

Customer

Bismarck City Of

601 S 26TH ST
Bismarck North Dakota, 58506

Contact
Entity Type Municipality
SAM Id

County
Water System Id 0800080

- SRF Initiatives
- General Projects
- PAR Grant Projects
- Audit Reports
- Documents
- Users

Initiative Name	CWSRF Number	DWSRF Number	Total Initiative Amount	Status	
Lift Station and Sanitary Sewer Main	380715-08		\$10,000,000.00	Approved	View
Bismarck Bismarck Horizontal Collector Well - Phase I DWSRF 0800080-01			\$0.00	SrfProjectImport	View
Bismarck Wastewater Treatment Facility Exp. CWSRF 380909-01			\$0.00	SrfProjectImport	View
Bismarck Water Utility Project No. 130 2020 Cast Iron Watermain Replacement DWSRF 0800080-02			\$0.00	SrfProjectImport	View
Bismarck Wastewater Treatment Fac. Ph. 4 Dewatering Sys. Imp. Effluent Disinfection Imp. CWSRF 380909-02			\$0.00	SrfProjectImport	View
Bismarck Water Utility Proj. No. 137 2022 Cast Iron Watermain Replacement DWSRF 0800080-03			\$0.00	SrfProjectImport	View
Bismarck Horizontal Collector Well - Phase III DWSRF 0800080-01			\$0.00	SrfProjectImport	View
NDWPCC Water and Sewer Main Replacement		0800080-99	\$20,061,050.00	Submitted	View
NDLC Infrastructure Stealth Hydrogen 2O Transporter			\$113,050,000.00	Draft	Start

Click on "Start" or "View" of the Initiative Name will take you to the loan application.

SRF Loan Application

North Dakota SRF Tracker

Loan Application

A. General B. Funding Information C. Repayment Information D. Outstanding Debt E. Economic and Social F. Financials G. Attachments H. Summary

General

Customer
External City for DeAnn

Initiative Name
Water Main Replacement

CWSRF Project Number **DWSRF Project Number**
5800165-04

Bond Counsel

Are you refinancing?
 Yes No

Original Amount of Debt **Date of Original Bond Issue**



Section

A.

General

Loan Application

- A. General
- B. Funding Information
- C. Repayment Information
- D. Outstanding Debt
- E. Economic and Social
- F. Financials
- G. Attachments
- H. Summary

General

Customer

External City for DeAnn

Initiative Name

Water Main Replacement

CWSRF Project Number

DWSRF Project Number

5800165-04

A list of [bond counsel](#) options can be found on the PFA website.

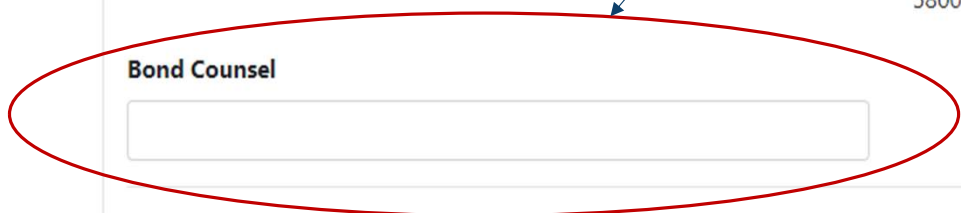
Bond Counsel

Are you refinancing?

Yes No

Original Amount of Debt

Date of Original Bond Issue





Section

B.

Funding Information

Loan Application

- A. General
- B. Funding Information
- C. Repayment Information
- D. Outstanding Debt
- E. Economic and Social
- F. Financials
- G. Attachments
- H. Summary

Funding Information

Funding Amount Requested

Clean Water State Revolving Fund (CWSRF)

Edit

Amount	\$50,000.00	Loan Term	10 Years
Source of Repayment		Amount	
Revenue Bond - Water Revenues			\$0.00
Revenue Bond - Sewer Revenues			\$0.00
City Sales Tax			\$0.00
Special Assessments			\$0.00
Other Repayment Source			\$0.00

Infrastructure Revolving Loan Fund (IRLF)

Edit

Amount	\$3,000,000.00	Loan Term	10 Years
Source of Repayment		Amount	
Revenue Bond - Water Revenues			\$0.00
Revenue Bond - Sewer Revenues			\$0.00
City Sales Tax			\$0.00
Special Assessments			\$0.00
Other Repayment Source			\$0.00

Drinking Water State Revolving Fund (DWSRF)

Edit

Amount	\$100,000,000.00	Loan Term	30 Years
Source of Repayment		Amount	
Revenue Bond - Water Revenues			\$0.00
Revenue Bond - Sewer Revenues			\$0.00
City Sales Tax			\$0.00
Special Assessments			\$0.00
Other Repayment Source			\$0.00

Clean Water State Revolving Fund (CWSRF)

Amount

\$50,000.00

Source of Repayment

Revenue Bond - Water Revenues

Revenue Bond - Sewer Revenues

City Sales Tax

Special Assessments

Other Repayment Source

Infrastructure Revolving Loan Fund (IRLF)

Amount

\$3,000,000.00

Source of Repayment

Revenue Bond - Water Revenues

Revenue Bond - Sewer Revenues

City Sales Tax

Special Assessments

Other Repayment Source

Type of Funding

Drinking Water State Revolving Fund (DWSRF)

Requested Amount

\$ 100000000 .00

For CWSRF & DWSRF, round to the nearest thousand

Loan Term

30 Years

Maximum is 30 year or the useful life of the asset, whichever is less

Repayment Sources

Enter dollar amounts for all sources of funding that will be used to pay back the loan

Revenue Bond - Sewer Revenues

\$ 0 .00

Revenue Bond - Water Revenues

\$ 25000000 .00

City Sales Tax

\$ 25000000 .00

Special Assessments

\$ 50000000 .00

Other Repayment Source

\$.00

Other repayment sources may not be used for CWSRF and DWSRF loans

Total Repayment Sources entered \$100,000,000.00

Total must match the "Requested Amount"

If city sales tax sunsets before the bonds are paid off, water revenues must be pledged, indicate by splitting the amounts between the two sources.

an Term
Years

Amount

\$25,000,00

\$0.00

\$25,000,00

\$50,000,00

\$0.00

Other Funding Sources

Bank O' Gardner Edit			
Amount	Term	Grant or Loan	Approved?
\$5,000,000.00	0 Years	Loan	No
Source of Repayment			Amount
Revenue Bond - Water Revenues			\$0.00
Revenue Bond - Sewer Revenues			\$0.00
City Sales Tax			\$0.00
Special Assessments			\$0.00

DWR Cost Share Edit		
Amount	Grant or Loan	Approved?
\$5,000,000.00	Grant	No

[Add Other Funding Source](#)

Total Initiative Cost

Requested Amount: \$103,050,000.00

Other Funding Sources: \$10,000,000.00

Total Initiative Cost: **\$113,050,000.00**

Potential Loan Forgiveness

The amount of loan forgiveness allocated to this project

Loan Forgiveness Allocation \$0.00

Potential Loan Amount \$113,050,000.00

[Prev](#)

[Next](#)



Section

C.

Repayment Information

Loan Application

A. General B. Funding Information C. Repayment Information D. Outstanding Debt E. Economic and Social F. Financials G. Attachments H. Summary

Repayment Information Secondary Source of Security

Does the entity have a secondary source of security, such as Gross Production Tax revenues?

Yes

Annual Operation and Maintenance Costs
Estimate increase or decrease in total annual operation and maintenance costs

Sewer Fund Increase/(Decrease)

Water Fund Increase/(Decrease)

No Operation and Maintenance Costs entered. To add a cost, click on

Add Cost

If "Other" is used above, please explain:

There is no place to explain what the source is. Feel free to explain in a word document and upload to an unused location later in this section.

If you will have a secondary pledge of security, such as GPT, city sales tax, water revenues, etc. select "yes" from the dropdown box.

It would be best to label the document "Secondary Source of Security".

Add User

source of security, such as Gross Production Tax revenues?

Annual Operation and Maintenance Costs

Cost Type

-Select Cost Type-

Sewer Fund Increase/(Decrease)

\$.00

Water Fund Increase/(Decrease)

\$.00

Annual Operation and Maintenance Costs

Estimate increase or decrease in total annual operation and maintenance cost as a result of this initiative.

	Sewer Fund Increase/(Decrease)	Water Fund Increase/(Decrease)	
Depreciation	\$1,000.00	\$100,000.00	Edit Delete
Replacement Reserves	\$0.00	\$20,000.00	Edit Delete
Operation	\$0.00	\$1,000.00	Edit Delete
Maintenance	-\$1,000.00	-\$10,000.00	Edit Delete
Repairs	\$0.00	-\$20,000.00	Edit Delete
Other	-\$500.00	\$25,000.00	Edit Delete

6 Dropdown
Cost Types

Cancel

Save



Annual Operation and Maintenance Costs

Estimate increase or decrease in total annual operation and maintenance cost as a result of this initiative.

	Sewer Fund Increase/(Decrease)	Water Fund Increase/(Decrease)	
Depreciation	\$1,000.00	\$100,000.00	Edit Delete
Replacement Reserves	\$0.00	\$20,000.00	Edit Delete
Operation	\$0.00	\$1,000.00	Edit Delete
Maintenance	-\$1,000.00	-\$10,000.00	Edit Delete
Repairs	\$0.00	-\$20,000.00	Edit Delete
Other	-\$500.00	\$25,000.00	Edit Delete

Add Cost

If "Other" is used above, please explain:

We must have a party every year to celebrate that we were able to fund this infrastructure!

If "Other" is used, an explanation must be provided in the blank after the "add cost" button.

Total O&M Increase/(Decrease)

Sewer: -\$500.00

Water: \$116,000.00

Largest Users & Bulk

Bulk Users:

- If a city or water district has a contract to buy water from a City, it has a population receiving water that is not captured in the population of the applicant.
- If an industrial user has a contract to buy water from the City, if the business closes or something happens to this contract can impact the City's net water revenues.

Largest Users for sewer will often be the same as water users

Largest Users

Enter the five largest users, as of: 12 / 31 / 2024

Name of Users	Usage (% of total)	Revenue (most recent fiscal year)
No users entered. To add a user, click on the button below		

Add User

Bulk Users

Attach a list of all bulk users and the population of each

Browse... No file selected.

Including trailer courts, subdivisions, municipalities, and other regional rural water systems as applicable
Or, confirm there are no bulk users by checking the box below

There are no bulk users

Rate History and Projections (Required For Revenue Bonds)

If user fees will be used to repay the bond, complete the table or attach a worksheet

Sewer Rate History

Complete if loan is to be repaid with sewer fund revenues

	2 Years Prior	1 Year Prior	Current Year	1 Year Projected	2 Years Projected	
Residential Connections	0	0	0	0	0	Edit
Commercial Connections	0	0	0	0	0	Edit
Residential Monthly Base Rate	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Edit
Commercial Monthly Base Rate	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Edit

Water Rate History

Complete if loan is to be repaid with water fund revenues

	2 Years Prior	1 Year Prior	Current Year	1 Year Projected	2 Years Projected	
Residential Connections	0	0	0	0	0	Edit
Commercial Connections	0	0	0	0	0	Edit
Residential Monthly Base Rate	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Edit
Commercial Monthly Base Rate	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Edit

Or, attach a spreadsheet with rate history and projections

No file selected.

[Download Rate History Template](#)

Rate Schedule

Attach current rate schedule or meeting minutes evidencing current rates

No file selected.

Rate History

Required for REVENUE BONDS

1. Complete either the:

Table

or

Upload a File

2. Upload a current rate schedule

No uploads are required unless City Sales Tax or Special Assessments are being pledged as security for the bond.

Water, sanitary and storm sewer projects only require

1. Resolution Creating the District
2. Resolution Approving the Engineer's Report and Cost Estimate.

The other 3 resolutions are required if it is not a health and/or safety project, and BND will be co-funding.

For Repayment with City Sales Tax

If the loan will be paid with city sales tax, please attach the ordinance

No file selected.

For Repayment with Special Assessments

Resolution Creating District

No file selected.

Resolution Approving Engineer's Report and Cost Estimate

No file selected.

Resolution of Necessity

No file selected.

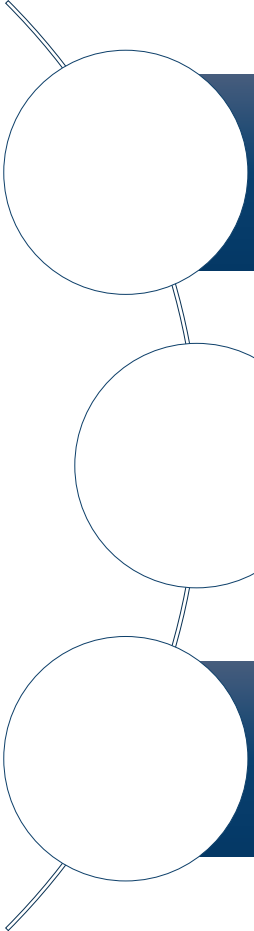
Affidavit of Publication for the Resolution of Necessity and District Map

No file selected.

Resolution Determining Insufficiency of Protests

No file selected.

For ALL Special Assessments



Please use one of the unused specials upload spaces or the City Sales Tax, if not used, to upload a document that has

1) number of parcels to be assessed and

2) when the specials will be certified to the county (so we know when to start the principal payments).



Section

D.

**Outstanding
Debt**

Outstanding Debt

Debt balances should be RECENT i.e. 12-31-24

ALL bonds should be included

If more than 5 or 6 bonds, use the "attach a spreadsheet section"

SRF Tracker

Loan Application

A. General B. Funding Information C. Repayment Information **D. Outstanding Debt** E. Economic and Social F. Financials G. Attachments

Outstanding Debt

Current Debt

Does the entity have any current debt?

No

Enter all debt into the table below. If there are more than 5-6 bonds to enter, please attach an Excel spreadsheet containing this information instead.

Year Issued	Purpose	Bond Type	Initial Amount	Outstanding Balance	Avg Annual P&I Payment	Final Maturity Date	Debt Service Reserve Funds
No current debt entered. To add a new outstanding debt, click on the button below							

Add Current Debt

Or, attach an Excel spreadsheet with present debt

Browse... No file selected.

Planned Debt

Is the entity planning on taking on any debt in the next 24 months?

No

Please list any future debt, including lease financing, planned in the next 24 months.

Type of Debt	Estimated Amount	Final Maturity Date
No planned debt entered. To add a new planned debt, click on the button below		

Add Planned Debt

Defaults

Has the entity ever defaulted on a debt payment?

No



Section E.

**Economic
and Social**

Loan Application

- A. General
- B. Funding Information
- C. Repayment Information
- D. Outstanding Debt
- E. Economic and Social**
- F. Financials
- G. Attachments
- H. Summary

Economic and Social Information

Population Served

Population currently served by the system:

Water System

Sewer System

2020 Population

2010 Population

2000 Population

School Enrollment

School District

Enter the name of the school district that resident children attend

Grades Served

Indicate whether the schools serve K-12, Grades 7-12, etc.

Enrollment

Historical enrollment can be found at <https://www.nd.gov/dpi/data/>

Current Year

Estimated Next Year

3 Year Prior

2 Year Prior

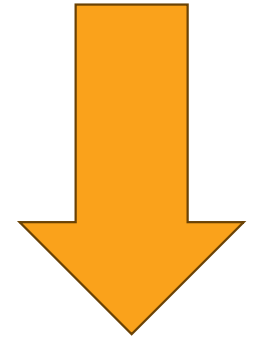
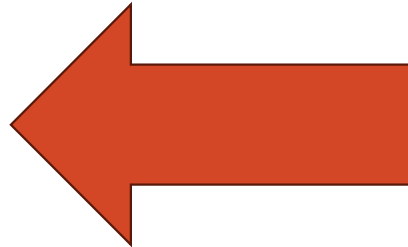
1 Year Prior

If your City does not have a school district, use the information for the district most of your youth attend.

Employers

List the three largest employers of the political subdivision

Employer	Type of Business	Number of Employees	
No employers entered. To add a user, click on the button below			



Add Employer

Describe any significant changes concerning major employers of the political subdivision. (If there are no changes to report, enter "No changes")

Include changes for existing and new major employers

- During the past 24 months, and
- Reported future changes

Prev



Section

F.

Financials

Loan Application

A. General B. Funding Information C. Repayment Information D. Outstanding Debt E. Economic and Social **F. Financials** G. Attachments H. Summary

Financials

Most Recent Month Financial Statements

No file selected.

Include balance sheet and YTD statement of revenue and expense for the most recent month end.

Most Recent Operating Budget

No file selected.

Annual Audited Financial Statements

2024 Financial Statements

No file selected.

2023 Financial Statements

No file selected.

2022 Financial Statements

[Bismarck 2022.pdf](#)

2021 Financial Statements

[Bismarck 2021.pdf](#)

If 2024 audit hasn't been completed, attach the following:

2024 Balance Sheet and YE Statement of Revenue and Expense for all fund types

No file selected.

Multiple files can be uploaded here.

Each will only hold one upload and will overwrite the previous. We are unable to see any over written files.

Loan Application

A. General B. Funding Information C. Repayment Information D. Outstanding Debt E. Economic and Social F. Financials

Financials

Most Recent Month Financial Statements

No file selected.

Include balance sheet and YTD statement of revenue and expense for the most recent month end.

Most Recent Operating Budget

No file selected.

Annual Audited Financial Statements

2024 Financial Statements

No file selected.

2023 Financial Statements

No file selected.

2022 Financial Statements

[Bismarck 2022.pdf](#)

2021 Financial Statements

[Bismarck 2021.pdf](#)

If 2024 audit hasn't been completed, attach the following:

2024 Balance Sheet and YE Statement of Revenue and Expense for all fund types

This should be the Statement of Net Position (balance sheet) and Statement of Revenues, Expenditures and Changes in Net Position (income statement or profit and loss) for all funds for the most recent month ended.

This should be the operating budget approved by the council or board and submitted to the county, if applicable.

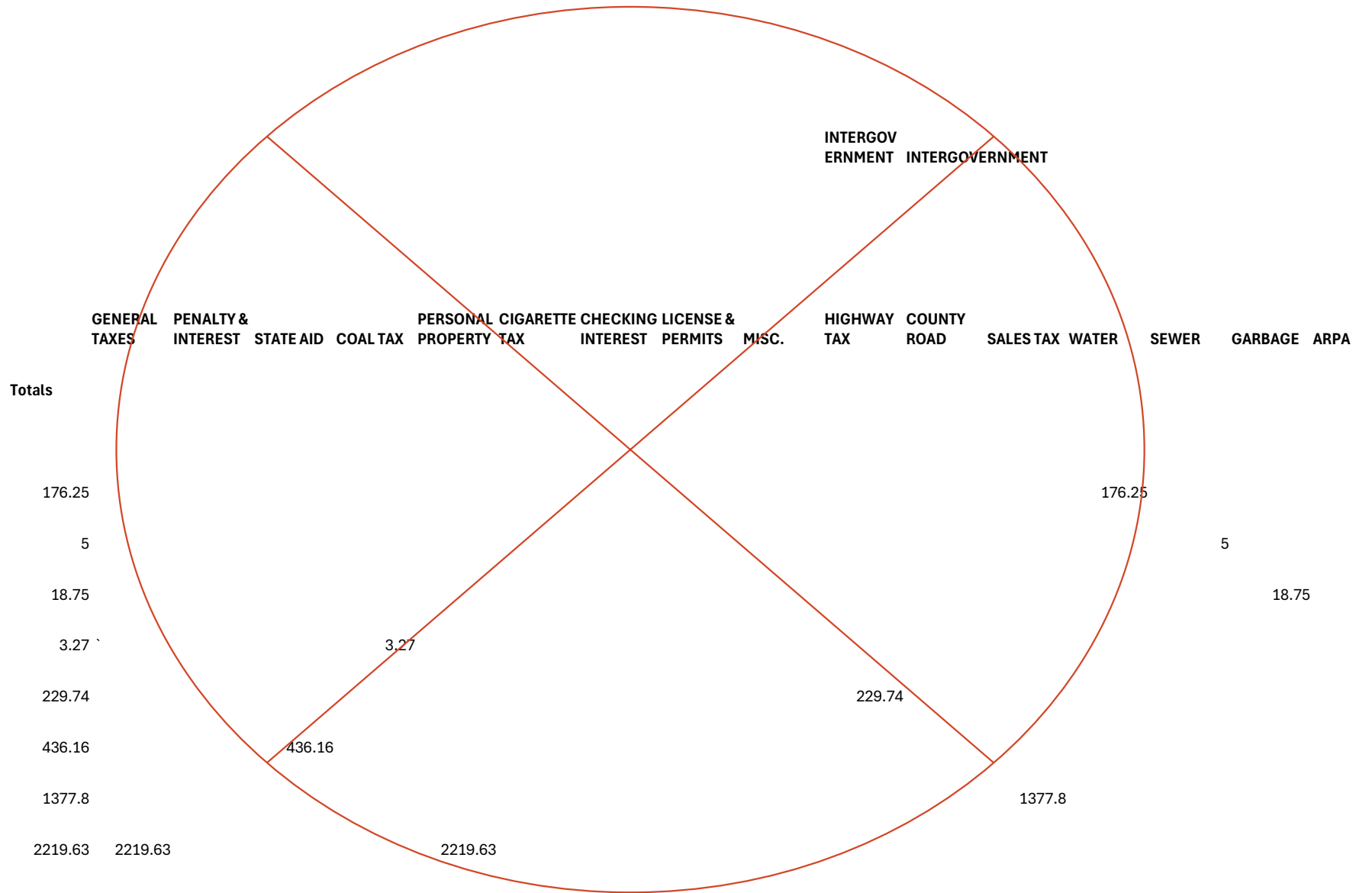
**Financial
Statements
&
Budget**

Most Recent Financial Statements

11:58:42 Income Statement Report ID: LBI70A
 For the Accounting Period: 2 / 25

501 Water

Account Object	Description	Current Year		Budget	Variance	%
		Current Month	Current YTD			
Revenue						
3471	Water Charges	19,968.18	42,295.56	255,000.00	-212,704.44	17
3610	Interest			200.00	-200.00	17
	Total Revenue	19,968.18	42,295.56	255,200.00	-212,904.44	17
Expenses						
4141	Auditor					
110	Salaries	706.27	1,412.54	8,548.00	7,135.46	17
211	Life Insurance	0.04	0.08		-0.08	
220	FICA	54.05	108.09	654.00	545.91	17
230	Retirement	51.32	102.63	706.00	603.37	15
240	Workers Comp			39.00	39.00	
	Total Account	811.68	1,623.34	9,947.00	8,323.66	16
4340	Water System					
110	Salaries	1,015.62	2,031.25	12,039.00	10,007.75	17
211	Life Insurance	0.05	0.10		-0.10	
220	FICA	73.24	146.48		-146.48	
230	Retirement	82.90	165.53	994.00	828.47	17
240	Workers Comp			578.00	578.00	
353	Water	16,720.65	31,290.13	207,927.00	176,636.87	15
370	Dues and Memberships			150.00	150.00	
420	Operation and Maintenance Supplies	112.04	130.54	14,000.00	13,869.46	1
423	Repairs			15,000.00	15,000.00	
490	Miscellaneous			2,000.00	2,000.00	
	Total Account	18,004.50	33,764.03	252,688.00	218,923.97	13
4341	Water Tower					
420	Operation and Maintenance Supplies			750.00	750.00	
	Total Account			750.00	750.00	
4600	Debt Service					
710	Principal			10,000.00	10,000.00	
720	Interest			4,400.00	4,400.00	
	Total Account			14,400.00	14,400.00	
	Total Expenses	18,816.18	35,387.37	277,785.00	242,397.63	13
	Net Income from Operations	1,152.00	6,908.19			



**City of [REDACTED]
Financial Statement
2022
December**

Acct #	Acct Balance							
General Checking	810108496	\$106,715.81						
[REDACTED] Checking	810108534	\$6,918.68						
Cemetery	810108518	\$2,702.30						
Veteran's Wall	810108704	\$844.50						
Total		\$117,181.29						
Fund:	Balance	Revenue	Expense	Transfer/ Payments	Deposit	G/L Transfers	Bank S/C	Balance
101 General	\$18,429.11	\$9,545.72	-\$18,497.45			\$1,142.35		\$10,619.73
201 Streets	\$3,413.15	\$4,809.21	-\$2,932.30					\$5,290.06
206 Emergency	\$1,848.95	\$17.51						\$1,866.46
208 Cemetery	\$2,688.04				\$14.26			\$2,702.30
210 ARPA Funds	\$27,669.04							\$27,669.04
211 [REDACTED]	\$844.50							\$844.50
501 [REDACTED]	\$6,877.46				\$41.22			\$6,918.68
601 Water	\$33,014.57	\$5,750.84	-\$2,559.08			-\$1,142.35		\$35,063.98
602 Sewer	\$12,602.73	\$1,272.73	-\$29.24					\$13,846.22
603 Garbage	\$13,518.01	\$3,782.31	-\$4,940.00					\$12,360.32
Total	\$120,905.56	\$25,178.32	-\$28,958.07	\$0.00	\$55.48	\$0.00	\$0.00	\$117,181.29
Checkbook Balance		11/30/2022						\$110,495.56
Income	12/1/2022	Thru	12/31/2022					\$25,178.32
Bills Paid	12/1/2022	Thru	12/31/2022					-\$28,958.07
Bank Service Charge		12/31/2022						\$0.00
Checkbook Balance		12/31/2022						\$106,715.81

Most Recent Year-End Financial Statements

Annual Audited Financial Statements

2024 Financial Statements

No file selected.

If the audit is complete.

2023 Financial Statements

No file selected.

2022 Financial Statements

[Bismarck 2022.pdf](#)

2021 Financial Statements

[Bismarck 2021.pdf](#)

If the audit/state auditor report is not complete, upload year-end financial statements.

If 2024 audit hasn't been completed, attach the following:

2024 Balance Sheet and YE Statement of Revenue and Expense for all fund types

No file selected.

Statement of Changes in Net Position (for all funds)

Balance Sheet		
<i>For Sewer Operating Fund (602)</i>		
<i>December 31, 2022</i>		
<u>Assets</u>		
Cash		
602-00-1000	Cash	630.04
602-00-1020	Investment-ICS	416.28
602-00-1021	Investment-Money Market	56.30
602-00-1022	Investment-CD	39,773.25
602-00-1024	Investment-ICS Special Assessments	.00
	Total Cash	<u>40,875.87</u>
	Total Assets	<u>\$ 40,875.87</u>
<u>Liabilities and Fund Balance</u>		
602-00-2000	Accounts Payable	.00
602-00-2010	Federal Tax Withholding	.00
602-00-2011	Health Insurance	.00
602-00-2012	Retirement	.00
602-00-2013	State Tax	.00
602-00-2014	Social Security	.00
602-00-2015	Medicare	.00
602-00-2016	Child Support	.00
602-00-2017	Garnishment	.00
602-00-2018	Unemployment SUI	.00
	Total	<u>.00</u>
	Total Liabilities	<u>.00</u>
602-00-3000	Fund Balance	31,110.13
602-00-3010	Excess of Revenues over Expenditures	.00
	Total	<u>31,110.13</u>
	Excess of Revenue Over Expenditures	<u>9,765.74</u>
	Total Fund Balances	<u>40,875.87</u>
	Total Liabilities and Fund Balances	<u>\$ 40,875.87</u>

Statement of Revenue and Expenditures

Revised Budget
 For Sewer Operating Fund (602)
 For the Fiscal Period 2022-12 Ending December 31, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
602-00-4471 Residential Sales	\$ 3,041.63	\$ 3,207.67	\$ 36,500.00	\$ 41,107.69	(12.62%)
602-00-4472 Commercial Sales	8.37	0.00	100.00	0.00	100.00%
602-00-4511 Penalty Collections	0.00	0.00	0.00	0.00	0.00%
602-00-4610 Interest Earnings	62.50	44.87	250.00	226.86	9.26%
602-00-4690 Other Income	8.37	0.00	100.00	0.00	100.00%
602-00-4900 Transfer In	10,000.00	0.00	20,000.00	0.00	100.00%
Total Sewer Operating Fund Revenues	\$ 13,120.87	\$ 3,252.54	\$ 56,950.00	\$ 41,334.55	27.42%
Expenditures					
602-00-5000 Salaries	\$ 1,732.12	\$ 1,070.28	\$ 20,785.00	\$ 15,429.17	25.77%
602-00-5005 Payroll Tax	132.50	81.88	1,590.00	1,180.29	25.77%
602-00-5006 Unemployment Tax	0.00	0.00	0.00	0.00	0.00%
602-00-5010 Health Insurance	453.63	213.48	5,444.00	2,579.68	52.61%
602-00-5011 Retirement	69.37	39.94	832.00	474.85	42.93%
602-00-5250 Unemployment	0.00	0.00	0.00	0.00	0.00%
602-00-5351 Electric	323.37	320.20	3,880.00	4,064.13	(4.75%)
602-00-5420 Operations & Maintenance	266.63	0.00	3,200.00	2,658.20	16.93%
602-00-5426 S1700 International Sewer Truck	40.00	214.53	400.00	214.53	46.37%
602-00-5429 Jetter	0.00	0.00	300.00	31.46	89.51%
602-00-5490 Miscellaneous	8.37	0.00	100.00	0.00	100.00%
602-00-5505 Sewer Line Repair	0.00	0.00	0.00	4,936.50	0.00%
602-00-5900 Transfer Out	0.00	0.00	0.00	0.00	0.00%
Total Sewer Operating Fund Expenditures	\$ 3,025.99	\$ 1,940.31	\$ 36,531.00	\$ 31,568.81	13.58%
Sewer Operating Fund Excess of Revenues Over Expen	\$ 10,094.88	\$ 1,312.23	\$ 20,419.00	\$ 9,765.74	52.17%

Statement of Revenues, Expenditures and Changes in Net Position

FINANCIAL STATEMENT

City of X Financial Statement for Year Ending 2024

	December 31, 2023	REVENUES	TRANSFERS IN	TRANSFERS OUT	EXPENSES	December 31, 2024
AIRPORT	11,939.51	5,175.58	0.00	0.00	3,056.77	14,058.32
CAPITAL IMPROVEMENT	579,832.73	49,157.49	0.00	0.00	5,200.00	623,790.22
CDBG	1.00	0.00	0.00	0.00	0.00	1.00
CEMETERY	213.26	2,622.85	0.00	0.00	4,769.39	-1,933.28
CITY SALES TAX	11,169.28	49,157.59	0.00	0.00	46,047.19	14,279.68
GENERAL	704,315.62	398,052.38	0.00	0.00	261,082.90	841,285.10
HIGHWAY	29,639.98	45,396.97	0.00	0.00	45,780.89	29,256.06
LIBRARY	22,314.39	21,446.03	0.00	0.00	27,137.36	16,623.06
SEWER	316,049.40	21,262.90	0.00	0.00	161,755.76	175,556.54
TRUST	1,642.99	8,594.85	0.00	0.00	0.00	10,237.84
WATER/GARBAGE	879,934.30	246,504.75	0.00	0.00	430,584.52	695,854.53
TOTALS	2,557,052.46	847,371.39	0.00	0.00	985,414.78	2,419,009.07
X						
Mayor						

***Revenue Guideline**

Current Period: Closing 2022

Account Descr	2022 YTD Budget	Closing 2022 Amt	2022 YTD Amt	YTD Balance	% of YTD Budget
FUND 100 GENERAL FUND					
R 100-40000 State of ND Tax	\$0.00	\$0.00	\$10,436.21	-\$10,436.21	0.00%
R 100-40010 ND Highway Tax	\$0.00	\$0.00	\$5,322.10	-\$5,322.10	0.00%
R 100-40020 ND Revenue Share	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 100-40045 County Road	\$0.00	\$0.00	\$125.14	-\$125.14	0.00%
R 100-40055 General Tax	\$0.00	\$0.00	\$39,569.91	-\$39,569.91	0.00%
R 100-40060 Penalty & Interest	\$0.00	\$0.00	\$228.97	-\$228.97	0.00%
R 100-40100 City Income	\$0.00	\$0.00	\$25,000.00	-\$25,000.00	0.00%
R 100-40200 Liquor License	\$0.00	\$0.00	\$850.00	-\$850.00	0.00%
R 100-40220 Cigarette & Gaming Tax	\$0.00	\$0.00	\$357.98	-\$357.98	0.00%
R 100-40250 Hall Rent	\$0.00	\$0.00	\$650.00	-\$650.00	0.00%
R 100-40300 Misc Income	\$0.00	\$0.00	\$5,027.40	-\$5,027.40	0.00%
R 100-40400 CD Interest Income	\$0.00	\$0.00	\$81.00	-\$81.00	0.00%
R 100-40410 Dividends Income	\$0.00	\$0.00	\$453.75	-\$453.75	0.00%
R 100-40440 Savings Interest Income	\$0.00	\$0.00	\$0.27	-\$0.27	0.00%
R 100-41000 Grants	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 100 GENERAL FUND	\$0.00	\$0.00	\$88,102.73	-\$88,102.73	0.00%
FUND 201 ROAD FUND					
R 201-40010 ND Highway Tax	\$0.00	\$0.00	\$1,961.79	-\$1,961.79	0.00%
R 201-40045 County Road	\$0.00	\$0.00	\$304.51	-\$304.51	0.00%
R 201-40100 City Income	\$0.00	\$0.00	\$7,439.06	-\$7,439.06	0.00%
R 201-45100 Late Fee/Hookup	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 201 ROAD FUND	\$0.00	\$0.00	\$9,705.36	-\$9,705.36	0.00%
FUND 202 ARPA					
R 202-40300 Misc Income	\$0.00	\$0.00	\$8,419.67	-\$8,419.67	0.00%
FUND 202 ARPA	\$0.00	\$0.00	\$8,419.67	-\$8,419.67	0.00%
FUND 203 Munciple Infrastructure					
R 203-40300 Misc Income	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 203 Munciple Infrastructure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 400 2022 Water/Sewer Construction					
R 400-41000 Grants	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 400 2022 Water/Sewer Construction	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 500 UTILITIES FUND					
R 500-47000 Water	\$0.00	\$0.00	\$80.25	-\$80.25	0.00%
FUND 500 UTILITIES FUND	\$0.00	\$0.00	\$80.25	-\$80.25	0.00%
FUND 501 WATER FUND					

Three Most Recent Audits/State Auditor Reports

Loan Application

A. General B. Funding Information C. Repayment Information D. Outstanding Debt E. Economic and Social F. Financials

Financials

Most Recent Month Financial Statements

No file selected.

Include balance sheet and YTD statement of revenue and expense for the most recent month end.

Most Recent Operating Budget

No file selected.

Annual Audited Financial Statements

2024 Financial Statements

No file selected.

2023 Financial Statements

No file selected.

2022 Financial Statements

[Bismarck 2022.pdf](#)

2021 Financial Statements

[Bismarck 2021.pdf](#)

If 2024 audit hasn't been completed, attach the following:

2024 Balance Sheet and YE Statement of Revenue and Expense for all fund types

Upload audits here!

Report in Lieu of an Audit

Funds				
ENTER FUND NAMES	General Fund	Water	Sewer	Water Main
SELECT FUND TYPES	General Fund	Enterprise Fund	Enterprise Fund	Debt Service Fund
TAXES				
General Property Taxes				
City Sales Taxes				
Oil and Gas Taxes				
Coal Taxes				
Highway Taxes				
Special Assessments				25,486.11
All Other Taxes				
Total Taxes	-	-	-	25,486.11
LICENSES AND PERMITS, AND FEES				
Licenses and Permits				
Fees				
Total Licenses and Permits, and Fees	-	-	-	-
INTERGOVERNMENTAL				
Grants from Federal Government				
Grants from State Government				
Grants from Local Governments				
State Aid Distribution				
Foundation Aid				
Total Intergovernmental	-	-	-	-
SERVICE REVENUE				
Municipal Utilities		101,622.00	56,123.00	
Recreational				
Other				
Total Service Revenue	-	101,622.00	56,123.00	-
MISCELLANEOUS RECEIPTS				
Interest and Dividends		88.49	6.34	
Donations				
Charitable Gaming and Fundraising				
Sale of Assets				
Insurance Proceeds				
Bond Proceeds				
Loan Proceeds		1,234,567.00		
Fines, Forfeits, and Penalties				
All Other Miscellaneous Receipts				
Total Miscellaneous Receipts	-	1,234,655.49	6.34	-



Report in Lieu of an Audit

Expected Expenses



Payroll

Utilities

Repairs & Maintenance

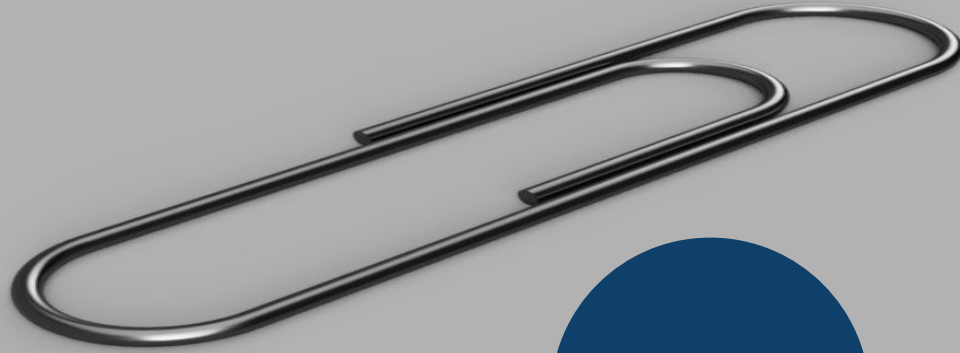
Infrastructure (Construction in Progress)

Debt Payments

Municipal Utilities (Water Purchased)

ENTER FUND NAMES	General Fund	Water	Sewer	Water Main
SELECT FUND TYPES	General Fund	Enterprise Fund	Enterprise Fund	Debt Service Fund
PERSONNEL AND ADMINISTRATION				
Payroll and Benefits		5,000.00		
Insurance		1,000.00		
Professional Development				
Rent				
Utilities		1,234.00		
Other Operating				
Total Personnel and Administrative	-	7,234.00	-	-
CAPITAL AND INFRASTRUCTURE				
Equipment				
Infrastructure		1,244,567.00		
Repairs and Maintenance		1,010.00	5,555.00	
Total Capital and Infrastructure	-	1,245,577.00	5,555.00	-
DEBT				
Debt Payments		1,000.00	12,345.00	22,480.00
Total Debt	-	1,000.00	12,345.00	22,480.00
COST OF SERVICE REVENUE				
Municipal Utilities		84,755.00		
Recreational				
Other				
Total Cost of Service Revenue	-	84,755.00	-	-
FUNCTIONAL				
Ambulance Services				
Culture and Recreation				
Education				
Economic Development				
Fire Protection				
Police Protection				
Soil Conservation				
Total Functional	-	-	-	-
MISCELLANEOUS				
Charitable Gaming and Fundraising				
Custodial Pass-through				
Total Miscellaneous	-	-	-	-
TOTAL DISBURSEMENTS	-	1,338,566.00	17,900.00	22,480.00

Funds			Funds		
ENTER FUND NAMES	General Fund	Water/Sewer/Garbage	ENTER FUND NAMES	General Fund	Water/Sewer/Garbage
SELECT FUND TYPES	General Fund	Enterprise Fund	SELECT FUND TYPES	General Fund	Enterprise Fund
TAXES			PERSONNEL AND ADMINISTRATION		
General Property Taxes			Payroll and Benefits		
City Sales Taxes			Insurance		
Oil and Gas Taxes			Professional Development		
Coal Taxes			Rent		
Highway Taxes			Utilities		
Special Assessments			Other Operating		
All Other Taxes			Total Personnel and Administrative	-	-
Total Taxes	-	-	CAPITAL AND INFRASTRUCTURE		
LICENSES AND PERMITS, AND FEES			DEBT		
Licenses and Permits			Debt Payments		
Fees			Total Debt	-	-
Total Licenses and Permits, and Fees	-	-	COST OF SERVICE REVENUE		
INTERGOVERNMENTAL			FUNCTIONAL		
Grants from Federal Government			Ambulance Services		
Grants from State Government			Culture and Recreation		
Grants from Local Governments			Education		
State Aid Distribution			Economic Development		
Foundation Aid			Fire Protection		
Total Intergovernmental	-	-	Police Protection		
SERVICE REVENUE			Soil Conservation		
Municipal Utilities		131,622.82	Total Functional	-	-
Recreational			MISCELLANEOUS		
Other			Charitable Gaming and Fundraising		
Total Service Revenue	-	131,622.82	Customer Pass-through		
MISCELLANEOUS RECEIPTS			Total Miscellaneous	-	-
Interest and Dividends			TOTAL DISBURSEMENTS		
Donations				-	145,689.23
Charitable Gaming and Fundraising			TOTAL RECEIPTS		
Sale of Assets				-	131,622.82
Insurance Proceeds			TOTAL RECEIPTS		
Bond Proceeds				-	131,622.82
Loan Proceeds			TOTAL RECEIPTS		
Fines, Forfeits, and Penalties				-	131,622.82
All Other Miscellaneous Receipts			TOTAL RECEIPTS		
Total Miscellaneous Receipts	-	-		-	131,622.82
TOTAL RECEIPTS			TOTAL RECEIPTS		
	-	131,622.82		-	145,689.23



Section

G.

Attachments

Loan Application

- A. General
- B. Funding Information
- C. Repayment Information
- D. Outstanding Debt
- E. Economic and Social
- F. Financials
- G. Attachments**
- H. Summary

Attachments

Budget Sheet

No file selected.

[Download Budget Sheet](#)

Download document from link and upload after completed

Certification of Eligibility

No file selected.

[Download Certification of Eligibility](#)

Download document from link and upload after completed

Resolution of Governing Body

No file selected.

[Download sample Resolution of Governing Body](#)

Download document from link and upload after completed

ACH Authorization

No file selected.

[Download ACH Authorization Form](#)

Download document from link and upload after completed

The Feasibility/Engineering Study for the Proposed Project [Optional]

No file selected.

Technical, Managerial, and Financial Capability Information (DWSRF Loans only)

No file selected.

[Download Technical, Managerial, and Financial Capability Form](#)

Download document from link and upload after completed

Tabulation of Useful Life and Cost of Project Components (Only required for loan terms greater than 20 years)

No file selected.

Information separated by CWSRF, DWSRF, IRLF. Components should be assigned a useful life of 20 years or less OR 30 years or more

There are forms or samples you can download when you click on the **blue links** under each attachment this section.

BUDGET SHEET

(Round to the nearest thousand)

COST CLASSIFICATION	CWSRF	DWSRF	IRFL	Bank O'Gardner	DWR Cost Share	TOTAL
1. Administrative expenses	\$ 5,000	\$ 100,000	\$ 3,000,000			\$ 3,105,000
2. Land, structures, rights-of-way						\$ 0
3. Engineering basic fees	\$ 5,000	\$ 500,000				\$ 505,000
4. Other engineering fees		\$ 350,000				\$ 350,000
5. Project inspection fees		\$ 50,000				\$ 50,000
6. Land development						\$ 0
7. Relocation expenses				\$ 5,000,000		\$ 5,000,000
8. Construction and project improvement	\$ 40,000	\$ 80,000,000				\$ 80,040,000
9. Equipment		\$ 9,000,000				\$ 9,000,000
10. Capitalized interest						\$ 0
11.					5000000	\$ 5,000,000
12.						\$ 0
13. SUBTOTAL	\$ 50,000	\$ 90,000,000	\$ 3,000,000	\$ 5,000,000	\$ 5,000,000	\$ 103,050,000
14. Contingencies		\$ 10,000,000				\$ 10,000,000
15. TOTAL	\$ 50,000	\$ 100,000,000	\$ 3,000,000	\$ 5,000,000	\$ 5,000,000	\$ 113,050,000

16. CWSRF Funds	\$ 50,000				
17. DWSRF Funds	\$ 100,000,000				
18. IRFL		\$ 3,000,000			
19. Local			\$ 5,000,000		
20. OTHER (Specify)				\$ 5,000,000	
21. TOTAL ALL FUNDS					\$ 113,050,000

Amount of each column must match the total funding amount in B. Funding Information

Certification of Eligibility

- SRF loan recipient must submit, not a consultant
- Must have an original signature

**CERTIFICATION REGARDING
DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

The prospective participant certifies to the best of its knowledge and belief that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
- (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- (d) Have not, within a three-year period preceding this application/proposal, had one or more public transactions (federal, state, or local) terminated for cause or default.

I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award. In addition, under 18 U.S.C. Section 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to 5 years, or both.

Authorized Representative Signature	Date
Printed Name	Title

I am unable to certify to the above statements.
Attached is my explanation.

Resolution of Governing Body

Suggested format:

- Resolution number
- Governing body of applicant
- Designated official authorized to execute
- Legal name of applicant
- Brief project description
- Certificate of recording officer

RESOLUTION OF GOVERNING BODY OF APPLICANT
(Suggested Format)

RESOLUTION NO. _____

Resolution authorizing filing of application with the North Dakota Department of Environmental Quality for a loan under the Clean Water Act and/or the Safe Drinking Water Act.

WHEREAS, under the terms of the Clean Water Act and/or the Safe Drinking Water Act, the United States of America has authorized the making of loans to authorized applicants to aid in the construction of specific public projects: Now, Therefore, BE IT RESOLVED _____
(Governing Body of Applicant)

1. That _____ be and is hereby authorized to execute and file an application
(Designated Official)
on behalf of _____ with the North Dakota Department of Environmental
(Legal Name of Applicant)
Quality for a loan to aid in the construction of:

(Brief Project Description)

2. That _____
(Name of Authorized Representative) (Title)
be and is hereby authorized and directed to furnish such information as the North Dakota Department of Environmental Quality may reasonably request in connection with the application which is herein authorized to be filed, to sign all necessary documents, and, on behalf of loan recipient, to accept loan offer and receive payment of loan funds.

CERTIFICATE OF RECORDING OFFICER

The undersigned duly qualified and acting _____ of the
(Title of Officer)
_____ does hereby certify that the attached resolution is a true
(Legal Name of Applicant)
and correct copy of the resolution, authorizing the filing of application with the North Dakota Department of Environmental Quality, as regularly adopted at a legally convened meeting of the
_____ duly held on the _____ day of _____, 20_____
(Name of Governing Body of Applicant)
and further that such resolution has been fully recorded in the journal of proceedings and records in my office.

In WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 20____.

Signature of Recording Officer* _____
Title of Recording Officer _____

*The signature needs to match the signature used for the FIND pre-application

Resolution of Governing Body

The individual(s) listed as the Authorized Representative(s) are the only ones that may submit payment requests

Note: If designated official gets replaced – Send new updated form

More than one individual can be listed on the resolution to provide flexibility with submitting documents

Loan Application Submission

Complete ***ALL Items***

SRF Tracker will not allow submission of the loan application until all parts are filled out and green

North Dakota SRF Tracker Fisher-Golva, Shannon Logout

Loan Application

[A. General](#) [B. Funding Information](#) [C. Repayment Information](#) [D. Outstanding Debt](#) [E. Economic and Social](#) [F. Financials](#) [G. Attachments](#) [H. Summary](#) [Submit for Review](#)

[Download Summary Document](#) | [Download Loan Application Documents](#)

General [View](#)
This section is complete. You may return to this section to make changes before submitting the application.

Funding Information [View](#)
Section is not complete. You must complete this section to be able to submit the application.
Sources for each funding source must equal the funding source total

Repayment Information [View](#)
Section is not complete. You must complete this section to be able to submit the application.
Missing items:
Annual Operation and Maintenance Costs
Largest Users as of Date
Largest Users
Bulk User Data

Outstanding Debt [View](#)
This section is complete. You may return to this section to make changes before submitting the application.

Economic and Social [View](#)
Section is not complete. You must complete this section to be able to submit the application.
Missing items:
Population Served
School Enrollment
Employers

Financials [View](#)

Co-Funding with Bank of North Dakota?



NO PROBLEM

No need to prepare a second loan application! We will give BND the SRF application, and they will use it for:

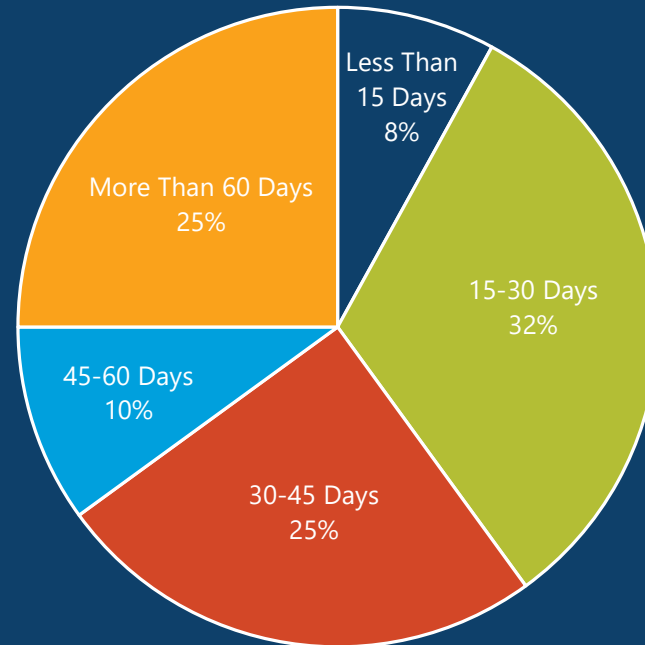
- Bank of North Dakota Infrastructure Revolving Loan Fund
- Water Infrastructure Revolving Loan Fund

How Long
Does It
Take?

Loan Approval Timeline



- Depends on completeness of loan application
- Advisory Committee and Industrial Commission typically meet once a month



When to Apply?



Am I
Done
Now?

Uploading & Deleting Audits

North Dakota SRF Tracker

Customer

Bismarck City Of

601 S 26TH ST
Bismarck North Dakota, 58506

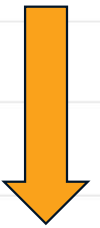
Contact
Entity Type Municipality
SAM Id

County
Water System Id 0800080

SRF Initiatives General Projects PAR Grant Projects Audit Reports Documents Users

Upload Audit

Name	Year	
Bismarck 2021.pdf	2021	Delete
Bismarck 2020.pdf	2020	Delete
Bismarck 2019.pdf	2019	Delete



Technical Assistance

FREE!



RATE ANALYSIS



PREPARING FINANCIAL
STATEMENTS



BOARD TRAINING

**THANK
YOU**

DeAnn Leier Ament, CPF CGMA
Executive Director
ND Public Finance Authority
PO Box 5509
Bismarck, ND 58506-5509
(701) 426-5723
dament@nd.gov