

# CASS COUNTY

## North Dakota

# POPULAR REPORT

## A Financial Summary for its Citizens

Citizens of Cass County,

It is with pleasure we present Cass County's Popular Annual Financial Report (PAFR) for the fiscal year ended December 31, 2008. This report is intended to present an accessible overview of the county's financial position and policies and its commitment to providing responsive services and programs in a fiscally responsible manner.

The Cass County Auditor's Office has generated this report using information from the 2008 Cass County Comprehensive Annual Financial Report (CAFR). The CAFR was prepared in conformance with General Accepted Accounting Principles (GAAP) and was audited by the North Dakota State Auditor's Office. The CAFR is available at the Cass County Auditor's Office or on our web site, [casscountynd.gov](http://casscountynd.gov), for the reader who wants a more detailed look at county finances including the notes to the financial statements.

This report is not intended to replace the CAFR, but instead be presented to increase the public confidence in county government through easier, more user-friendly financial reporting. Unlike the CAFR, the PAFR was not prepared in conformance with Generally Accepted Accounting Principles (GAAP) and was not audited.

As you review this report, I invite you to share your comments, concerns, questions, and recommendations on how we may better serve the needs of the citizens of Cass County.

*Michael Montplaisir, CPA*  
Cass County Auditor





On the eastern border of North Dakota lies the Red River Valley, a valley that has its origin in Glacial Lake Agassiz, an enormous ice dammed lake that devel-

oped at the end of the last ice age. As Glacial Lake Agassiz drained, it deposited clay rich soils that are among the richest in the world, supporting wheat, barley, sugar beets and sunflowers. Encompassing 1,765 square miles in land and 3 square miles in water, **Cass County** is located in the heart of this valley.

According to the 2000 census, 123,138 people call this valley home, an increase of almost 20% since 1990; and, although agriculture is an important part of the economy, most of this increase is due to the growth in the metropolitan areas. The Fargo Cass County metro area is a thriving business area and a vital part of the economy of the county. The county seat and largest city in the county and state is Fargo, with a current population of 92,660.



National surveys have consistently ranked Cass County and Fargo as a good place to live and raise a family. The air and water are clean, the economy is active and the crime and unemployment rates are some of the lowest in the nation. This area, which includes our neighbor across the river in Minnesota, is home to two universities, a private college, a business school, a technical college and a skills and technology center providing higher education, so its citizens are well educated, with strong mid-western work ethics. Essentia Health based out of Duluth, MN has added Dakota Clinic/Innovis Health to their already owned 9 hospitals. Essentia Health and numerous other clinics in Cass County provide top quality medical care. There is a symphony and the



**“National surveys have consistently ranked Cass County and Fargo as a good place to live and raise a family.”**

opera, the Plains Art Museum, Fargo Theater, and Bonanzaville, big name entertainment in the Fargo Dome and a thriving, ‘trendy’ downtown area, college sports teams and the Red Hawks minor league baseball team.

The taxable valuation in the county continues to increase, more than 4% in 2008. The growth in the tax base over the past five years has been over 37 percent. The unemployment rate is low at 3.1% in 2008 which is slightly higher than in 2007 but compared to the national average at 5.8% in 2008. Per capita personal income growth rate in 2008 was 9 percent compared to 2.9 percent nationally.

This report presents an overview of each county department. The presentation reflects the county’s governmental operations. Included in the department overview you will find discussions on significant 2008 highlights were applicable as well as department plans for the 2009 year.

Governmental operations are those primarily supported by tax dollars for services such as law enforcement, social welfare and highways and bridges. The governmental category can be further subdivided between operations and capital activities. Capital project activities are dollars spent to construct, acquire or improve major facilities of the government.

This report includes a condensed statement of net assets, condensed statements of revenues and expenditures, an overview of county functions and historical data. This report also includes financial information about the county’s component units. The component units are the four Water Resource Districts – Southeast Cass, North Cass, Maple River and Rush River; and the Cass County Vector Control District and Noxious Weed District. The financial information for the component units includes a condensed statement of net assets and condensed statements of revenues and expenditures.



Complete financial information on the individual Water Resource District can be obtained at the Water Resource Districts Office, 1201 Main Ave West, West Fargo, ND 58078. Complete financial information for the Cass County Vector Control and Noxious Weed District can be obtained at the Cass County Auditor’s Office, P.O. Box 2806, Fargo, ND 58108.



# FINANCIAL POSITION STATEMENT

## Summary

The Financial Position Statement, known in accounting terms as the “Statement of Net Assets”, is designed to provide a picture of the county’s financial position as of the end of the year. The primary government is made up of all departments within the Cass County Government. The component units consist of the four Water Resource Districts (Southeast Cass, North Cass, Maple River and Rush River), Cass County Vector Control District and Noxious Weed District.

## Assets

Assets are the items owned by the county that will provide a benefit in the future. Cash is comprised of cash and investments held in county treasury. Receivables are amounts owed to the county. Capital assets are property and equipment that represent the furniture, equipment, vehicles, land, buildings, roads, bridges, and infrastructure.

## Liabilities

Liabilities are amounts the county owes to individuals, companies, other governments and lenders. Non-current liabilities otherwise known as long-term debt, represents the amount of debt which the county has issued and still owes. This debt does not have to be paid off in one year, but the county makes yearly payments on these amounts.

## Assets over Liabilities

This amount is assets exceeding liabilities and are also known as “Net Assets”. Net assets increased by \$5 million and \$900 thousand for both the primary government and component units respectively over the prior year. These increases are mainly the result of increased investment in capital infrastructure.

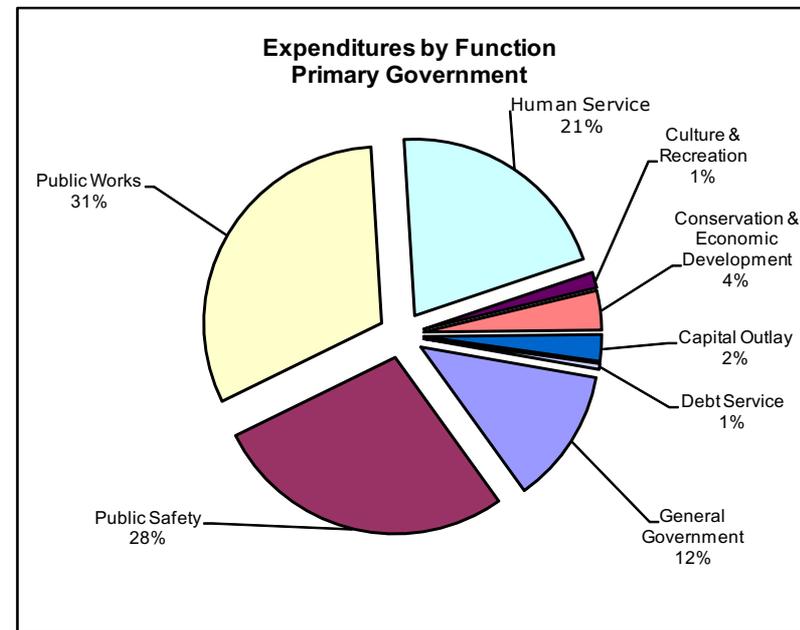


## Cass County Government Financial Position Statement

	Primary Government		Component Units	
	2008	2007	2008	2007
<b>Financial Assets</b>				
Cash & Cash Equivalents	\$ 22,157,781	\$ 25,573,316	\$ 6,068,514	\$ 4,834,810
Receivables	2,814,898	3,115,588	179,365	425,079
Other Assets	1,178,062	1,234,250	7,293,612	7,491,413
Capital Assets	105,633,776	97,115,550	98,055,895	98,573,412
<b>Total Financial Assets</b>	<b>\$ 131,784,517</b>	<b>\$ 127,038,704</b>	<b>\$ 111,597,386</b>	<b>\$ 111,324,714</b>
<b>Financial Liabilities</b>				
Current payables	\$ 9,707,570	\$ 10,452,893	\$ 523,052	\$ 659,483
Non-current liabilities	2,688,138	2,835,250	7,413,970	7,927,353
<b>Total Financial Liabilities</b>	<b>\$ 12,395,708</b>	<b>\$ 13,288,143</b>	<b>\$ 7,937,022</b>	<b>\$ 8,586,836</b>
<b>Total Financial Assets Over Financial Liabilities</b>	<b>\$ 119,388,810</b>	<b>\$ 113,750,561</b>	<b>\$ 103,660,362</b>	<b>\$ 102,737,878</b>

# EXPENDITURES

Expenditures are the amounts spent in order to provide services to citizens. The chart depicts expenditures by function as a percentage of the total expenditures of the primary government for the year ended December 31, 2008. The expenditures increased by 2 million, mainly due to the highway department increasing the road and bridge construction projects.



Public safety is a large county expense and includes the sheriff's department, county jail operations, states attorney's office and emergency management.

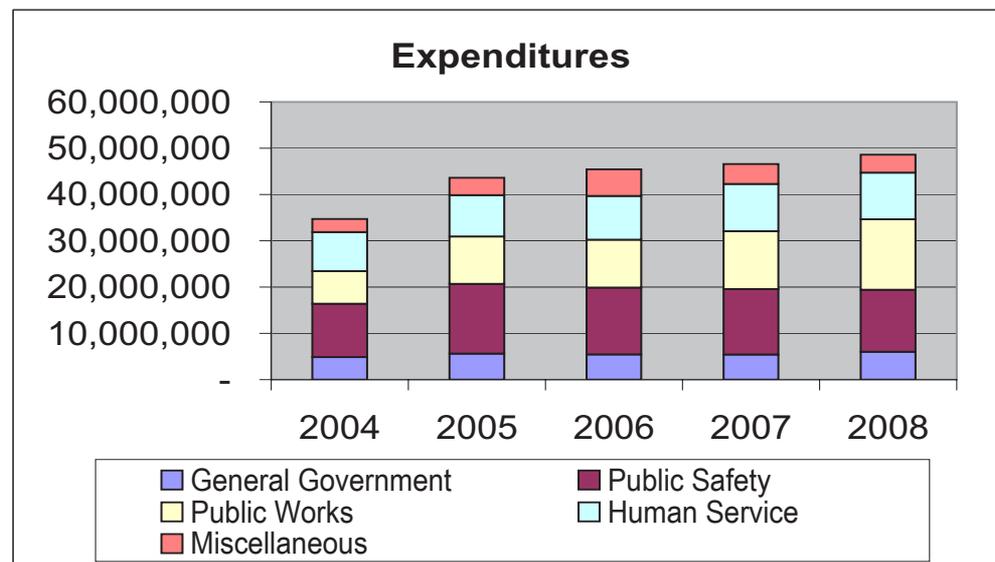
Public works is also a large county expense and is made up of the county road and bridge operations.

Conservation & economic development expenditures reflect the work that is done to stimulate the economic development for Cass County.

Human service expenditures are combined program and administrative costs to provide assistance to the county's most vulnerable residents.

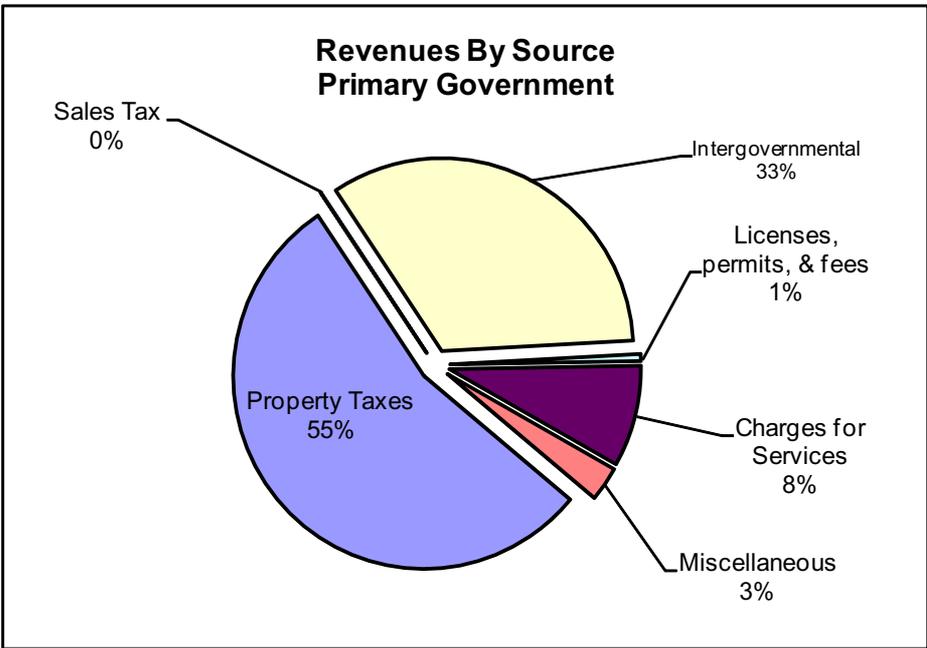
Debt service expenditures are costs of paying interest and principal on county debt.

General government includes the county commission and constitutional offices of the county auditor, county treasurer and county recorder. Also included in this category are other offices concerned with general operations of the county, such as tax equalization, information services, county administrator, and veteran's service.

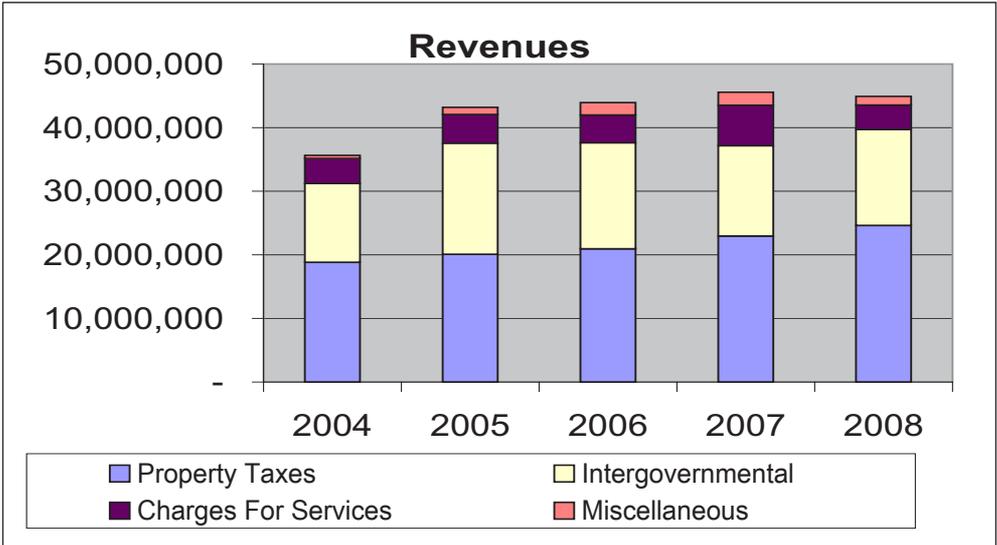


Expenditures			
	2008	2007	Change
<b>Primary Government</b>			
General Government	\$ 6,000,740	\$ 5,401,189	\$ 599,551
Public Safety	13,401,260	14,142,215	(740,955)
Public Works	15,230,557	12,521,918	2,708,639
Human Service	10,084,922	10,214,941	(130,019)
Culture & Recreation	695,203	684,903	10,300
Conservation & Economic Development	1,750,958	1,647,007	103,951
Capital Outlay	1,175,973	1,736,980	(561,007)
Debt Service	260,535	231,896	28,639
<b>Total Primary Government</b>	<b>\$ 48,600,148</b>	<b>\$ 46,581,049</b>	<b>\$ 2,019,099</b>
<b>Component Units</b>			
Southeast Cass Water Resource	\$ 6,803,959	\$ 5,976,126	\$ 827,833
Maple River Water Resource	1,308,574	690,575	617,999
North Cass Water Resource	490,405	276,855	213,550
Rush River Water Resource	577,432	279,124	298,308
Vector Control	863,645	870,236	(6,591)
Weed Control	369,383	337,044	32,339
<b>Total Component Units</b>	<b>\$ 10,413,398</b>	<b>\$ 8,429,960</b>	<b>\$ 1,983,438</b>

# REVENUES



Revenues are the amounts the county receives from a plethora of sources in order to pay for the services it provides. The chart depicts revenues by source as a percentage of the total revenues of the primary government for the year ended December 31, 2008.



Property taxes continue to be one of the main sources of revenue for Cass County. The primary government's revenues increased in 2008 mainly due to an increase in property taxes as a result of increased property tax valuations.

Intergovernmental revenues are also a main source of county funding. Intergovernmental revenues are the combined resources received from grants and from the State of North Dakota. This revenue source increased in 2008 as a result of increased funding for county road and bridge projects from the State of North Dakota.

Revenues			
	2008	2007	Change
<b>Primary Government</b>			
Property Taxes	\$ 24,608,090	\$ 22,943,683	\$ 1,664,407
Sales Tax	3,443	9,060	(5,617)
Intergovernmental	15,101,212	14,201,619	899,593
Licenses, permits, & fees	265,336	254,416	10,920
Charges for Services	3,829,880	6,354,859	(2,524,979)
Miscellaneous	1,311,694	1,805,506	(493,812)
<b>Total Primary Government</b>	<b>\$ 45,119,655</b>	<b>\$ 45,569,143</b>	<b>\$ (449,488)</b>
<b>Component Units</b>			
Southeast Cass Water Resource	\$ 4,780,263	\$ 5,292,434	\$ (512,171)
Maple River Water Resource	1,353,347	757,387	595,960
North Cass Water Resource	424,484	304,724	119,760
Rush River Water Resource	398,077	243,828	154,249
Vector Control	872,543	786,555	85,988
Weed Control	447,059	380,785	66,274
<b>Total Component Units</b>	<b>\$ 8,275,773</b>	<b>\$ 7,765,713</b>	<b>\$ 510,060</b>

Charges for services are the revenues of various county departments and Agencies for fees paid to them by the public. Some examples are fees for recording deeds and transferring property. This revenue source decreased in 2008 as a result of a 2.2 million dollar road project that was privately funded by the Tharaldson Ethanol Plant.

Licenses, permits, & fees are the revenues from selling licenses and other items.

# COUNTY COMMISSION

The county is governed by a five member board of commissioners who have plenary power to enact ordinances and resolutions. Among the powers granted to this body in the county's home rule charter are to: levy property taxes for the county, approve the county's annual budget, authorize bond issues, approve the payment of bills, oversee all county departments, issue alcoholic beverage licenses, supervise the electoral process of the county, manage all county property, appoint county officials who are not elected and members of certain committees and boards, and set employee salaries and benefits.

## 2008 Highlights

The Board of County Commissioners has continued the planning process for a proposed west addition to the Cass County Courthouse. The board also began discussions on a joint public safety building with other governmental agencies.

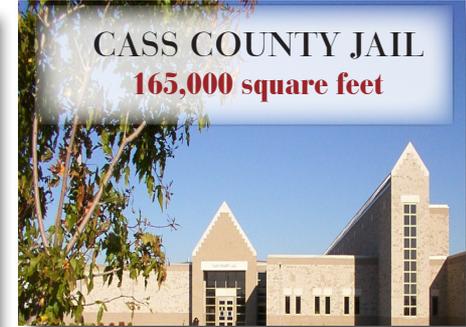
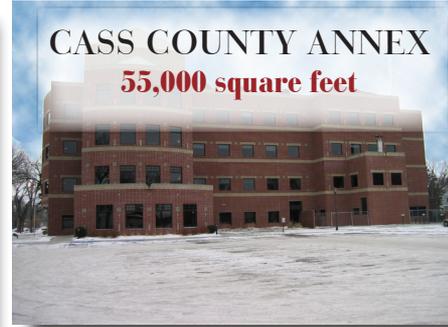
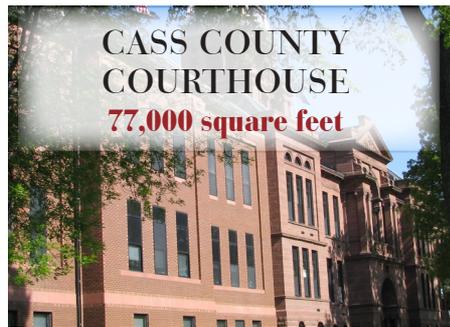
## Contact Information

Cass County Commission Office  
Cass County Courthouse  
PO Box 2806, Fargo ND 58108-2806  
701-241-5609

[bennettv@casscountynd.gov](mailto:bennettv@casscountynd.gov)  
[pawluvk@casscountynd.gov](mailto:pawluvk@casscountynd.gov)  
[sorumr@casscountynd.gov](mailto:sorumr@casscountynd.gov)  
[vanyod@casscountynd.gov](mailto:vanyod@casscountynd.gov)  
[wagners@casscountynd.gov](mailto:wagners@casscountynd.gov)

County Commission	Expenditures		
	2006	2007	2008
County Board Operations (1)	\$ 177,323	\$ 855,493	\$ 269,916
County Wide Administrative Expenses	521,748	381,245	367,091
Public Service Agencies			
Fargo Cass Public Health	497,886	515,353	542,088
Greater FM Economic Development	350,000	375,000	400,000
Volunteer Ambulance & Rescue Association	145,000	145,000	145,000
Red River Valley Fair Association	114,219	114,219	109,819
Cass County Historical Society (Bonanzaville)	45,760	52,760	57,160
Other Public Service Agencies	27,000	27,000	27,000
<b>Total County Commission</b>	<b>\$ 1,878,936</b>	<b>\$ 2,466,070</b>	<b>\$ 1,918,074</b>

(1) In 2007 expenditure includes a \$500,000 transfer to future building project and \$180,000 to the 911 service fund. while the 2008 only has a 90,000 transfer to 911



# COUNTY ADMINISTRATION

The County Administrator is responsible for making recommendations to the board of commissioners, for implementing commission policies, for participating in risk management, for managing the human resources, and the buildings and grounds departments.

The Human Resources department works in partnership with administrators, managers and employees to meet human resource needs in a timely, effective and professional manner. Cass County currently has approximately 400 full and part time employees.

## 2008 Highlights

The County Administrator is working with the county's space and planning committee to ensure proper formulation of a master plan for capital improvements. This work has continued and will culminate into a county master plan. The County Administrator has been working on legislative items, regional dispatch issues and employment matters to advance local services. In 2008, Cass County began funding an Employee Assistance Program (EAP) for all staff.

## Contact Information

Cass County Administrator  
Cass County Courthouse  
PO Box 2806  
Fargo ND 58108-2806  
701-241-5720

[admin@casscountynd.gov](mailto:admin@casscountynd.gov)

County Administrator	Expenditures		
	2006	2007	2008
Buildings and Grounds	\$ 1,198,432	\$ 1,419,120	\$ 1,483,208
County Administrator and Personnel	222,983	243,786	253,988
<b>Total County Administrator</b>	<b>\$ 1,421,415</b>	<b>\$ 1,662,906</b>	<b>\$ 1,737,197</b>



The County Auditor is by statute the county's chief financial officer, elections administrator, property tax administrator, and executive secretary to the board of county commissioners. The chief financial officer's role is to oversee all financial activities of the county. As the elections administrator, the auditor's office administers all state and county elections held in the county. As the property tax administrator, the auditor's office maintains the property tax system, provides guidance to township officials regarding their annual meeting obligations, computes mill levies for each taxing entity in the county, prepares property tax bills, distributes taxes collected to the various taxing entities and collects delinquent taxes. As the executive secretary to the board of county commissioners, the Auditor attests to official actions of the commission and oversees the preparation of minutes of commission meetings and other committee or appointed board meetings.

### 2008 Highlights

It was a busy year with respect to elections. The general election brought a record turnout in Cass County with just over 72,000 voters. Cass County tried an early voting precinct for 5 days prior to the primary election and for 9 days prior to the general election. This option clearly was a success, as over 20,000 people cast their votes at the early voting precinct before the November 4th general election. Implementing the use of E-pollbooks (electronic poll books) was critical to the success of the early voting precincts. In addition to early voting, the E-pollbooks were used as a trial in 4 precincts for the primary election. We expanded their use in the general election by using them on Election Day in all of our metro area precincts. In other areas of the Auditor's Office, a purchasing card system was put in place, increasing the efficiency of bill processing.

### 2009 Plans

The County Auditor's office continues to work towards the implementation of a special assessment system. The office is also looking at improving the county web site to provide more tax information for the citizens of the county. While 2009 is an off year for elections, there is preparation going on for the 2010 election cycle, as well as special elections that may come up during the year.

### Contact Information

Cass County Auditor  
 Cass County Courthouse  
 PO Box 2806, Fargo ND 58108-2806  
 701-241-5600  
[auditor@casscountynd.gov](mailto:auditor@casscountynd.gov)

County Auditor	Expenditures		
	2006	2007	2008
Operations (1)	\$ 479,536	\$ 701,520	\$ 555,568
Elections	383,880	36,946	437,697
Cemetery	9,371	6,583	9,822
<b>Total County Auditor</b>	<b>\$ 872,787</b>	<b>\$ 745,049</b>	<b>\$ 1,003,087</b>

(1) The 2007 Expenditures includes increased cost to upgrade accounting system and special assessment system.

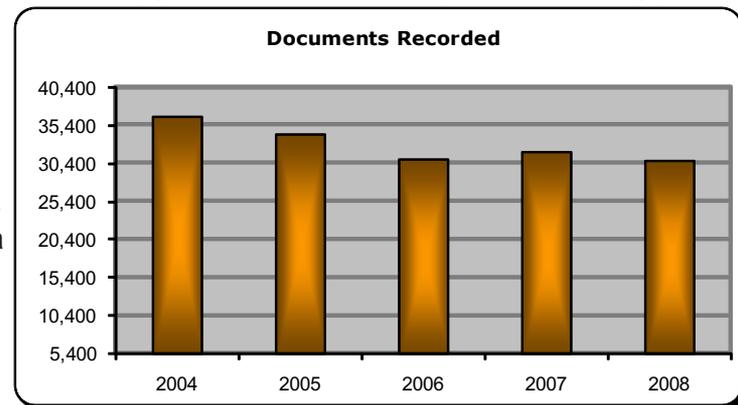


The County Recorder's Office is responsible for the recording of legal documents according to specifications of North Dakota statutes as set forth in the North Dakota Century Code. This includes maintaining and preserving an archival copy of those records for public use, filing personal property liens in a statewide central indexing system, and filing wills for safe-keeping. All records are open to the public and they encourage the public to come in and do research.

In 1999, the Recorder's Office began publishing images and information to the North Dakota Recorders Information Network. This network provides access to real estate records via the Internet to its subscribers. In 2008 they added all of Cass County Corner Monument records to the web site. In 2008 the department went through and did a major upgrade in their computer software and computer system.

### Contact Information

Cass County Recorder  
 Cass County Courthouse  
 PO Box 2806  
 Fargo ND 58108-2806  
 701-241-5620  
[recorder@casscountynd.gov](mailto:recorder@casscountynd.gov)



County Recorder	Expenditures		
	2006	2007	2008
	\$ 464,591	\$ 465,653	\$ 483,934

# DIRECTOR OF EQUALIZATION

The Director of Equalization Office oversees the property tax assessment function for Cass County by ensuring that uniform methods and procedures are used throughout the county to arrive at fair and accurate valuations of property. The department answers assessment questions for the citizens of Cass County and advises the Cass County Commission concerning valuation, taxation, and assessment issues.

### Contact Information

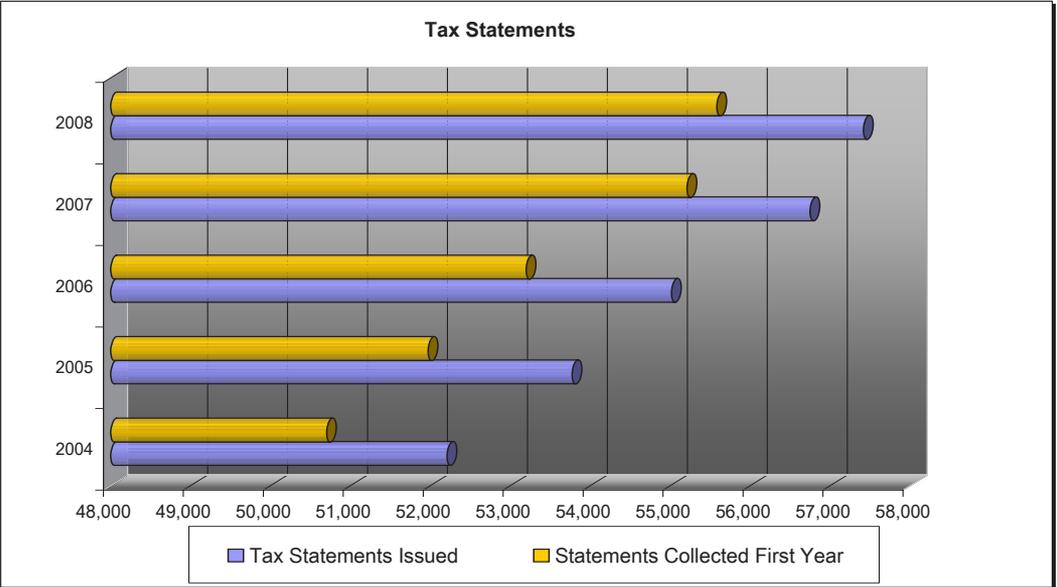
Director of Equalization (County Assessor)  
 Cass County Courthouse  
 PO Box 2806  
 Fargo ND 58108-2806  
 701-241-5616  
[assessor@casscountynd.gov](mailto:assessor@casscountynd.gov)

	Expenditures		
	2006	2007	2008
<i>Director of Equalization</i>	\$ 143,318	\$ 152,730	\$ 155,726

# COUNTY TREASURER

The County Treasurer's Office serves as the central collection point for all money received by the county from property taxes, federal and state funding, county and city reimbursements, bank account interest, fines, and fees charged for services. This office reconciles the bank accounts, disburses payments to taxing entities in the county, invests funds to receive the best return, and provides information to lending agencies. In addition, they issue marriage licenses and perform wedding ceremonies.

The County Treasurer also oversees the Cass County Youth Commission program. This program is a county-wide educational and leadership program for high school-aged youth. The program was developed by county government leaders to teach youth about local government, develop leadership skills and encourage youth to serve their schools and be engaged in their communities. The program was also developed for young people to have a voice in shaping the future of the communities where they live and the county.



### Contact Information

Cass County Treasurer  
 Cass County Courthouse  
 PO Box 2806  
 Fargo ND 58108-2806  
 Treasurer 701-241-5611  
 Marriage Licenses 701-241-5608  
[treasurer@casscountynd.gov](mailto:treasurer@casscountynd.gov)

	Expenditures		
	2006	2007	2008
<i>County Treasurer</i>	\$ 275,663	\$ 303,096	\$ 302,412



The State's Attorney's Office is responsible for:

- Prosecuting all criminal matters, as well as juvenile delinquencies, child deprivations and parental terminations.
- Representing petitioners in mental health commitments.
- Providing legal services to county departments, law enforcement agencies, townships, school officials and various county boards.

The State's Attorney's budget includes the cost of the County Coroner whose services are contracted on an annual basis.

**Contact Information**

State's Attorney  
 Cass County Courthouse  
 PO Box 2806  
 Fargo ND 58108-2806  
 701-241-5640  
[statesattorney@casscountynd.gov](mailto:statesattorney@casscountynd.gov)

	Expenditures		
	2006	2007	2008
<i>State's Attorney</i>	\$ 1,650,906	\$ 1,806,372	\$ 2,026,378



Cass County Extension Service is part of a unique partnership between the Cass County Commission, North Dakota State University Extension Service (through a state legislative appropriation) and the U.S. Department of Agriculture who cooperate to provide the core financial support for this educational entity.

The Cass County Extension office is one of 53 county field offices of the NDSU Extension Service that make up an educational network to help people improve their quality of life. Extension staff serves the people by providing research and knowledge based information in agriculture, horticulture, human development, food and nutrition, 4-H youth development, community and economic development, and leadership areas. Some samples of current educational programming by subject areas are:

- **Agriculture** - crop and livestock production, value added agriculture, pest management, farm business and marketing of agriculture products. Annie's Project (see photo) a financial management program for farm women.
- **Horticulture** - tree & shrub selection, pest management, gardening, fruit & vegetable growing. The Master Gardener Program is a volunteer leader training program made up of 159 people who are knowledgeable in horticulture and help others identify problems and answer their questions. The Jr. Master Gardener program teaches youth horticulture skills. Youth can also plant and tend their own gardens through the McKinley Youth Garden Program.



- **Human Development** - "Gearing Up For Kindergarten", program helps children enter kindergarten ready for success. Four-year-olds, together with their parents, attend sessions where they engage in science experiments, imaginary play, reading and math games. Parents are encouraged to be active in their child's development. Funding is provided by United Way of Cass-Clay.
- **Food and Nutrition** - "Dining with Diabetes" in partnership with MeritCare Dietitian a three-month program was conducted to help people with diabetes manage their disease through healthy food and lifestyle choices.
- **4-H Youth Development Program** -reaches youth through community clubs, school enrichment and after school program efforts. Programs focus on science, engineering, technology, healthy life styles, citizenship, leadership and life skill development for youth ages 5 – 18. In 2008, the program reached 4,920 youth in Cass County.

**Contact Information**

Cass County Extension Services  
 Cass County Annex  
 1010 2<sup>nd</sup> Avenue South, PO Box 2806  
 Fargo ND 58108-2806  
 701-241-5700  
[extension@casscountynd.gov](mailto:extension@casscountynd.gov)

	Expenditures		
	2006	2007	2008
<i>County Extension</i>	\$ 394,905	\$ 417,673	\$ 469,891



The Sheriff's Office provides law enforcement services to the people of Cass County. Their ultimate goal is to prevent crime and violence in an effort to safeguard the rights, lives and property of the citizens of Cass County. They focus on two distinct areas:

## CASS COUNTY JAIL

It is the mission of the Cass County Jail to provide a safe and secure confinement for lawfully committed inmates or detainees in compliance with standards set forth by the North Dakota Century Code and the North Dakota Administrative Jail Rules. The primary goal of the jail is to provide for the safety of Cass County citizens by detaining lawfully committed inmates in the most efficient and cost effective manner as possible.

The Cass County Jail is the only correctional facility in Cass County and therefore, also houses inmates for Fargo and West Fargo. The Jail processed a total of 7,627 inmates during 2008 with an average daily population of 204 inmates at an average cost per day of \$93.86.

### Contact Information

Cass County Jail  
450 34th Street South  
Fargo ND 58103  
701-271-2900  
[jail@casscountynd.gov](mailto:jail@casscountynd.gov)



The mission of the Information Technology (IT) Department is to optimize and coordinate the use of technology to support the delivery of exceptional public services. The department is responsible for IT policy and planning for all computer, network and telecommunications related services utilized by county employees. A service desk supports daily network activity for the county and 24/7 on call support for emergencies. The Geographical Information System (GIS) Division develops and supports applications that display in a graphical format information on county highways, property information, district boundaries as well as mapping of vector (mosquito) and noxious weeds locations.

### Contact Information

Information Technology  
Cass County Courthouse  
PO Box 2806, Fargo ND 58108-2806  
701-241-5723  
[IT@casscountynd.gov](mailto:IT@casscountynd.gov)

## FIELD OPERATIONS

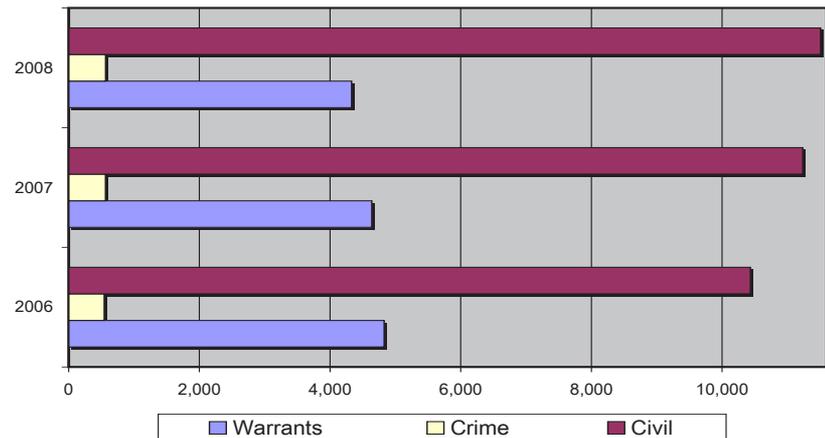
The Field Operations unit is the most visible unit to the public since their duties take them into the communities on a daily basis. Some of the functions that they perform are:

- Investigations of criminal complaints generated by the deputies or called in by the public. These complaints range from crimes against property to crimes against people, such as rape and homicides. Crime rate in Cass County is very low compared to the national average.
- Civil Process involves serving all criminal and civil papers. Civil actions consist of civil suits, court orders, small claims, subpoenas, and executions.
- Serving warrants received from various municipal and district courts in Cass County.
- Patrol officers cover approximately 1,700 square miles in Cass County with deputies traveling 295,205 miles per year and handling 3,495 dispatched calls for service.
- Participate in a transportation network that transports wanted subjects from one location to another.
- Community policing program where a deputy sheriff is assigned to a community to develop partnerships with the community to promote and create a safe and secure environment.
- Participate in the Cass County Drug Task Force.
- School Resource Deputies are assigned to our rural schools, teaching informative classes to students and acting as liaisons between the school and our Sheriff's Office.
- Instruct Defensive Driving classes to traffic offenders and the public.
- A School Resource Officer was added in 2008 and works with Cass County Schools.

### Contact Information

Cass County Sheriff's Office  
Cass County Courthouse  
PO Box 488  
Fargo ND 58107-0488  
701-241-5800  
[sheriff@casscountynd.gov](mailto:sheriff@casscountynd.gov)

Sheriff Operations



County Sheriff	Expenditures		
	2006	2007	2008
Operations	\$ 3,370,193	\$ 3,585,318	\$ 3,919,400
Jail and Detention Center	5,578,830	6,024,957	6,365,180
<b>Total County Sheriff</b>	<b>\$ 8,949,023</b>	<b>\$ 9,610,275</b>	<b>\$ 10,284,580</b>

Information Technology	Expenditures		
	2006	2007	2008
Operations	\$ 930,412	\$ 923,684	\$ 913,672
Debt Service	83,759	-	-
<b>Total Information Technology</b>	<b>\$ 1,014,171</b>	<b>\$ 923,684</b>	<b>\$ 913,672</b>

## EMERGENCY MANAGEMENT

Cass Fargo Emergency Management provides an integrated emergency management system that prepares Cass County for a natural or a manmade emergency or disaster. Cass County has a joint powers agreement with the City of Fargo to fund and operate a joint Emergency Management Office. This office coordinates with the North Dakota Department of Emergency Management and the North Dakota National Guard Bureau, and it provides oversight for Homeland Security programs. Emergency Management coordinates with all townships and cities within Cass County to accomplish its mission. In addition, the department works with all metro and rural fire departments and ambulances to coordinate disaster preparation and response activities.

### 2008 Highlights

During 2008, Emergency Management focused on enhancing emergency plans and preparedness within the county. Several training and exercise sessions were provided for county first responders.

### 2009 Plans

During 2009, the department will be focusing on disaster recovery from the devastating spring flood season as well as participating with the state in developing regional response capabilities within four regions in North Dakota.

### Contact Information

Emergency Management  
4630 15th Avenue North  
Fargo ND 58102  
701-476-4065  
[info@cassfargoem.org](mailto:info@cassfargoem.org)

	Expenditures		
	2006	2007	2008
<i>Emergency Management</i>	\$ 1,666,637	\$ 353,651	\$ 281,942

## VETERAN'S SERVICES

Cass County Veterans Services averages over 800 ongoing claims for VA benefits. The department assists veterans, their widows and/or family members in making application and managing the claims process with the United States Department of Veterans Affairs (VA) and the State of North Dakota for benefits in the following areas:

- Service Connected Disability Compensation
- Non-Service Connected Pension
- VA Medical Enrollment
- Grave, Burial Benefits, Burial Flags & Grave Markers
- Widows Pension
- Dependency and Indemnity Compensation
- Veterans Life Insurance
- Veterans Education Funding (GI Bill)
- Veterans Military Awards and/or Decorations
- North Dakota Veterans Aid Loan Program
- North Dakota Emergency Assistance Grant Program



### Contact Information

Veterans Service Office  
Cass County Annex  
1010 2nd Avenue South  
PO Box 2806  
Fargo ND 58108-2806  
701-241-5756  
[vetservices@casscountynd.gov](mailto:vetservices@casscountynd.gov)

	Expenditures		
	2006	2007	2008
<i>Veteran's Service Office</i>	\$ 190,418	\$ 199,499	\$ 216,429

# SOCIAL SERVICES

The mission of Cass County Social Services is to provide services to individuals and families who are vulnerable to meet basic needs and to promote self-sufficiency.

The majority of the services/programs offered by the county are done in conjunction with state and federal agencies, particularly the North Dakota Department of Human Services. Some services are provided directly by county employees and others are provided through contracts. In 2008, Cass County Social Services provided services/benefits to an average of 14,000 people each month. There were 135 employees in social services in 2008.

The 2008 Cass County Social Services operating expenditures were 10.2 million dollars. This budget includes both the county share of funding for services and some state/federal programs. It does not include all financial benefits paid to/for clients through programs such as Medical Assistance, Temporary Assistance to Need Families, and Food Stamps that are estimated at almost 80 million dollars annually for Cass County. If those costs were also included it is estimated that the total county-based social services expenditures would be over 90 million dollars annually.

Cass County Social Services has three distinct program areas:

## Economic Assistance

Economic Assistance programs provide financial support to low income individuals and families, including elderly, disabled and working poor. Eligibility for these programs is determined at the county. Programs include Medicaid, Food Stamps, Child Care Assistance, LIHEAP, Healthy Steps.

## Family Services

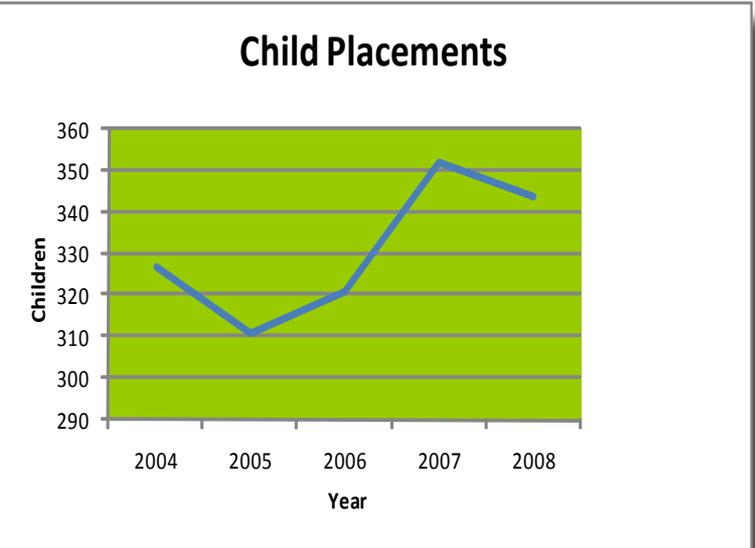
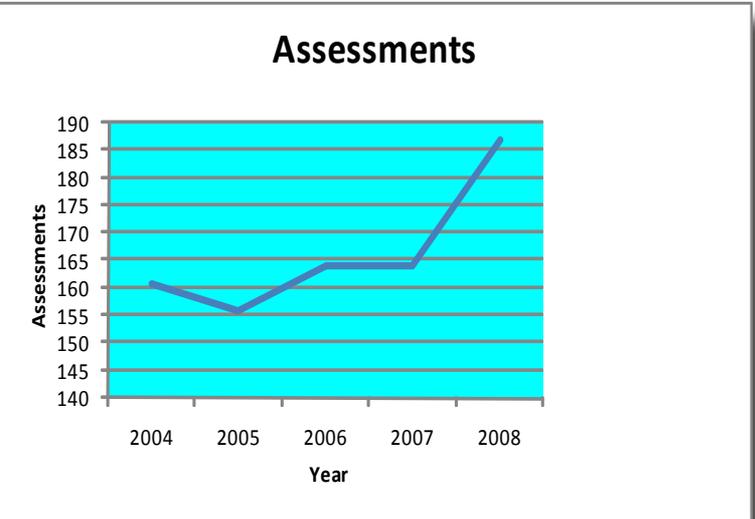
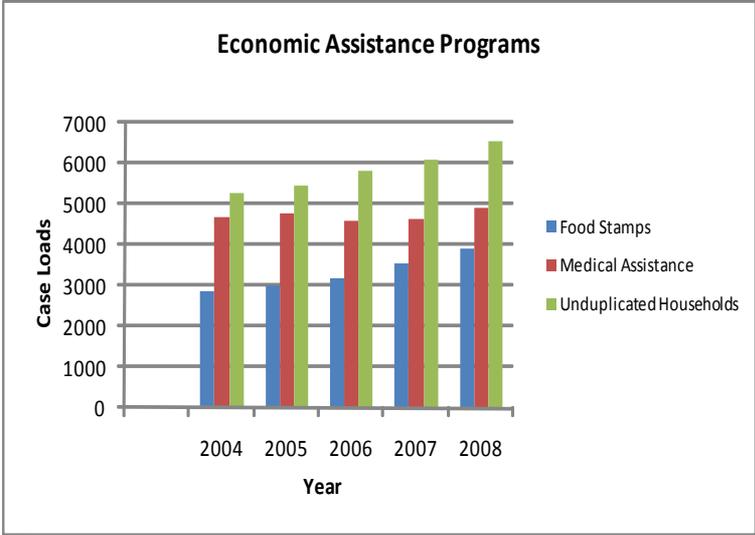
County social services are the primary public child welfare agency in the community. The goals of these services are to protect the safety and wellbeing of children and families. Programs include Child Protection Assessments, Foster Care, Family Support Programs such as Crisis Case management, parent aide, Child Care and Day Care Licensing.

## Adult Services

Adult Services provides services to adults who are frail, elderly, physically ill, disabled, and seriously mentally ill. The primary goals are to promote self-care and independent living. Programs include Home and Community Based Services – Case management, Adult Protection and in-home services (Homemaker – Home health Aide Services)

## Contact Information

Cass County Social Services  
 Cass County Annex  
 1010 2nd Avenue South  
 PO Box 2986  
 Fargo ND 58108-2986  
 Economic Assistance 701-241-5761  
 Family Services 701-241-5765  
 Adult Services 701-241-5747  
 Administration 701-241-5761  
[social@casscountynd.gov](mailto:social@casscountynd.gov)



	Expenditures		
	2006	2007	2008
<b>Social Services</b>	\$ 9,411,070	\$ 10,214,941	\$ 10,084,922



The Cass County Highway Department is responsible for planning, design, construction and maintenance of the highways and bridges on the county highway system. The department also has responsibility for bridges on township roads. There are approximately 650 miles of county highways of which 314 miles are paved and 336 miles are gravel. There are 246 bridges greater than 20 feet in length that are the county's responsibility.

The Cass County Highway Department is funded through a combination of a 23 cent state fuel tax, state motor vehicle license fees, federal road and bridge funds, and local property tax.

### 2008 Highlights

In addition to numerous small projects, the following large projects were completed in 2008:

- **Highway 17 Improvements** The total project cost was approximately 5.5 million. The project was funded with State gas tax and local property tax funds. The project included widening of 6 miles, an overlay, sections of reconstruction and the first roundabout intersection on a county highway in North Dakota.
- **Highway 10 Asphalt Overlay** This project included a 7 mile asphalt overlay between West Fargo and Mapleton. The project cost was approximately 1.5 million and was funded with a combination of federal and local funds.
- **Red River Bridge on Cass Highway 26** A new bridge was constructed over the Red River at a cost of approximately 5 million. This project was funded with a combination of Federal, State, and Local funds from Minnesota and North Dakota.

### 2009 Plans

The department's biggest challenge in 2009 will be to continue providing a high level of service and adequately maintain the county's infrastructure investment with increases in costs drastically outpacing increases in revenues. The following projects are planned for 2009:

- **Cass 11 Concrete Overlay** This is a 5 mile thin concrete overlay on Cass Highway 11 north of Mapleton. This is the first county thin lift concrete overlay project in North Dakota. The project cost is approximately 2.2 million and will be funded with a combination of Federal and Local Funding.
- **Cass 4 Overlay** This is a 7 mile asphalt overlay project. This cost is 1.3 million and will be funded with Federal Economic Stimulus Funds.
- **Cass 7 Maple River Bridge Replacement** The cost on this project is approximately \$500,000 and will be funded with Federal Economic Stimulus Funds.

During the spring of 2009 the county experienced major flooding. The department will be challenged with repairing county roads damaged by the flooding as well as working with townships to assist in repairing damaged township roads.

### Contact Information

Cass County Highway Department  
1201 West Main Avenue  
West Fargo ND 58078-1301  
701-298-2370

[highwaydepartment@casscountynd.gov](mailto:highwaydepartment@casscountynd.gov)

	Expenditures		
	2006	2007	2008
<i>County Highway</i>	\$ 10,375,429	\$ 12,548,603	\$ 15,257,242



The county operates a campsite and recreation area on Brewer Lake which is located 40 miles northwest of Fargo in Erie Township. The lake is a popular fishing spot with a swimming beach area and improved camping spots.

### Contact Information

Cass County Auditor  
Cass County Courthouse  
PO Box 2806  
Fargo ND 58108-2806  
701-241-5600

[brewerlake@casscountynd.gov](mailto:brewerlake@casscountynd.gov)



	Expenditures		
	2006	2007	2008
<i>County Park</i>	\$ 63,426	\$ 31,721	\$ 18,414

# COUNTY PLANNING

The North Dakota Century Code grants the County Commission the authority to exercise subdivision authority for those properties located outside of the incorporated limits and outside of the extraterritorial limits (ET) of any incorporated city. The County Planner works in cooperation with a nine member Planning Commission who are appointed by the County Commission. The services this department provides are subdivision and platting administration for unincorporated areas, 911 address assignments, planning assistance to local governments, Geographical Information System (GIS) technical assistance, floodplain administration for rural townships not participating in the National Flood Insurance Program, Phase II storm water regulation, and serving as the County 911 Master Street Address Guide (MSAG) Coordinator.

### 2008 Highlights

Continued to work with subdivisions on implementing the county's comprehensive plan. Continued to work with the cities and townships to work on long range plans to meet the needs of the citizens of the county.

### 2009 Plans

Continue the implementation of the county's comprehensive plan, subdivision ordinance and the newly developed County Highway Access Plan. The county will continue to coordinate efforts between the cities and townships to ensure all agencies' long range plans are consistent and meet the desires of the citizens of the county.

### Contact Information

Cass County Planning Department  
 1201 West Main Avenue  
 West Fargo ND 58078-1301  
 701-298-2375  
[highwaydepartment@casscountynd.gov](mailto:highwaydepartment@casscountynd.gov)

	Expenditures		
	2006	2007	2008
<i>County Planning</i>	\$ 63,132	\$ 43,833	\$ 71,754

# VECTOR CONTROL

The objectives of the Cass County Vector Control program are to control nuisance mosquitoes, reduce the potential of mosquito borne disease transmission and provide a comfortable and healthy atmosphere for community residents. The Vector Control's daily activities from spring through fall involve treating standing water for mosquitoes, mosquito trapping and testing, as well as community spraying and education.

The Vector Control District includes the cities and the rural areas within Cass County. Throughout the year field aides monitor and treat approximately 5,000 locations of standing water within the county.

Funding for the Cass County Vector Control larvicide and surveillance programs is generated through a one mill levy. One mill is the maximum amount that North Dakota vector control districts can collect according to a mill levy cap. Additional residential spraying can be requested by cities and subdivisions, and is paid for by the community that requests the application.

### 2008 Highlights

- Nuisance mosquito counts were low, emphasis was placed on locating new disease transmitting mosquitoes and breeding areas
- New mobile equipment purchased to reduce labor hours and increase knockdown of adult mosquitoes
- Application of environmentally friendly products
- Increased public education by attending community events and creating new public service announcements



### 2009 Plans

- Reduce mosquito transmitted disease in Cass County
- Provide mosquito education throughout the community
- Use the most efficient and cost effective mosquito control products available
- Prioritize areas of mosquito breeding within the county

### Contact Information

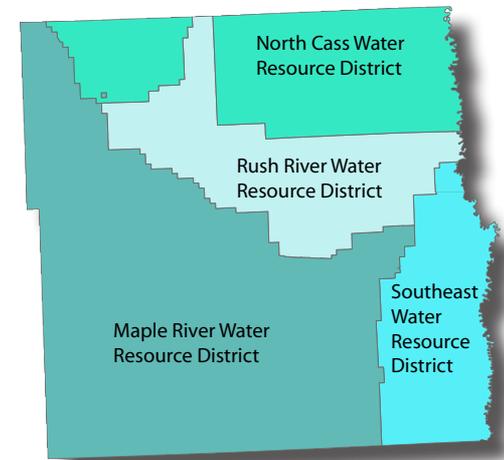
Cass County Vector Control  
 1201 West Main Avenue  
 West Fargo ND 58078-1301  
 701-298-2382  
[pratherb@casscountynd.gov](mailto:pratherb@casscountynd.gov)

	Expenditures		
	2006	2007	2008
<i>Vector Control</i>	\$ 618,462	\$ 870,236	\$ 863,645

## WATER RESOURCE

There are four Water Resource Districts in Cass County that are responsible for water management, drainage and flood control issues. The Water Resource Districts are reported as a component unit of Cass County. Each district represents a specific geographical area and is governed by its own individual board. The Water Resource Districts for Cass County are Southeast Cass, Maple River, North Cass, & Rush River.

In addition, all of the Water Resource Districts are members of the: Cass County Joint Water Resource District (consists of two Managers from Southeast Cass Water Resource District and one Manager from each of the other three Water Resource Districts) and the Red River Joint Water Resource District



### 2008 Highlights

Drain #45 Outlet Improvements  
Raymond Township Improvement District No. 67  
Sheyenne River Snagging and Clearing  
Wild Rice River Snagging and Clearing

### 2009 Projects

Sheyenne-Maple Flood Control Projects repairs  
Lynchburg-Buffalo Channel Improvements  
Swan Creek Diversion Reconstruction  
Rush River Channel Improvements  
Fargo Southside Flood Control  
Absaraka Dam Repairs  
Drain #37 reconstruction  
Study and development of various water retention sites



MAPLE RIVER DAM

### Contact Information

Water Resource Districts  
1201 West Main Avenue  
West Fargo ND 58078-1301  
701-298-2381  
[wrd@casscountynd.gov](mailto:wrd@casscountynd.gov)

Water Resource Districts	Expenditures		
	2006	2007	2008
Southeast Cass Water Resource District	\$ 16,331,358	\$ 5,976,126	\$ 6,803,959
Maple River Water Resource District	947,533	690,574	1,308,574
North Cass Water Resource District	441,834	276,855	490,405
Rush River Water Resource District	261,324	279,124	577,432
<b>Total Water Resource Districts</b>	<b>\$ 17,982,049</b>	<b>\$ 7,222,679</b>	<b>\$ 9,180,370</b>

## SENIOR CITIZENS

The Senior Citizens Fund is funded by a one mill levy matched by the state at .667 cents on the dollar that helps support the Fargo Senior Commission and the Rural Cass Council on Aging programs. In 2008, the county allocated \$580,000 to the Fargo Senior Commission and \$96,789 to the Rural Cass Council on Aging. This funding only covers a portion of their expenses. It is used to help pay for transportation, congregate meals, home delivered meals, outreach assistance; newsletter; health screenings; foot care; chore services; and operations and maintenance of their Senior Citizen Centers.

### Contact Information

Rural Cass Council on Aging  
Reuben Braaten  
PO Box 117  
Casselton ND 58012-117  
701-347-4605

Fargo Senior Commission  
Brian Arett  
PO Box 2217  
Fargo ND 58108-2217  
701-293-1440



Senior Citizens	Expenditures		
	2006	2007	2008
	\$ 557,982	\$ 653,182	\$ 676,789



The objectives of the Cass County Weed Control program are to control the spread of noxious weeds. This is accomplished through education in the long-term control of noxious weeds and by using cultural, biological and chemical controls. This department inspects and controls the spread of noxious weeds on 3,528 miles of federal, state and county roads right-of-ways. The department is also responsible for the enforcement of noxious weed laws on all public and private lands within the county. The Weed Control District includes all of Cass County with the exception of the City of Fargo.

Cass County Weed Control GPS maps the locations of noxious weed infestations and control areas. This is done to reference effectiveness of control methods. Approved control methods are appropriate herbicide application, biological agents, or cultural controls.

Please visit Cass County’s website at <http://www.casscountynd.gov/departments/weed> and follow the links to see pictures of the plants that are considered to be noxious weeds.

**2008 Highlights**

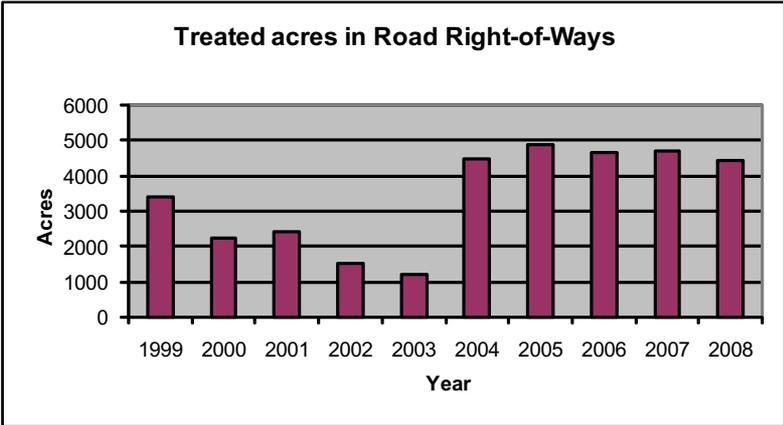
- In 2008 the Cass County Weed Control conducted its fourth Liatrus for Lythrum plant exchange with the cooperation the cities of Fargo and West Fargo. To date over 20000 Liatrus plants were given to gardeners and home owners that dug up and brought in Lythrum or Purple loosestrife plants from their flower gardens. Several wild Lythrum locations were identified and controlled in road ditches south & west of Fargo.
- All noxious weed spraying was mapped by GPS recorders on all road right-of-ways and other areas sprayed by county weed control staff. The GPS maps are used to verify weed locations and monitor control efforts over years.
- The Weed Board Landowner Assistance Program has assisted 16 landowners to control noxious weeds in pasture and wasteland areas.
- Leafy spurge flea beetles were collected within Cass County and introduced onto public lands. The flea beetles are a biological control agent used to control Leafy spurge.

**2009 Plans**

- Conduct another “Liatrus for Lythrum” plant exchange.
- Increase the participation in the Landowner Assistance Program to include more landowners and acres.
- Expand GPS mapping to include weed infestation sites on private lands (with landowner cooperation)
- Continue cooperation with neighboring counties in cooperative weed management programs for the control of Houndstongue and Lythrum.

**Contact Information**

Cass County Weed Control  
 1201 West Main Avenue  
 West Fargo ND 58078-1301  
 701-298-2388  
[wolfs@casscountynd.gov](mailto:wolfs@casscountynd.gov)



	Expenditures		
	2006	2007	2008
<i>Weed Control</i>	\$ 352,581	\$ 337,044	\$ 369,383