



*“Exceed expectations through innovation, integrity, and service to the community”*

Total Public Works Budgeted Expenses		
Prior Year	Current Year	\$ Change
FY 20 Total	FY21 Total	From Prior Year
\$141,301,509	\$118,170,564	-\$23,130,945

Total Public Works Budgeted Revenues		
Prior Year	Current Year	\$ Change
FY 20 Total	FY21 Total	From Prior Year
\$110,839,917	\$115,166,832	\$4,326,915

### Overall Budget Justification (Summary)

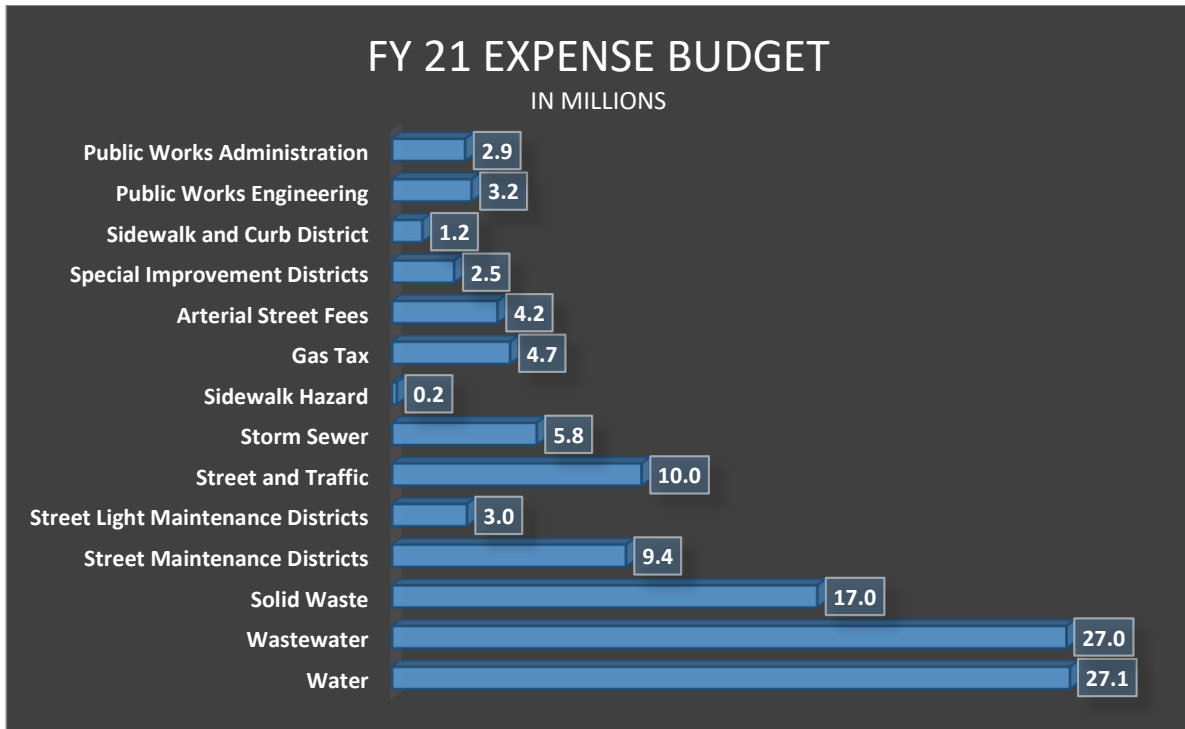
The FY 21 budget of \$118,170,564 supports all the functions and services that the Public Works Department currently provides. These functions and services are managed by seven divisions within the Public Works Department and include:

- **Administration**
  - **Accounting & Financial Services** Responsible for Department’s accounting, analysis, budget preparation and control, construction payments, financial management, internal controls compliance, payables, rate and fee determination, and solid waste, utility, and miscellaneous billing for approximately 40,000 customers, and account services.
  - **Asset Management** Oversight of set of processes to minimize life cycle costs of assets at an acceptable level of risk, while continuously delivering established levels of service.
  - **Boards & Commissions**
    - **Public Works Board** Advisory partnership for all aspects of Public Works operations.
    - **Energy & Conservation Commission** Members appointed by Mayor.
    - **Traffic Control Board** Advisory partnership for traffic related issues.
  - **Communications** Promote positive relations through accurate information.
  - **Information Management** Develop policies and procedures, maintain records, and manage the sharing of information.
  - **Inventory** Purchasing, bulk ordering and administration of the storeroom to keep critical water and wastewater parts on hand.

- **Personnel Administration** Oversee hiring of employees, disciplinary actions, and employee engagement initiatives.
- **Planning & Organization** Short and long term capital, financial, and program initiatives.
- **Safety & Facilities** Development and management of safety program, including training, field audits, incident investigations, and reports. Maintenance of Public Works facilities.
- **Special Assessments** Administer special assessments for arterial construction fees, storm assessments, 194 street improvement lighting districts, and 2 street maintenance districts.
- **Technology** Oversee asset management software, GIS and other technology initiatives.
- **Distribution & Collection**
  - **Hydrant & Valve Maintenance** Critical infrastructure includes 4,700 fire hydrants and 7,500 valves that requires regular maintenance to ensure reliability.
  - **Lift Station Maintenance** Operation and maintenance of 11 sewer lift stations.
  - **Locate Services** Supports the Call Before You Dig program.
  - **Pipe Bursting** Replacement of small diameter water and wastewater pipe.
  - **Wastewater Mains and Manholes** Condition assessments, regular maintenance of more than 500 miles of wastewater pipe, and respond to sewer back-ups.
  - **Water Mains** Condition assessments, regular maintenance of more than 500 miles of water pipe, and respond water main breaks and leaks.
  - **Water Meters** Installation, replacement, and repair of residential and business water meters.
- **Engineering**
  - **ADA Compliance** Ensure projects are designed to meet requirements of the Americans with Disabilities Act and manage annual program to install ADA ramps.
  - **Capital Program Management & Design** Responsible for all street, street light, sidewalk, storm, trails, building, water, and wastewater design, construction, inspection, and project management, as well as project management of other City Departments' capital projects and Tax Increment Financing Districts' capital projects.
  - **Infrastructure Planning** Manage plans, policies, and standards for Public Works infrastructure.
  - **Right of Way Management** Provide planning and coordination of all activities in the ROW through issuance of permits, planning, review, and inspection, ensuring safety and mobility. This includes special events.
  - **PAVER Program** Oversee the pavement maintenance program including overlays, chip seals, dig outs, and crack seals.
  - **Private Development Oversight** Subdivision review, private contract plan review, traffic coordination, and inspection of private development.
  - **Sidewalk Maintenance Program** Manage the annual missing and large sidewalk project, the on-going concrete program (grinding), and the annual small concrete replacement program.
  - **Stormwater Management** Administer stormwater management manual.
  - **Traffic Engineering** Manages and prioritizes the planning, design, and improvements of traffic control systems.

- **Environmental Affairs**
  - **Monitoring & Reporting** Administer construction BMPs, FOG program, landfill hazardous waste, and Stormwater Systems.
  - **MS4 Permit** Enforce regulations and ensure compliance with MS4 permit.
  - **Regulatory Compliance** Ensure compliance with permits and regulations for Landfill, wastewater, stormwater, the Environmental Protection Agency, and the Montana Department of Environmental Quality.
  - **Wastewater Pretreatment Program** Manage pretreatment program.
  
- **Solid Waste**
  - **Collection Services** Trash collection for commercial operations and both household and yard waste collection for residential customers.
  - **Household Hazardous Waste** Accepted at landfill.
  - **Landfill Operations** Provide environmentally safe disposal service for the City of Billings, Yellowstone County, and several other Montana counties, as well as parts of Wyoming.
  - **Recycling** Drop off services for used oil, antifreeze, cardboard, and electronic waste.
  - **Roll Off Services** Provide temporary and permanent roll off (drop box) containers for construction and demolition.
  
- **Street-Traffic**
  - **Landscaping** Maintenance of trees and grassy areas in the right of way.
  - **Snow & Ice** Deicing, sanding, plowing, and hauling of snow.
  - **Storm Drains** Storm drain and inlet cleaning, maintenance, and repair of approximately 300 miles of pipe and more than 7,800 inlets.
  - **Street Lights** Street light maintenance for approximately 4,500 lights.
  - **Traffic Controls** Traffic signal and sign maintenance, crosswalk, bike lane, and other pavement markings.
  - **Street Maintenance** Sweeping, pot hole repair, road maintenance for the Distribution and Collection Division after water main break repairs and pipe bursting projects, and other pavement management, as well as maintaining gravel roads and alleys.
  - **Walkways and Trails** Maintenance of trails and walkways in the right of way.
  
- **Water Quality**
  - **Pump Stations** Operations and maintenance for 13 pumping stations.
  - **Reservoirs** Operations and maintenance for 16 reservoirs as well as manage 3 reservoirs for the County Water District of Billings Heights.
  - **Water Reclamation Facility** Operation and Maintenance of 36 MGD water reclamation facility and all associated infrastructure to treat wastewater generated by the City and maintain environmental standards for returning reclaimed water to the Yellowstone River.
  - **Water Treatment Plant** Operation and maintenance of 60 MGD water treatment plant including intakes and all associated infrastructure to ensure the safety and adequate reserves of drinking water for the City of Billings at all times.
  - **Water Quality Laboratories** State certified laboratory responsible for testing and monitoring water quality.

While the services of the Public Works Department are divided into 7 divisions, the budget for Public Works encompasses 14 accounting funds as shown below:

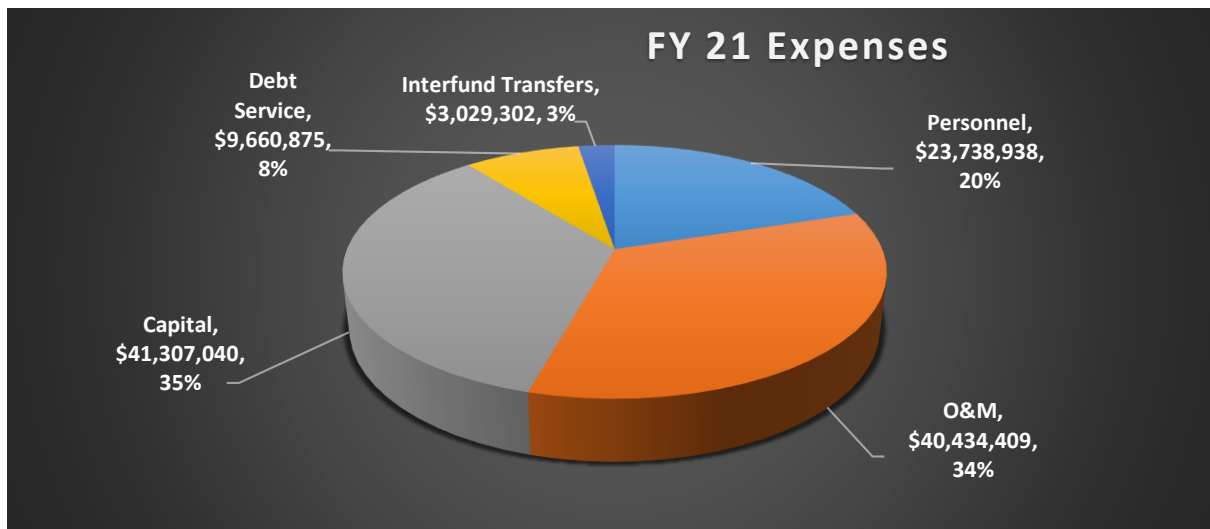


Each fund accounts for its own expenses and revenues and revenues are legally restricted to be used for legal expenses of the fund. The following is the purpose of each Public Works fund:

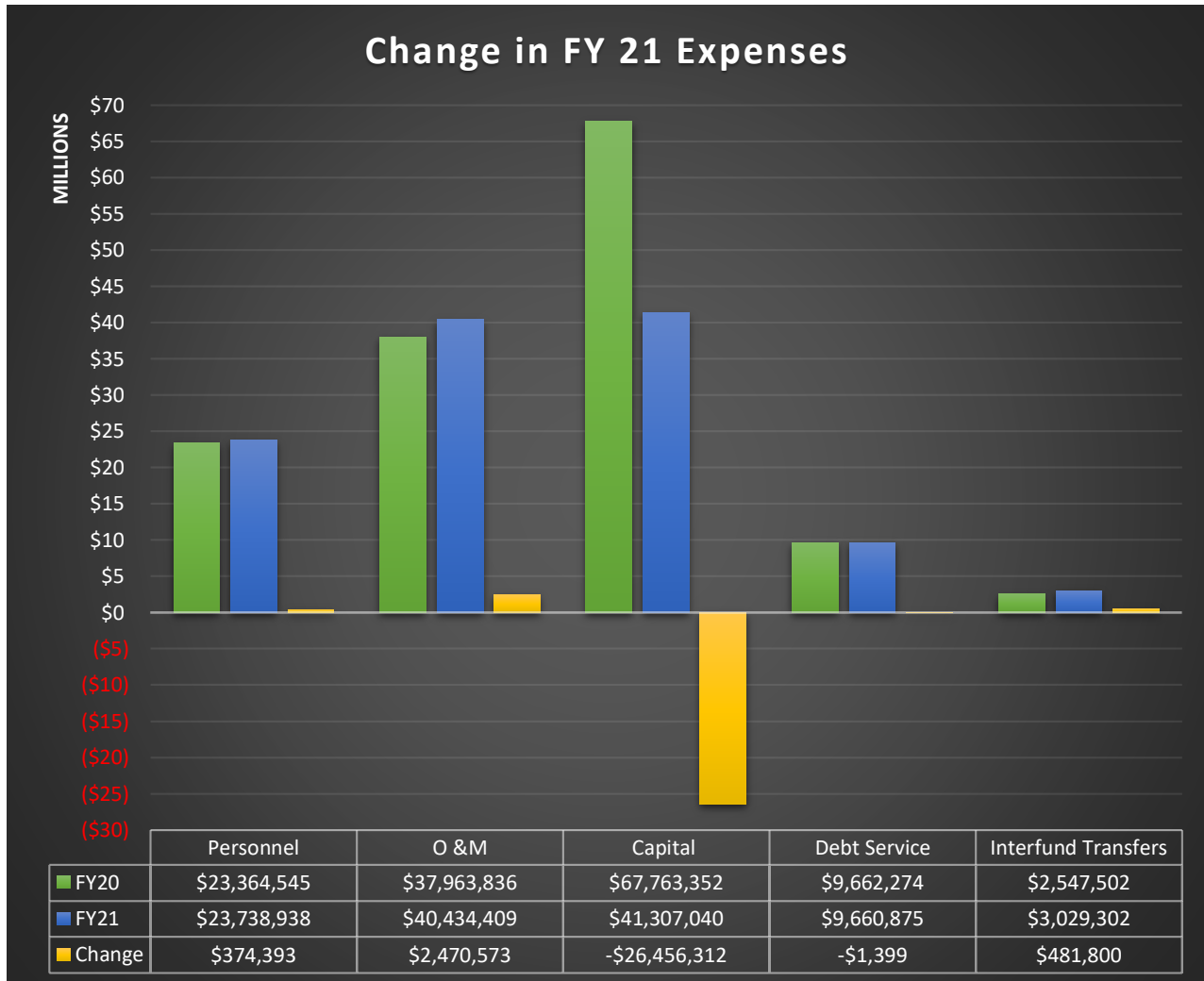
- **Internal Service Funds [\$6,093,590]** account for services performed for other Public Works and City Departments' funds.
  - **Public Works Administration [\$2,918,636]** provides services to the Public Works operational divisions.
  - **Public Works Engineering [\$3,174,954]** provides capital project management services to other Public Works funds and other City Departments.
- **Capital Project Funds [\$3,690,000]** account for financial resources to be used for the construction of infrastructure that are financed through assessments to property owners that benefit from the improvements.
  - **Sidewalk and Curb District [\$1,210,000]** fund accounts for the construction of sidewalks and curbs.
  - **Special Improvement Districts [\$2,480,000]** accounts for the construction of public streets, water, wastewater, streetlights, and storm infrastructure.
- **Special Revenue Funds [\$37,229,056]** account for the proceeds of specific revenue sources to finance specified legal activities.
  - **Arterial Street Fees [\$4,211,925]** fund accounts for the construction and reconstruction of arterial streets within the City.
  - **Gas Tax [\$4,723,100]** fund accounts for revenues received from the State of Montana fuel tax and is expended for the maintenance and construction of local, collector, and arterial streets and appurtenances.

- **Sidewalk Hazard [\$182,000]** fund accounts for minor repairs to sidewalks and is funded by assessing adjacent property owners either by billing upon completion of the repair or on property taxes.
- **Storm Sewer [\$5,783,632]** fund accounts for the operation and maintenance of the storm sewer system, as well as the transfer to a storm debt service fund to pay the debt service on two large capital projects from previous years.
- **Street and Traffic [\$9,984,669]** fund accounts for street cleaning, snow and ice management, minor street repairs, alley and gravel road maintenance, signs, traffic signal maintenance, pavement markings, landscaping, maintenance of walkways and trails in the right of way. It also accounts for the labor and maintenance expenses for streetlights and storm and charges the Storm Sewer and Street Light Maintenance District funds for this work.
- **Street Light Maintenance Districts [\$2,988,232]** fund accounts for the operations and maintenance of street lighting systems within all light districts in the City.
- **Street Maintenance Districts (SMD) [\$9,355,498]** accounts for SMD assessments from 2 districts. District 1 is essentially the downtown Billings area and receives additional street sweeping and snow plowing/hauling services. District 2 incorporates the entire City.
- **Enterprise Funds [\$71,157,918]** account for operations that are funded and operated in a manner similar to private business enterprises.
  - **Solid Waste [\$17,020,023]** fund accounts for all activities of trash collection and the landfill.
  - **Wastewater [\$26,999,429]** fund accounts for all activities of the wastewater system.
  - **Water [\$27,138,466]** fund accounts for all activities of the water system.

The expense budget is categorized into personnel, operating and maintenance (O&M), capital, debt service, and interfund transfers. 20% of Public Works FY 21 budget is for personnel expenses, 34% is O&M, 35% is capital, 8% is debt service, and the remaining 2% is interfund transfers. The interfund transfer amount includes \$1,222,502 of transfers to debt service funds, bringing the actual amount of debt service expenses for the Department to \$10,883,377.



The changes from the FY 20 budget to the FY 21 budget are shown below and the major changes for each expense category are detailed in the subsections below the following chart:



### Personnel Budget

The FY 21 personnel budget of \$23,738,938 is an increase of \$374,393 or 1.6% over the FY 20 budget. In FY 20, Public Works saw an increase of 5 FTE positions. There will be continued expansion in staffing by the Department for FY 21. The completion of the Landfill Transfer Station will require two additional fulltime positions, bringing the total FTE for FY 21 to 259. The increase for the two additional positions is \$122,613. This increase is funded by landfill revenues and was accounted for in the solid waste rate study conducted in 2019. The remainder of the FY 21 budget increase is for cost of living and step increases for employees.

Public Works anticipates additional staffing needs in future years due to growth. Distribution and Collection is expecting the need for 7 additional employees in the next 5 years to keep up with the increased maintenance needs resulting from growth in the water and wastewater systems. This

additional staff will be needed to maintain the current level of maintenance service. Engineering is doing more in-house design work and inspection, which will result in the need for two additional employees in the upcoming years. Solid Waste may need additional collection drivers due to a growing City and the need for additional routes. Street-Traffic is also anticipating additional personnel needs in the future due to growth to maintain the current level of service for maintenance. Water Quality is anticipating adding personnel in the next 4 years to operate the new west end plant and reservoir.

## Operating and Maintenance Budget

The FY 21 operation and maintenance budget of \$40,434,409 is an increase of \$2,470,573 or 6.5% over the FY 20 budget. The primary increases in the operating and maintenance budget are:

- **\$38,323** for an increase in **cost allocation expenses** from the general fund. This represents an increase of 3.1% from FY 20 cost allocation expenses. The total cost allocation expenses paid to the general fund is \$1,280,088.
- **\$200,600** for an increase in **motor vehicle parts and labor expenses**. The majority of this increase is funded by Solid Waste. The vehicle parts and labor budgets have not increased in accordance with the increases in the fleet and have been over budget by an average of \$190,000 over the previous 3 years. The remaining increases are in the Water fund.
- **\$30,000** in the Street and Traffic fund for an increase in **maintenance expenses for the Shiloh Conservation Area** to remove silt from the ditches and drains to keep stormwater flowing.
- **\$25,000** in the Street and Traffic fund to **upgrade the sign making equipment**. The existing roller is 25 years old and needs to be replaced. The upgrade will accommodate larger signs than the existing equipment can make.
- **\$110,000** in the Water fund for **sediment hauling from the water treatment plant**. The hauling previously was performed in-house by the Distribution and Collection (D&C) Division, but D&C is unable to continue this function and complete its existing maintenance work completed.
- **\$140,000** in the Wastewater fund for an increase in **chemicals at the Water Reclamation Facility (WRF)**. The chemical increases were anticipated and planned for upon the completion of the nutrient upgrades at the wastewater plant.
- **\$800,000** in the Wastewater fund for the **cleaning of digesters #1 and #2 at the WRF**. The digesters need to be cleaned every 5 to 7 years and were last cleaned in 2011. The anaerobic digestion process is a critical part of the wastewater treatment process.
- **\$125,200** for an increase in **street maintenance supplies** in the Street and Traffic fund. These increases are to increase the budgets for gravel, sand, asphalt, deicer, road salt, and heat tape. The budget for road supplies has been overspent every year for the previous 5 years and an increase is needed to maintain the current level of service.
- **\$600,000** for an **asset management program**. This program is funded by revenues from the Public Works Engineering (\$30,000), Storm Sewer (\$30,000), Street Light Maintenance Districts (\$30,000), Street and Traffic (\$150,000), Solid Waste (\$90,000), Wastewater (\$135,000), and Water (\$135,000) funds.
- **\$120,000** for **public media campaigns**. This initiative is funded by revenues from the Public Works Engineering (\$12,000), Street and Traffic (\$24,000), Solid Waste (\$30,000), Wastewater (\$27,000), and Water (\$27,000) funds.

- **\$100,000 for national lobbying efforts and grant writing.** This initiative is funded by revenues from the Public Works Administration (\$40,000), Solid Waste (\$10,000), Wastewater (\$25,000), and Water (\$25,000) funds.
- **\$149,000 for an increase in light district maintenance expenses for underground wiring, metering, and pole replacements** for facilities that are in critical need of repair. This expense is funded by revenues from the Street Light Maintenance District Fund.

<b>Capital Budget</b>
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Capital expenses of \$41,307,040 are included in the FY 21 budget for Public Works. These expenses include:

- **Equipment & Technology Replacements [\$4,807,040]** All vehicles, large equipment, and technology hardware are replaced according to their replacement plan useful life per the City of Billings' Equipment Replacement Plan and Technology Replacement Plan. Equipment and technology replacements are funded in the budgets for the Public Works Engineering, Street and Traffic, Solid Waste, Wastewater, and Water funds.
- **Solid Waste [\$1,100,000]** Expenses are budgeted in the Solid Waste Fund.
  - **Composting Facility [\$100,000]** A new composting facility at the landfill will allow Public Works to recover more landfill gasses and reuse refuse, reducing the amount of waste that goes into the landfill. The amount in the FY 21 is for the design and a \$2.5 million project will be constructed in FY 22.
  - **BOC Facility Upgrades [\$1,000,000]** Modifications are needed at the Billings Operations Center for the expansion to make room for fleet, containers, and an additional CNF fueling station.
- **Stormwater [\$2,680,000]** Expenses are budgeted in the Storm Sewer Fund.
  - **Annual Projects [\$300,000]** Expenditures address culvert and problem drainage locations.
  - **Rehabilitation Projects [\$340,000]** Replacement of aging storm drain pipe in need of repair.
  - **Stormwater Master Plan Implementation [\$2,040,000]** Annual project for storm improvements as identified in the stormwater master plan. The projects constructed in FY 21 are planned to be 54<sup>th</sup> to Grand to 48<sup>th</sup> drainage and Babcock Boulevard between Bohl and Westchester. Rosebud from King Park to 20<sup>th</sup> and River Oaks and Greenbriar will also be constructed if there is adequate funding.
- **Transportation [\$11,845,000]** Expenses are budgeted in the Sidewalk and Curb District [\$1,180,000], Special Improvement Districts [\$2,400,000], Arterial [\$4,050,000], and Gas Tax [\$4,215,000] funds.
  - **32<sup>nd</sup> Street West (King to the canal) [\$2,800,000]** Reconstruction of 32<sup>nd</sup> Street from King to Gabel to include widening and multimodal facilities was designed in the previous year. The FY 21 budget amount funds the construction of 32<sup>nd</sup> Street West from King to the canal. The portion from the canal to Gabel will be constructed in FY 26.
  - **Annual ADA & Sidewalk Projects [\$950,000]** Includes the annual Americans with Disabilities Act ramp construction and the annual replacement and infill sidewalk programs.
  - **Annual Street Reconstruction Projects [\$3,030,000]** Includes annual gravel street reconstruction and annual non-maintainable street reconstruction
  - **Bike Lanes [\$215,000]** Bike boulevard in the area of Lyman Avenue/Avenue D/Avenue C/9<sup>th</sup> Avenue and 24<sup>th</sup> Street West/Arvin Road.

- **PAVER Program [\$2,450,000]** Annual program to address crack sealing, overlay, chip seals, and dig outs on City streets.
- **Special Improvement District Projects (SID) [\$1,050,000]** Annual amount for any SIDs that neighborhoods bring forward. Staff is actively pursuing gravel street SIDs to help reduce maintenance costs,
- **Traffic Control Projects [\$1,350,000]** Annual programs for enhanced pedestrian crossings and travel corridor construction, as well as continuation of the traffic signal controller upgrade project and intersection improvements planned at Rimrock and Virginia.

*Note: Public Works has also included \$500,000 of expenses for the SBURA unimproved street improvements and \$1,480,000 for Hallowell Lane Improvements that it will be managing.*

*These amounts are not included in the Public Works budget totals.*

- **Utility [\$20,875,000]** Expenses are budgeted in Wastewater [\$10,035,000] and Water [\$10,840,000]
  - **Hydrogen Sulfide Mitigation [\$500,000]** Construction of upgrades needed to mitigate Hydrogen Sulfide in the wastewater system.
  - **Wastewater and Water Compensation Agreements [\$600,000]** Annual program for compensation agreements with private developers for oversizing water and sewer mains.
  - **Wastewater Biogas Recovery System [\$200,000]** Recover renewable methane biogas at the WRF. The amount in the FY 21 budget will fund the design. Construction is slated for \$1 million in FY 22.
  - **Wastewater Drying Beds [\$300,000]** Construction of 2 additional drying beds at the WRF
  - **Wastewater Facility Upgrades [\$1,735,000]** Replacement of two centrifuges and various electrical upgrades at the WRF, as well as 2 pumps at the secondary pump station.
  - **Wastewater Main Replacements [\$4,000,000]** Annual program for the replacement of sewer mains throughout the City.
  - **Wastewater Nutrient Recovery [\$3,000,000]** Waste activated sludge dewatering for compost.
  - **Water Lead Service Replacements [\$750,000]** Annual program to replace approximately 800 lead services remaining in system to be complete in FY 24.
  - **Water Main - 48<sup>th</sup> Street [\$500,000]** Construction and upsizing of a major water main in 48<sup>th</sup> Street West. The amount in the FY 21 budget will fund the design of the water main. Construction of \$5 million is scheduled for FY 22.
  - **Water Main Replacements [\$4,790,000]** Annual program for the replacement of water mains throughout the City.
  - **Water Treatment Plant Electrical Improvement [\$500,000]** On-going program to fund the replacement of power lines, switches, and transformers at the water treatment plant and pump stations.
  - **West End Water Treatment Plant [\$4,000,000]** Construction of a new west end water treatment plant. Preliminary design was funded in the previous year and the amount in the FY 21 budget is to fund the design of the plant. Construction for \$35 million is slated for FY 23.

**Debt Service and Interfund Transfers Budget**

The FY 21 debt service budget of \$9,660,875 is a decrease of \$1,399 over the FY 20 budget. This is the annual amount required to pay for debt service on Public Works outstanding bond issues. The annual debt service amount includes:

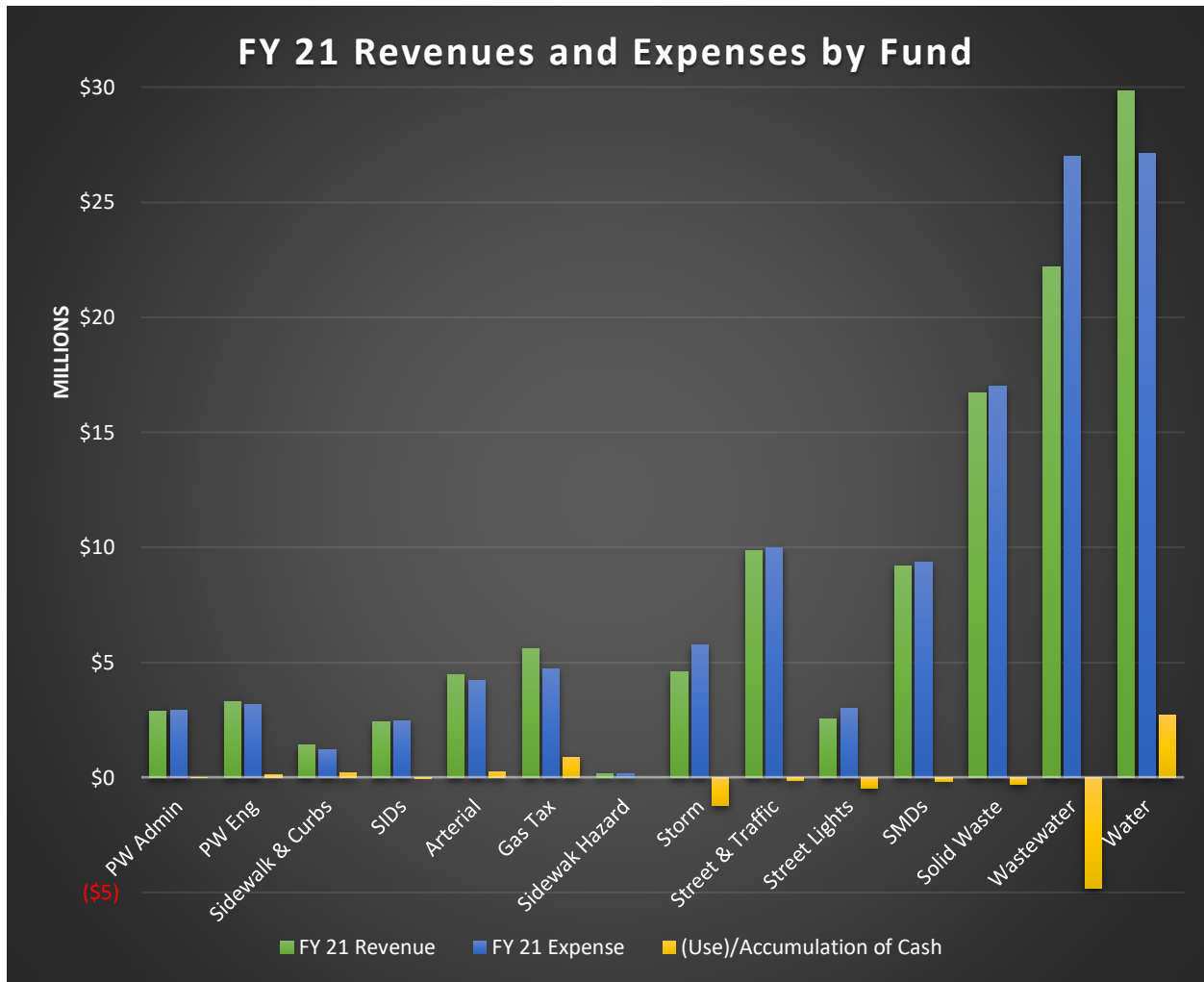
- \$1,561,775 of solid waste debt for the Landfill Transfer Station that will be complete in FY 21. This debt will be paid off in 2039.
- \$2,770,000 of water debt for the Filter Building construction, 2009 water main replacements, Zone 4 reservoir construction, 2010 water main replacements, Fox reservoir construction, Zone 3 reservoir expansion, and the Briarwood reservoir expansion. The first debt issue will be paid off in 2026 and the last of the debt will be paid off in 2035.
- \$5,329,100 of wastewater debt for the Headworks construction, Briarwood sewer extension, 2009 wastewater main replacements, UV disinfection project, the 5 Mile Lift Station, and the recently completed wastewater nutrient improvement project. The first debt issue will be paid off in 2026 and the last and largest of the debt will be paid off in 2036.

The FY 21 interfund transfer budget of \$3,029,302 is an increase of \$481,800 or 19% from the FY 20 budget. \$106,800 of this increase is for the transfer from the Gas Tax fund to the new Sidewalk Hazard Fund to temporarily finance a loan program for minor sidewalk repairs until paid back by property owners. The remaining \$375,000 is an increase to \$1,700,000 in the transfer from the Street Maintenance District Fund to the Gas Tax Fund for the annual PAVER program. The amount of the transfer was decreased in the previous year's budget due to insufficient funding and the budget amount was increased for FY 21, but is still \$200,000 below the anticipated level.

The other interfund transfers include a transfer of \$207,502 from the Street and Traffic Fund to the City's Facilities Management Fund for the annual debt amount for Street and Traffic's proportionate share of the Billings Operation Center construction debt. It also includes a \$1,015,000 transfer from the Storm Sewer fund to the Storm Sewer Debt Fund for the payment of annual debt service for the Shiloh Conservation Area (SCA) and East End Storm bond issues. The SCA debt will be paid off in 2033 and the East End Storm debt will be paid off in 2035.

**Revenue Budget**

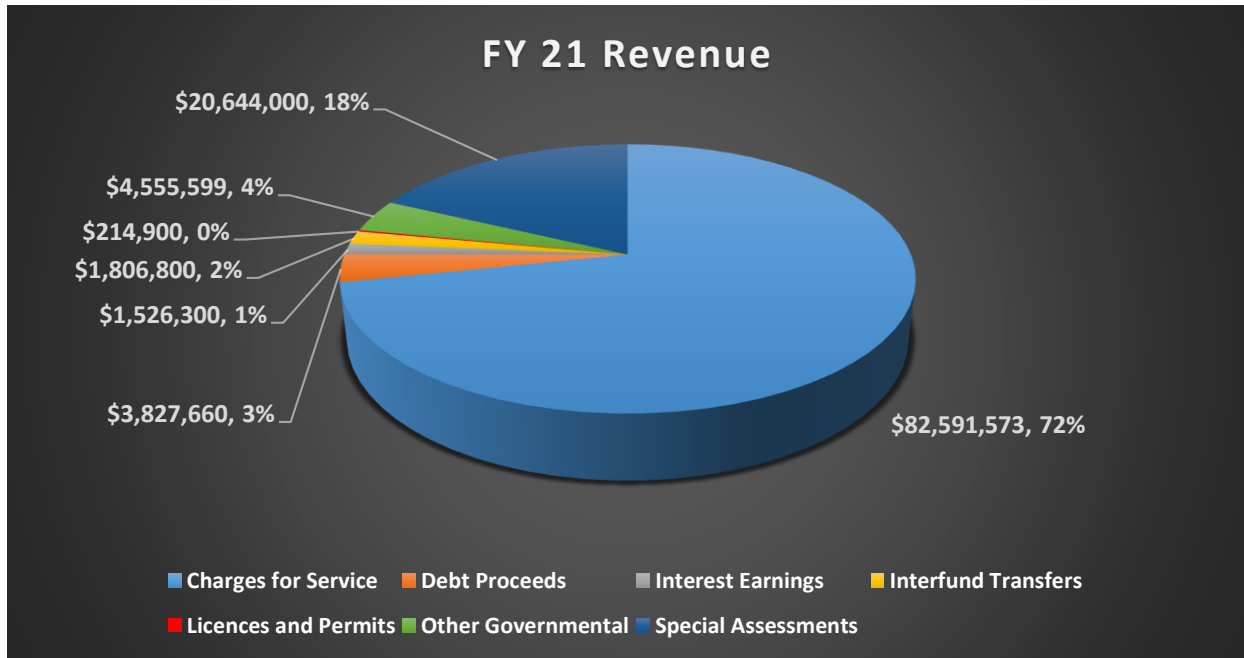
The FY 21 revenue budget for Public Works is \$115,166,832, an increase of \$4,326,915 over the FY 20 budget. FY 21 budgeted revenues are \$3,003,732 less than FY 21 budgeted expenses. This revenue gap is primarily for capital projects planned in FY 21 for which Public Works has been accumulating cash. The Wastewater and Storm Sewer funds have the largest revenue gap, but have a planned excess of cash reserves to cover the expenses in the FY 21 budget. Public Works also have several funds that have a planned accumulation of excess cash to fund large projects in future years. The Water Fund is accumulating cash for the new west end reservoir and water plant projects. The Gas Tax and Arterial Street Fees Fund are accumulating cash for the Inner Belt Loop project.



Revenues in Public Works are distributed in to seven categories. The largest category is charges for services with \$82,591,573 of revenues for FY 21, representing 72% of Public Works revenues. Charges for services is primarily revenues from solid waste, wastewater, and water charges, but also includes internal Public Works charges for services as well as other miscellaneous charges. The next largest revenue category for Public Works is special assessments with \$20,644,000 of revenues for FY 21, or 18% of Public Works revenues. Special assessments include assessments for arterial, encroachments, storm, street light maintenance districts, and street maintenance districts.

The other revenue categories are debt proceeds, interest earnings, interfund transfers, licenses and permits, and other governmental. Budgeted debt proceeds in FY 21 are \$3,827,660 and is for revenues from the sale of Sidewalk and Curb District and Special Improvement District (SID) bonds. Interest earnings budgeted in FY 21 is \$1,526,300. Interfund transfers of \$1,806,800 include transfers from the Street Maintenance Districts Fund to the Gas Tax Fund for the PAVER program and a transfer from the Gas Tax Fund to the Sidewalk Hazard Fund to temporarily finance a loan program for minor sidewalk repairs until paid back by property owners. Licenses and permits for engineering, sidewalk hazard, storm, water, and wastewater total \$214,900 in the FY 21 budget. Other governmental revenues of \$4,555,599 include \$3,750,000 for state fuel tax revenues and \$80,599 from the Planning Department

for a traffic technician position that is funded by a planning grant, both accounted for in the Gas Tax Fund. It also includes \$725,000 for Street and Traffic's share of the HB 124 state entitlement funding.



Public Works has several rate increases programmed for FY 21. Engineering fees are revised every 2 years and adjusted to reflect the current cost of service. The engineering fee increases, an average of an 8% increase, will be in place for fiscal years 21 and 22.

For several years, Public Works has adjusted its assessments annually for arterial, storm, and street maintenance districts per the Construction Cost Index (CCI). The CCI was 2%, and accordingly, arterial, storm, and street maintenance districts would have increased by 2% in FY 21. However, per City administrative direction, no increases are requested for these special assessments in FY 21. This is a loss of revenue of \$410,000 in FY 21 and if the rate increases that are needed to keep up with construction and operating cost increases is not made up for in future years, it will result in a cumulative 5-year loss of purchasing power of approximately \$2.1 million.

Light district assessments for FY 21 will be calculated in August 2021 after all expenses of each district for FY 20 are accounted for. Each district will be assessed for their estimated electricity, maintenance, administration costs, as well as for any needed increases or decreases to reserve levels.

A solid waste rate study was conducted in 2019 to establish collection, landfill, and roll off rates for fiscal years 20 and 21. Per City Code, solid waste rates must be approved annually. However, per City administrative direction, no increases are requested for collection rates in FY 21. This is a loss of revenue of \$165,000 in FY 21 and if the rate increase that are needed to keep up with operating cost increases is not made up for in future years, it will result in a cumulative 5-year loss of purchasing power of approximately \$867,000. The roll off and landfill rates will increase per the recommendations in the rate study. The rate study recommendations and the actual rate increases for FY 21 are as follows:

Solid Waste Service	Recommended % Increase	Actual % Increase
Residential Trash Collection	2.5%	0%
Commercial Trash Collection	2.5%	0%
Roll Off Service	8%	8%
Landfill	5%	5%

A rate study was also conducted in 2019 to establish water and wastewater rates for fiscal years 20 and 21. These rates were approved by the Billings City Council in May 2019. The approved rate increases for FY 21 are as follows:

Customer Type	% Increase
Water – Residential	4%
Water – Non Residential	4%
Water – Seasonal	5%
Heights Water District	15.5%
Fire Line	6%
Wastewater – Residential & Non Residential	2%
Wastewater – High Strength	8%
Wastewater – Lockwood Water & Sewer	20%
Wastewater – Phillips 66 Refinery	10%
Wastewater – ExxonMobil Refinery	11%

**New or Expanded Programs**

It is Public Works continued mission to support the **Adopted Priorities** of the City Council, and the needs of the community. Public Works current Department Programs and Capital Projects reflect this philosophy. While some major steps have already been taken to achieve set priority goals, there are additional phases taking place in FY21. Here are some of the new or expanded programs Public Works is implementing in FY21:



**Landfill Transfer Center**

This critical project to improve safety and functionality at the Landfill will be complete in the fall of 2020. The drop-off facility will allow both commercial and residential customers to be separated from active operations to unload garbage. The new facility will also help minimize blowing litter while improving efficiency in operations. Two additional landfill workers were added to the FY 21 budget to operate the transfer center.



### **West End Reservoir & Water Treatment Plant**

The new west end reservoir and water treatment plant is scheduled for construction of the reservoir to begin in FY 22 and construction of the plant in FY 23. Design will continue in FY 21. This project will increase water storage from hours to months and provide critical redundancy in the water system.

### **Asset Management**

Infrastructure intensive organizations like Public Works are increasingly recognizing the benefits of comprehensive asset management as a set of practices and processes to maximize the return on investment for assets, improve decision-making related to new and aging infrastructure, enhance organizational performance, and increase community satisfaction. One of the key goals and benefits of the asset management initiative is that all service areas begin to use consistent approaches, practices, and processes. Consistency in decision-making principles, processes, and performance reporting will help elected officials obtain a better understanding of the activities and assets presenting high risk as well as the organizational areas with high or low performance. Public Works began Phase 1, the planning and data accumulation phase, of asset management in FY 20 and will begin Phase 2, the implementation phase in FY 21. \$600,000 was added to the budget in FY 22 for asset management.

### **Communication with Citizens**

Public Works launched a dedicated website, new bill-pay and Water Utility portals in FY 20 to better serve citizens. Additionally, the Department entered into a media consultant partnership with KTVQ-Q2 to provide direct messaging to the City of Billings and surrounding areas through televised distribution. Communication through social media continues to improve, and public events, such as educational seminars and an open house at the Water Treatment Plant are now scheduled throughout the year. \$120,000 was added to the budget in FY 21 to continue the public media campaigns.

### **Geographic Information Systems (GIS)**

The City of Billings currently has a well-developed GIS that supports the Public Works Department. As the technology spectrum continues to evolve, further refinement and enhancement of the City's enterprise GIS environment is key in handling changing needs and maximizing financial investments in the system. The primary objective of the project is to extend a straightforward and easy to access GIS system that will improve the productivity and efficiency of Public Work's staff as they conduct business operations. Community engagement and open data access will also be improved through the enterprise GIS system. Public Works added \$1 million to the FY 20 budget to improve the GIS system, but the decision was made to split the project into 2 phases. The first phase began in FY 20 and the implementation phase will begin in FY 21. No additional expense was added to the FY 21 budget as this is a continuation of the project budgeted in the previous year.

### **Lobbying/Grant Writing**

The FY 21 budget was increased by \$100,000 for national lobbying efforts and the outsourcing of grant writing. A lobbyist in Washington DC will be able to assist Public Works in strategic planning, political analysis of Federal programs, assistance in determining Federal programs/grants that Public Works

would be eligible for and act as an intergovernmental liaison. This will allow Public Works to be more proactive in obtaining Federal grants and financing to reduce the burden placed on the residents of Billings for large capital projects. Outsourcing the grant writing function is a necessary component to obtain additional grants, as current staffing levels do not provide for the time needed to perform this important function.

**Stormwater Utility**

The FY 21 budget was increased by \$200,000 for the creation of a stormwater utility. While, Public Works has a stormwater fee that is assessed to all properties in the City, it does not have a formal utility like the water and wastewater functions do. By not having a formal utility, the stormwater system has not been addressed adequately for many years in terms of deferred maintenance, capital improvements, and planning for the future. The benefits of a stormwater utility are formalized rules and regulations, a rate structure that is more equitable than the existing fee system, proactive management of the infrastructure, and concentrated Public Works resources to support a critical function.

**Street Light Reconstruction**

Public Works has about 4,500 City-owned streetlights. There are a large number of poles that are 60 years old or greater. These poles create a safety issue and need to be replaced. The underground wiring also needs to be fixed in many areas and the Street Improvement Lighting Maintenance Districts (SILMDs) need to be re-metered. \$300,000 was added to the FY 20 budget to begin the underground wiring repairs and re-metering activities, but it was decided to complete the condition assessment of street lights first and defer this expense to FY 21. An additional \$149,000 was added to the FY 21 budget to replace the street light facilities that are causing a safety hazard and are in critical need of repair. Public Works is also developing a plan for the comprehensive replacement of aging light poles.

**Department Goals**

**Goal: Utilize best asset management practices to make the most cost-effective capital infrastructure decisions.**

Action(s):

- Complete first phase of the asset management plan for transportation, solid waste, storm, and water and wastewater systems.
- Begin implementing asset management practices throughout organization.
- Integrate asset management into organizational planning.

Outcome(s):

- A strategic asset management plan based on industry best practices.
- Better coordination of capital project construction and maintenance between all Public Works divisions.
- Ability to utilize data-driven decision making to enable Public Works to determine the most efficient use of funds.
- Risk mitigation to transportation, solid waste, storm, water, and wastewater systems.
- Longer asset lives through improved maintenance programs.

**Goal: As needed, review and revise the City Code items directly affecting the Public Works Department.**

Action(s):

- Review all sections of the Billings City Code that pertain to the Department.
- Work with the Legal Department to revise all City Codes to reflect current City policies and operations.
- Develop revised City Codes for the Mayor and City Council to review for approval or elimination.

Outcome(s):

- Billings City Codes pertaining to the Public Works Department are updated as directed by the Mayor and City Council through Council initiative.

**Goal: Implement benchmarking measures across all Public Works divisions.**

Action(s):

- Identify appropriate benchmarking measure for each division.
- Develop benchmarking tool to track measures.
- Compare benchmarks against similar organizations.

Outcome(s):

- Improved work plans to increase efficiencies.

**Goal: Improve safety standards.**

Action(s):

- Identify areas of concern.
- Develop policies and best practices for employees to follow.
- Continue to engage employees to improve safety with Employee Safety task group.
- Conduct PPE review audits throughout organization.
- Find opportunities to promote safety culture.

Outcome(s):

- Decrease in accidents.

**Goal: Educate and promote vision of ‘exceeding expectations through innovation, integrity, and service to the community both internally and externally’.**

Action(s):

- Improve website and social media presence.
- Identify more opportunities for education outreach such as open houses, school interactions, and public speaking engagements.
- Develop communications plan.
- Develop educational brochures.
- Continue to have department-wide supervisor meetings.
- Increase Public Works management interactions with all employee groups.

Outcome(s):

- Increase in public awareness.
- Improved relationship with customers.
- Improved interactions between Public Works divisions.
- Better employee awareness of expectations and how to achieve vision.

**Goal: Hire and retain employees that fit Public Works Department Vision.**

## Action(s):

- Re-evaluate hiring process to incorporate Department Vision.
- Improve evaluations and evaluation process.
- Develop on-boarding orientation to communicate expectations.
- Continue efforts to improve employee morale through the Employee Engagement task group.
- Identify opportunities for public acknowledgement of excellent work.
- Conduct employee survey to better understand staff perspective.

## Outcome(s):

- Increase in employee morale and retention.
- More honest, constructive employee feedback and evaluations.
- More engaged employees resulting in increased efficiencies and better customer service.

**Goal: Seek and utilize new technologies and maximize existing technologies to improve efficiencies.**

## Action(s):

- Outsource GIS to obtain a fully functional GIS system that internal IT staff will be able to maintain.
- Promote education and conferences relating to technology for staff.
- Explore employee incentives for innovation.

## Outcome(s):

- Modernized GIS system that is more functional for staff and the public.
- Increased efficiencies.
- Ability to utilize GIS functionality during Council meetings.

**Goal: Ensure each division operates within financial limitations, while maintaining resources necessary to achieve current levels of service.**

## Action(s):

- Review all cost allocations, fees, and rates to ensure they are at an appropriate level to cover expenses.
- Ensure reserves are adequate for the needs of each fund and maintain compliance with fiscal policies and legal requirements.

## Outcome(s):

- Revenues maintained at sufficient levels to support services.
- Adequate reserves available for emergencies.
- Stable, more predictable rates and lessened impact to customers.

**Goal: Update Department's internal controls and other financial policies and procedures.**

## Action(s):

- Maintain a manual for all accounting-related procedures.
- Update internal control policies.

## Outcome(s):

- Consistent and predictable operating procedures.
- Improved internal controls.

**Goal: Enhance customer service, and communications between divisions and customers.**

## Action(s):

- Promote automatic payments, online payments, and recurring payments.
- Promote paperless billing for utility bills.
- Utilize website and Facebook to provide up-to-date information regarding snow plowing, water main breaks, solid waste operations, construction updates, assessments, rates, and fees.
- Allocate staff in the most cost effective and customer service oriented manner.
- Research community organizations to partner with to assist low-income customers with their utility bills.
- Implement mobile service orders.
- Implement customer service training across all Public Works divisions.
- Conduct a public survey to identify service shortfalls.

## Outcome(s):

- Increased efficiencies.
- Decrease in mailing and postage costs.
- Decrease in operational costs through more efficient dispatching.
- Increase in customer service.
- Decreased workload through technology resulting in a delay or elimination of need to hire additional personnel.
- Enhanced and more efficient communication between divisions.
- Increase in transparency to customers.
- Improved traffic closure map and methods of notifying public of road closures

**Goal: Ensure the Billings Regional Landfill maintains compliance with state and federal operational and environmental rules and regulations.**

## Action(s):

- Continue to address landfill customer inquiries regarding proper handling, testing, and disposal of special wastes.
- Coordinate with MDU environmental personnel for required EPA reporting on landfill greenhouse gas emissions.
- Continue working with MDEQ Air Quality Bureau and consultants to address landfill compliance issues regarding NSPS/EG rule changes.
- Complete required semi-annual and annual monitoring reporting for Title V air quality permit. Complete and submit Annual Emission Inventory Compliance Certification to the MDEQ Air Quality Bureau.
- Complete required annual landfill licensing application, quarterly and annual stormwater reporting, bi-annual groundwater monitoring/reporting and quarterly methane monitoring/reporting for MDEQ Solid Waste Bureau.

## Outcome(s):

- Reduce potential for regulatory non-compliance and adverse impacts to air, ground and surface waters.

**Goal: Continue to reduce the effect of the landfill on the neighboring properties.**

## Action(s):

- Complete construction of the capital improvement projects, which will allow all municipal solid waste to be dumped inside a building, processed through grinders, and then placed in the landfill.
- Continue public education on bagging trash prior to placing that trash into their collection barrels.
- Continue picking up trash on the roads to the landfill and the roads adjacent to the landfill.
- Continue planting trees around the landfill.
- Regularly schedule meetings with Public Works staff and neighboring property owners.

## Outcome(s):

- Better relationship with surrounding property owners.
- Reduction in staff time required to pick up trash in and around the landfill.

**Goal: Ensure the City's MS4 stormwater program complies with Federal Phase II Storm Water Regulations and State General Permit.**

## Action(s):

- Implement the MS4 program six-control measures to comply with the 2017 five-year general permit.
- Complete and submit annual stormwater report and bi-annual stormwater sampling.
- Update or develop public information pamphlets on Illicit Discharge Detection & Elimination (IDDE), Fat Oil & Grease (FOG), Residential and Commercial Best Management Practices (BMPs).
- Locate and remove illicit connections to the stormwater system discovered by the CCTV program.
- Update land ownership surveys on existing ditches and drains within the City limits.
- Continue to respond to IDDE complaints and eliminate illicit/cross connections.
- Update Billings MS4 stormwater map in the Heights area.

## Outcome(s):

- Reduce stormwater pollution into state waters.

**Goal: Continue the procedures for cleaning and maintaining the City's storm drain system.**

## Action(s):

- Continue inventory of storm sewer system using closed circuit TV system.
- Prioritize problem sections of the system.
- Initiate repairs using Public Works staff when possible, and identifying future capital improvement projects.
- Focus on cleaning/jetting storm sewer sections where excess sediment has accumulated.

## Outcome(s):

- Improved flow and capacity of the storm sewer system.

**Goal: Implement Storm Utility**

## Action(s):

- Review options for funding storm water systems.
- Develop plan based on the preferred option.
- Formalize policies for storm water.
- Assess staffing levels.
- Engage stakeholders to assist in the development of a plan that serves the community.

## Outcome(s):

- Framework to implement storm water funding program that allows for a sustainable storm water system.
- Change from reactive to proactive maintenance.
- More equitable rate structure.
- Consistent policies in place for public and staff.

**Goal: Assess school crosswalks for (PreMark) heat tape applications**

## Action(s):

- Begin program to place heat tape on school crosswalks (grade schools)

## Outcome(s):

- More durable heat tape application for crosswalk markings.

**Goal: Inventory all street name signs for conformation with Manual of Uniform Traffic Control Devices (MUTCD) standards.**

## Action(s):

- Inventory all overhead directional signs on the 113 signalized intersections.

## Outcome(s):

- City street name signs always current with MUTCD standards.

**Goal: Provide well-maintained public right-of-ways.**

## Action(s):

- Continue programs for pothole repair, street reconstruction, gravel street and alley upkeep, snow and ice control, storm drain cleaning/jetting, sweeping, maintaining multi-use trails, mowing, weed abatement, maintaining signalized intersections, all street signs, and pavement markings.

## Outcome(s):

- Provide safe driving surfaces and movement of vehicle and pedestrian traffic.

**Goal: Maintain a pretreatment program to comply with the Clean Water Act - Water pollution control program.**

## Action(s):

- Update prohibited hazardous waste section of the Ordinance with the Dental Amalgam and Pharmaceutical Rules.
- Complete and submit annual pretreatment report to EPA.
- Conduct inspections of permitted and potential industrial users' dischargers.

- Assist Lockwood Water and Sewer District in managing pretreatment program through the Pretreatment Program Interlocal Agreement.
- Analyze the impact of future significant industrial dischargers on the City’s collection and treatment systems.
- Comply with the Capacity, Management, Operation, and Maintenance (CMOM) schedule and incorporate EPA review comments.
- Coordinate with Distribution and Collection field crews to locate and resolve Fats Oil and Grease (FOG) discharges.
- Continue sulfate and hydrogen sulfide investigation, including field monitoring and sampling.
- Monitor and track ExxonMobil discharge.

Outcome(s):

- Reduce potential upsets at the Water Reclamation Facility, sanitary sewer overflows, and protect the health and safety of workers.
- Maintain EPA regulatory compliance.

**Goal: Address sulfate issues in collection system and at the Water Reclamation Facility.**

Action(s):

- Complete hydrogen sulfide modeling effort in the collection system and implement recommended alternative(s).
- Start-up and operate odor control facilities at Water Reclamation Facility.

Outcome(s):

- Mitigated odor issues.
- Mitigated hydrogen sulfide safety risks.
- Reduced corrosion on equipment leading to longer asset life and lower costs at Water Reclamation Facility.

**Goal: Better understand the science of the Yellowstone River as it relates to nitrogen and phosphorus and the effect the Water Reclamation Facility has on river algae levels.**

Action(s):

- Collaborate and share data with MDEQ to assist them in setting informed treatment standards.
- Assess the option of discharging reclaimed wastewater to an irrigation canal during the nutrient season.

Outcome(s):

- Cost savings by eliminating the need for unnecessary treatment plant upgrades.
- Protection of Yellowstone River water quality.

**Goal: Successfully operate and maintain the Water Reclamation Facility (WRF) after the Nutrient Upgrade Project construction, and prepare staff for operational changes.**

Action(s):

- Implement new Standard Operating Procedures Manual for safe and successful biological nutrient removal at the Water Reclamation Facility.
- Continue internal technical training for the Water Reclamation Facility operations staff to prepare for operation of the biological, nutrient, removal treatment process.
- Meet all MPDES permit requirements.

Outcome(s):

- Operations staff fully prepared for operation and maintenance of biological, nutrient, removal process.

**Goal: Assess and implement resource recovery at the Water Reclamation Facility.**

Action(s):

- Assess options for increasing biogas production at the Water Reclamation Facility.
- Construct a biological scrubber to clean the anaerobic digester gas for the best beneficial use at the Water Reclamation Facility.
- Begin construction of phosphorus recovery technologies at the Water Reclamation Facility.
- Optimize chemical and energy use at the Water Reclamation Facility for new nutrient removal process.

Outcome(s):

- Beneficial reuse of phosphorus.
- Beneficial reuse of methane biogas.
- Higher quality water discharged from Water Reclamation Facility.
- Raise the City of Billings as an innovative environmental leader for phosphorus recovery in the region.

**Goal: Evaluate and develop a comprehensive plan/strategy for the water and sewer main replacement program.**

Action(s):

- Analyze the number and cause of water and sewer main breaks. Look for common factors of cause.
- Using GIS develop a map of the age and type of pipe within the City.
- Review the City’s break history compared to national averages.
- Evaluate the costs and the frequency of repairs compared to the cost of large water and sewer pipe replacement projects.

Outcome(s):

- Short and long-term plans developed to address the cost and the customer disruption for the water and sewer replacement/repair program.

**Goal: Remove and replace existing lead services within the City of Billings water system.**

Action(s):

- Continue to determine the locations of existing lead services within the Billings water service system and map locations.
- Establish strategy for the elimination of lead services from the water main to the property line.
- Develop a list of property owners that may have lead services from the property line to the house and contact them to verify if the services are lead.
- Develop a funding strategy to assist property owners with the cost of replacing the lead services.

Outcome(s):

- Elimination of lead services within the City of Billings water system.

**Goal: Update Source Water Delineation and Assessment Report.**

Action(s):

- Continue coordination meetings to update and field verify facilities identified in the original Assessment and Delineation survey.
- Conduct a minimum of one presentation to the Local Emergency Planning Committee (LEPC).

Outcome(s):

- A susceptibility assessment of significant, potential contaminant sources in the spill response area for the Laurel, Billings, and Lockwood Water Treatment Plant intakes is provided.

**Goal: Continue communication with the consuming public about drinking water treatment and the quality of their drinking water.**

Action(s):

- Prepare and distribute the annual Consumer Confidence Report providing details about the quality of the City’s drinking water.
- Provide monthly water quality information enhanced with responses to frequently asked questions and other useful drinking water information on the Department’s website.
- Provide facility tours to educate the public about drinking water treatment; provide information to civic groups, schools and others regarding drinking water processes and quality; and respond to citizen inquiries regarding the quality of the City’s drinking water.

Outcome(s):

- Maintain and enhance the public’s confidence in the City’s drinking water.
- More informed public about their drinking water and the processes required to provide it.

**Goal: Begin implementation of redundant water supply and treatment for the drinking water system.**

Action(s):

- Complete implementation plan for better understanding of costs, regulations, operation, and recreational benefits of off-stream storage reservoirs at the Knife River Gravel Pits.

Outcome(s):

- Increased water supply storage from a few hours to several months.
- Increased trails and water recreational opportunities for the public.
- Reduced energy costs related to pumping water.

**Goal: Assess and mitigate flood and drought risks at main Water Treatment Plant.**

Action(s):

- Complete flood and drought plan for Water Treatment Plant.

Outcome(s):

- Risk mitigation to existing water treatment assets.
- Better preparedness and resiliency for extreme environmental events.

**Goal: Improve resilience and redundancy of the water system to critical City assets.**

Action(s):

- Construct an additional three million gallons of potable water storage in pressure zone 1, which includes the hospitals and all the downtown area.
- Construct redundant water line up the rims to the pressure zone that serves the airport.
- Improve capacity and screening limitations of river intake structure.

Outcome(s):

- More reliable water supply to critical city functions and assets.
- Mitigation of risks related to having only one river intake during high water demands.

**Goal: Provide superior quality potable water.**

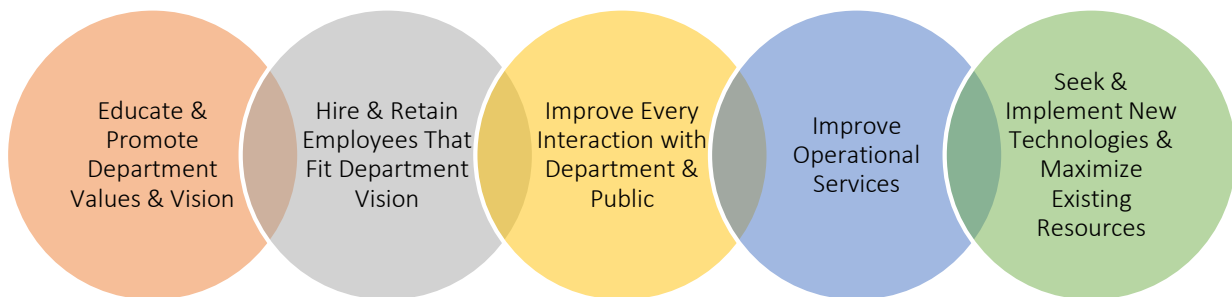
Action(s):

- Produce, pressurize, and store drinking water for the community in adequate quantities and meet all regulatory requirements and quality control standards.
- Maintain and repair all water treatment, pressurization, and storage facilities.
- Increase staff operational knowledge of UV disinfection system.

Outcome(s):

- Community water needs met.
- Replacement of aging/malfunctioning infrastructure to increase capacity while ensuring a quality product.
- Obtain the longest productive life possible.
- Superior quality potable water above MDEQ standards provided.

In addition to the defined goals for FY21, the Public Works Department continues to further the implementation of our established **Strategic Goals** through projects such as increased external and internal communications, employee engagement initiatives, customer service programs, asset management, efficiency initiatives, GIS expansion, and other technology initiatives. The Public Works leadership team will continue to identify ways to improve efficiencies and create policies and programs that support our vision and mission.



# FY21 Budget Overview

# Public Works Department

## PUBLIC WORKS ADMINISTRATION OPERATING BUDGET

FUND 6600

	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	ESTIMATE FY 20	REQUEST FY 21	PROPOSED FY 21
<b>WORKING CAPITAL-BEGINNING</b>	\$ 173,623	\$ 142,381	\$ 157,306	\$ 122,619	\$ 316,707	\$ 316,707
<b>REVENUES:</b>						
CHARGE FOR SERVICES	1,271,488	1,481,632	2,996,154	2,996,154	2,908,600	2,888,600
INVESTMENT EARNINGS	2,832	8,144	3,000	6,500	4,000	4,000
<b>TOTAL REVENUE</b>	<b>\$ 1,274,320</b>	<b>\$ 1,489,776</b>	<b>\$ 2,999,154</b>	<b>\$ 3,002,654</b>	<b>\$ 2,912,600</b>	<b>\$ 2,892,600</b>
<b>EXPENSES:</b>						
PERSONAL SERVICES	\$ 1,140,284	\$ 1,384,290	\$ 1,778,141	\$ 1,701,620	\$ 1,886,799	\$ 1,886,799
OPERATIONS & MAINTENANCE	265,685	266,667	1,127,300	1,093,655	1,051,802	1,031,837
CAPITAL	-	-	16,000	13,291	-	-
<b>TOTAL EXPENSES</b>	<b>\$ 1,405,969</b>	<b>\$ 1,650,957</b>	<b>\$ 2,921,441</b>	<b>\$ 2,808,566</b>	<b>\$ 2,938,601</b>	<b>\$ 2,918,636</b>
WORKING CAP. CHANGES NOT BUDGETED	100,407	141,419	-	-	-	-
<b>WORKING CAPITAL-ENDING</b>	<b>\$ 142,381</b>	<b>\$ 122,619</b>	<b>\$ 349,287</b>	<b>\$ 316,707</b>	<b>\$ 290,706</b>	<b>\$ 290,671</b>
LESS OPERATING RESERVE	112,478	132,077	232,435	223,622	235,088	233,491
<b>AVAILABLE WORKING CAPITAL</b>	<b>\$ 29,903</b>	<b>\$ (9,458)</b>	<b>\$ 32,199</b>	<b>\$ 93,085</b>	<b>\$ 55,618</b>	<b>\$ 57,180</b>

## STAFFING AUTHORIZATION

POSITION	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	REQUEST FY 21	PROPOSED FY 21
DIRECTOR OF PUBLIC WORKS	1.0	1.0	1.0	1.0	1.0
DEPUTY DIRECTOR OF PUBLIC WORKS	1.0	1.0	1.0	1.0	1.0
UTILITY BUSINESS MANAGER	-	-	-	1.0	1.0
PUBLIC WORKS FINANCIAL MGR	1.0	1.0	1.0	1.0	1.0
PUBLIC WORKS FINANCIAL ANALYST	1.0	1.0	1.0	1.0	1.0
SAFETY & FACILITIES OFFICER	1.0	1.0	1.0	1.0	1.0
ACCOUNT CLERK II	1.0	2.0	6.0	6.0	6.0
BILLINGS SERVICES COORDINATOR	-	-	1.0	1.0	1.0
FACILITIES MAINT SUPPORT I	-	2.0	2.0	-	-
FACILITIES MAINT SUPPORT II	-	-	-	2.0	2.0
ACCOUNTING SUPERVISOR	1.0	1.0	1.0	-	-
ADMINISTRATIVE SUPPORT I	1.0	-	-	-	-
ADMINISTRATIVE SUPPORT II	-	1.0	1.0	-	-
ADMINISTRATIVE SUPPORT III	1.0	1.0	1.0	1.0	1.0
PROJECT & COMMUNICATION COORDINATOR	-	-	-	1.0	1.0
SPECIAL ASSESSMENT COORDINATOR	-	1.0	1.0	1.0	1.0
SENIOR ACCOUNT CLERK	1.0	-	2.0	2.0	2.0
ASSET MANAGEMENT COORDINATOR	-	-	1.0	1.0	1.0
<b>TOTAL</b>	<b>10.0</b>	<b>13.0</b>	<b>21.0</b>	<b>21.0</b>	<b>21.0</b>

# FY21 Budget Overview

# Public Works Department

## PUBLIC WORKS ENGINEERING OPERATING BUDGET

FUND 6700

	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	ESTIMATE FY 20	REQUEST FY 21	PROPOSED FY 21
<b>WORKING CAPITAL-BEGINNING</b>	\$ 146,746	\$ 55,240	\$ 285,543	\$ 153,218	\$ 163,930	\$ 163,930
<b>REVENUES:</b>						
SPECIAL ASSESSMENTS	\$ 26,145	\$ 25,127	\$ 24,000	\$ 26,000	\$ 26,000	\$ 26,000
LICENSES & PERMITS	63,919	104,424	73,000	86,300	95,900	95,900
CHARGE FOR SERVICES	2,530,552	2,918,171	3,180,626	2,929,620	3,166,331	3,166,331
INVESTMENT EARNINGS	1,761	7,953	4,000	8,000	6,000	6,000
MISCELLANEOUS	934	-	-	500	-	-
<b>TOTAL REVENUE</b>	<b>\$ 2,623,311</b>	<b>\$ 3,055,675</b>	<b>\$ 3,281,626</b>	<b>\$ 3,050,420</b>	<b>\$ 3,294,231</b>	<b>\$ 3,294,231</b>
<b>EXPENSES:</b>						
PERSONAL SERVICES	\$ 2,194,096	\$ 2,442,641	\$ 2,443,439	\$ 2,321,515	\$ 2,437,315	\$ 2,437,315
OPERATIONS & MAINTENANCE	571,136	626,889	727,443	718,193	719,485	708,157
CAPITAL	26,706	-	47,000	-	29,482	29,482
<b>TOTAL EXPENSES</b>	<b>\$ 2,791,938</b>	<b>\$ 3,069,530</b>	<b>\$ 3,217,882</b>	<b>\$ 3,039,708</b>	<b>\$ 3,186,282</b>	<b>\$ 3,174,954</b>
WORKING CAP. CHANGES NOT BUDGETED	77,121	111,833	-	-	-	-
<b>WORKING CAPITAL-ENDING</b>	<b>\$ 55,240</b>	<b>\$ 153,218</b>	<b>\$ 349,287</b>	<b>\$ 163,930</b>	<b>\$ 271,879</b>	<b>\$ 283,207</b>
LESS OPERATING RESERVE	276,523	306,953	317,088	303,971	315,680	314,547
<b>AVAILABLE WORKING CAPITAL</b>	<b>\$ (221,283)</b>	<b>\$ (153,735)</b>	<b>\$ 32,199</b>	<b>\$ (140,041)</b>	<b>\$ (43,801)</b>	<b>\$ (31,340)</b>

## STAFFING AUTHORIZATION

POSITION	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	REQUEST FY 21	PROPOSED FY 21
CITY ENGINEER	1.0	1.0	1.0	1.0	1.0
CITY TRAFFIC ENGINEER	1.0	1.0	1.0	1.0	1.0
ENGINEER II	6.0	4.0	5.0	5.0	5.0
ENGINEER I	4.0	4.0	4.0	4.0	4.0
ENGINEER III	-	1.0	1.0	1.0	1.0
PERMIT CLERK	1.0	1.0	1.0	1.0	1.0
SENIOR GIS TECH	1.0	-	-	-	-
ENGINEERING DATA SPECIALIST	-	1.0	1.0	1.0	1.0
ENGINEER INSPECTOR II	3.0	4.0	4.0	4.0	4.0
ENGINEERING INSPECTOR SUPERVISOR	1.0	1.0	1.0	1.0	1.0
SURVEYOR/CAD TECH	1.0	1.0	1.0	1.0	1.0
TRAFFIC TECHNICIAN*	1.0	1.0	1.0	1.0	1.0
SENIOR ENGINEERING TECH	2.0	2.0	2.0	2.0	2.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0	1.0
<b>TOTAL</b>	<b>23.0</b>	<b>23.0</b>	<b>24.0</b>	<b>24.0</b>	<b>24.0</b>

\* EXPENSES ACCOUNTED FOR IN GAS TAX FUND

## SIDEWALK AND CURB DISTRICTS FUND OPERATING BUDGET

FUNDS 4340

	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	ESTIMATE FY 20	REQUEST FY 21	PROPOSED FY 21
<b>FUND BALANCE BEGINNING</b>	\$ (117,733)	\$ 997,160	\$ -	\$ (191,607)	\$ (191,607)	\$ (191,607)
<b>REVENUE:</b>						
INTEREST EARNINGS	\$ -	\$ 5,235	\$ -	\$ 1,200	\$ -	\$ -
PRIVATE CONTRIBUTIONS	78,139	16,640	-	-	-	-
SALE OF BONDS	1,415,000	-	1,221,300	1,561,052	1,401,607	1,401,607
<b>TOTAL REVENUE</b>	<b>\$ 1,493,139</b>	<b>\$ 21,875</b>	<b>\$ 1,221,300</b>	<b>\$ 1,562,252</b>	<b>\$ 1,401,607</b>	<b>\$ 1,401,607</b>
<b>EXPENDITURES:</b>						
OPERATIONS & MAINTENANCE	\$ 102,118	\$ 209,249	\$ -	\$ -	\$ -	\$ -
BOND ISSUANCE COSTS	28,500	-	41,300	38,000	30,000	30,000
CONST-SIDEWALK BY CITY	221,940	1,001,393	1,180,000	1,524,097	1,180,000	1,180,000
TRANSFER OTHER FUNDS	25,688	-	-	155	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 378,246</b>	<b>\$ 1,210,642</b>	<b>\$ 1,221,300</b>	<b>\$ 1,562,252</b>	<b>\$ 1,210,000</b>	<b>\$ 1,210,000</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 997,160</b>	<b>\$ (191,607)</b>	<b>\$ -</b>	<b>\$ (191,607)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>LESS:</b>						
RESTRICTED	997,160	(191,607)	-	(191,607)	-	-
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**SPECIAL IMPROVEMENT DISTRICT FUNDS  
OPERATING BUDGET**

FUND 4500

	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	ESTIMATE FY 20	REQUEST FY 21	PROPOSED FY 21
<b>FUND BALANCE BEGINNING</b>	\$ -	\$ 424,425	\$ 53,947	\$ 53,947	\$ 53,947	\$ 53,947
<b>REVENUE:</b>						
INTEREST EARNINGS	\$ 1	\$ 14,447	\$ -	\$ -	\$ -	\$ -
PRIVATE CONTRIBUTIONS	988,505	-	-	150,000	-	-
SALE OF BONDS	-	1,625,000	2,691,000	2,366,447	2,426,053	2,426,053
<b>TOTAL REVENUE</b>	<b>\$ 988,506</b>	<b>\$ 1,639,447</b>	<b>\$ 2,691,000</b>	<b>\$ 2,516,447</b>	<b>\$ 2,426,053</b>	<b>\$ 2,426,053</b>
<b>EXPENDITURES:</b>						
BOND ISSUANCE COSTS	\$ -	\$ 75,300	\$ 91,000	\$ 36,500	\$ 80,000	\$ 80,000
REFUNDS	-	58,627	-	-	-	-
PRINCIPAL/INTEREST PAYMENT	-	-	-	-	-	-
CONST-ROADS/STREET/PARKING	564,081	1,875,998	2,600,000	2,426,000	2,400,000	2,400,000
TRANSFER OTHER FUNDS	-	-	-	53,947	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 564,081</b>	<b>\$ 2,009,925</b>	<b>\$ 2,691,000</b>	<b>\$ 2,516,447</b>	<b>\$ 2,480,000</b>	<b>\$ 2,480,000</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 424,425</b>	<b>\$ 53,947</b>	<b>\$ -</b>	<b>\$ 53,947</b>	<b>\$ -</b>	<b>\$ -</b>
<b>LESS:</b>						
RESTRICTED	424,425	53,947	-	53,947	-	-
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**ARTERIAL STREET FEES FUND  
OPERATING BUDGET**

FUND 8450

	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	ESTIMATE FY 20	REQUEST FY 21	PROPOSED FY 21
<b>FUND BALANCE BEGINNING</b>	<b>\$ 4,307,159</b>	<b>\$ 5,934,448</b>	<b>\$ 2,725,575</b>	<b>\$ 4,584,191</b>	<b>\$ 3,238,898</b>	<b>\$ 3,238,898</b>
<b>REVENUE:</b>						
SPECIAL ASSESSMENTS	\$ 4,136,895	\$ 4,317,064	\$ 4,320,000	\$ 4,380,000	\$ 4,485,000	\$ 4,395,000
INTEREST ON INVESTMENTS	41,133	105,537	40,000	80,000	60,000	60,000
MISCELLANEOUS	-	5,325	-	-	-	-
GRANTS-DOT	1,728	4,674	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 4,179,756</b>	<b>\$ 4,432,600</b>	<b>\$ 4,360,000</b>	<b>\$ 4,460,000</b>	<b>\$ 4,545,000</b>	<b>\$ 4,455,000</b>
<b>EXPENDITURES:</b>						
OPERATION & MAINTENANCE	\$ 163,416	\$ 1,537,907	\$ 175,767	\$ 175,767	\$ 163,012	\$ 161,925
CAPITAL	2,389,051	4,244,950	5,491,000	5,629,526	4,050,000	4,050,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,552,467</b>	<b>\$ 5,782,857</b>	<b>\$ 5,666,767</b>	<b>\$ 5,805,293</b>	<b>\$ 4,213,012</b>	<b>\$ 4,211,925</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 5,934,448</b>	<b>\$ 4,584,191</b>	<b>\$ 1,418,808</b>	<b>\$ 3,238,898</b>	<b>\$ 3,570,886</b>	<b>\$ 3,481,973</b>
<b>LESS:</b>						
RESTRICTED FOR INNER BELTLOOP	-	-	-	1,987,022	2,987,022	2,987,022
COMMITTED	5,934,448	4,584,191	1,418,808	1,251,876	583,864	494,951
ASSIGNED	-	-	-	-	-	-
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# FY21 Budget Overview

# Public Works Department

## GAS TAX FUND OPERATING BUDGET

FUNDS 2050 & 2060

	ACTUAL FY18	ACTUAL FY 19	BUDGET FY 20	ESTIMATE FY 20	REQUEST FY 21	PROPOSED FY 21
<b>FUND BALANCE BEGINNING</b>	<u>\$ 4,340,192</u>	<u>\$ 5,711,963</u>	<u>\$ 4,011,764</u>	<u>\$ 6,316,447</u>	<u>\$ 2,902,366</u>	<u>\$ 2,902,366</u>
<b>REVENUE:</b>						
STATE GAS TAX	\$ 2,417,803	\$ 3,140,831	\$ 3,855,000	\$ 3,726,842	\$ 3,750,000	\$ 3,750,000
COUNTY CONTRACT SERVICE	94,815	91,475	98,302	70,965	80,599	80,599
INTEREST ON INVESTMENTS	45,632	101,677	40,000	88,000	80,000	80,000
CONTRIBUTIONS/DONATIONS	490,023	43,329	-	25,150	-	-
TRANSFERS:						
STREET MAINT DISTRICTS	1,500,000	1,318,000	1,325,000	1,325,000	1,850,000	1,700,000
SALE OF FIXED ASSETS	-	37,786	-	-	-	-
MISCELLANEOUS	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<u>\$ 4,548,273</u>	<u>\$ 4,733,098</u>	<u>\$ 5,318,302</u>	<u>\$ 5,235,957</u>	<u>\$ 5,760,599</u>	<u>\$ 5,610,599</u>
<b>EXPENDITURES:</b>						
PERSONAL SERVICES	\$ 68,025	\$ 66,070	\$ 73,571	\$ 73,290	\$ 80,599	\$ 80,599
OPERATION & MAINTENANCE	2,421,044	1,841,706	298,310	321,260	321,717	320,701
CAPITAL PROJECTS	687,433	2,129,338	4,185,000	8,248,659	4,215,000	4,215,000
TRANSFERS	-	91,500	-	6,829	106,800	106,800
<b>TOTAL EXPENDITURES</b>	<u>\$ 3,176,502</u>	<u>\$ 4,128,614</u>	<u>\$ 4,556,881</u>	<u>\$ 8,650,038</u>	<u>\$ 4,724,116</u>	<u>\$ 4,723,100</u>
<b>FUND BALANCE ENDING</b>	<u>\$ 5,711,963</u>	<u>\$ 6,316,447</u>	<u>\$ 4,773,185</u>	<u>\$ 2,902,366</u>	<u>\$ 3,938,849</u>	<u>\$ 3,789,865</u>
<b>LESS:</b>						
RESTRICTED:						
INNER BELTLOOP	-	-	4,507,684	2,046,265	3,046,265	3,046,265
OTHER PROJECTS	5,711,963	6,316,447	265,501	856,101	892,584	743,600
<b>UNASSIGNED</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

## SIDEWALK HAZARD OPERATING BUDGET

FUND 2080

	ACTUAL FY18	ACTUAL FY 19	BUDGET FY 20	ESTIMATE FY 20	REQUEST FY 21	PROPOSED FY 21
<b>FUND BALANCE BEGINNING</b>	\$ -	\$ -	\$ -	\$ 91,346	\$ -	\$ -
<b>REVENUE:</b>						
SPECIAL ASSESSMENTS	\$ -	\$ 2,304	\$ -	\$ 40,000	\$ 60,000	\$ 60,000
LICENSES & PERMITS	-	830	-	8,000	15,000	15,000
INTEREST ON INVESTMENTS	-	-	-	141	200	200
TRANSFERS	-	91,500	-	6,829	106,800	106,800
<b>TOTAL REVENUE</b>	\$ -	\$ 94,634	\$ -	\$ 54,970	\$ 182,000	\$ 182,000
<b>EXPENDITURES:</b>						
OPERATION & MAINTENANCE	-	3,288	-	146,316	182,000	182,000
CAPITAL PROJECTS	-	-	-	-	-	-
TRANSFERS	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	\$ -	\$ 3,288	\$ -	\$ 146,316	\$ 182,000	\$ 182,000
<b>FUND BALANCE ENDING</b>	\$ -	\$ 91,346	\$ -	\$ -	\$ -	\$ -
<b>LESS:</b>						
<b>RESTRICTED:</b>						
INNER BELTLOOP	-	-	-	-	-	-
OTHER PROJECTS	-	91,346	-	-	-	-
<b>UNASSIGNED</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**STORM SEWER FUND  
OPERATING BUDGET**

FUND 8400 & 2070

	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	ESTIMATE FY 20	REQUEST FY 21	PROPOSED FY 21
<b>FUND BALANCE BEGINNING</b>	<b>\$ 5,982,421</b>	<b>\$ 6,401,544</b>	<b>\$915,416</b>	<b>\$ 2,036,137</b>	<b>\$ 1,768,764</b>	<b>\$ 1,768,764</b>
<b>REVENUE:</b>						
SPECIAL ASSESSMENTS	\$ 4,216,969	\$ 4,442,418	\$ 4,536,000	\$ 4,500,000	\$ 4,610,000	\$ 4,520,000
INTEREST ON INVESTMENTS	52,812	108,435	46,000	60,800	55,800	55,800
LICENSES & PERMITS	5,200	5,200	10,000	1,500	4,000	4,000
SALE OF FIXED ASSETS	82,155	63,076	-	-	-	-
OTHER	2,152	-	1,452	2,904	1,452	1,452
<b>TOTAL REVENUE</b>	<b>\$ 4,359,288</b>	<b>\$ 4,619,129</b>	<b>\$ 4,593,452</b>	<b>\$ 4,565,204</b>	<b>\$ 4,671,252</b>	<b>\$ 4,581,252</b>
<b>EXPENDITURES:</b>						
OPERATIONS & MAINTENANCE	\$ 1,484,319	\$ 1,474,182	\$ 1,765,517	\$ 1,824,167	\$ 2,093,702	\$ 2,088,632
CAPITAL	1,442,346	6,497,854	1,890,000	1,993,410	2,880,000	2,680,000
TRANSFERS TO BOND AND INTEREST	1,013,500	1,012,500	1,015,000	1,015,000	1,015,000	1,015,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,940,165</b>	<b>\$ 8,984,536</b>	<b>\$ 4,670,517</b>	<b>\$ 4,832,577</b>	<b>\$ 5,988,702</b>	<b>\$ 5,783,632</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 6,401,544</b>	<b>\$ 2,036,137</b>	<b>\$ 838,351</b>	<b>\$ 1,768,764</b>	<b>\$ 451,314</b>	<b>\$ 566,384</b>
<b>LESS:</b>						
RESTRICTED	6,401,543	2,036,137	838,351	1,768,764	451,314	566,384
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## STREET AND TRAFFIC FUND OPERATING BUDGET

FUND 2110

	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	ESTIMATE FY 20	REQUEST FY 21	PROPOSED FY 21
<b>FUND BALANCE BEGINNING</b>	<b>\$ 4,471,137</b>	<b>\$ 4,172,289</b>	<b>\$ 2,126,741</b>	<b>\$ 4,443,050</b>	<b>\$ 1,997,181</b>	<b>\$ 1,997,181</b>
<b>REVENUE:</b>						
STATE REIMBURSEMENTS	\$ 679,804	\$ 692,769	\$ 686,415	\$ 718,642	\$ 725,000	\$ 725,000
FIRE SERVICES FEES	11,000	11,000	11,000	11,000	11,000	11,000
STREET LIGHT	255,109	261,928	242,050	200,000	215,000	215,000
STREET MAINTENANCE	6,984,996	7,315,000	7,491,000	7,491,000	7,700,000	7,555,000
SOLID WASTE	-	-	100,000	100,000	100,000	100,000
STORM SEWER MAINT.	841,801	920,454	895,000	905,000	1,024,000	1,024,000
BBWA LATERAL MAINT.	4,500	4,500	4,500	4,500	4,500	4,500
UTILITY CHG FOR SERVICES	127,126	262,085	130,000	190,000	150,000	150,000
ENGINEERING CHG FOR SERVICES	-	-	1,000	-	-	-
INTERDEPARTMENTAL CHGS	1,633	-	1,000	100	1,000	1,000
INVESTMENT EARNINGS	29,428	75,872	30,000	60,000	50,000	50,000
MISCELLANEOUS	16,433	25,132	10,000	12,047	10,000	10,000
<b>TOTAL REVENUE</b>	<b>\$ 8,951,830</b>	<b>\$ 9,568,740</b>	<b>\$ 9,601,965</b>	<b>\$ 9,692,289</b>	<b>\$ 9,990,500</b>	<b>\$ 9,845,500</b>
<b>EXPENDITURES:</b>						
PERSONAL SERVICES	\$ 3,983,814	\$ 4,117,915	\$ 4,292,027	\$ 4,283,200	\$ 4,358,813	\$ 4,358,813
OPERATIONS AND MAINTENANCE	3,825,312	4,018,708	4,007,447	4,009,027	4,350,723	4,310,319
CAPITAL	1,234,050	953,854	1,535,930	3,638,429	1,108,035	1,108,035
TRANSFERS	207,502	207,502	207,502	207,502	207,502	207,502
<b>TOTAL EXPENDITURES</b>	<b>\$ 9,250,678</b>	<b>\$ 9,297,979</b>	<b>\$ 10,042,906</b>	<b>\$ 12,138,158</b>	<b>\$ 10,025,073</b>	<b>\$ 9,984,669</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 4,172,289</b>	<b>\$ 4,443,050</b>	<b>\$ 1,386,952</b>	<b>\$ 1,997,181</b>	<b>\$ 1,962,608</b>	<b>\$ 1,858,012</b>
<b>LESS:</b>						
RESTRICTED	4,172,289	4,443,050	1,386,952	1,997,181	1,962,608	1,858,012
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## STREET AND TRAFFIC FUND OPERATING BUDGET

FUND 2110

	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	ESTIMATE FY 20	REQUEST FY 21	PROPOSED FY 21
PERSONAL SERVICES	\$ 3,983,814	\$ 4,117,915	\$ 4,292,027	\$ 4,283,200	\$ 4,358,813	\$ 4,358,813
OPERATIONS AND MAINTENANCE	3,825,312	4,018,708	4,007,447	4,009,027	4,350,723	4,310,319
CAPITAL	1,234,050	953,854	1,535,930	3,638,429	1,108,035	1,108,035
TRANSFERS	<u>207,502</u>	<u>207,502</u>	<u>207,502</u>	<u>207,502</u>	<u>207,502</u>	<u>207,502</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 9,250,678</u></b>	<b><u>\$ 9,297,979</u></b>	<b><u>\$ 10,042,906</u></b>	<b><u>\$ 12,138,158</u></b>	<b><u>\$ 10,025,073</u></b>	<b><u>\$ 9,984,669</u></b>

## STAFFING AUTHORIZATION

POSITION	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	REQUEST FY 21	PROPOSED FY 21
STREET/TRAFFIC SUPERINTENDENT	1.0	1.0	1.0	1.0	1.0
STREET/TRAFFIC SUPERVISOR	4.0	4.0	4.0	4.0	4.0
SR. EQUIPMENT OPER/MAINT. WKR	3.0	3.0	3.0	3.0	3.0
EQUIP OPER/MAINT WORKER	29.0	29.0	29.0	32.0	32.0
MAINTENANCE	4.0	4.0	4.0	1.0	1.0
TRAFFIC INSPECTOR II	1.0	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT III	1.0	1.0	1.0	1.0	1.0
ELECTRICIAN III	2.0	2.0	2.0	1.0	1.0
ELECTRICIAN II	-	-	-	3.0	3.0
ELECTRICIAN I	2.0	2.0	2.0	-	-
ARBORIST	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
<b>TOTAL</b>	<b><u>48.0</u></b>	<b><u>48.0</u></b>	<b><u>48.0</u></b>	<b><u>48.0</u></b>	<b><u>48.0</u></b>

**STREET LIGHT MAINTENANCE DISTRICTS FUND  
OPERATING BUDGET**

FUND 8100

	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	ESTIMATE FY 20	REQUEST FY 21	PROPOSED FY 21
<b>FUND BALANCE - BEGINNING</b>	<b>\$ 1,619,590</b>	<b>\$ 1,654,078</b>	<b>\$ 1,663,052</b>	<b>\$ 1,740,942</b>	<b>\$ 1,713,617</b>	<b>\$ 1,713,617</b>
<b>REVENUE:</b>						
INTEREST EARNINGS	\$ 13,042	\$ 36,174	\$ 10,000	\$ 30,000	\$ 30,000	\$ 30,000
SPECIAL ASSESSMENTS	2,394,921	2,452,312	2,478,000	2,415,000	2,725,800	2,500,000
REFUNDS/REIMBURSEMENTS	<u>26,385</u>	<u>32,010</u>	<u>-</u>	<u>11,901</u>	<u>-</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<b>\$ 2,434,348</b>	<b>\$ 2,520,496</b>	<b>\$ 2,488,000</b>	<b>\$ 2,456,901</b>	<b>\$ 2,755,800</b>	<b>\$ 2,530,000</b>
<b>EXPENDITURES:</b>						
OPERATIONS & MAINTENANCE	\$ 2,399,860	\$ 2,433,632	\$ 2,923,276	\$ 2,484,226	\$ 3,133,759	\$ 2,988,232
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,399,860</b>	<b>\$ 2,433,632</b>	<b>\$ 2,923,276</b>	<b>\$ 2,484,226</b>	<b>\$ 3,133,759</b>	<b>\$ 2,988,232</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ 1,654,078</b>	<b>\$ 1,740,942</b>	<b>\$ 1,227,776</b>	<b>\$ 1,713,617</b>	<b>\$ 1,335,658</b>	<b>\$ 1,255,385</b>
<b>LESS:</b>						
RESTRICTED	<u>1,654,078</u>	<u>1,740,942</u>	<u>1,227,776</u>	<u>1,713,617</u>	<u>1,335,658</u>	<u>1,255,385</u>
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**STREET MAINTENANCE DISTRICTS FUND  
OPERATING BUDGET**

FUND 8010 & 8020

	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	ESTIMATE FY 20	REQUEST FY 21	PROPOSED FY 21
<b>FUND BALANCE BEGINNING</b>	\$ 3,559,541	\$ 3,707,922	\$ 3,816,917	\$ 4,089,791	\$ 4,304,578	\$ 4,304,578
<b>REVENUE:</b>						
SPECIAL ASSESSMENTS	\$ 8,692,848	\$ 8,999,136	\$ 9,063,000	\$ 9,100,000	\$ 9,373,000	\$ 9,143,000
INTEREST ON INVESTMENTS	30,787	107,146	20,600	76,000	55,800	55,800
<b>TOTAL REVENUE</b>	\$ 8,723,635	\$ 9,106,282	\$ 9,083,600	\$ 9,176,000	\$ 9,428,800	\$ 9,198,800
<b>EXPENDITURES:</b>						
OPERATION & MAINTENANCE	\$ 7,075,254	\$ 7,406,413	\$ 7,636,213	\$ 7,636,213	\$ 7,801,847	\$ 7,655,498
TRANSFER TO GAS TAX FUND	1,500,000	1,318,000	1,325,000	1,325,000	1,850,000	1,700,000
<b>TOTAL EXPENDITURES</b>	\$ 8,575,254	\$ 8,724,413	\$ 8,961,213	\$ 8,961,213	\$ 9,651,847	\$ 9,355,498
<b>FUND BALANCE ENDING</b>	\$ 3,707,922	\$ 4,089,791	\$ 3,939,304	\$ 4,304,578	\$ 4,081,531	\$ 4,147,880
<b>LESS:</b>						
RESTRICTED	3,707,922	4,089,791	3,939,304	4,304,578	4,081,531	4,147,880
<b>UNASSIGNED</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

# FY21 Budget Overview

# Public Works Department

## SOLID WASTE FUND OPERATING BUDGET

FUNDS 5410,5420,5440,5450

	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	ESTIMATE FY 20	REQUEST FY 21	PROPOSED FY 21
<b>WORKING CAPITAL - BEGINNING</b>	<b>\$ 12,389,375</b>	<b>\$ 11,896,237</b>	<b>\$ 12,764,275</b>	<b>\$ 34,933,405</b>	<b>\$ 7,937,711</b>	<b>\$ 7,937,711</b>
<b>REVENUES:</b>						
GARBAGE COLLECTION-RES	\$ 5,064,899	\$ 5,368,315	\$ 5,459,000	\$ 5,550,000	\$ 5,670,000	\$ 5,570,000
GARBAGE COLLECTION-COMM	3,876,437	4,179,442	4,326,000	4,380,000	4,465,000	4,400,000
COLLECTION-OTHER	853,908	939,845	961,700	1,008,000	1,055,000	1,055,000
LANDFILL CHARGES	4,787,102	4,834,530	5,047,038	5,339,650	5,393,000	5,393,000
MISC CHARGE FOR SERVICES	69,970	58,976	56,500	67,000	67,000	67,000
FRAN FEES & WHOLESALE CHARGE	757,925	11,742	12,360	12,360	13,000	13,000
INTEREST ON INVSTMNT/LOANS	112,669	500,981	174,000	362,086	225,000	225,000
SALE OF SURPLUS EQUIP/LAND	5,551	10,800	-	3,500	-	-
BOND REVENUE	-	-	-	-	-	-
REFUNDS/REIMBURSEMENTS	11,426	90,522	-	1,800	-	-
<b>TOTAL REVENUE</b>	<b>\$ 15,539,887</b>	<b>\$ 15,995,153</b>	<b>\$ 16,036,598</b>	<b>\$ 16,724,396</b>	<b>\$ 16,888,000</b>	<b>\$ 16,723,000</b>
<b>EXPENSES:</b>						
ADMINISTRATION	\$ 1,844,163	\$ 1,383,056	\$ 1,608,780	\$ 1,618,905	\$ 1,747,040	\$ 1,554,060
COLLECTION	9,345,791	7,529,699	7,799,291	11,769,569	9,144,359	9,134,586
LANDFILL	5,309,432	7,473,367	12,229,482	30,331,616	6,151,677	6,331,377
<b>TOTAL EXPENSES</b>	<b>\$ 16,499,386</b>	<b>\$ 16,386,122</b>	<b>\$ 21,637,553</b>	<b>\$ 43,720,090</b>	<b>\$ 17,043,076</b>	<b>\$ 17,020,023</b>
WORKING CAP. CHANGES NOT BUDGETED	466,361	23,428,137	-	-	-	-
<b>WORKING CAPITAL - ENDING</b>	<b>\$ 11,896,237</b>	<b>\$ 34,933,405</b>	<b>\$ 7,163,320</b>	<b>\$ 7,937,711</b>	<b>\$ 7,782,635</b>	<b>\$ 7,640,688</b>
LESS OPERATING RESERVE	4,377,000	4,377,000	4,854,000	5,051,280	5,115,437	5,105,294
LESS DEBT RESERVE	-	-	-	-	-	-
<b>AVAILABLE WORKING CAPITAL</b>	<b>\$ 7,519,237</b>	<b>\$ 30,556,405</b>	<b>\$ 2,309,320</b>	<b>\$ 2,886,431</b>	<b>\$ 2,667,198</b>	<b>\$ 2,535,394</b>

**SOLID WASTE FUND  
OPERATING BUDGET**

FUNDS 5410,5420,5440,5450

	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	ESTIMATE FY 20	REQUEST FY 21	PROPOSED FY 21
PERSONAL SERVICES	\$ 5,489,681	\$ 5,575,909	\$ 5,576,090	\$ 5,644,256	\$ 5,843,090	\$ 5,843,090
OPERATIONS AND MAINTENANCE	5,765,998	5,320,570	5,456,056	5,835,925	5,782,904	5,759,851
CAPITAL	5,243,707	4,840,511	9,043,633	30,678,135	3,855,307	3,855,307
DEBT SERVICE	-	649,132	1,561,774	1,561,774	1,561,775	1,561,775
<b>TOTAL EXPENSES</b>	<b>\$ 16,499,386</b>	<b>\$ 16,386,122</b>	<b>\$ 21,637,553</b>	<b>\$ 43,720,090</b>	<b>\$ 17,043,076</b>	<b>\$ 17,020,023</b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	REQUEST FY 21	PROPOSED FY 21
SOLID WASTE SUPERINTENDENT	1.0	1.0	1.0	1.0	1.0
SOLID WASTE SUPERVISOR	5.0	5.0	5.0	5.0	5.0
SR EQUIP. OPER / MAINT WORKER	6.0	4.0	4.0	5.0	5.0
ADMINISTRATIVE SUPPORT III	1.0	1.0	1.0	1.0	1.0
EQUIP. OPER / MAINT. WORKER	39.0	43.0	43.0	46.0	46.0
MAINTENANCE WORKER	9.0	7.0	9.0	7.0	7.0
FACILITIES MAINT SUPPORT I	0.5	0.5	1.0	1.0	1.0
LANDFILL ATTENDANTS	2.0	3.0	3.0	3.0	3.0
<b>TOTAL</b>	<b>63.5</b>	<b>64.5</b>	<b>67.0</b>	<b>69.0</b>	<b>69.0</b>

# FY21 Budget Overview

# Public Works Department

WASTEWATER FUND OPERATING BUDGET						
FUNDS 5120,5130,5180,5190,4210	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	ESTIMATE FY 20	REQUEST FY 21	PROPOSED FY 21
<b>WORKING CAPITAL - BEGINNING</b>	<b>\$ 84,329,091</b>	<b>\$ 61,015,270</b>	<b>\$ 23,719,366</b>	<b>\$ 44,535,860</b>	<b>\$ 16,510,685</b>	<b>\$ 16,510,685</b>
<b>REVENUES:</b>						
WASTEWATER CHARGES	\$ 17,298,080	\$ 18,921,033	\$ 18,950,550	\$ 19,757,400	\$ 20,285,500	\$ 20,285,500
PERMITS	49,633	45,190	50,000	50,000	50,000	50,000
OTHER CHARGES FOR SERV.	328,901	353,185	301,100	301,000	299,790	299,790
FRANCH FEES & WHOLESALE CHG	759,741	65,312	45,000	80,000	90,000	90,000
LATE PAYMENT CHARGES	35,280	42,773	35,000	55,000	45,000	45,000
SYSTEM DEVELOPMENT FEE	981,007	4,537,016	1,000,000	900,000	1,000,000	1,000,000
STATE FEE	33,662	46,437	37,000	46,000	45,000	45,000
CONTRIBUTIONS/DONATIONS	-	-	-	169,580	-	-
MISCELLANEOUS	7,895	71,448	-	5,477	-	-
SALE OF EQUIPMENT	-	2,078	-	-	-	-
INTEREST ON INVESTMENTS	846,701	1,396,551	450,000	873,793	380,000	380,000
<b>TOTAL REVENUE</b>	<b>\$ 20,340,900</b>	<b>\$ 25,481,023</b>	<b>\$ 20,868,650</b>	<b>\$ 22,238,250</b>	<b>\$ 22,195,290</b>	<b>\$ 22,195,290</b>
<b>EXPENSES:</b>						
ADMINISTRATION	\$ 1,554,889	\$ 1,153,497	\$ 2,066,915	\$ 1,917,264	\$ 2,567,448	\$ 2,557,946
SERVICE CENTER	814,411	637,301	80,652	68,428	66,998	66,998
TREATMENT PLANT	4,331,774	5,021,487	5,070,266	5,679,430	6,216,415	6,213,905
COLLECTION SYSTEM	1,409,049	1,477,981	1,599,330	1,497,699	1,614,583	1,609,088
ENVIRONMENTAL AFFAIRS	472,890	486,213	512,444	510,674	511,004	510,882
CAPITAL	29,877,341	27,816,217	20,870,535	35,259,930	10,711,510	10,711,510
BOND PRINCIPAL	-	-	2,423,000	2,423,000	2,673,700	2,673,700
BOND INTEREST **	1,973,021	2,401,544	2,907,000	2,907,000	2,655,400	2,655,400
<b>TOTAL EXPENSES</b>	<b>\$ 40,433,375</b>	<b>\$ 38,994,240</b>	<b>\$ 35,530,142</b>	<b>\$ 50,263,425</b>	<b>\$ 27,017,058</b>	<b>\$ 26,999,429</b>
W.C. CHANGES NOT BUDGETED	(3,221,346)	(2,966,193)	-	-	-	-
<b>WORKING CAPITAL - ENDING</b>	<b>\$ 61,015,270</b>	<b>\$ 44,535,860</b>	<b>\$ 9,057,874</b>	<b>\$ 16,510,685</b>	<b>\$ 11,688,917</b>	<b>\$ 11,706,546</b>
<b>LESS OPERATING RESERVE</b>	<b>1,440,000</b>	<b>1,575,000</b>	<b>1,679,000</b>	<b>1,741,229</b>	<b>1,975,761</b>	<b>1,972,587</b>
<b>LESS SRF LOAN RESERVE</b>	<b>1,444,291</b>	<b>1,444,291</b>	<b>1,445,000</b>	<b>1,445,000</b>	<b>1,445,000</b>	<b>1,445,000</b>
<b>AVAILABLE WORKING CAPITAL</b>	<b>\$ 58,130,979</b>	<b>\$ 41,516,569</b>	<b>\$ 5,933,874</b>	<b>\$ 13,324,456</b>	<b>\$ 8,268,156</b>	<b>\$ 8,288,959</b>

# FY21 Budget Overview

# Public Works Department

## WASTEWATER FUND OPERATING BUDGET

FUND 5120,5130,5180,4210

	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	ESTIMATE FY 20	REQUEST FY 21	PROPOSED FY 21
PERSONAL SERVICES	\$ 3,922,595	\$ 3,887,278	\$ 4,184,414	\$ 4,049,231	\$ 4,123,310	\$ 4,123,310
OPERATIONS AND MAINTENANCE	4,660,418	4,888,851	5,145,193	5,624,264	6,853,138	6,835,509
CAPITAL	29,877,341	27,816,217	20,870,535	35,259,930	10,711,510	10,711,510
DEBT SERVICE	1,973,021	2,401,894	5,330,000	5,330,000	5,329,100	5,329,100
<b>TOTAL EXPENSES</b>	<b>\$ 40,433,375</b>	<b>\$ 38,994,240</b>	<b>\$ 35,530,142</b>	<b>\$ 50,263,425</b>	<b>\$ 27,017,058</b>	<b>\$ 26,999,429</b>

## STAFFING AUTHORIZATION

POSITION	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	REQUEST FY 21	PROPOSED FY 21
ACCOUNT CLERK II	1.6	1.6	-	0	0
ACCOUNTING TECHNICIAN	0.3	0.3	0.4	0.25	0.25
ADMINISTRATIVE SUPPORT II	0.4	0.4	0.4	0.4	0.4
BILLINGS SERVICE COORD	0.4	0.4	-	-	-
CHEMIST				1.0	1.0
CHIEF CHEMIST	0.3	0.3	0.5	-	-
CONTROL SYS PROG ANALYST II	1.0	1.0	1.0	1.0	1.0
D&C SUPERINTENDENT	0.4	0.4	0.4	0.4	0.4
DRAFTING TECHNICIAN	0.4	0.4	0.4	0.4	0.4
ELECTRICAL CNTRL SYS SPEC	0.5	0.5	0.5	0.5	0.5
ELECTRICAL MAINT SUPERVISOR	0.5	0.5	0.5	0.5	0.5
ELECTRICIAN II-A	-	-	-	-	-
ELECTRICIAN III	3.0	3.0	3.0	3.0	3.0
ENG INSPECTOR II	0.8	0.8	0.8	0.8	0.8
ENGINEER II	0.4	0.4	-	-	-
ENVIRONMENTAL COMPL COORD	2.0	2.0	2.0	2.0	2.0
ENVIRONMENTAL ENGINEER	1.0	1.0	1.0	1.0	1.0
ENVIRONMENTAL COORD I	1.0	1.0	1.0	1.0	1.0
EQUIP OPER/MAINT WORKER	6.0	6.4	6.4	6.0	6.0
FACILITIES MAINT SUPPORT I	0.5	-	-	-	-
FACILITIES MAINT SUPPORT II	1.0	1.0	1.0	1.0	1.0
LAB SUPERVISOR	-	1.0	1.0	1.0	1.0
LAB TECHNICIAN	2.0	2.0	2.0	1.0	1.0
MAINTENANCE WORKER	0.4	0.3	0.8	1.2	1.2
MECHANIC I	0.4	0.4	0.4	0.4	0.4
METER MAINTENANCE REP	-	0.4	-	-	-
PLANT MECHANIC SUPERVISOR	1.0	1.0	1.0	1.0	1.0
PLANT OPER SUPERVISOR	1.0	1.0	1.0	1.0	1.0
SR EQUIP OPER MAINT WKR	1.6	1.6	1.6	1.6	1.6
SR. ACCOUNT CLERK	0.8	0.8	-	-	-
SYSTEMS MAINT SUPERVISOR	1.6	1.6	1.6	1.6	1.6
TREATMENT PLANT TECH III	5.0	5.0	5.0	5.0	5.0
TREATMENT PLANT TECHNICIAN I	1.0	3.0	3.0	2.0	2.0
TREATMENT PLANT TECHNICIAN II	6.0	4.0	4.0	6.0	6.0
UTILITY BILLING SUPERVISOR	0.4	-	-	-	-
UTILITY SYSTEM ENGINEER	0.5	0.5	0.5	0.5	0.5
WASTEWATER TREATMENT MGR	1.0	1.0	1.0	1.0	1.0
TREATMENT TECHNICIAN	-	-	1.0	-	-
WIRELESS NETWORK TECH	-	-	0.5	0.5	0.5
<b>TOTAL</b>	<b>44.2</b>	<b>44.9</b>	<b>43.7</b>	<b>43.1</b>	<b>43.1</b>

# FY21 Budget Overview

# Public Works Department

FUNDS 5020,5030,5050,5070,4160,8700	WATER FUND OPERATING BUDGET					
	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	ESTIMATE FY 20	REQUEST FY 21	PROPOSED FY 21
<b>WORKING CAPITAL - BEGINNING</b>	<b>\$ 36,455,186</b>	<b>\$ 42,659,566</b>	<b>\$ 14,745,851</b>	<b>\$ 45,028,333</b>	<b>\$ 20,184,541</b>	<b>\$ 20,184,541</b>
<b>REVENUES:</b>						
WATER SALES	\$ 24,518,744	\$ 22,583,021	\$ 25,381,700	\$ 22,482,300	\$ 26,797,200	\$ 26,797,200
FIRE HYDRANT CHARGES	378,764	394,226	375,000	394,000	395,000	395,000
WATER SERVICE LINE INS.	440,108	470,732	450,000	425,000	425,000	425,000
OTHER CHARGES FOR SERV.	602,309	645,754	497,070	416,800	410,000	410,000
FRANCHISE FEE REVENUE	1,012,946	-	-	-	-	-
LATE PAYMENT CHARGES	33,652	30,620	35,000	35,000	35,000	35,000
SYSTEM DEVELOPMENT FEE	998,762	1,182,588	1,226,000	800,000	1,200,000	1,200,000
STATE FEE	61,878	62,475	62,000	62,162	62,000	62,000
CONTRIBUTIONS-DONATIONS	8,000	-	-	188,782	-	-
MISCELLANEOUS	3,459	86,907	7,200	27,276	7,200	7,200
TRANSFERS IN	-	8,450	-	-	-	-
SALE OF EQUIPMENT/LAND	13,195	143,564	-	-	-	-
INTEREST ON INVESTMENTS	299,990	1,059,045	262,300	729,693	499,500	499,500
<b>TOTAL REVENUE</b>	<b>\$ 28,371,807</b>	<b>\$ 26,667,382</b>	<b>\$ 28,296,270</b>	<b>\$ 25,561,013</b>	<b>\$ 29,830,900</b>	<b>\$ 29,830,900</b>
<b>EXPENSES:</b>						
ADMINISTRATION	\$ 1,925,939	\$ 1,094,635	\$ 2,776,955	\$ 2,226,501	\$ 2,908,008	\$ 2,892,911
SERVICE CENTER	2,892,923	2,468,699	304,999	199,682	307,593	307,593
TREATMENT PLANT	5,552,530	5,669,197	5,780,134	5,586,792	5,800,384	5,797,874
DISTRIB/COLLECT/METERS	2,387,772	2,653,184	4,373,789	4,211,556	3,950,625	3,942,382
CAPITAL	6,486,699	9,109,525	20,904,254	34,636,644	11,077,706	11,077,706
WATER SERVICE INS. PROG	461,986	370,174	350,000	773,130	350,000	350,000
BOND PRINCIPAL	-	-	2,000,000	2,000,000	2,100,000	2,100,000
BOND INTEREST **	689,881	671,650	770,500	770,500	670,000	670,000
<b>TOTAL EXPENSES</b>	<b>\$ 20,397,730</b>	<b>\$ 22,037,064</b>	<b>\$ 37,260,631</b>	<b>\$ 50,404,805</b>	<b>\$ 27,164,316</b>	<b>\$ 27,138,466</b>
W.C. CHANGES NOT BUDGETED	(1,769,697)	(2,261,551)	-	-	-	-
<b>WORKING CAPITAL - ENDING</b>	<b>\$ 42,659,566</b>	<b>\$ 45,028,333</b>	<b>\$ 5,781,490</b>	<b>\$ 20,184,541</b>	<b>\$ 22,851,125</b>	<b>\$ 22,876,975</b>
<b>LESS OPERATING RESERVE</b>	<b>3,832,000</b>	<b>3,417,000</b>	<b>3,668,000</b>	<b>3,509,368</b>	<b>3,595,485</b>	<b>3,588,505</b>
<b>LESS SRF LOAN RESERVE</b>	<b>1,386,571</b>	<b>1,386,571</b>	<b>1,385,250</b>	<b>1,385,250</b>	<b>1,385,000</b>	<b>1,385,000</b>
<b>AVAILABLE WORKING CAPITAL</b>	<b>\$ 37,440,995</b>	<b>\$ 40,224,762</b>	<b>\$ 728,240</b>	<b>\$ 15,289,923</b>	<b>\$ 17,870,640</b>	<b>\$ 17,903,470</b>

# FY21 Budget Overview

# Public Works Department

## WATER FUND OPERATING BUDGET

FUNDS 5020,5030,5050,5070,4160,8700

	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	ESTIMATE FY 20	REQUEST FY 21	PROPOSED FY 21
PERSONAL SERVICES	\$ 5,213,174	\$ 4,782,295	\$ 5,016,863	\$ 4,835,208	\$ 5,009,012	\$ 5,009,012
OPERATIONS AND MAINTENANCE	8,007,976	7,473,594	8,569,014	8,162,453	8,307,598	8,281,748
CAPITAL	6,486,699	9,109,525	20,904,254	34,636,644	11,077,706	11,077,706
DEBT SERVICE	689,881	671,650	2,770,500	2,770,500	2,770,000	2,770,000
<b>TOTAL EXPENSES</b>	<b>\$ 20,397,730</b>	<b>\$ 22,037,064</b>	<b>\$ 37,260,631</b>	<b>\$ 50,404,805</b>	<b>\$ 27,164,316</b>	<b>\$ 27,138,466</b>

## STAFFING AUTHORIZATION

POSITION	ACTUAL FY 18	ACTUAL FY 19	BUDGET FY 20	REQUEST FY 21	PROPOSED FY 21
ACCOUNT CLERK II	2.4	1.6	-	-	-
ACCOUNTING TECHNICIAN	0.8	0.8	0.6	0.8	0.8
ADMINISTRATIVE SUPPORT II	0.6	0.6	0.6	0.6	0.6
BILLINGS SERV COORD	0.6	0.6	-	-	-
CHEMIST	3.0	0.6	3.0	2.0	2.0
CHIEF CHEMIST	0.8	3.0	0.5	1.0	1.0
COMPLIANCE COORDINATOR	-	-	-	-	-
CONTROL SYS PROG ANALYST II	1.0	1.0	1.0	1.0	1.0
D&C SUPERINTENDANT	0.6	1.0	0.6	0.6	0.6
DRAFTING TECHNICIAN	0.6	0.6	0.6	0.6	0.6
ELEC CONTROL SYS SPECIALIST	0.5	0.6	0.5	0.5	0.5
ELECTRICAL MAIN SUPERVISOR	0.5	0.5	0.5	0.5	0.5
ELECTRICIAN I	-	0.5	-	-	-
ELECTRICIAN II	-	-	-	-	-
ELECTRICIAN III	3.0	-	3.0	3.0	3.0
ENGINEER II	0.6	3.0	-	-	-
ENGINEERING INSPECTOR II	1.2	0.6	1.2	1.2	1.2
ENVIRONMENTAL COORD	-	1.2	-	-	-
ENVIRONMENTAL ENGINEER	-	-	-	-	-
EQUIP. OPER/MAINT WORKER	9.0	-	9.0	9.0	9.0
FACILITIES MAINT MECH.	-	9.6	-	-	-
FACILITIES MAINT SUPPORT I	1.5	-	-	-	-
FIELD SERVICE MGR	1.0	-	1.0	1.0	1.0
FIELD SERVICE REP.	8.0	1.0	8.0	8.0	8.0
LAB TECHNICIAN	-	-	-	1.0	1.0
MAINTENANCE WORKER	0.6	8.0	1.8	1.8	1.8
MECHANIC I	0.6	0.8	0.6	0.6	0.6
METER MAINTENANCE REP	1.0	-	-	-	-
PLANT MECHANIC SUPERVISOR	1.0	1.0	1.0	1.0	1.0
PUD PLANT OPER SUPERVISOR	1.0	1.0	1.0	1.0	1.0
SAFETY& TRAINING COORD	-	-	-	-	-
SR. ACCOUNT CLERK	1.2	1.2	-	-	-
SR. EQUIP OPER MAINT WKR	2.4	2.4	2.4	2.4	2.4
SYSTEMS MAINT SUPERVISOR	2.4	2.4	2.4	2.4	2.4
TREATMENT PLANT TECHNICIAN I	4.0	2.0	2.0	1.0	1.0
TREATMENT PLANT TECHNICIAN II	-	4.0	4.0	3.0	3.0
TREATMENT PLANT TECHNICIAN III	8.0	6.0	6.0	8.0	8.0
UTILITY BILLING SUPERVISOR	0.6	-	-	-	-
UTILITY SYSTEM ENGINEER	0.5	0.5	0.5	0.5	0.5
WATER TREATMENT PLANT MGR	1.0	1.0	1.0	1.0	1.0
WATER TREATMENT SUPT.	-	-	-	-	-
WIRELESS NETWORK TECH	-	-	0.5	0.5	0.5
<b>TOTAL</b>	<b>59.9</b>	<b>57.0</b>	<b>53.3</b>	<b>54.0</b>	<b>54.0</b>