



CITY OF  
**Billings**

FY 2022 Budget Wrap-up

5-28-2021

# Council Direction

- Are there changes that City Council wants to the proposed FY22 budget?

General Fund

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# Recommended General Fund Changes

	FY22 Prop. GF Budget	Summary of Changes	FY22 Adj GF Budget	
<b>REVENUES:</b>				
TAXES	18,476,303	-	18,476,303	
LICENSES & PERMITS	2,199,128	-	2,199,128	
INTER-GOVERNMENTAL	12,243,879	-	12,243,879	
CHARGES FOR SERVICE	4,373,346	-	4,373,346	
FINES & FORFEITS	1,294,046	-	1,294,046	
INVESTMENT EARNINGS	70,301	-	70,301	
INTERFUND TRANSFERS	2,110,100	-	2,110,100	
MISCELLANEOUS	600	-	600	
<b>TOTAL REVENUES</b>	<b>40,767,703</b>	<b>-</b>	<b>40,767,703</b>	
<b>EXPENDITURES:</b>				
PERSONAL SERVICES	9,804,814	85,000	9,889,814	General Fund \$85,000 - Paralegal
OPERATION & MAINTENANCE	3,785,377	25,000	3,810,377	General Fund \$25,000 - Paralegal
CAPITAL	60,000	-	60,000	
INTERFUND TRANSFERS	39,969,783	-	39,969,783	
<b>TOTAL EXPENDITURES</b>	<b>53,619,974</b>	<b>110,000</b>	<b>53,729,974</b>	

# Public Information Officer

- Estimated Costs ~\$80,000 - \$90,000 Per year
- Funded in the General Fund, partially charged back to other funds in future years
  
- Communicate critical information effectively to the public
- Write press releases
- Draft speeches and arrange media interviews
- Manage information requests from media
  
- Unlikely to also be a grant writer position

# General Fund

- Current GF use of reserves \$1.3M
- Addition of a Public Information Officer will change the use of reserves for FY22

Public Safety  
Fund

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# Public Safety Fund

- \$1.0 M Police Budget Amendment
  - City Council authorized \$400K for overtime and additional training
  - Amount remaining \$250,000
- Police Department request to carry this over into FY22

# Public Safety Fund Proposed Changes

## FY22 Prop. PS Budget    Summary of Changes    FY22 Adj PS Budget

### REVENUES:

TAXES	18,031,970	-	18,031,970
LICENSES & PERMITS	38,700	-	38,700
INTER-GOVERNMENTAL	3,257,298	-	3,257,298
CHARGES FOR SERVICE	2,350,702	-	2,350,702
FINES & FORFEITS	2,400	-	2,400
INVESTMENT EARNINGS	2,985	-	2,985
INTERFUND TRANSFERS	26,759,838	-	26,759,838
MISCELLANEOUS	37,300	-	37,300
<b>TOTAL REVENUES</b>	<b>50,481,193</b>	<b>-</b>	<b>50,481,193</b>

### EXPENDITURES:

POLICE DEPARTMENT	26,761,017	250,000	27,011,017
FIRE DEPARTMENT	23,720,176	-	23,720,176
<b>TOTAL EXPENDITURES</b>	<b>50,481,193</b>	<b>250,000</b>	<b>50,731,193</b>

Public Safety Fund \$250,000 - Police Overtime Carryforward

# Investment Towards Accomplishing Council Priorities

- Improve Public Safety
  - Capital Improvements to Fire Department
  - Capital Improvements for Facility Law and Justice Center
  - Additional Staffing for Legal Department's Domestic Violence Prosecution
  - Additional Staffing for Full-time Code Enforcement Supervisor
- Consider options for additional public safety resources funded through a mill levy

# Park District 1 Assessment

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# Park District 1

- FY2021 Assessment = 1.4097% of Taxable Value
- FY2021 City Certified Taxable Value = 207,822,943
  
- FY2022 Proposed Assessment = 1.4097% of Taxable Value
- FY2022 City Certified Taxable Value = Unknown
  - Estimated to be 217,174,975

# Park District 1 Assessment

**2021 Home \$200,000**



**2022 Home \$200,000**



\* Assumed Assessment 1.4097% of Taxable Value

# Park District 1 Assessment

**2021 Median Home \$211,000**



**2022 Median Home \$217,400**



\* Assumed Assessment 1.4097% of Taxable Value

# Park District 1 – 3% increase

- FY2021 Assessment = 1.4097% of Taxable Value
- FY2021 City Certified Taxable Value = 207,822,943
  
- Reduce PD1 Budget by \$43,945
  
- Assumptions:
  - Certified Value Increase to 217,174,975
  - FY22 Revenue Increase 3%, or \$90,000
  - Assessment Rate of 1.3895%

# Park District 1 Assessment – 3% Increase

**2021 Home \$200,000**



**2022 Home \$200,000**



- FY21 Assessment 1.4097% of Taxable Value
- FY22 Assessment 1.3895% of Taxable Value

# Park District 1 Assessment – 3% Increase

**2021 Median Home \$211,000**



**2022 Median Home \$217,400**



- FY21 Assessment 1.4097% of Taxable Value
- FY22 Assessment 1.3895% of Taxable Value

Tax Increment  
Fund –  
Management  
Fees

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# Urban Renewal Charges - Downtown

## DBP Allocation to Alliance Operations

Staffing/Payroll/Parking	\$ 165,504
Rent and Occupancy (including maintenance)	19,842
Office Maintenance/Cleaning	2,050
Office Equipment (including replacement fund)	2,050
Office Supplies	2,050
Phones/Internet	1,435
Printing	769
Postage	513
Marketing	2,460
Professional Services (accounting, legal, IT, taxes)	10,004
Dues/Membership	1,708
Staff Development/Incentives	513
Travel	854
Insurance	5,125
Meeting Expense	<u>854</u>
<b>Subtotal - DBP Allocation to Alliance Operations*</b>	<b>\$ 215,731</b>
DBP Specific Expenses	
Legal (TIF project based for review of Dev. Agreements, etc.)	5,000
Accounting (taxes for TIF grants through DBP office)	1,500
Insurance (liability D&O - specific to DBP board)	2,500
Business Development (recruitment/retention)	40,000
Meetings	1,000
Marketing	1,000
Reserve/Savings	<u>12,710</u>
Subtotal - DBP Specific Expenses	<b><u>\$ 63,710</u></b>
<b>Total Expenditures</b>	<b><u>\$ 279,441</u></b>

# Urban Renewal Charges - East

<b>BIRD OPERATIONS BUDGET for EBURD FY 2022</b>	
Expenses	
Payroll Expenses	
EBURD Coordinator salary	70,000
FICA taxes, Unemployment, Worker Comp.	5,386
<b>Total Payroll</b>	<b>\$ 75,386</b>
Operation Expense	
Advertising, marketing, property notification & mailing	15,500
Computer/Internet/Phone	6,000
Contract services - accounting	3,500
Professional services & personnel	11,500
Insurance	3,000
Meetings	3,000
Office Rent & Utilities	11,400
Office supplies	2,100
Travel & Training	5,560
Miscellaneous	3,000
<b>Total Operations</b>	<b>\$ 64,560</b>
<b>FY22 EBURD Administration</b>	<b>\$ 139,946</b>

# Urban Renewal Charges - South

## **South Billings Urban Renewal Association FY22 Budget-Proposed**

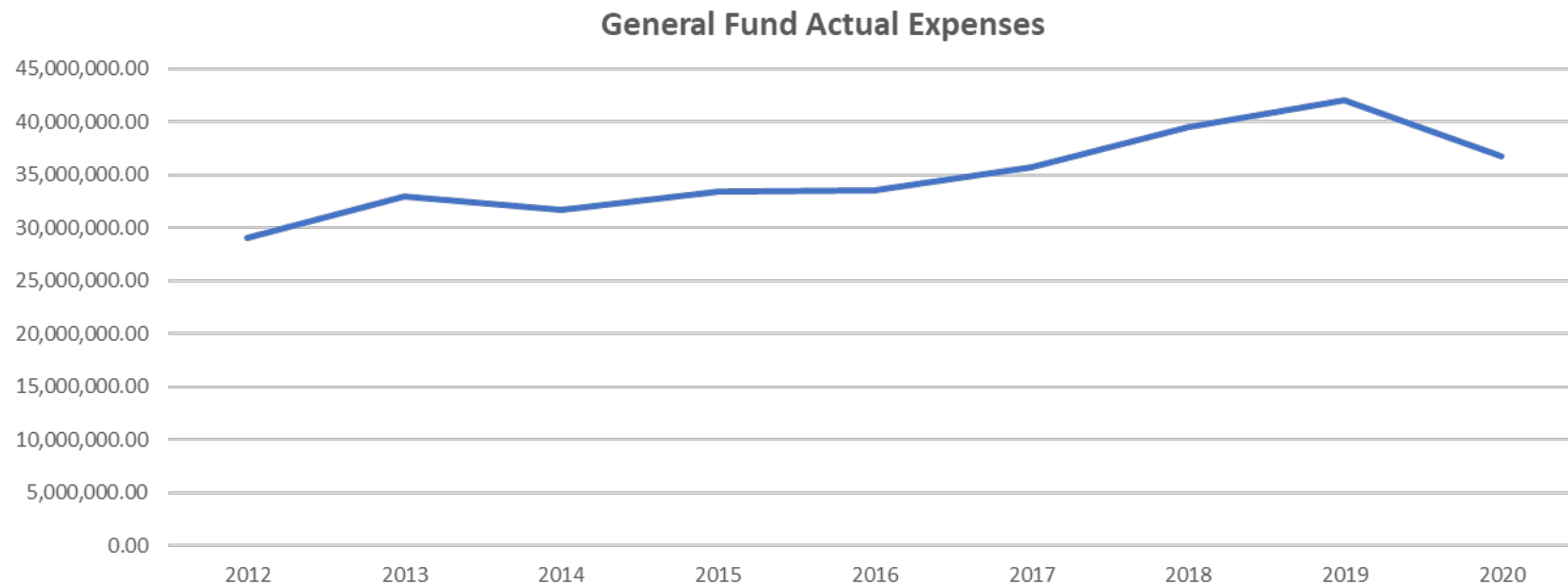
	<b>FY22</b>
<b>Expenses</b>	
Consulting Services	\$ 97,860
Legal Fees	2,500
Meeting Space Rental	5,000
Printing & Copying	200
Supplies	750
Public Notice	180
Website	4,168
Insurance-D&O	2,500
Travel	3,500
Miscellaneous	500
	<hr/>
	<b>\$ 117,158</b>

Historical  
Budget  
Information

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# Change in General Fund

- 27% increase since 2012
- Average 3% per year



# Change in General Fund

General Fund Department	2012	2013	2014	2015	2016	2017	2018	2019	2020	8 year		
										8-year increase	percentage increase	Average Annual Percent increase
Finance	1,221,131	1,282,433	1,305,221	1,310,958	1,373,974	1,404,533	1,286,619	1,426,538	1,528,047	306,915	25.1%	3.1%
Human Resources	509,745	552,666	621,686	651,250	648,724	683,078	678,463	709,118	791,672	281,927	55.3%	6.9%
Legal	1,272,935	1,348,882	1,512,579	1,355,986	1,384,999	1,577,351	1,757,290	2,045,840	2,074,785	801,850	63.0%	7.9%
Mayor & Council	250,035	476,325	268,932	223,324	229,070	229,721	243,741	240,784	222,787	-27,248	-10.9%	-1.4%
Municipal Court	1,023,170	1,032,826	1,044,203	1,120,521	1,195,958	1,287,550	1,325,161	1,349,483	1,369,717	346,547	33.9%	4.2%
Non-Departmental	19,912,730	23,093,120	21,649,860	23,190,389	23,056,018	24,532,912	28,028,288	27,770,897	24,299,586	4,386,856	22.0%	2.8%
Parks, Recreation, and Public Lands	4,054,686	4,308,623	4,318,125	4,613,233	4,690,546	4,887,864	4,962,298	7,265,854	5,159,821	1,105,135	27.3%	3.4%
Code Enforcement	233,504	252,348	322,911	320,216	318,707	451,884	492,423	481,691	507,961	274,456	117.5%	14.7%
City Administration	<u>543,646</u>	<u>587,967</u>	<u>611,449</u>	<u>619,277</u>	<u>617,987</u>	<u>692,892</u>	<u>715,699</u>	<u>771,940</u>	<u>861,052</u>	<u>317,406</u>	<u>58.4%</u>	<u>7.3%</u>
<b>Grand Total</b>	<b>29,021,583</b>	<b>32,935,189</b>	<b>31,654,965</b>	<b>33,405,155</b>	<b>33,515,984</b>	<b>35,747,787</b>	<b>39,489,982</b>	<b>42,062,145</b>	<b>36,815,428</b>	<b>7,793,845</b>	<b>26.9%</b>	<b>3.4%</b>

# Departmental Budget Changes

	2021	2022	Change	% Change
City Administration	1,028,702	930,834	-97,868	-10%
Facilities	1,926,877	16,493,880	14,567,003	756%
Building	2,298,026	2,437,102	139,076	6%
Fleet	1,972,565	2,043,283	70,718	4%
Mayor & Council	264,919	320,932	56,013	21%
Non-Departmental	30,064,846	40,463,803	10,398,957	35%
Parking	1,955,379	1,940,441	-14,938	-1%
Airport	41,801,044	25,763,246	-16,037,798	-38%
Transit	7,477,335	13,474,609	5,997,274	80%
Finance	6,377,329	15,828,374	9,451,045	148%
Urban Renewal	8,241,179	12,011,953	3,770,774	46%
Fire	24,470,747	27,003,405	2,532,658	10%
Human Resources	17,939,831	18,800,358	860,527	5%
Information Technology	3,204,249	3,423,362	219,113	7%
Legal	2,407,815	2,969,362	561,547	23%
Library	3,959,113	3,965,224	6,111	0%
Municipal Court	2,163,505	2,067,052	-96,453	-4%
Parks, Recreation, & Public Lands	9,140,401	10,142,325	1,001,924	11%
Planning, Comm Dev, Code Enforcement	3,964,571	9,095,077	5,130,506	129%
Police	27,611,105	28,481,837	870,732	3%
Public Works	118,068,564	227,002,890	108,934,326	92%
<b>Total</b>	<b>316,338,102</b>	<b>464,659,349</b>	<b>148,321,247</b>	<b>47%</b>

# Overall Budget Summary

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# FY22 Budget - \$464,659,349

## FY22 Proposed Budget Summary of Changes FY22 Adj Proposed Budget

### REVENUES:

	FY22 Proposed Budget	Summary of Changes	FY22 Adj Proposed Budget
TAXES	49,904,803	-	49,904,803
SPECIAL ASSESSMENTS	26,694,590	250,000	26,944,590
LICENSES & PERMITS	4,389,203	-	4,389,203
INTER-GOVERNMENTAL	60,486,644	-	60,486,644
CHARGES FOR SERVICE	127,942,298	-	127,942,298
FINES & FORFEITS	1,595,896	-	1,595,896
INVESTMENT EARNINGS	1,453,894	-	1,453,894
DONATIONS / CONTRIBUTIONS	685,600	-	685,600
INTERFUND TRANSFERS	47,332,190	60,000	47,392,190
DEBT PROCEEDS	84,195,800	-	84,195,800
MISCELLANEOUS	536,180	-	536,180
<b>TOTAL REVENUES</b>	<b>405,217,098</b>	<b>310,000</b>	<b>405,527,098</b>

Street Maintenance Dist \$60,000  
Sidewalk Construction \$190,000

Gas Tax \$60,000

### EXPENDITURES:

PERSONAL SERVICES	95,401,386	329,000	95,730,386
OPERATION & MAINTENANCE	94,585,539	25,000	94,610,539
CAPITAL	198,425,650	250,000	198,675,650
DEBT SERVICE	28,250,584	-	28,250,584
INTERFUND TRANSFERS	47,332,190	60,000	47,392,190
<b>TOTAL EXPENDITURES</b>	<b>463,995,349</b>	<b>664,000</b>	<b>464,659,349</b>

General Fund \$85,000 - Paralegal  
Public Safety Fund \$250,000 - Police Overtime Carryforward  
City Attorney Grant Fund (\$6,000) - Error Correction

General Fund \$25,000 - Paralegal

Gas Tax \$60,000  
Sidewalk Construction \$190,000

Street Maintenance Dist. \$60,000

# FY2022 Propose Additional FTE

Department	Position	Fund(s)	# FTE	Approximate 1 year cost
Legal	Municipal Court Prosecutor	General/Attorney Grant	1.0	108,500
Legal	Victim Witness Specialist	General/Attorney Grant	1.0	76,000
Legal	Administrative Assistant	General Fund	0.5	20,000
Legal	Paralegal - Public Records	General Fund	1.0	85,000
City Admin	Deputy City Clerk	General Fund	0.5	33,000
Code Enforcement	Code Enforcement Supervisor	General Fund	1.0	95,000
Aviation/Transit	Marketing Specialist	Airport/MET	1.0	63,000
Parking	Facilities Maintenance/Security	Parking	0.5	24,950
Facilities	Project Manager	Facilities	1.0	85,000
Facilities	Facilities Maintenance	Facilities	1.0	50,000
Planning	Planner 1	Planning	1.0	77,000
Public Works	Maintenance Worker	Water/Wastewater	2.0	47,000
Public Works	Landfill Worker	Solid Waste	1.0	65,000
Public Works	Collections Driver	Solid Waste	1.0	65,000
Public Works	Engineering Inspector	Engineering	<u>1.0</u>	85,000
<b>Total FTE's Proposed in FY22</b>			<b>14.5</b>	

# Taxes and Assessments

## Median Home Annual Property Tax

	FY2021	FY2022	Change
General	\$ 217.18	\$ 217.18	\$ -
Public Safety	234.79	234.79	-
Library	14.67	14.67	-
Transit	29.35	29.35	-
General Obligation	<u>30.76</u>	<u>29.32</u>	<u>(1.44)</u>
Total Mills	\$ 526.76	\$ <b>525.32</b>	\$ <b>(1.44)</b>

Median Home FY22 Property Taxes and Assessments  
\$799.21 per year or **\$66.60 per month**

## Residential Annual Special Assessments

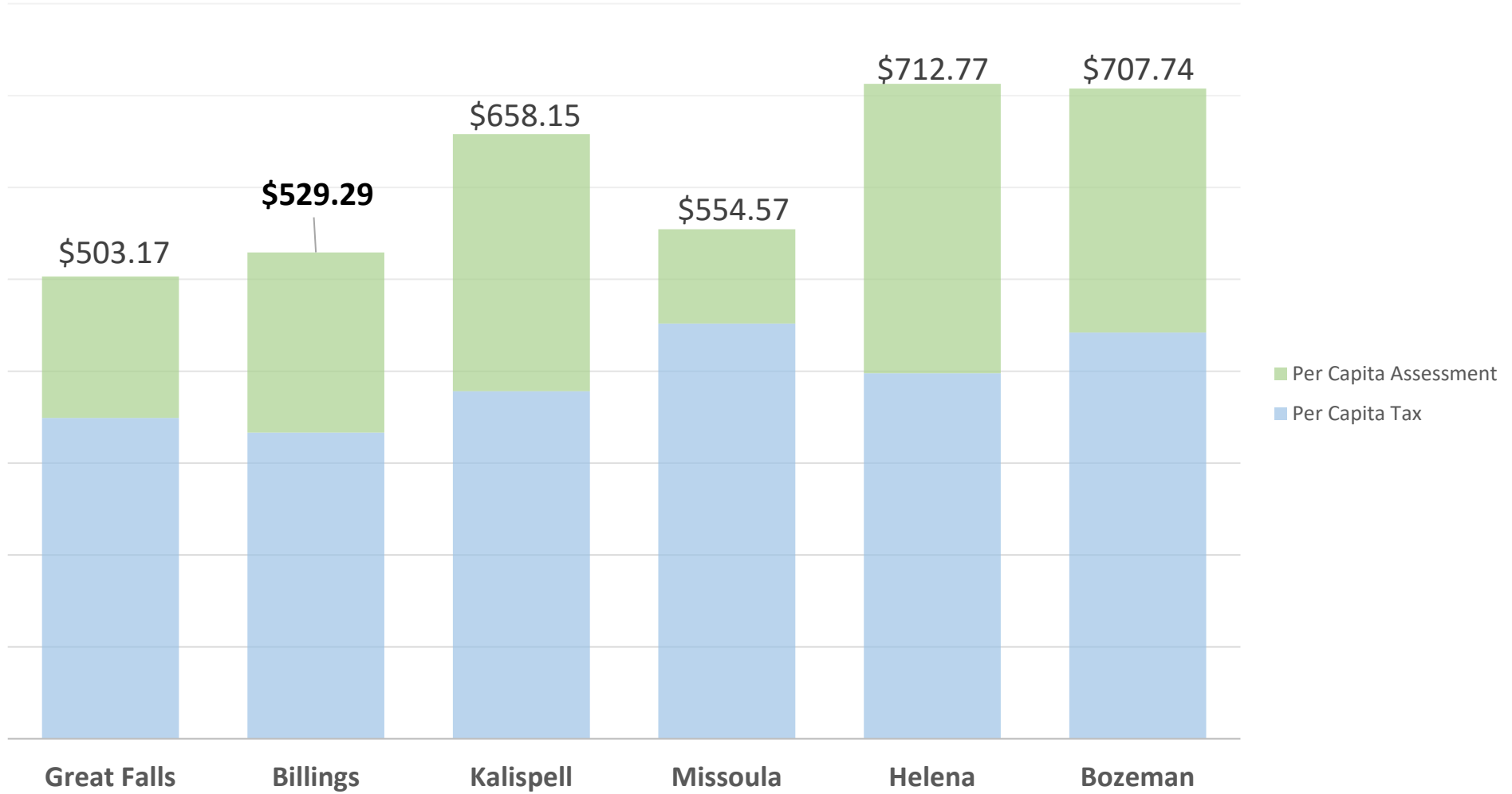
	FY2021	FY2022	Change
Park District 1	\$ 41.37	\$ 41.37	\$ -
Street Maintenance	127.53	129.83	2.30
Arterial	52.42	54.05	1.63
Storm Sewer	<u>46.81</u>	<u>48.64</u>	<u>1.83</u>
Total Annual Assessments	\$ 268.13	\$ <b>273.89</b>	\$ <b>5.76</b>

# Utility Charges

## Average Home Monthly Utility Bill

	<b>FY21</b>	<b>FY22</b>	<b>Increase</b>
Water	\$ 40.07	\$ 41.50	\$ 1.43
Wastewater	28.45	29.11	0.66
Solid Waste	<u>11.53</u>	<u>11.82</u>	<u>0.29</u>
Total Monthly Utilities	\$ 80.05	\$ 82.43	\$ 2.38

## FY21 ACTUAL TAX AND ASSESSMENT PER CAPITA



# What's not in the budget

- American Rescue Plan Implementation and Priority Listing
  - Awaiting further guidance with respect to eligible usage of funds and actual amount to be received
- Long-term Parks Funding Solution
  - Current legislative process may change recommendation for future funding of Parks asset maintenance and construction
- Public Safety Mill Levy and CPSM Implementation
  - Solve existing imbalance
  - Implement CPSM recommendations
  - Additional resources for Legal, Court, and Code Enforcement

# Council Direction

- Are there changes that City Council wants to the proposed FY22 budget?

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION APPROVING AND ADOPTING THE BUDGET FOR  
THE CITY OF BILLINGS, MONTANA FOR FISCAL YEAR 2022**

WHEREAS, the City Administrator of the City of Billings has regularly and lawfully submitted to the City Council of the City of Billings, Montana, the budget for Fiscal Year 2022; and

WHEREAS, the proper notice was published stating that said City Council has completed the PRELIMINARY MUNICIPAL BUDGET for said Fiscal Year, and that said budget has been placed on file and is open to inspection in the office of the City Clerk; and that said City Council would meet for the purpose of annually determining, approving and adopting the budget, and any taxpayer might appear and be heard.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BILLINGS, MONTANA:

Section 1: That the City of Billings budget for fiscal year 2022 as detailed in the budget report and as amended by the City Council and further detailed on EXHIBIT "A", be, and the same is hereby finally determined, approved, and adopted.

Section 2: Pursuant to Sections 7-6-4006 and 7-6-4012, M.C.A., the City Administrator is authorized to amend this budget for the expenditure of additional funds from the following: Debt Service Funds, Fee-based budgets; Trust funds; Federal, State Grants, special assessments and donations accepted and approved by the City Council.

Section 3: The City Council further authorizes and re-appropriates the unexpended balance of Capital Improvement Program items previously budgeted which have not been completed.

PASSED AND APPROVED by the City Council this 28<sup>th</sup> day of June, 2021.

CITY OF BILLINGS:

BY: \_\_\_\_\_  
William A. Cole, Mayor

ATTEST:

BY: \_\_\_\_\_  
Denise R. Bohlman, City Clerk

<b><u>Fund/Department</u></b>	<b><u>Original Proposal</u></b>	<b><u>Additions 6/7/2020</u></b>	<b><u>Deletions 6/7/2020</u></b>	<b><u>Final Budget</u></b>
<b>General Operating Fund:</b>				
Mayor & City Council	295,932			295,932
City Administrator	930,834			930,834
Human Resources	916,094			916,094
City Attorney	2,310,985	110,000	-	2,420,985
Municipal Court	1,539,731			1,539,731
Finance	1,718,569			1,718,569
Code Enforcement	723,959			723,959
Parks, Recreation & Public Lands	4,695,067			4,695,067
Non-Departmental	40,463,803			40,463,803
Council Contingency	25,000			25,000
<b>Total General Fund</b>	<b>53,619,974</b>	<b>110,000</b>	<b>-</b>	<b>53,729,974</b>
<b>Public Safety Fund:</b>				
Police	26,761,017	250,000		27,011,017
Fire	23,720,176			23,720,176
<b>Total Public Safety Fund</b>	<b>50,481,193</b>	<b>250,000</b>	<b>-</b>	<b>50,731,193</b>
<b>Special Revenue Fund:</b>				
South Tax Increment	7,327,954			7,327,954
East Tax Increment	806,417			806,417
North 27th Street Tax Increment	3,448,755			3,448,755
Gas Tax	7,839,684	60,000		7,899,684
Building Inspection	2,437,102			2,437,102
Transportation Enhancement	-			-
Street & Traffic Operating	9,639,516			9,639,516
Fire Programs	776,590			776,590
EOC 9-1-1 Grant	1,135,917			1,135,917
City/County Planning	2,058,395			2,058,395
City Attorney Grants	554,377		6,000	548,377
Municipal Court Grants	527,321			527,321
Police Programs	1,034,377			1,034,377
City County Library	3,965,224			3,965,224
Development Services Grants	2,128,773			2,128,773
Park Programs	50,076			50,076
Downtown Revolving Loan Program	428,827			428,827
Cemetery Improvement	57,000			57,000
Trail/Bike Path Donations	4,121,380			4,121,380
Street Maintenance Districts	9,699,345	60,000		9,759,345
Street Light Districts	2,918,989			2,918,989
Storm Sewer Operating	5,064,798			5,064,798
Park Maintenance District	1,043,400			1,043,400
Park District 1	3,944,453			3,944,453
Arterial Street Fees	13,985,968			13,985,968
Amend Park	40,476			40,476
Ballfield Stadium Donations	686			686
Road Maintenance Dist	417			417
Sidewalk Hazard Repair	182,000			182,000
Ballpark Repair Fund	30,368			30,368
<b>Total Special Revenue Fund</b>	<b>85,248,585</b>	<b>120,000</b>	<b>6,000</b>	<b>85,362,585</b>

*Exhibit A cont.*

<b><u>Fund/Department</u></b>	<b><u>Original Proposal</u></b>	<b><u>Additions 6/7/2020</u></b>	<b><u>Deletions 6/7/2020</u></b>	<b><u>Final Budget</u></b>
<b>Debt Service Fund:</b>				
Special Improvement Debt	2,893,000			2,893,000
Series 2004A Street Debt	352,814			352,814
Storm Sewer Debt	1,008,237			1,008,237
Sidewalk, Curb & Gutter Debt	515,000			515,000
Series 2015 Baseball Refunding	758,050			758,050
Series 2012 Library	8,437,793			8,437,793
<b>Total Debt Service Fund</b>	<b>13,964,894</b>	-	-	<b>13,964,894</b>
<b>Capital Projects Fund:</b>				
Urban Renewal Land Development	62,570			62,570
Sidewalk Construction	1,380,600	190,000		1,570,600
Special Improvement Districts	2,815,200			2,815,200
City Hall Construction	11,600,000			11,600,000
Capital Replacement	1,793,327			1,793,327
Dog Park Construction	10,000			10,000
<b>Total Capital Project Fund</b>	<b>17,661,697</b>	<b>190,000</b>	-	<b>17,851,697</b>
<b>Enterprise Fund:</b>				
Water	110,214,821			110,214,821
Wastewater	32,148,717			32,148,717
Parking	1,940,441			1,940,441
Solid Waste	24,729,667			24,729,667
Airport	25,763,246			25,763,246
Transit	13,474,609			13,474,609
<b>Total Enterprise Fund</b>	<b>208,271,501</b>	-	-	<b>208,271,501</b>
<b>Internal Service Fund:</b>				
Fleet Services	2,043,283			2,043,283
Central Services	141,656			141,656
Information Resources	2,981,770			2,981,770
City Health Benefits	15,205,305			15,205,305
Central Telephone	441,592			441,592
Radio Communications	281,875			281,875
Property Insurance	2,678,959			2,678,959
Facilities Management	4,893,880			4,893,880
Public Works Administration	2,786,934			2,786,934
Public Works Engineering	3,286,651			3,286,651
<b>Total Internal Service Fund</b>	<b>34,741,905</b>	-	-	<b>34,741,905</b>
<b>Permanent Fund</b>				
Cemetery Perpetual Care	5,600			5,600
<b>Total Permanent Fund</b>	<b>5,600</b>	-	-	<b>5,600</b>
<b>Total All Funds</b>	<b>463,995,349</b>	<b>670,000</b>	<b>6,000</b>	<b>464,659,349</b>