

**\*\*ATTENTION\*\***

The City Council meeting will be held in a hybrid format that may include both in-person AND virtual attendance via Zoom. Unless they have cause to appear virtually, Councilmembers will attend the meeting in person in Council Chambers, second floor of City Hall, 220 N. 27th Street. In order to honor the Right of Participation and the Right to Know in Article II, Sections 8 and 9, of the Montana Constitution, the City of Billings and City Council are making every effort to meet the requirements of the open meeting laws.

Citizens are invited to:

- . Review the Agenda Packet on the City's website at: [www.billingsmt.gov](http://www.billingsmt.gov) and click on "Your Government," "City Council," and "Agendas & Minutes".
- . View the meeting:
  - . On Community 7 TV - Channel 7 or Channel 507 -- Spectrum Cable. (*On evenings when there is a conflict with School District No. 2 Board meetings, the City Council meeting will be broadcast on Channel 8 - Spectrum Cable.*)
  - . Online at [www.com7tv.com](http://www.com7tv.com) and click on the "Watch Live" icon. Community 7 also has links to their Facebook page and YouTube channel.
  - . On the City's website at [www.billingsmt.gov](http://www.billingsmt.gov) and click on "Watch Meetings Online" on the homepage.
  - . In-Person.
  - . Virtually via Zoom (see the link below).

Citizens may submit public comment via the following methods:

- . Mail: City Clerk, P.O. Box 1178, Billings, MT 59103
- . Email: [Council@billingsmt.gov](mailto:Council@billingsmt.gov).
  - . Emails received after 3:00 PM on the day of the meeting, may be posted on the Council's webpage the following day for public viewing.
- . Attend the meeting in person.
- . Attend the meeting virtually through Zoom by entering the Webinar ID and Passcode indicated below. Click on *Zoom Meeting Instructions* and *Zoom Hybrid Meeting Details* below for more information. The link will allow you to attend, view and participate in the meeting on your computer, laptop or smart phone. (You must have the Zoom App on your device [Click Here to Download Zoom App](#)) To provide public comment at the appropriate time, click on the "raise hand" icon located at the bottom of the screen and the moderator will unmute your device.
  - o **Don't have a smart phone, computer or laptop?** That's okay -- you can attend a Zoom meeting using your **landline phone**. Call the Zoom phone number, **1.253.215.8782** to join the meeting and follow the operator's instructions. Want to give public comment? Simply "*raise your hand*" by pressing \*9 and the moderator will give you permission to speak when it is your turn. *\*Note this is a long distance toll number and charges may apply depending on your plan.*
- . Click Here for [City Council Zoom Hybrid Meeting Details and Schedule](#)
- . Click Here for [Zoom Meeting Instructions for Attendees \(as guests\)](#)

**Webinar ID: 848 7824 6773**

**Passcode: 292417**

**Or join by phone: US: +1-253-215-8782**

Please contact Denise Bohlman, City Clerk, at [bohlmand@billingsmt.gov](mailto:bohlmand@billingsmt.gov), or at 406.657.8205, with any questions.



**VISION STATEMENT:**  
"The Magic City: A diverse,  
welcoming community  
where people prosper and  
business succeeds."

**WORK SESSION AGENDA  
MAY 2, 2022**

**COUNCIL CHAMBERS**

**5:30 P.M.**

**CALL TO ORDER:** Mayor Cole

**1. Budget Overview.**

*(Presented by: Andy Zoeller, Finance Director)*

-Public Comment

**2. FY2023 Departmental Budget Presentations.**

- Administration
- Mayor/City Council
- Finance
- Human Resources
- Legal
- Library

-Public Comment

**3. Highlight Upcoming Agenda Items of Council Interest.**

*(Presented by: Chris Kukulski, City Administrator)*

-Public Comment

**COUNCIL DISCUSSION:**

**PUBLIC COMMENT on "NON-AGENDA ITEMS". Speaker Sign-in required.** *(Restricted to ONLY items not on this printed agenda. Comments are limited to 3 minutes or as set by the Mayor. Please sign the roster at the cart located at the back of the Council chambers or at the podium.)*

**ADJOURN:**

Note:

- This meeting is an "informal" meeting of the City Council. The content of the Agenda is subject to change at the meeting.
- In the event there is a Closed Executive Session at the end of a Work Session, the sole purpose is to discuss litigation strategy. The other parties to the case(s) discussed are not public bodies or associations as described in Section 2-3-203(1) and (2), MCA. The meeting is closed, as allowed by Section 2-3-203(4)(a), MCA, "to discuss a strategy to be followed with respect to litigation when an open meeting would have a detrimental effect on the litigating position" of the City of Billings.

**City Council Work Session**

**Date:** 05/02/2022  
**Title:** FY23 Budget Overview  
**Presented by:** Andy Zoeller, Finance Director  
**Department:** Finance  
**Presentation:** Yes  
**Legal Review** Not Applicable

**RECOMMENDATION**

Staff will provide an overview of the proposed FY23 City of Billings budget.

**BACKGROUND (Consistency with Adopted Plans and Policies, if applicable)**

City Administration will begin budget presentations with an overview of the proposed FY23 budget (see attached presentation). Each year the City Administrator along with City staff present the budget to City Council, with the goal of adopting an annual budget in June. This process began late in 2021, when City Council adopted the Capital Improvement, Equipment Replacement, and Technology Replacement Plans. The budget overview will occur on Monday May 2nd followed by individual department presentations on May 2, 3, 16 and 17.

The proposed budget summary found beginning on page 1 of the proposed budget document (attached) provides a comprehensive overview of the proposed FY23 budget. The entire proposed budget can also be found online at <https://www.ci.billings.mt.us/475/Budgets-Financial-Reports>

**ALTERNATIVES**

No Council action will be required at this meeting.

**FISCAL EFFECTS**

After multiple presentations, the budget will be proposed to City Council for adoption at a regular City Council meeting in June. The current proposed budget for FY23 is \$503,289,719. A summary by fund can be found on pages 1-14 of the attached budget proposal.

<b>FY23 Budgeted Expense By Class</b>	<b>FY23 Budget</b>
Personal Services	\$103,398,306
Operation & Maintenance	100,493,769
Capital	238,669,549
Debt Service	24,049,337
Interfund Transfers	36,975,888
<b>Total FY23 Proposed Budget</b>	<b>\$503,586,849</b>

**Attachments**

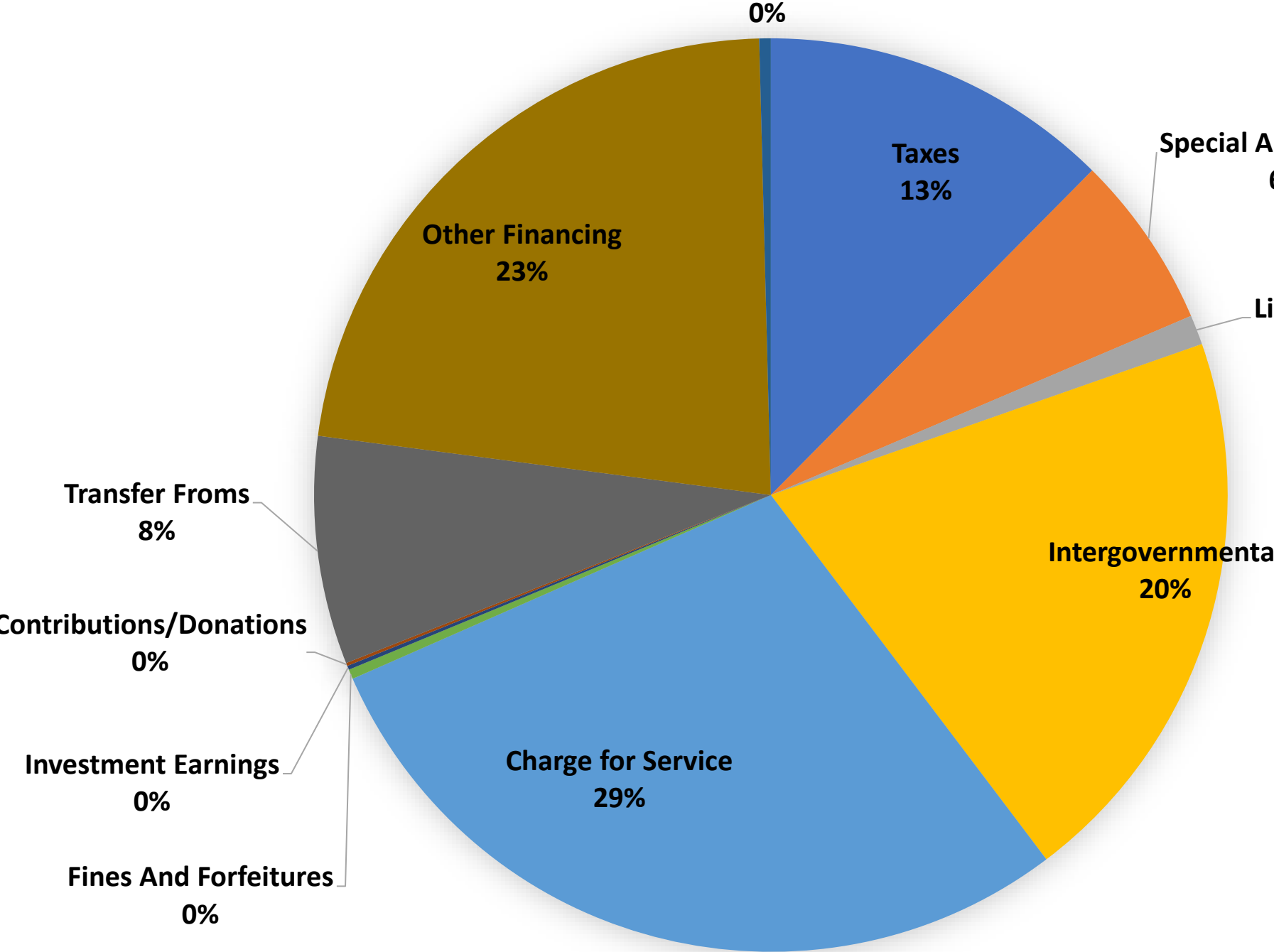
Proposed Budget Presentation  
FY23 Proposed Budget

# FY2023 City of Billings Budget Proposal

# FY22 Accomplishments

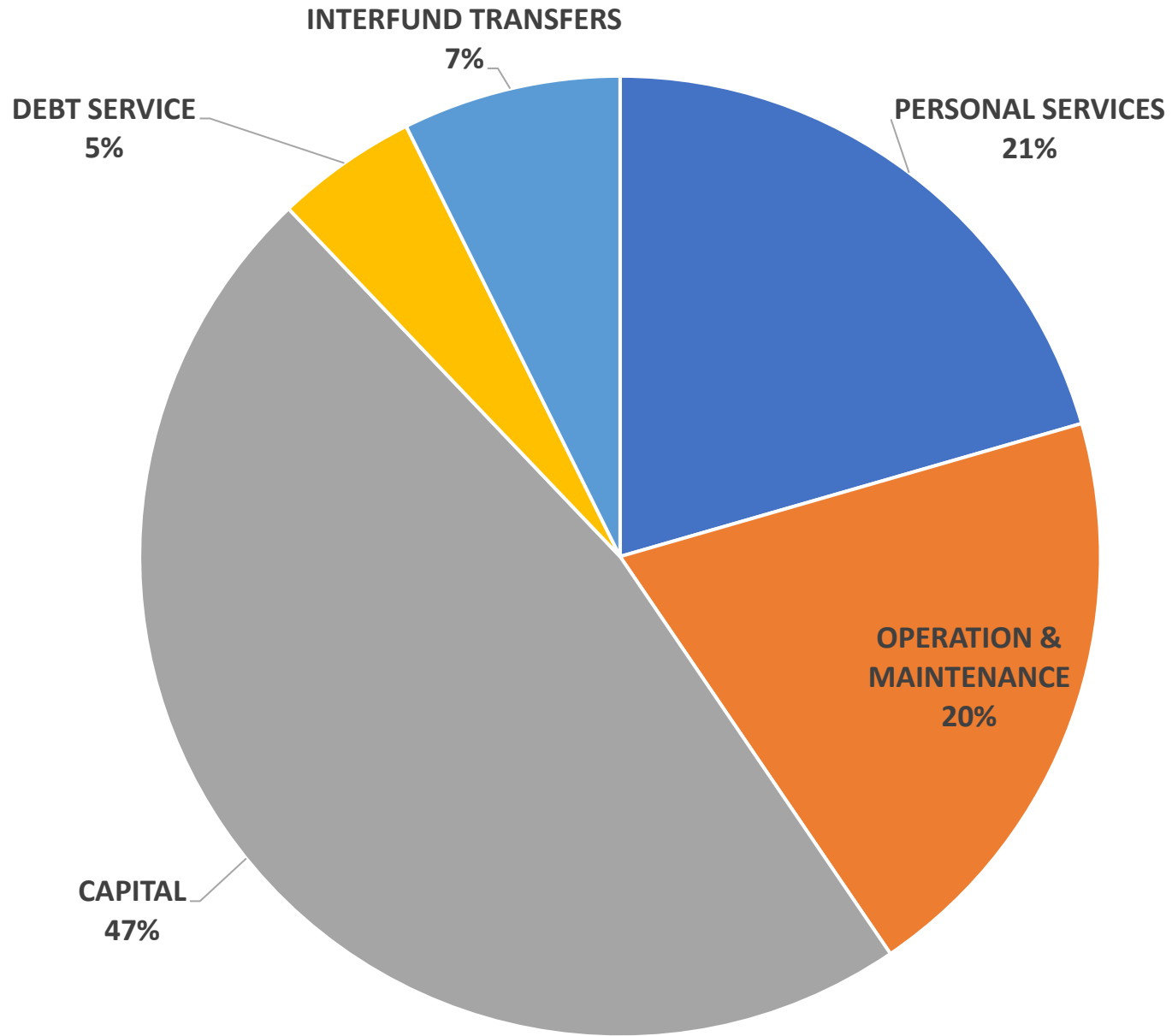
- 92 of 102 CPSM recommendations within the police department
- 28 of 34 CPSM recommendations within the fire department
- Voter approved public safety levy
- Purchased federal building for City Hall/Law and Justice Center
- Resolved Heights Water District Dispute
- Completed Multiple Parks Projects
  - Terry Park
  - Lillis Park
  - Riverfront
  - Amend
  - 11 additional projects underway
- 17 bus replacements at MET
- 429 new construction permits for single family dwellings
- 13 annexations consisting of 378 acres

# FY23 Budget Revenue by Type, All Funds



Revenue by Type	FY23 Budget
Taxes	57,580,812
Special Assessments	28,592,629
License And Permits	4,871,993
Intergovernmental	93,000,832
Charge for Service	133,146,581
Fines And Forfeitures	1,590,946
Investment Earnings	659,194
Contributions/Donations	499,500
Transfer Froms	37,407,333
Other Financing	104,417,974
Miscellaneous	<u>1,888,532</u>
<b>Total Revenue FY23</b>	<b>463,656,326</b>

# FY23 Budget Expense by Type, All Funds

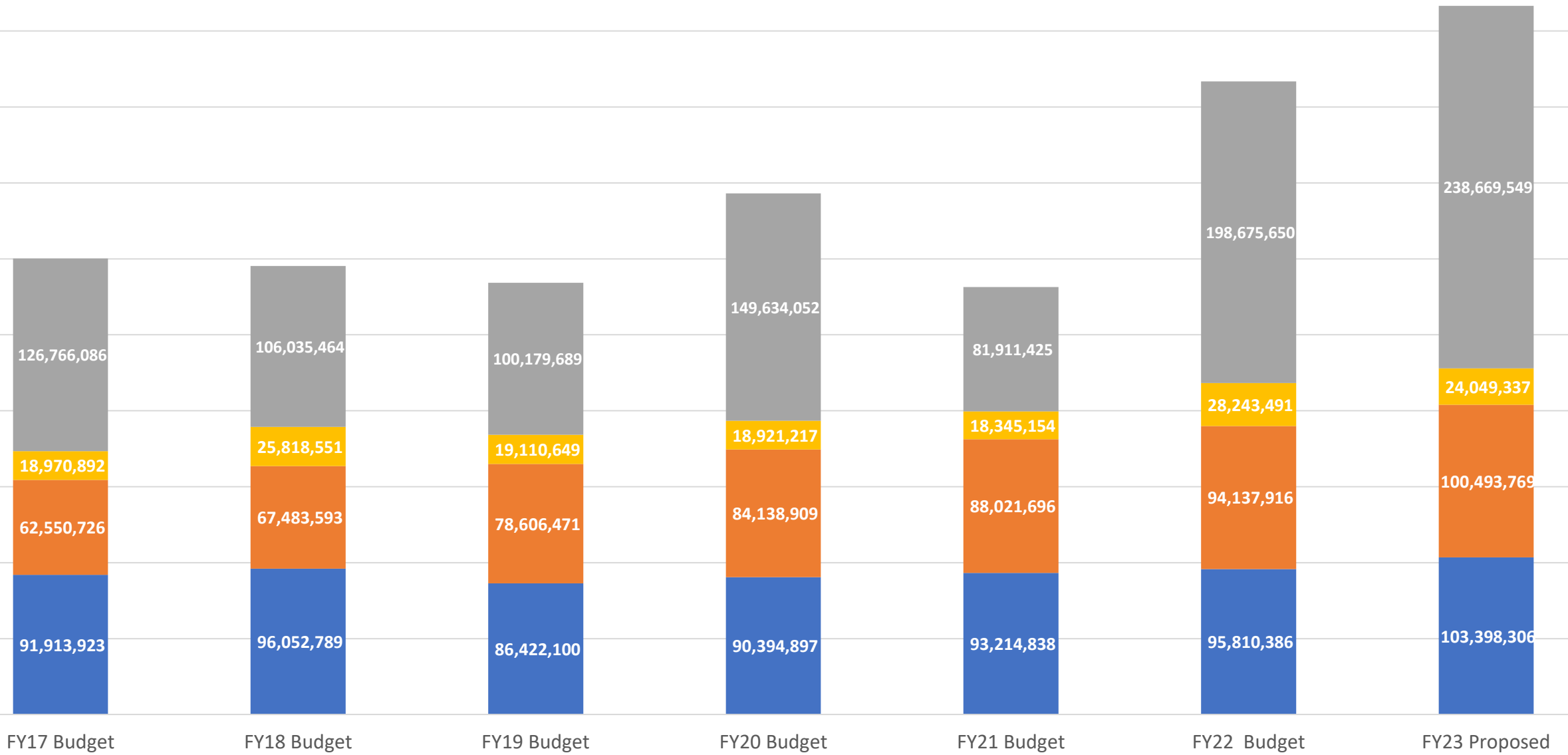


Expense by Type	FY23 Budget
PERSONAL SERVICES	103,410,306
OPERATION & MAINTENANCE	100,007,257
CAPITAL	238,669,549
DEBT SERVICE	23,907,404
INTERFUND TRANSFERS	<u>37,407,333</u>
<b>FY23 TOTAL EXPENSE</b>	<b>\$ 503,586,849</b>

# FY23 Budgeted Expenses



CITY BUDGET – ALL FUNDS  
\*EXCLUDING INTERFUND TRANSFERS



■ PERSONAL SERVICES   ■ OPERATION & MAINTENANCE   ■ DEBT SERVICE   ■ CAPITAL

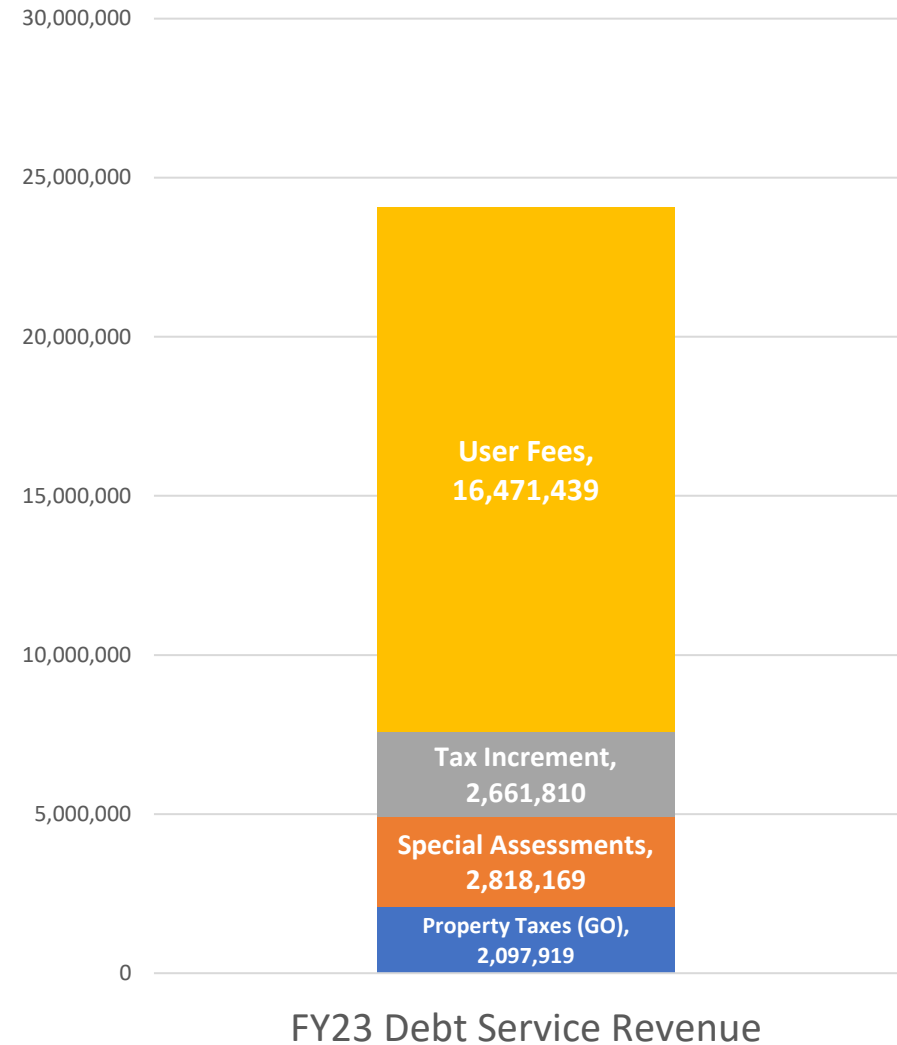
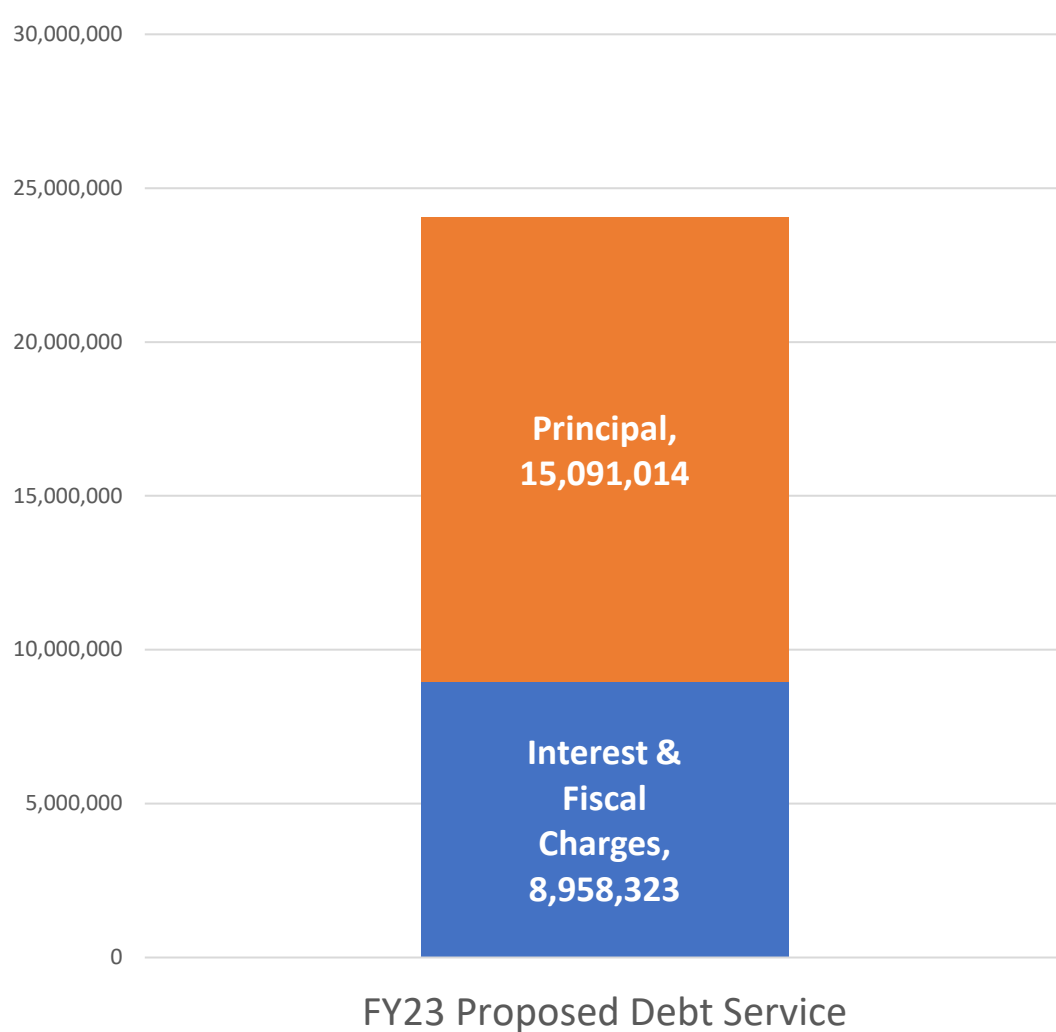
# Capital Projects FY23 – \$238,669,549

- \$126.9 million - Water Department Investments (Treatment Plant and Reservoirs)
- \$15 million - City Hall/Law and Justice Center
- \$17 million – Airport Projects (Terminal Expansion & Improvements)
- \$30 million – Transportation improvements (Arterial, Street/Traffic, Street Maintenance)
- \$15.9 million – Wastewater Improvements

# Changes from the CIP

- Park District 1
  - Reduction in Capital Projects of \$336k to balance budget and offset increasing O&M costs
- Fire Station 8 Funding
  - Reduction from \$1.5M to \$500k to be set aside for future Fire Station. Future additions to the fund as budget allows.

# FY23 Debt Service Payments \$24,049,337



# Operation and Maintenance Expenses

- 20% of FY23 Budget
- Increase of \$5,917,175 over prior year
- Major Areas of Increase
  - \$921K Professional Services (Cost of Services Study, Homelessness, Lobbying)
  - \$1.4M Repairs and Maintenance (Fuel, Vehicle Maintenance, Parts)
  - \$916k Utilities
  - \$600K Internal Charges (IT, Facilities, Cost Allocation)
  - \$1.0M Insurance (Health Claims & Property/Liability Premiums)

# Inflation Impacts

- 12-month CPI-U increase of 8.5%
- 12-month Construction Cost Index increase of 8.9%
- Fuel increase estimates of 60%, \$1.9M impact on FY23 budget

# Personal Services

- 20% of FY23 Budget
- \$7.5M increase over FY22
  - Additional Staffing Requests (43.5 FTE related to PSML)
  - Contracted Salary & Wage Increases

# FY23 New FTE's – Public Safety Mill Levy

PSML Levy Positions				
Department	Position	Fund(s)	# FTE	Added In FY22
Police	Police Sergeants	Public Safety	4	x
Police	Police Officers	Public Safety	6	x
Police	Community Service Officers	Public Safety	7	
Police	ID Technicians	Public Safety	5	
Police	Clerical/IT Support	Public Safety	1.5	
Fire	MRT	Public Safety	10	
Fire	EMS Chief	Public Safety	1	x
Fire	Logistics Officer	Public Safety	1	
Fire	Deputy Fire Marshall	Public Safety	1	
Legal	Deputy City Attorney	General	2	x
Legal	Victim Witness Specialist	General	1	x
Code Enforcement	Code Enforcement Officer I/II	General	3	x
IT	Public Safety PC Support Specialist	IT	1	

<b>Subtotal FTE funded by PSML 2021</b>	<b>43.5</b>
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# FY23 New FTE's

<b>Other FY23 Positions</b>			
<b>Department</b>	<b>Position</b>	<b>Fund(s)</b>	<b># FTE</b>
Police	Police Officer	Public Safety	1
City Admin/Clerk	Records Manager	General	1
Finance	Grants Coordinator/Administrator	General	1
Human Resources	Payroll/HR Generalist	General	1
IT	GIS Tech	IT	1
Library	Circulation Manager	Library	1
Building	Plans Examiner	Building	1
Transit	Road Supervisor	Transit	1
Airport	Aviation/Transit Systems Tech.	Airport/Transit	1
Public Works	Asset Management Analyst	PW Admin	1
Public Works	Maintenance Worker	Solid Waste	2
Public Works	Maintenance Worker	Street/Traffic	3
<b>Subtotal Other FY23 FTE</b>			<b>15</b>
<b>Total FY23 Additional Proposed FTE's</b>			<b>58.5</b>

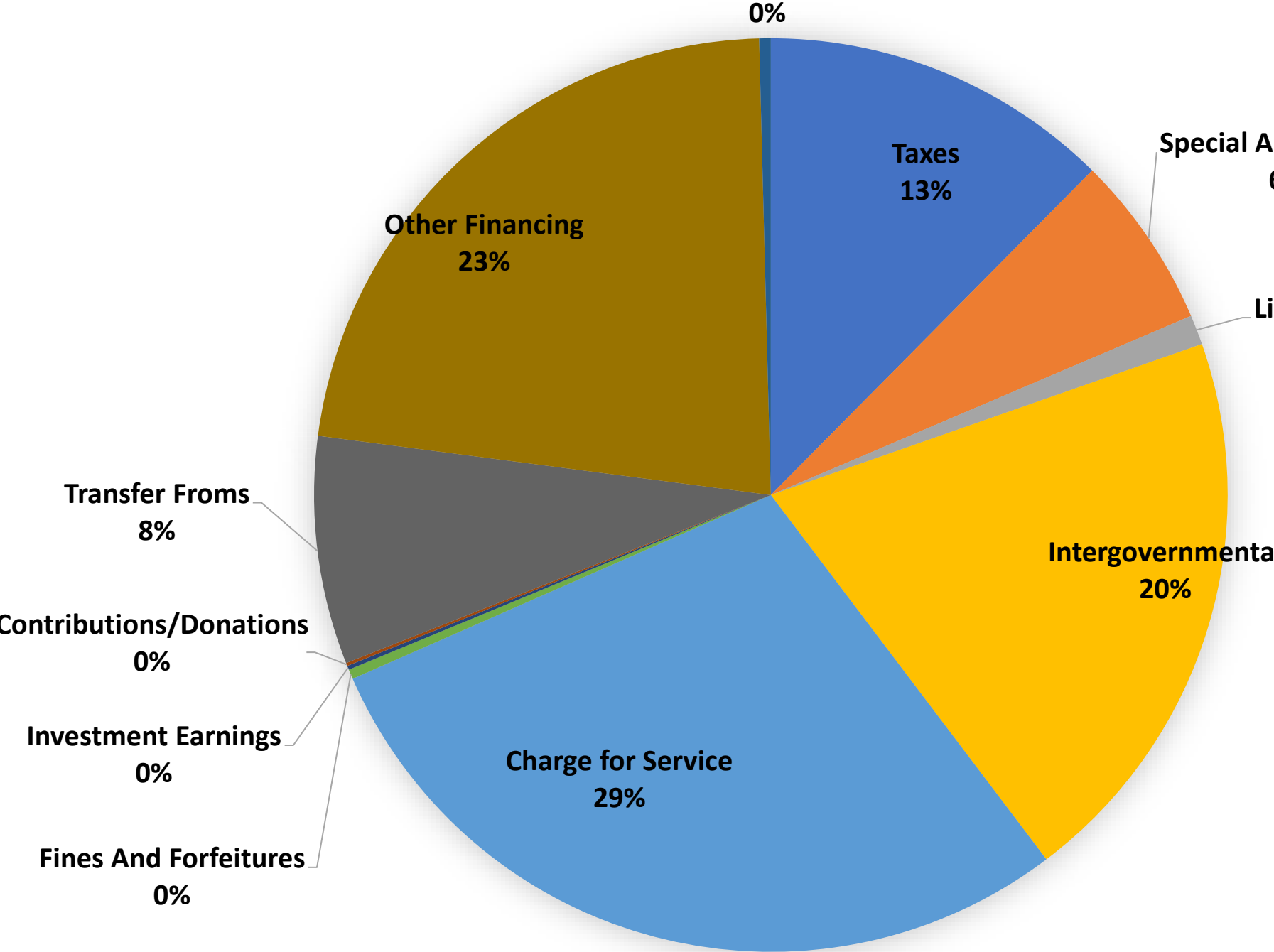
# Transfers In/Out \$36,975,888 7% of FY23 Budget

		Transfer Out														
		General Fund	Public Safety	Amend Park	American Rescue Plan	Building Inspection	Cemetery Perpetual Trust	City County Planning	Library Fund	Motor pool	Park District 1	Storm Sewer	Street/Traffic Oper	Tax Increment N 27th	Tax Increment South	Total TRF In
Transfer In	General Fund			5,000			5,600									10,600
	Public Safety	21,807,636													214,075	22,021,711
	Ballpark Repair Fund	30,000														30,000
	Capital Replacement	13,017	1,503,321					3,705	43,705		328,460					1,892,208
	CDBG	65,200														65,200
	City Attorney Grants	385,300														385,300
	City Hall Construction				8,940,314	309,126										9,249,440
	Facilities Management	79,809	148,976							95,769				207,502		532,056
	Fire Station Construction		500,000													500,000
	Library Fund	1,139,373														1,139,373
	Parking													130,000		130,000
	Parks Programs	5,000														5,000
	Storm Sewer Debt Svc											1,015,000				1,015,000
		<b>Total TRF Out</b>	<b>23,525,335</b>	<b>2,152,297</b>	<b>5,000</b>	<b>8,940,314</b>	<b>309,126</b>	<b>5,600</b>	<b>3,705</b>	<b>43,705</b>	<b>95,769</b>	<b>328,460</b>	<b>1,015,000</b>	<b>207,502</b>	<b>130,000</b>	<b>214,075</b>

# FY23 Budgeted Revenues



# FY23 Budget Revenue by Type, All Funds



Revenue by Type	FY23 Budget
Taxes	57,580,812
Special Assessments	28,592,629
License And Permits	4,871,993
Intergovernmental	93,000,832
Charge for Service	133,146,581
Fines And Forfeitures	1,590,946
Investment Earnings	659,194
Contributions/Donations	499,500
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Other Financing	104,417,974
Miscellaneous	<u>1,888,532</u>
<b>Total Revenue FY23</b>	<b>463,656,326</b>

# Charges for Services

29% of FY23 Budget

- External Users
  - Utilities
  - Airlines
  - Recreation Programs
- Internal Users
  - IT Services
  - Motor Pool
  - General Fund Cost Allocation
  - Health Insurance Premiums

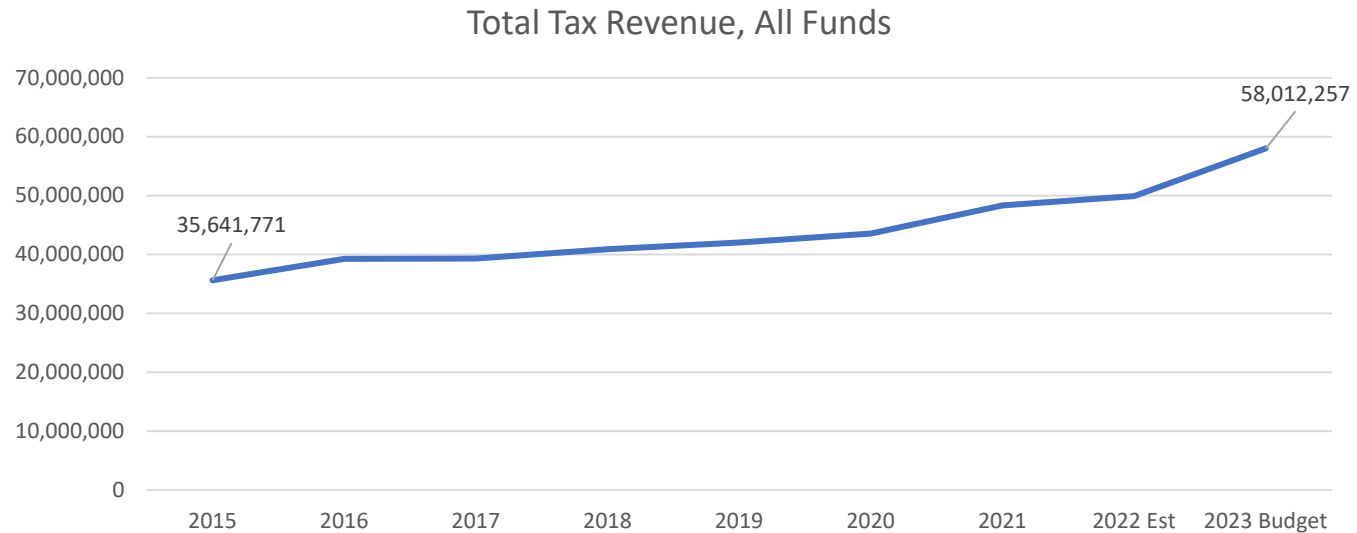
<b>By Fund</b>	<b>FY23 Budget</b>
Water	29,866,250
Wastewater	22,833,950
Solid Waste	18,905,000
City Health Ins Fund	13,560,000
Airport	12,359,247
Street/Traffic Oper	9,127,500
General	4,731,924
Information Resources	3,452,746
Engineering	3,326,256
P.W. Admin	2,924,130
Property Ins	2,635,935
Public Safety	2,407,757
Motor pool	2,040,558
Parking	1,883,343
Transit	771,550
Facilities Management	745,043
Telephone System	454,828
City County Planning	324,532
Radio	299,969
Police Programs	276,144
Central Svcs	113,619
Amend Park	25,000
Cemetery Perpetual Trust	15,750
CDBG	15,000
Library Fund	14,550
Cemetery Improvements	14,000
Sidewalk Hazard Repair	12,000
Building Inspection	<u>10,000</u>
<b>Total Charge For Services</b>	<b>\$ 133,146,581</b>

# Debt Proceeds

<b>Fund Name</b>	<b>Debt Financing for Construction</b>
Airport	2,000,000
Sidewalk Construction	2,599,275
SID Construction	2,808,000
Water	<u>97,000,000</u>
<b>Total Debt for Financing Construction</b>	<b>104,407,275</b>

# Property Tax Revenue

13% of FY23 Budget



1% Estimated Growth in Property Values  
Overall increase in Tax Revenue due to PSML

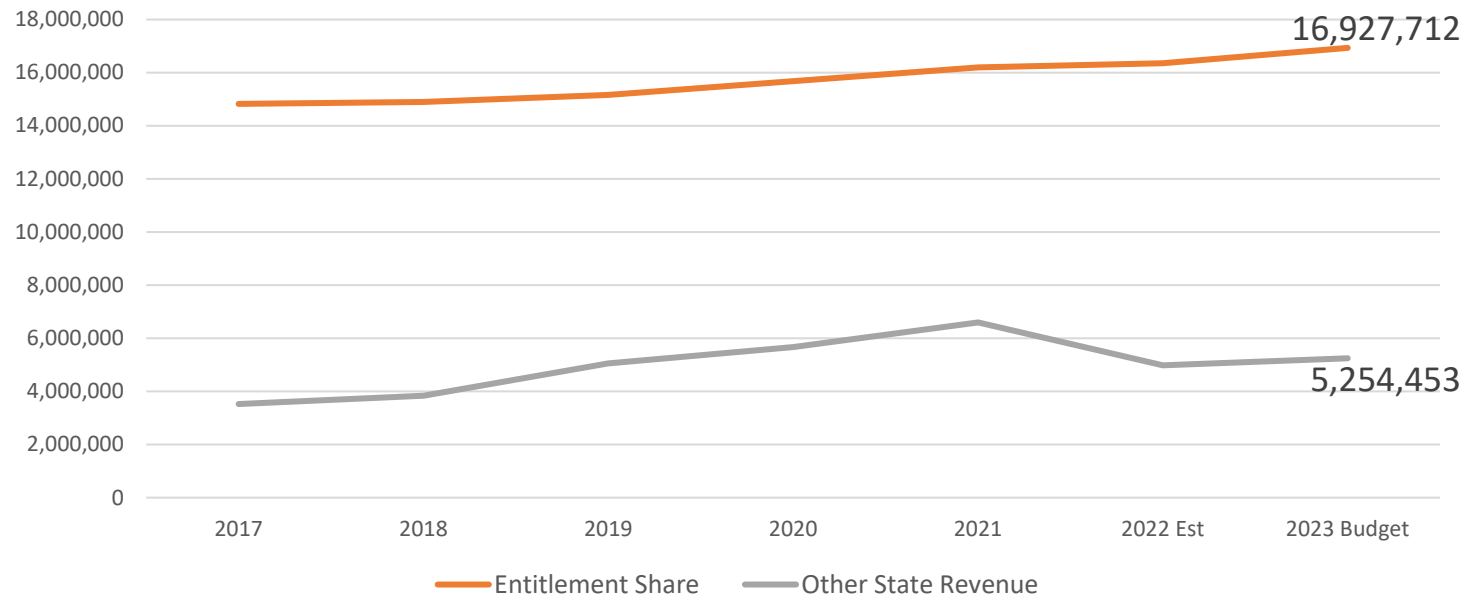
Fund Name	FY23 Budgeted Tax Revenue
General	\$ 19,167,615
Public Safety	25,651,644
Library	1,265,971
Transit	2,531,644
General Obligation Debt	1,733,383
Planning (Transfer from County)	523,000
Tax Increment Districts	<u>7,139,000</u>
<b>Total FY22 Budgeted Tax Revenue</b>	<b>\$ 58,012,257</b>

# Special Assessments Districts

Fund	Department	FY23	FY22	Change
Engineering	Public Works	55,000	50,000	5,000
Light Maintenance	Public Works	2,400,000	2,500,000	(100,000)
Park District 1	Parks & Rec	3,275,400	3,090,000	185,400
Parks Maintenance	Parks & Rec	1,270,200	1,137,200	133,000
Road Maintenance Dist.	Fire	2,875	2,875	-
SID Fund	Public Works	908,000	752,000	156,000
Sidewalk Debt Svc	Public Works	583,000	500,000	83,000
Sidewalk Hazard Repair	Public Works	63,154	60,000	3,154
Storm Sewer	Public Works	5,100,000	4,700,000	400,000
Arterial Streets	Public Works	-	4,600,000	(4,600,000)
Street Maintenance Dist	Public Works	<u>14,935,000</u>	<u>9,391,000</u>	<u>5,544,000</u>
<b>Total Special Assessments</b>		<b>\$28,592,629</b>	<b>\$ 26,783,075</b>	<b>\$1,809,554</b>

# Intergovernmental – State of Montana

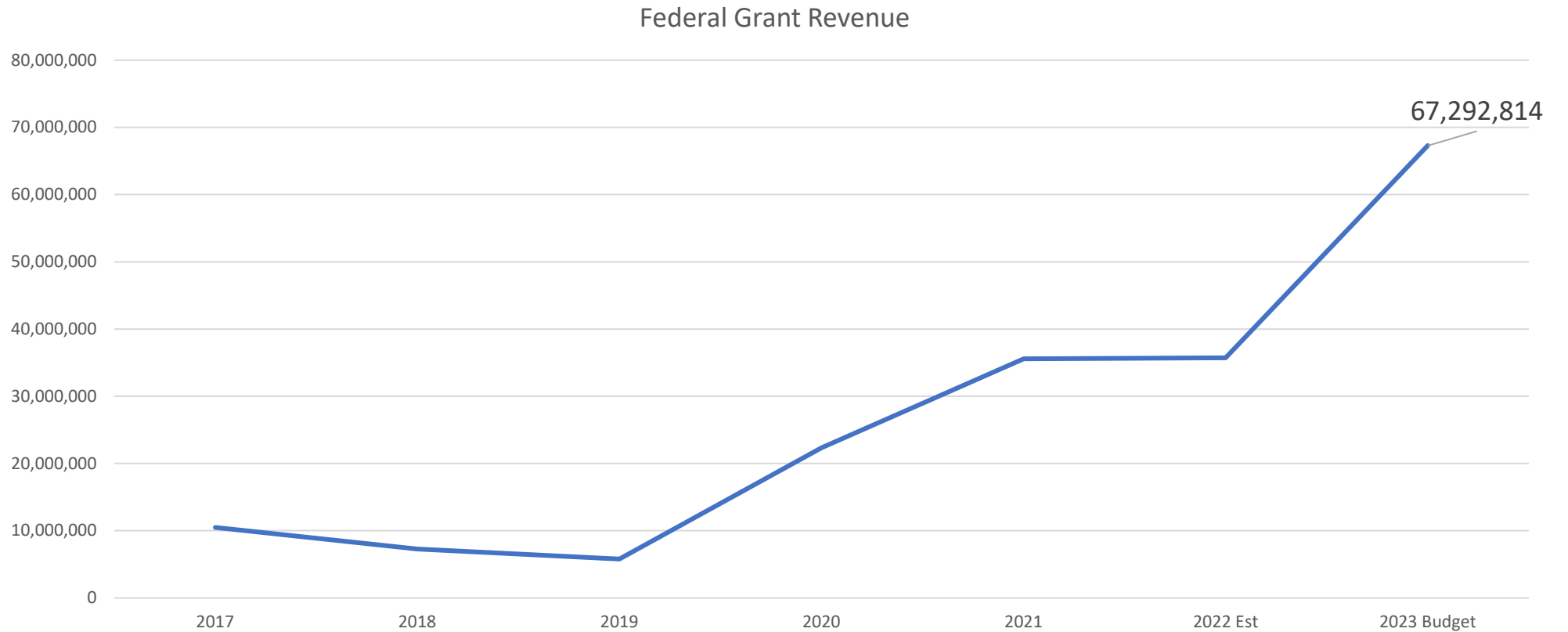
State Revenue to the City



<b>Intergovernmental -State</b>	<b>FY23 Budget</b>
State Entitlement	\$ 16,927,712
Gas Tax	3,960,000
State 911	1,022,763
Other Misc State Funding	<u>271,690</u>
<b>Total State Revenue FY23</b>	<b>\$ 22,182,165</b>

<b>Fund Name</b>	<b>FY23 Budget</b>
General	\$ 12,740,294
Public Safety	2,084,517
EOC 911	1,022,763
Gas Tax	3,960,000
Library Fund	485,366
Street/Traffic Oper	760,000
Tax Increment East	146,654
Tax Increment N 27th	211,821
Tax Increment South	256,218
Transit	<u>514,532</u>
<b>Total State Intergovernmental Revenue</b>	<b>\$ 22,182,165</b>

# Intergovernmental – Federal Funding



Significant increases in Federal Grants for Water, Airport, CDBG, ARPA

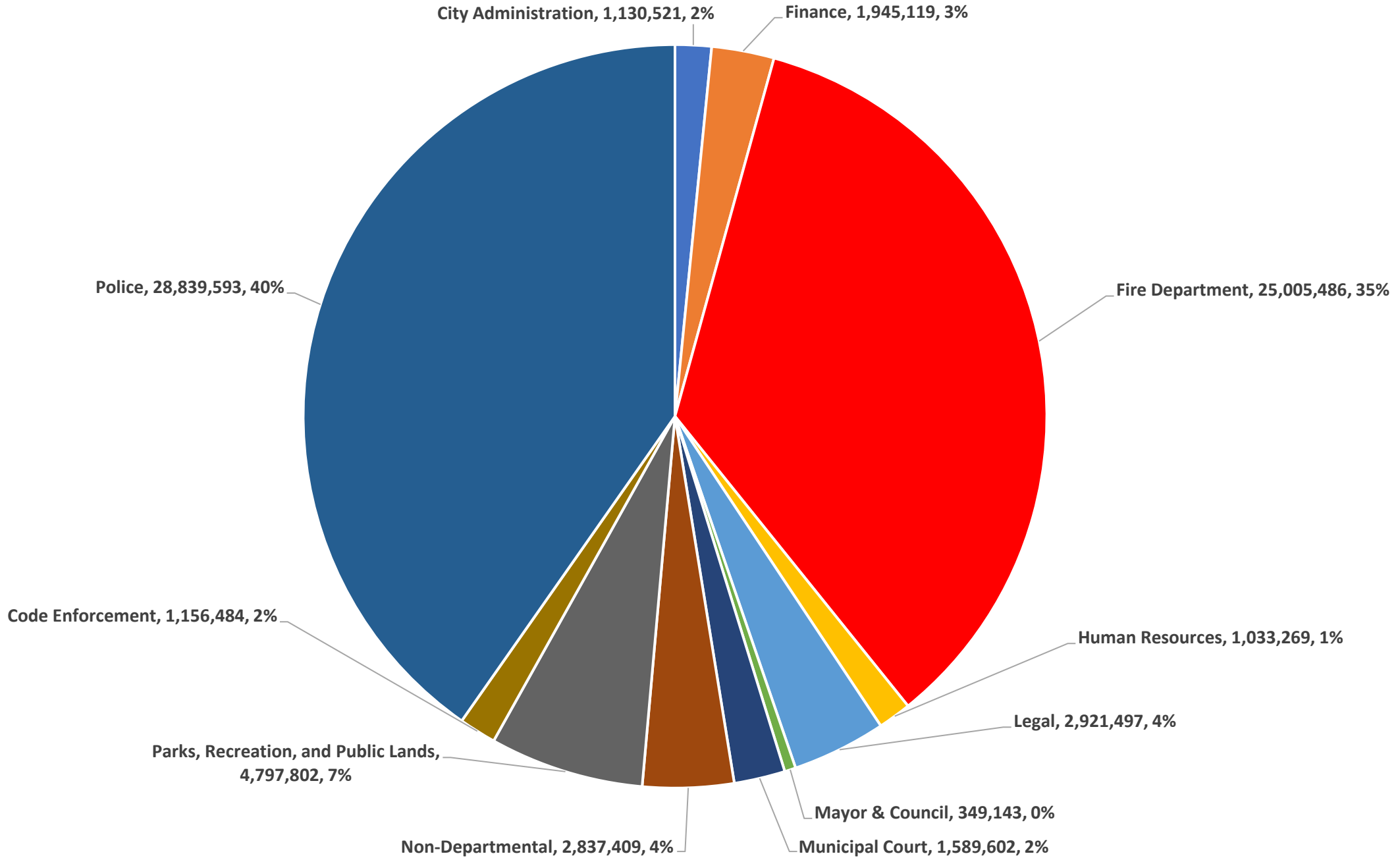
# Intergovernmental – Federal Funding

<b>Fund</b>	<b>FY23 Budget</b>	<b>FY22 Budget</b>	<b>Change</b>
Airport	\$ 18,816,800	\$ 9,523,603	\$ 9,293,197
American Rescue Plan	8,940,314	-	8,940,314
Arterial Streets	7,620,385	7,620,385	-
Bike Path/Trail Donation	-	4,036,380	(4,036,380)
Public Safety	40,000	-	40,000
Fire Grants	351,280	685,000	(333,720)
CDBG	2,631,571	1,888,817	742,754
City County Planning	1,138,500	968,500	170,000
Municipal Court Grants	395,605	399,867	(4,262)
Police Programs	708,443	459,316	249,127
Transit	9,042,771	10,157,685	(1,114,914)
Water	<u>17,607,145</u>	<u>-</u>	<u>17,607,145</u>
<b>Total Federal Grant Revenue</b>	<b>\$ 67,292,814</b>	<b>\$ 35,739,553</b>	<b>\$ 31,553,261</b>

# FY23 General & Public Safety Fund



# FY23 Proposed General and Public Safety Fund Expenses

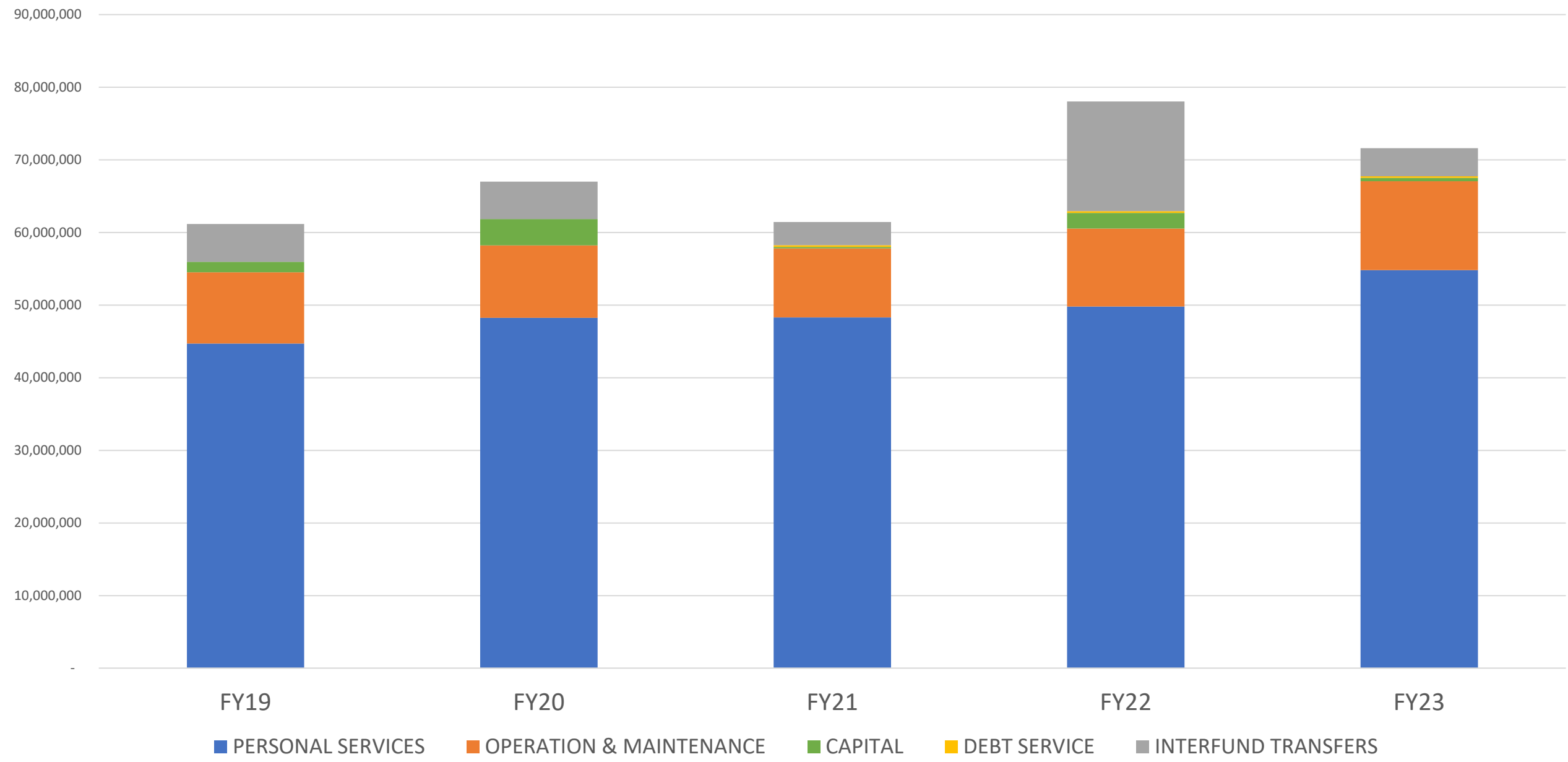


# FY23 Proposed General and Public Safety Funds

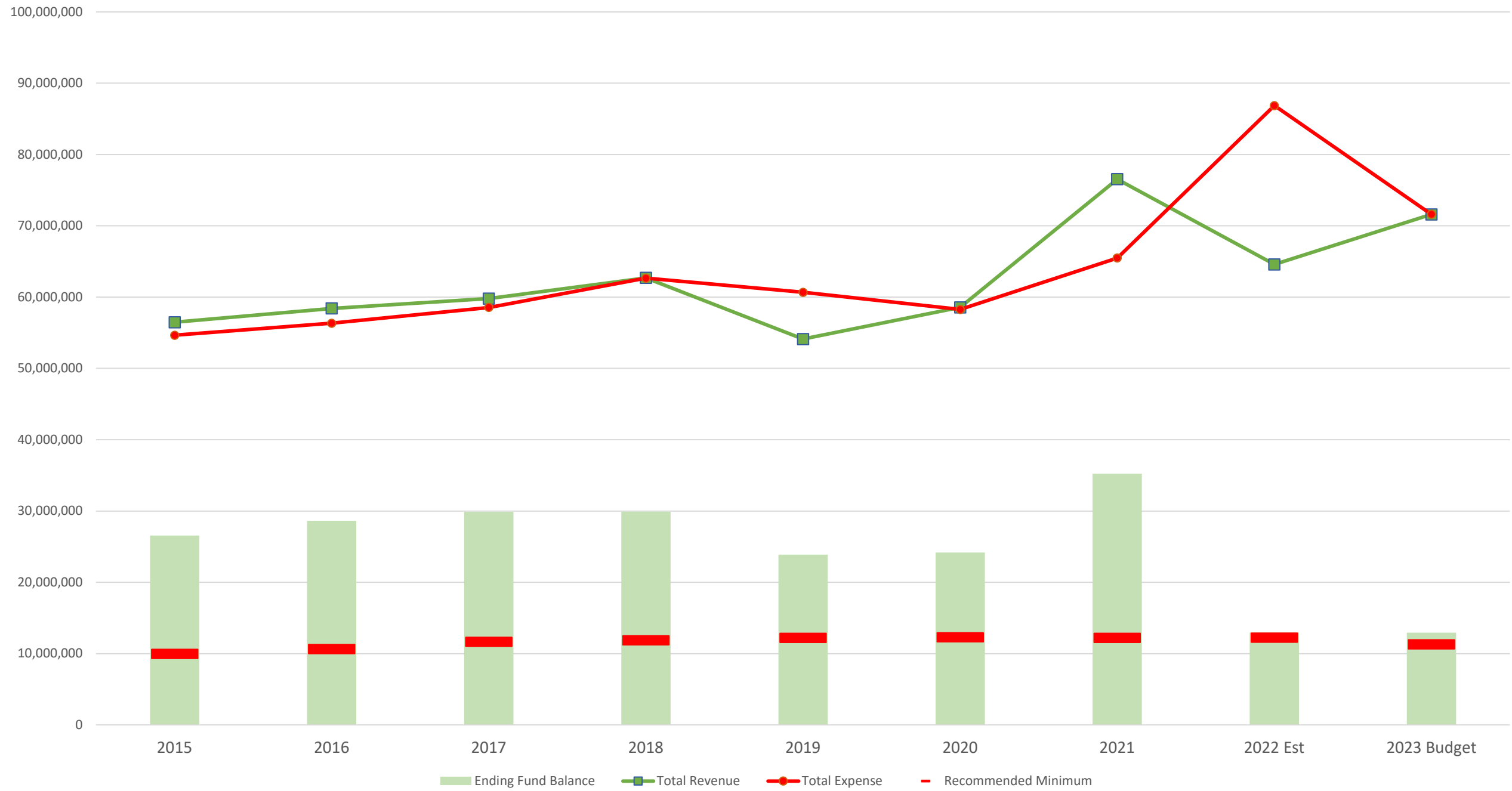
<b>Department</b>	<b>FY23 Adopted</b>	<b>FY22 Adopted</b>	<b>Change</b>
City Administration	1,130,521	1,020,834	109,687
Finance	1,945,119	1,718,569	226,550
Fire Department	25,005,486	23,720,176	1,285,310
Human Resources	1,033,269	916,094	117,175
Legal	2,921,497	2,420,985	500,512
Mayor & Council	349,143	320,932	28,211
Municipal Court	1,589,602	1,539,731	49,871
Non-Departmental	2,837,409	13,953,965	-11,116,556
Parks, Recreation, and Public Lands	4,797,802	4,695,067	102,735
Code Enforcement	1,156,484	723,959	432,525
Police	<u>28,839,593</u>	<u>27,011,017</u>	1,828,576
<b>Total</b>	<b>\$ 71,605,925</b>	<b>\$ 78,041,329</b>	<b>\$ (6,435,404)</b>

# GFPS Combined Budgeted Expense

\*Less PS Transfer



# General Fund & Public Safety



# General & Public Safety Fund Highlights

- Marijuana Revenue - \$400K
- Public Safety Mill Levy
  - Property Tax Revenue \$7 million
  - 43.5 FTE (Police, Fire, Legal, Code Enforcement, IT-PC Support)
- Cost of Services Study
- 3 FTE
  - Payroll
  - City Clerk
  - Grants Coordinator/Admin

# FY23 Other Budget Items



# Typical Residential Costs

Purpose	MILLS		
	FY2022	FY2023	Change
General	74.00	74.00	0.00
Public Safety	80.00	114.00	34.00
Library	5.00	5.00	0.00
Transit	10.00	10.00	0.00
General Obligation	<u>8.30</u>	<u>8.05</u>	<u>-0.25</u>
<b>Total Mills</b>	<b>177.30</b>	<b>211.05</b>	<b>33.75</b>

Average Home Monthly Utility Bill			
	FY22	FY23	Increase
Water	\$ 38.60	\$ 39.49	\$ 0.89
Wastewater	26.75	27.37	0.62
Solid Waste	<u>11.82</u>	<u>12.45</u>	<u>0.63</u>
<b>Total Monthly Utilities</b>	<b>\$ 77.17</b>	<b>\$ 79.31</b>	<b>\$ 2.14</b>

TYPICAL HOME (\$228,100) IMPACT PROPERTY TAX BILL			
	FY2022	FY2023	Change
General	\$ 227.87	\$ 227.87	\$ -
Public Safety	246.35	351.05	104.70
Library	15.40	15.40	-
Transit	30.79	30.79	-
General Obligation	<u>25.56</u>	<u>24.79</u>	<u>(0.77)</u>
Median Home Property Tax	\$ 545.97	\$ 649.90	\$ 103.93
Park District 1	\$ 42.73	\$ 43.67	\$ 0.94
Street Maintenance	129.83	194.59	64.76
Arterial	53.76	-	(53.76)
Storm Sewer	<u>53.20</u>	<u>56.40</u>	<u>3.20</u>
Total Assessments	<u>\$ 279.52</u>	<u>\$ 294.66</u>	<u>\$ 15.14</u>
<b>Total Annual Assessments &amp; Taxes</b>	<b>\$ 825.48</b>	<b>\$ 944.55</b>	<b>\$ 119.07</b>

# Investment Towards Accomplishing Council Priorities

- **Improve the safety of Billings**
  - Implement PSML, Hiring FTE's
- **Invest in Core Infrastructure**
  - Finish airport terminal building
  - Complete design and begin construction on City Hall/Law and Justice
  - Break ground on water treatment plant
  - ADD EXAMPLES

# Investment Towards Accomplishing Council Priorities

- **Improve the built environment through quality design**
  - Downtown one-way to two-way street conversion
  - Planning grant applying to being neighborhood plan review
- **Increase parks, trails, recreational, and cultural investments**
  - Finish Poly Vista Phase 1
  - Castle Rock Playground
  - Continue design on Rec Center
  - ADD EXAMPLES
- **Build a high-performance organization**
  - Complete cost of service study to understand cost of delivering services
  - Funding for lobbyist to further Councils legislative priorities
  - Digitize all essential records

# Council Budget Consideration

- Mental Health & Substance Abuse Funds
  - \$800,000 in FY23 Budget from Marijuana tax & PSML
  - Presentations from
    - Substance abuse connect – February
    - Behavioral health response – March
    - Continuum of care – May
- Need direction on these critical decisions

# Conclusion & Questions

- Find a copy of the budget:
  - [www.billingsmt.gov/finance](http://www.billingsmt.gov/finance)



# City of Billings, Montana



Fiscal Year 2023  
Proposed Budget

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# Introduction

May 2, 2022

Honorable Mayor and City Council Members:

It is a privilege to present the City of Billings Fiscal Year 2023 (FY23) Proposed Operating and Capital budget. The effective date of this budget is July 1, 2022 and runs through June 30, 2023. Adopting the budget is one of the most significant policy decisions the Council makes annually. City staff focused on accomplishing the City Council's adopted priorities efficiently to improve the quality of life for our citizens. We look forward to discussing this proposed balanced budget over the next few months.

### **ACCOMPLISHMENTS IN FY22**

Improving the safety of Billings is our #1 priority. To that end, we successfully implemented most of the 132 recommendations made by the Center for Public Safety management (CPSM) to improve the effectiveness of both the police and fire departments. (cover highlights of recommendations) Our voters also approved a significant increase in resources through a public safety levy for police, fire, prosecution, courts and code enforcement. The following is a list of some of the more significant accomplishments:

- Implemented or in progress of 92 of 102 CPSM recommendations within the police department
- Implemented or in progress of 28 of 34 CPSM recommendations within the fire department
- Voter approved public safety levy to improve the city's criminal justice system and code enforcement
- Hired the city's 1<sup>st</sup> code enforcement manager
- Purchased federal building to be repurposed into the city's law and justice center and city hall
- Adopted regulations and successfully closed 5 illicit businesses within the city limits
- Adopted regulations to manage marijuana sales within the city
- Voters approved a ban on recreational marijuana sales within the city
- Completed phase I and most of phase II of the \$65M airport terminal project
- Resolved dispute with Heights Water District over underbilling and underpayment (\$2.95M)
- Parks projects completed
  - Terry Park Shelter
  - Terry Park Playground Replacement
  - Lillis Park Playground Replacement
  - Riverfront Park Road and Parking Lot Repairs (Final Phase)
  - Amend Park Electrical Upgrades
  - Riverfront Park Fishing Pier
  - 11 additional projects are underway
- \$14.15 million in Street construction projects
- \$8 million water and wastewater pipe work
- 17 buses replaced at MET Transit.
- Successful retreat and orientation process (easy to forget but very time intensive)
- 6.1 million water and wastewater plant projects
- In FY22 there were 13 annexations consisting of approximately 378 acres
- 429 new construction permits for single family dwellings
- Total new construction permits valued at \$285 million
- Hiring of public information officer
- Settled Waters case
- \$67.2M federal grants and aid

## **DRAFT COUNCIL STRATEGIES AND PRIORITIES**

### **✚ Improve the safety of Billings**

- Complete implementation of the Center for Public Safety Management (CPSM) police and fire operations analysis recommendations. 2022.
- Implement code enforcement, legal, municipal court, mental health and substance abuse strategies as described during the 2021 public safety levy. 2022/2023.
- Report data measuring the effectiveness of the 2021 public safety mill levy and the criminal justice system at the city, county, and state levels. 2022/2023
- Collect data and pursue legislation and local regulations to limit the number, and improve the effectiveness of, sober living housing and their impacts on neighborhoods. (Green - council approved initiatives) 2022/2023
- Collect data and pursue legislation and work with the Department of Corrections (DOC) to limit the number of probationers, parolees released into Billings and the number of inmates held in the jail. 2022/2023

### **✚ Invest in core infrastructure**

- Complete airport terminal reconstruction project, building Montana's greatest airport. 2023
- Complete City Hall/Law and Justice Center project to include a COVID 19 memorial. 2023
- Break ground and complete construction of inner-belt loop and Skyline trail projects. 2022/2023
- Break ground on water treatment plant and reservoir projects and determine funding for the park components of the reservoir. 2022/2024
- Analyze and determine land use and infrastructure policies to serve the inner beltloop and new interchange areas. 2022 (funding does not exist beyond the corridor studies ~\$100k)
- Determine 21<sup>st</sup> Street underpass upgrades to improve downtown transportation system. 2023

### **✚ Improve the built environment through quality design**

- Develop strategies to stimulate infill and redevelopment throughout the city's business and residential districts. 2022/2023
- Implement the downtown transportation plan/one way street conversions and road diets. 2022/2023
- Develop a housing strategy in partnership with HomeFront and facilitate 1,000 housing units being added to the city's core. 2022/2023
- Complete a review of the 2016 growth policy. 2022
- Update 1 neighborhood plan annually updating all 8 plans over the next decade.
- Update subdivision regulations. 2022/2023

### **✚ Increase parks, trails, recreation, and cultural investments**

- Determine level of capital investment to be proposed to voters in 2023 for the multi-generational recreation center and a corresponding strategy for executing on those capital investments.
- Determine level of capital investment to be proposed to voters in 2023 for additional park and trail development and a corresponding strategy for executing on those capital investments.
- Determine level of maintenance and operation expenses for parks, trails, and recreation facilities to be proposed to voters in 2023 to meet the needs of our community long term.

### **✚ Build a high-performance organization (HPO) principled in our core values**

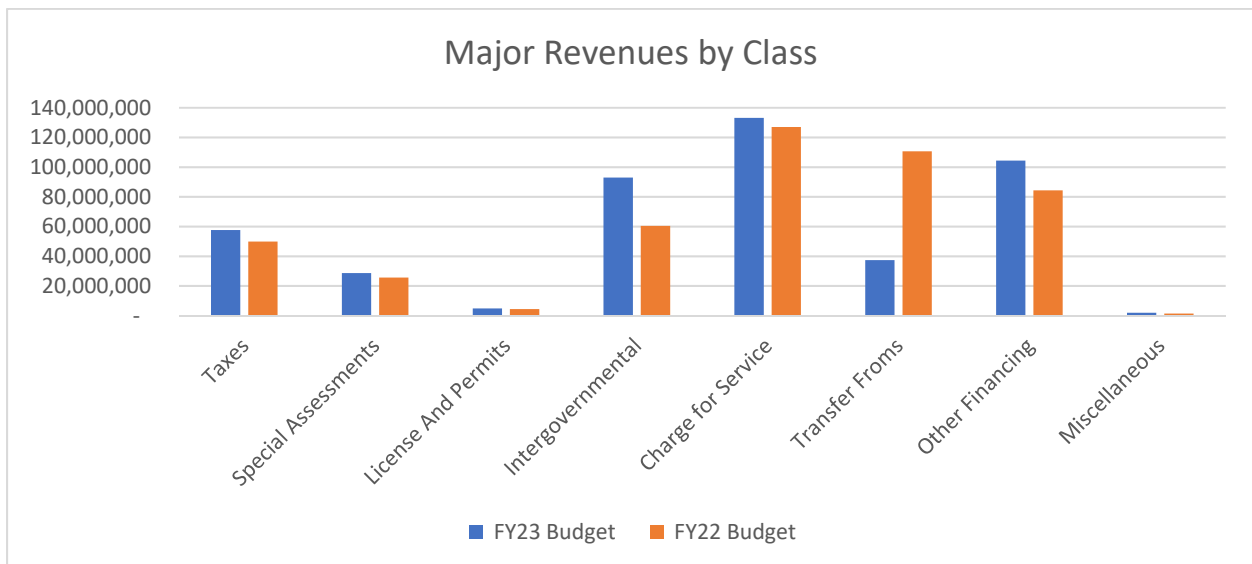
- Complete organizational review of the city's vision, mission, and core values. 2022
- Complete staff analysis of how to determine the scope and cost to conduct cost of services studies to better understand cost of delivering police, fire, parks, recreation, trails, storm water, water, wastewater and transportation services and infrastructure to make more informed decisions. 2022

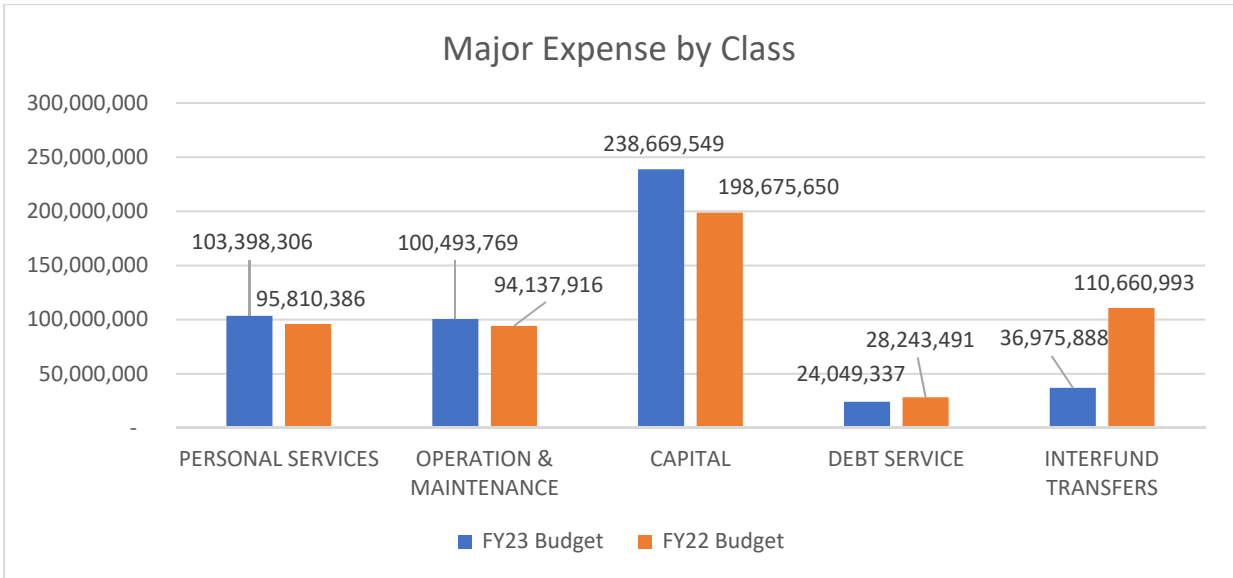
- Adopt legislative priorities for the 2023 session focused on improving the safety and economic stability of Billings.
- Create Council sub-committees to focus attention on state legislation and improve collaboration with Yellowstone County. 2022
- Improve the effectiveness of council work sessions, policy implementation and communications. 2022
- Digitize all essential records for proper storage and access by citizens and staff. 2022/2023
- Improve public engagement.
- Systematize a regular review of all ordinances by each department, on a schedule to be determined by administration. 2023
- Establish a City Charter Review Committee. 2022

### **THE FY23 PROPOSED BUDGET**

The FY23 proposed budget is funded by estimated revenues totaling \$464 million. This includes an estimated increase if property values of 1.0%, increases in mills for the Public Safety Mill Levy, significant increases in federal grant revenue, and proceeds from debt to finance long-term capital projects.

The proposed FY23 budget for the City of Billings contains operating and capital expenses totaling \$503.6 million, an increase of \$38.9 million from the prior year. The increase contains significant capital investments which have been planned for years and were included in the adopted Capital Improvement Plans. Additional increases are found in Personal Services for estimated salary and wage adjustments and significant additional staffing requests associated with the 2021 Public Safety Mill Levy. Operation and Maintenance increases for FY23 include funding repairs and maintenance, insurance costs, utilities, fuel, and vehicle parts.





**CAPITAL INVESTMENTS**

**Water Treatment Plant and Reservoirs** – The FY23 budget contains significant investment in our Water treatment infrastructure. The single largest project planned for FY23 is the water treatment plant and reservoir at over \$115 million.

**Airport** – Significant investments are planned to continue at the Airport with the completion of the Terminal project, as well as additional capital improvements to the Airport infrastructure. Total capital outlay for the Airport is planned at \$19 million for FY23.

**City Hall/Law and Justice Center** – The FY23 budget contains \$15 million for the construction costs associated with completing the buildout of the Stillwater Building for future City Offices. Much of this funding is proposed to come from the General Fund and American Rescue Plan Grant proceeds.

**Fire Station 8** – In FY22 the City set aside \$1.5 million for the future acquisition of land and to begin design of another Fire Station in Billings. The original FY23 CIP included an additional \$1.5 million to be set aside in the same fund. To keep the budget balanced, as well as not set aside too much cash at times of greater than normal inflation, the proposed budget includes setting aside \$500,000 to be added to the \$1.5 million added in FY22. Future year contributions are planned to the fund as funds allow.

## **NEW PERSONNEL IN FY23**

The FY23 budget contains costs for an additional 58.5 FTE's. Most of the positions being added are associated with the passage of the 2021 Public Safety Mill Levy. In January of 2022, City Council approved a budget amendment to begin hiring some of the requested positions, as indicated in the chart below. Each position will be discussed during the department budget presentation. The following chart shows the areas where additional investments in staff are being proposed.

<b>PSML Levy Positions</b>				
<b>Department</b>	<b>Position</b>	<b>Fund(s)</b>	<b># FTE</b>	<b>Added In FY22</b>
Police	Police Sergeants	Public Safety	4	x
Police	Police Officers	Public Safety	6	x
Police	Community Service Officers	Public Safety	7	
Police	ID Technicians	Public Safety	5	
Police	Clerical/IT Support	Public Safety	1.5	
Fire	MRT	Public Safety	10	
Fire	EMS Chief	Public Safety	1	x
Fire	Logistics Officer	Public Safety	1	
Fire	Deputy Fire Marshall	Public Safety	1	
Legal	Deputy City Attorney	General	2	x
Legal	Victim Witness Specialist	General	1	x
Code Enforcement	Code Enforcement Officer I/II	General	3	x
IT	Public Safety PC Support Specialist	IT	1	

<b>Subtotal FTE funded by PSML 2021</b>	<b>43.5</b>
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<b>Other FY23 Positions</b>			
<b>Department</b>	<b>Position</b>	<b>Fund(s)</b>	<b># FTE</b>
Police	Police Officer	Public Safety	1
City Admin/Clerk	Records Manager	General	1
Finance	Grants Coordinator/Administrator	General	1
Human Resources	Payroll/HR Generalist	General	1
IT	GIS Tech	IT	1
Library	Circulation Manager	Library	1
Building	Plans Examiner	Building	1
Transit	Road Supervisor	Transit	1
Airport	Aviation/Transit Systems Tech.	Airport/Transit	1
Public Works	Asset Management Analyst	PW Admin	1
Public Works	Maintenance Worker	Solid Waste	2
Public Works	Maintenance Worker	Street/Traffic	3

<b>Subtotal Other FY23 FTE</b>	<b>15</b>
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<b>Total FY23 Additional Proposed FTE's</b>	<b>58.5</b>
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## **IMPACTS OF INFLATION**

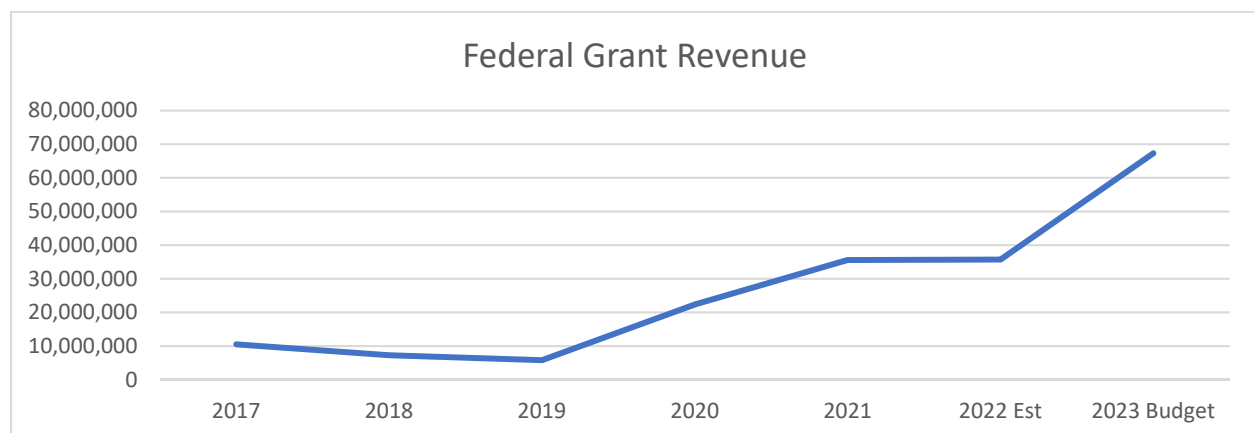
In March of 2022, the Consumer Price Index for All Urban Consumers (CPI-U) increased 1.2% over February. The gasoline index rose 18.3% in March; other energy component indexes also increased. Construction Cost Indexes have risen 8.9% over the past 12 months. City operations are impacted by these increases as a significant expense of operating City services involve fuel, labor, energy, and construction. In response to increases in inflation we are adjusting operations to reduce consumption and inputs where possible, we will need to consider rate increases and adjustments to capital projects. It is anticipated that the impacts of inflation will affect the decisions and operations of the City for the near future.

## **SPECIAL ASSESSMENTS**

The City of Billings has multiple special assessment districts. Some are City-wide, while others are for small districts, for varied purposes. These districts are used to fund maintenance and operations of amenities that benefit the individual parcel. Some examples of districts are Parks Districts, Street Light Districts, and Street Maintenance District. The rising cost of labor, fuel, and utilities that are needed to maintain services within these districts require setting the rates high enough to cover these costs. In FY23 the proposed budget recommends moving assessments from the Arterial Maintenance District to the Street Maintenance District, as there is a broader use of funds allowed for the maintenance of the transportation network.

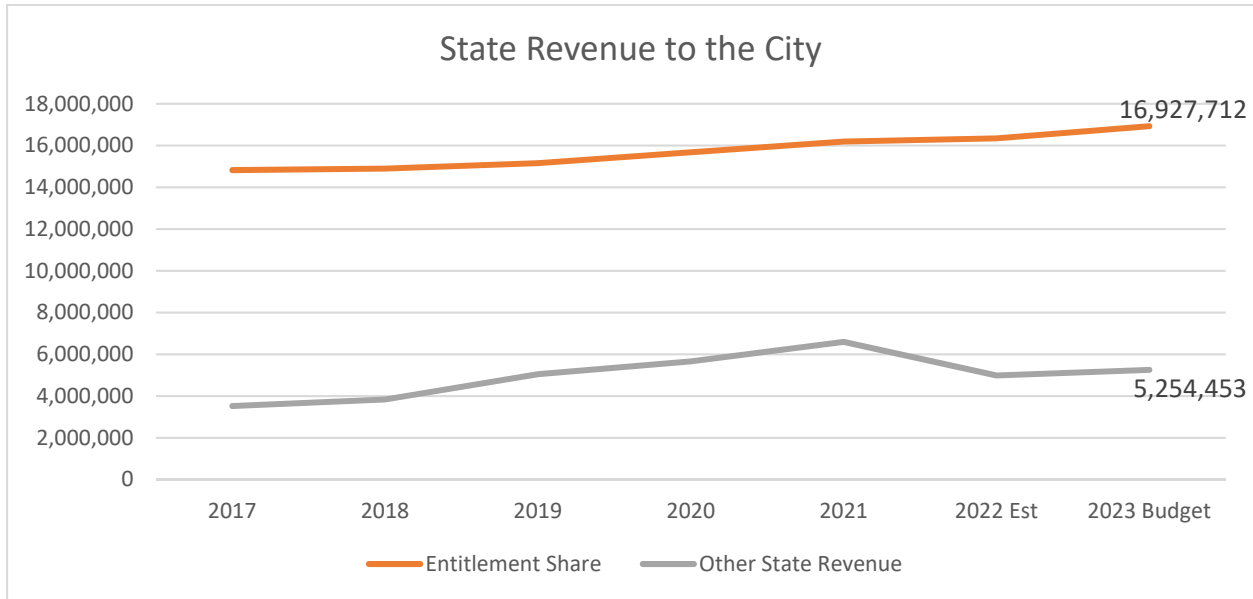
## **INTERGOVERNMENTAL REVENUE**

The City receives revenue from multiple sources to fund operations. These sources include revenue from both Federal and State government. As a percentage of the overall budget, the City receives limited funds from the State and Feds. This has changed significantly in recent years but is expected to return to pre-pandemic levels in the next few years. The revenue from other governments can be found in the budget under the category “Intergovernmental”. For FY23, the City is budgeting \$93.0 million in intergovernmental revenue. This is an increase of \$32.5M over the FY22 budget. For FY23 the Federal revenues budgeted are comprised of funds for the American Rescue Plan Grant, which the City was awarded in 2021. Additionally, the City was awarded significant federal funding which is budgeted in the Airport fund. The City has received \$15.94 million in American Rescue Plan dollars, which are included in the FY23 budget.



The City also receives money from the State of Montana, titled State Entitlement Share. This is a collection of a variety of tax dollars levied by the State within our City and throughout Montana and

redistributed to local governments around the State. This funding has remained relatively flat over the past few years, not keeping up with wage or construction inflation. This is placing a greater burden on local taxpayers to pick up the difference. For FY23, the growth rate in entitlement share will be 3.4%, or \$525k. The City of Billings uses entitlement share to fund General Fund, Public Safety, Library, Transit, and Street/Traffic Operating. The total State Entitlement share for FY23 will be \$16.9 million. Other State revenue includes \$3.96 million of Gas Tax, \$1.0 million for 9-1-1, and \$272,000 in combined other grant funds for Transit, Legal, Police, and Library.



**PROPERTY TAX REVENUE**

The FY23 budget is based upon levying the 211.05 mills, which is the maximum amount authorized by the City Charter, and citizens of Billings. In FY22, the City levied 177.30 mills. The increase is largely due to the additional mills that were approved by voters in 2021 for additional Public Safety tax dollars. The successful passage of the 2021 PSML will add approximately \$7.0 million to the Public Safety Fund to offset additional expense in staffing and programs within the Public Safety and General Funds. For FY23, we are estimating a growth in the City’s tax base of 1.0%. This assumption is based upon the growth resulting from new construction as re-appraisal will not occur until next year. Residential property makes up 57% of the tax base in Billings.

While the actual number of mills needed to fund the budget will not be known until late August, we are assuming a reduction in the number of mills levied for General Obligation debt by 0.10. The median home value of \$228,100 will see an increase in the real dollars paid over the prior year of \$104/year.

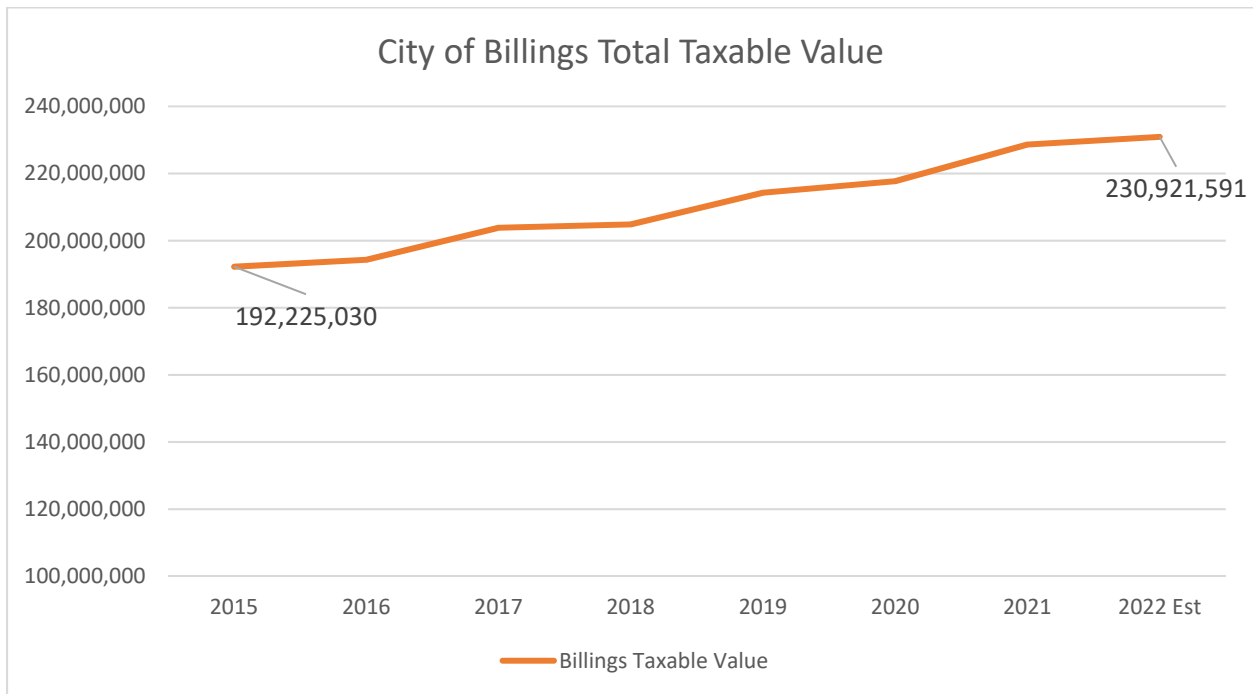
### Number of Mills Levied

	<u>FY 22</u>	<u>FY 23</u>
General Fund	74.00	74.00
Public Safety 1999	20.00	20.00
Public Safety 2020	60.00	60.00
Public Safety 2021	-	34.00
Transit	10.00	10.00
Library	5.00	5.00
G.O. Library Debt Service	3.50	2.96
G.O. Ballpark Debt Service	3.28	3.47
G.O. Streets Debt Service	<u>1.52</u>	<u>1.62</u>
<b>Total</b>	<b>177.30</b>	<b>211.05</b>

### Median Home Property Taxes

	<b>FY2022</b>	<b>FY2023</b>	<b>Change</b>
General	\$ 227.87	\$ 227.87	\$ -
Public Safety	246.35	351.05	104.70
Library	15.40	15.40	-
Transit	30.79	30.79	-
General Obligation	<u>25.56</u>	<u>24.79</u>	<u>(0.77)</u>
<b>Median Home Property Tax</b>	<b>\$ 545.97</b>	<b>\$ 649.90</b>	<b>\$ 119.07</b>

Over the past 8 years, the City of Billings' tax base has grown at an average rate of 2.5% per year. Because the State of Montana undertakes the property reappraisal process every odd numbered year, property value change changes look more like a staircase rather than linear.



## **MARIJUANA TAX**

A new revenue in the FY23 budget is the additional \$400,000 in excise tax from the sale of Recreational and Medical Marijuana in Yellowstone County. This revenue is included in the General Fund.

The 2021 Public Safety Mill levy, authorized by voters, contained 2 mills for substance abuse and mental health impacts on public safety. The proposed budget is recommending that the revenue from Marijuana Sales Excise Tax be added to these mills, resulting in a total amount available for substance abuse and mental health of \$800,000 in FY23.

## **AMERICAN RESCUE PLAN & STILLWATER BUILDING**

In 2021 the Federal Government allocated \$15,940,314 in relief funds through the American Rescue Plan. At the 4/25/22 City Council meeting, the City Council awarded a contract to replace the 9-1-1 radio system using \$7.0 million of ARPA funds for this purchase. Also, in FY22, the City Council purchased the old federal building to remodel for a new law and justice center and most City offices. The proposed FY23 budget allocates the remaining ARPA funds for the buildout of this space. When the purchase of the building was presented on 10/11/2021 it was proposed that individual departments would contribute \$3.3 million, with the remaining funds coming from the ARPA funds. It was determined that this would be too restrictive to some funds, or nearly impossible for some departments to do. To ensure that the building is built out to efficiently deliver public services, the proposed FY23 budget includes all remaining ARPA funds being used on the buildout of the new law and justice center. This approach avoided the City taking on additional debt of approximately \$2.0 million.

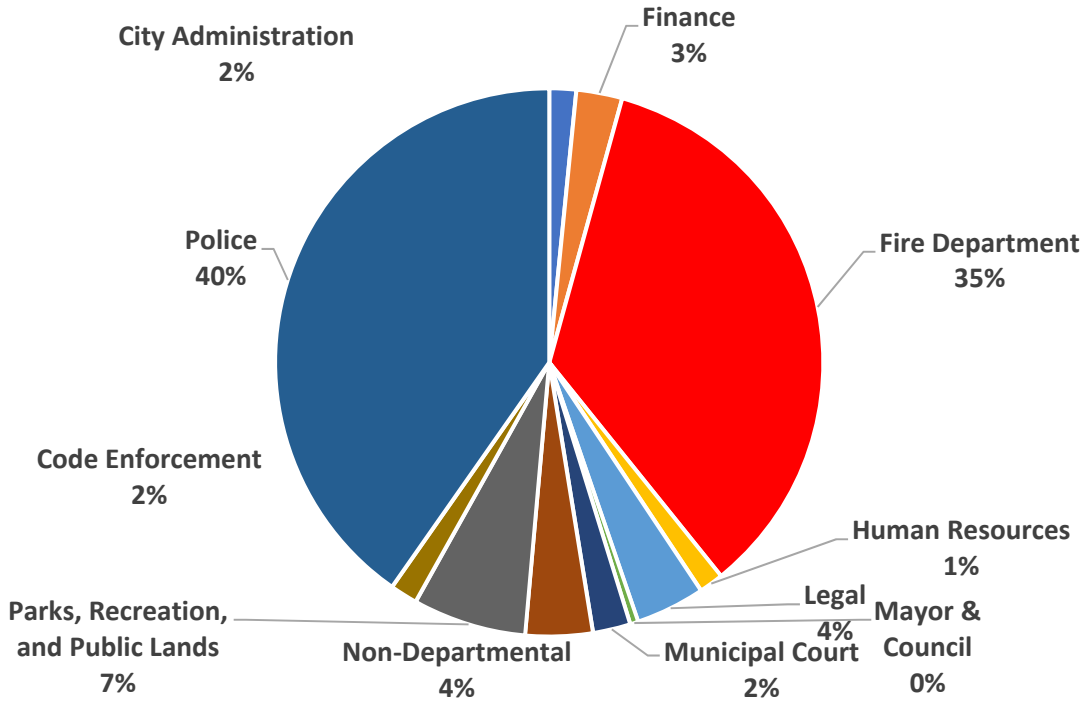
<b>Sources</b>	<b>Original Plan</b>	<b>FY23 Proposed Budget</b>
General Fund	\$20,350,560	\$20,350,560
Departmental Budgets	3,439,363	309,126
ARPA Funds	<u>5,810,077</u>	<u>8,940,314</u>
Total Sources for Law & Justice Center	\$29,600,000	\$29,600,000

## **GENERAL & PUBLIC SAFETY FUNDS**

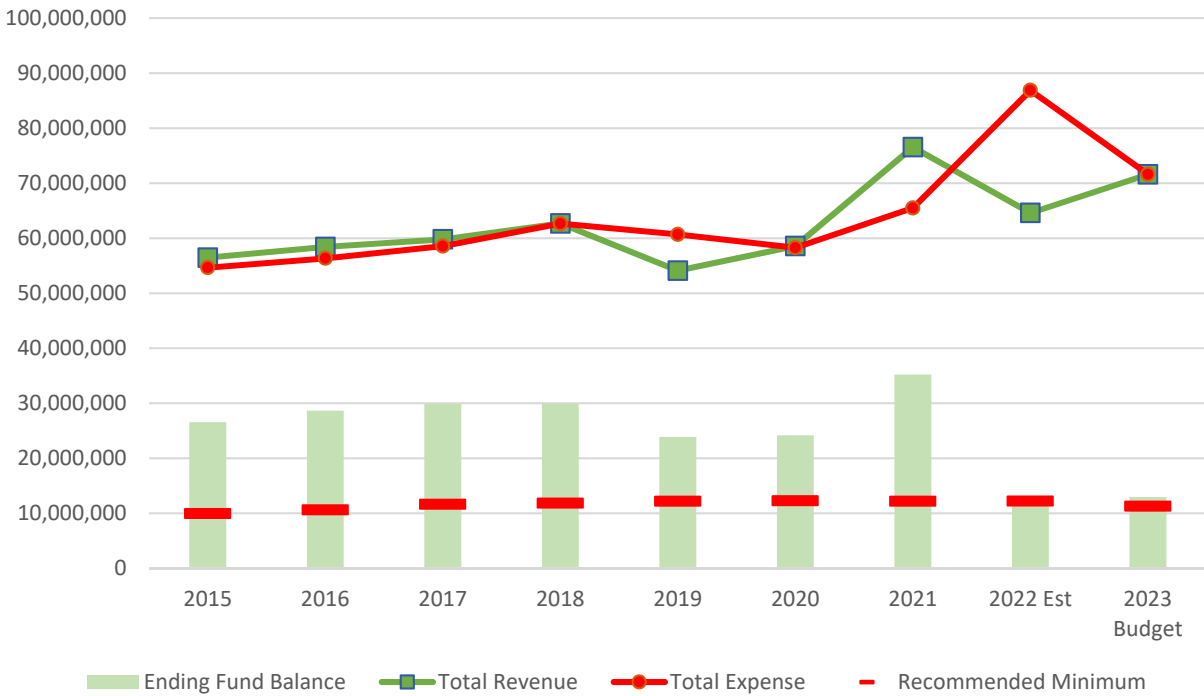
For FY23, we are assuming a property value growth of 1%, as this is not a reappraisal year by the Department of Revenue. Overall, this will mean approximately \$650,00 of new property tax revenue into the GFPS funds related to growth in value. Other revenue in the GFPS funds, which make up about 40% of total revenue is estimated to remain relatively flat from the FY22 amounts.

<b>GFPS Revenue Class</b>	<b>FY23 Proposed Budget</b>	<b>FY22 Budget</b>	<b>Difference</b>
Taxes	44,819,259	36,508,273	8,310,986
License And Permits	2,003,454	2,237,828	-234,374
Intergovernmental	16,439,991	15,501,177	938,814
Charge for Service	7,139,681	6,724,048	415,633
Fines And Forfeitures	1,302,446	1,296,446	6,000
Investment Earnings	42,164	73,286	-31,122
Transfer In	224,675	2,360,100	-2,135,425
Miscellaneous	<u>52,450</u>	<u>37,900</u>	<u>14,550</u>
<b>Revenue Total</b>	<b>72,024,120</b>	<b>64,739,058</b>	<b>7,285,062</b>

### FY23 Proposed General and Public Safety Fund Expenses



### General Fund & Public Safety



**PROPERTY TAXES, ASSESSMENTS, AND UTILITY BILLS**

The FY23 budget is based upon a variety of rate changes to maintain services equivalent to prior years. The median home value in Billings, based upon the Department of Revenue is \$228,100.

The FY23 budget proposal is funded based upon assumed growth in the tax base at 1%, a Council approved increase in special assessments, and Council approved rate increases in utilities. For property tax mills, the City’s Charter caps the maximum number of mills that may be levied by the City of Billings. The City is currently at the ceiling and is recommending at the cap for FY23. The total number of mills levied in FY22 was 177.30. An assumed growth in the tax base will allow us to levy less for our General Obligation Debt in FY23. Based upon this assumption it is estimated that the total number of mills needed in FY23 will be 211.05 mills.

Number of Mills Levied

	<u>FY 22</u>	<u>FY 23</u>
General Fund	74.00	74.00
Public Safety 1999	20.00	20.00
Public Safety 2020	60.00	60.00
Public Safety 2021	-	34.00
Transit	10.00	10.00
Library	5.00	5.00
G.O. Library Debt Service	3.50	2.96
G.O. Ballpark Debt Service	3.28	3.47
G.O. Streets Debt Service	<u>1.52</u>	<u>1.62</u>
Total	177.30	211.05

This change in mills will impact the median homeowner an estimated \$104 per year, due to the passage of the Public Safety Mill Levy in 2021.

	<b>FY2022</b>	<b>FY2023</b>	<b>Change</b>
General	\$ 227.87	\$ 227.87	\$ -
Public Safety	246.35	351.05	104.70
Library	15.40	15.40	-
Transit	30.79	30.79	-
General Obligation	<u>25.56</u>	<u>24.79</u>	<u>(0.77)</u>
<b>Median Home Property Tax</b>	<b>\$ 545.97</b>	<b>\$ 649.90</b>	<b>\$ 103.93</b>

The City also has 4 City-wide special districts, Park District 1, Street Maintenance District, Arterial Street Construction, and Storm Sewer. These special districts are used to provide funding for their specific purposes. Rates for these districts are set by City Council and assessed to all properties within the City.

Park District 1 – PD1 is assessed against all properties and for FY22 was set at 1.388% of the taxable value for each property. The proposed FY23 budget is based upon the assumption that assessment revenue would increase 6% to keep up with inflation. The estimated rate need to generate this revenue is 1.418%. This is nearly the same rate that was assessed in FY21 (1.4097%). The median home will see an increase of \$0.94 per year over FY22.

Arterial Street Construction – The FY23 budget proposal is based upon removing the assessment for Arterial assessments and replacing them with an equivalent increase to the Street Maintenance District Assessments.

Street Maintenance District – The FY23 budget proposal includes an increase of 6% in the SMD assessment, as well as the increase to offset the removal of the Arterial District. The proposed budget is based upon a rate increase of \$64.76 per year for the average homeowner. Combined with the reduction in Arterial Assessment, the net increase is approximately \$11/year to the typical home.

Stormwater Fees – These funds are used to build and maintain the stormwater infrastructure throughout the City. The proposed budget is based upon a rate increase of 6%, or \$3.20 per year for the average homeowner.

With the changes in rates as well as the removal of the Arterial District and offsetting increase in the Street Maintenance District, the total impact of assessments on the typical home is \$15.14/year.

	<b>Dollars</b>		
	<b>FY2022</b>	<b>FY2023</b>	<b>Change</b>
General	\$ 227.87	\$ 227.87	\$ -
Public Safety	246.35	351.05	104.70
Library	15.40	15.40	-
Transit	30.79	30.79	-
General Obligation	<u>25.56</u>	<u>24.79</u>	<u>(0.77)</u>
Median Home Property Tax	\$ 545.97	\$ 649.90	\$ 103.93
Park District 1	\$ 42.73	\$ 43.67	\$ 0.94
Street Maintenance	129.83	194.59	64.76
Arterial	53.76	-	(53.76)
Storm Sewer	<u>53.20</u>	<u>56.40</u>	<u>3.20</u>
Total Assessments	<u>\$ 279.52</u>	<u>\$ 294.66</u>	<u>\$ 15.14</u>
<b>Total Assessments &amp; Taxes</b>	<b>\$ 825.48</b>	<b>\$ 944.55</b>	<b>\$ 119.07</b>

The FY23 budget is also based upon rate increases to Solid Waste, as well as rate increases already approved for Water and Wastewater. The impacts to the typical homeowner are provided below.

<b>Average Home Monthly Utility Bill</b>			
	<b>FY22</b>	<b>FY23</b>	<b>Increase</b>
Water	\$ 38.60	\$ 39.49	\$ 0.89
Wastewater	26.75	27.37	0.62
Solid Waste	<u>11.82</u>	<u>12.45</u>	<u>0.63</u>
Total Monthly Utilities	\$ 77.17	\$ 79.31	\$ 2.14

## **COUNCIL DECISIONS THAT NEED TO BE MADE**

We have not made specific recommendations on how best to invest the 2 mills earmarked for substance abuse and mental health nor the marijuana excise tax revenue. Combined, we estimate a total of \$800,000 from these two sources. The budget contains an expense of \$800,000 for this purpose, but clarity is needed.

In February you heard a presentation from substance abuse connect, in March you received initial information of the behavioral health response teams and on May 9<sup>th</sup> you will receive a presentation from Continuum of Care. I have also been involved in conversations with Billings Clinic, SCL Health and School District 2 on how to break the cycle of trauma too many of our community's children are experiencing. The trauma is resulting in violence and crime greatly increasing the demand for public safety services.

During our public safety mill levy presentations, we made a commitment to begin investing in areas that will prevent crime rather than simply respond to it. These are extraordinarily complex issues, and we remain committed to making the best use out of these dollars for the desired outcomes.

We need your help to make these critical decisions.

## **CONCLUSION**

We know there are differences of opinion among our community members and citizens about how to best prioritize issues, such as levels of customer service, financial position and reserves, and service delivery and expansion. We have worked hard to develop a budget that will move our community forward – and, at the same time, continue to meet the obligations we have accrued from the past. The City's future economic health is dependent upon how we choose to invest today.

Respectfully,

**Chris Kukulski**, City Administrator

**Andrew Zoeller**, Finance Director

# Departmental Budget Overviews

# City Administration

## City Administration

### Current Year Department Budgeted Expense Total:

City Administration: \$1,130,521

American Rescue Plan: \$8,969,247

### Change from Prior Year:

City Administration: \$109,687

American Rescue Plan: \$8,969,247

### Overall Budget Justification:

City Administration's office includes the City Administrator, Assistant City Administrator, City Clerk and support staff. The department serves the role of coordination of overall city activity, consistent communication with City Council, and presentation of a balanced budget and its quarterly status.

There will be an increase in budget for Personal Services of \$191,732 to include and the 3% COLA, steps, and a request for a new Records Manager under the City Clerk.

### Staffing Authorization:

STAFFING AUTHORIZATION				
POSITION	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY22	PROPOSED FY23
CITY ADMINISTRATOR	1.0	1.0	1.0	1.0
ASSISTANT CITY ADMINISTRATOR	1.0	1.0	1.0	1.0
PUBLIC INFORMATION OFFICER	-	-	1.0	1.0
EXECUTIVE SECRETARY	1.0	1.0	1.0	1.0
RECORDS MANAGER	-	-	-	1.0
CITY CLERK	1.0	1.0	1.0	1.0
DEPUTY CITY CLERK	1.0	1.0	1.0	1.0
<b>TOTAL</b>	<b>5.0</b>	<b>5.0</b>	<b>6.0</b>	<b>7.0</b>

## Budgeted Revenues:

CITY ADMINISTRATOR DEPARTMENT REVENUE					
	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY22	ESTIMATE FY22	PROPOSED FY23
AMERICAN RESCUE PLAN FUND	\$ -	\$ (3,879)	\$ -	\$ 7,014,000	\$ 8,955,247
GENERAL FUND	\$ 19,634	\$ 69,114	\$ -	\$ 185,000	\$ -
<b>TOTAL REVENUES</b>	<b><u>\$ 19,634</u></b>	<b><u>\$ 65,235</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 7,199,000</u></b>	<b><u>\$ 8,955,247</u></b>

CITY ADMINISTRATOR DEPARTMENT ALL FUNDS					
	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY22	ESTIMATE FY22	PROPOSED FY23
TAXES	\$ -	\$ -	\$ -	\$ -	\$ -
INTERGOVERNMENTAL REVENUES	-	69,114	-	7,000,000	8,940,314
INVESTMENT EARNINGS	-	(3,879)	-	14,000	14,933
MISCELLANEOUS	19,634	-	-	185,000	-
<b>TOTAL REVENUES</b>	<b><u>\$ 19,634</u></b>	<b><u>\$ 65,235</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 7,199,000</u></b>	<b><u>\$ 8,955,247</u></b>

## Budgeted Expenditures:

CITY ADMINISTRATOR DEPARTMENT FUNDS					
	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY22	ESTIMATE FY22	PROPOSED FY23
AMERICAN RESCUE PLAN FUND	\$ -	\$ -	\$ -	\$ 7,000,000	\$ 8,969,247
GENERAL FUND	861,052	1,048,760	1,020,834	952,389	1,130,521
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 861,052</u></b>	<b><u>\$ 1,048,760</u></b>	<b><u>\$ 1,020,834</u></b>	<b><u>\$ 7,952,389</u></b>	<b><u>\$10,099,768</u></b>

CITY ADMINISTRATOR DEPARTMENT EXPENSES					
	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY22	ESTIMATE FY22	PROPOSED FY23
PERSONAL SERVICES	\$ 675,721	\$ 726,837	\$ 810,196	\$ 762,736	\$ 909,383
OPERATIONS AND MAINTENANCE	185,331	321,923	210,638	189,653	221,138
TRANSFERS	-	-	-	-	8,969,247
CAPITAL	-	-	-	7,000,000	-
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 861,052</u></b>	<b><u>\$ 1,048,760</u></b>	<b><u>\$ 1,020,834</u></b>	<b><u>\$ 7,952,389</u></b>	<b><u>\$10,099,768</u></b>

**City Administration:**

**CITY ADMINISTRATOR  
OPERATING BUDGET**

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY22</b>	<b>ESTIMATE FY22</b>	<b>PROPOSED FY23</b>
PERSONAL SERVICES	\$ 675,721	\$ 726,837	\$ 810,196	\$ 762,736	\$ 909,383
OPERATIONS AND MAINTENANCE	<u>185,331</u>	<u>321,923</u>	<u>210,638</u>	<u>189,653</u>	<u>221,138</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 861,052</u></b>	<b><u>\$ 1,048,760</u></b>	<b><u>\$ 1,020,834</u></b>	<b><u>\$ 952,389</u></b>	<b><u>\$ 1,130,521</u></b>

# City Clerk

# **Administration – City Clerk’s Office**

## **Current Year Department Budgeted Expense Total:**

\$303,005

## **Change from Prior Year:**

\$90,192



## **Overall Budget Justification:**

The FY23 budget for the City Clerk’s office is \$303,005, this is an increase in costs of \$90,192 from the prior year. This amount is included in the overall City Administration budget of \$1,162,521.

Services and support provided includes Council agendas, minutes, resolution and ordinance preparation, and indexing, records management and maintenance, elections, bid openings, acceptance of service of process for summons, subpoenas and tort claims on behalf of the City of Billings, and management of public records requests. A COLA of 3% will increase the budget by (\$13,385). In addition to the new or expanded programs and staff discussed below, other increases in the FY23 budget are an increase in office supplies for TRP replacements, and a new computer for the records manager; employee parking for 3 FTEs; \$1,000 for records manager training; and a decrease in duplication expenses of (\$228).

## **New or Expanded Programs:**

The COVID-19 pandemic has affected the demand for access to Council meetings and public records through new technologies. The City Clerk’s office continues to provide the Public and Council the opportunity to participate in meetings via Zoom webinars, the subscription of which is supported by the Clerk’s budget. The Clerk’s advertising/publishing budget increased slightly due to increased numbers of publications and lengthier legal ads providing updated meeting locations and Zoom information for each meeting. This practice is anticipated to continue indefinitely.

During FY22 the City’s annexation files, a permanent record, were scanned and digitally preserved using an outside local source for \$7,500. A records intern was hired for 10 hrs./wk. to audit, identify, clean and prepare City records for disposal, transfer or digitization. This is a laborious, time-consuming process as each document must be compared to the records retention schedules before determinations of disposition are made. It takes approximately 10 hrs./wk. to audit 1 bankers-sized box of records. The City Clerk’s office currently has more than 400 bankers-sized boxes of records to be audited, cleaned and prepared before digitization can occur. The goal to dispose, transfer or digitize all records held by the City Clerk’s office has been prioritized and expedited due to the anticipated move to the new City Hall in the fall of 2023, which is reflected in this year’s budget increases.

## **Accomplishments:**

Beginning January 2023, the City Clerk's office implemented the minutes module from the agenda management software, AgendaQuick, creating a digital record of Council action during business meetings. Implementation of the minutes' module reduced minutes preparation in half, leaving more time for the clerks to devote to records management and digitization projects.

DocuSign eSignature software, was implemented in November 2020 to provide approvers and signators quick, contactless access to agreements, contracts, etc. The automated electronic signature system meets or exceeds stringent global security standards and has been very successful in expediting signature gathering and eliminates lags in the execution of documents. It provides the Clerk's office with digitally certified copies of all contracts and agreements, etc.

The City Clerk's Office has further reduced its carbon footprint by preparing all resolutions and ordinances digitally, utilizing DocuSign software. Effective January 2022, no minutes, resolutions, ordinances and for the most part, contracts and agreements, will be printed on paper, thereby reducing the need for future physical storage space.

In FY22, the City Clerk's office lost its helper on loan from the Library who had been working on the scanning of 100-years of resolutions. Because Council approved increasing the Deputy City Clerk position from 20 hrs./wk. to a full 40 hrs./wk. the extra hours have been partially utilized to continue the resolution digitization project.

## **New for FY23:**

The City Clerk's office is requesting an additional FTE for a dedicated Records Manager costing \$74,017 additional for personal expenses. This individual will serve under the direction of the City Clerk to manage information the City produces and receives. This position is vital to the entire organization to achieve and maintain an organized, standardized, and efficient records management system, resulting in an economical management of records. This individual will assist all departments with training, storing, arranging, indexing, classifying, and monitoring their records in Questys to meet State/Federal retention requirements and produce searchable, protected archives for research purposes and public use. This individual will work with the IT department building the necessary framework in Questys for all departmental use and with the records advisory committee. This FTE will be a permanent addition to City Administration and will ensure future compliance with the City's Code for records management.

Also contained within the TRP is the replacement of a desktop computer for the City Clerk. The estimated cost of replacement is \$1,400. It is necessary to keep the technology fleet current.

## **Additional Comments:**

The records manager would share office space in the City Clerk.

## **Department Goals:**

- Acquire a superb records manager.
- Implement records management training throughout the organization.
- Continue digitization of paper documents for greater public records access and minimize storage needs.
- Implement FOIA requests software.

# American Rescue Plan

## **Administration – American Rescue Plan**

### **Current Year Department Budgeted Expense Total:**

\$8,969,247

### **Change from Prior Year:**

\$8,969,247

### **Overall Budget Justification:**

The American Rescue Plan Act allocated \$15,940,314 to be used by the City of Billings in response to the negative effects of the Coronavirus economy in 2020 and 2021. This grant may be used for Revenue Loss Replacement, Infrastructure, Public Health Expenditures, Economic Impact Programs, and Premium Pay for Essential Workers. It is expected that the full amount of the allocation will be Revenue Loss Replacement and may be used for general governmental purposes. Under the Capital Improvement Plan, the American Rescue Plan will be split into building out the Law and Justice Center and some portions of the City Hall. Also included is an estimated \$28,933 in interest income that will be allocated to City Hall. The remainder of the funds will have paid for part of the citywide Radio system over FY2022 and FY2023.



# Facilities Management

# **Facilities Management**

## **FY23 Department Budgeted Expense Total:**

Facilities funds: \$3,966,181

Stillwater Construction: \$14,681,433

## **Change from Budget FY22:**

Facilities funds: \$(927,699)

Stillwater Construction: \$3,081,433



## **Overall Budget Justification:**

The Facilities Division FY23 budget is \$3,966,181. This is a \$927,699 decrease from last year. The Stillwater Construction fund budget is \$14,652,500, an increase from FY22 by \$3,052,500. In FY22, the Stillwater Building was purchased and in FY23, the capital costs will be for the remodel of the building so departments can start moving in the future.

There are decreased costs for ongoing maintenance and services totaling \$978,299, mainly due to hail damages repaired in FY22. The revenues for the Division have increased from \$2,086,723 in FY22 to \$2,510,509 in FY23. The tenant charges have increased approximately 3% for all City Departments, and we have added revenue from the tenant rent at the Stillwater Building. Tenant charges have increased due to added facility management scope and increased material and service costs.

Personal services have also increased \$63,080 due to an increase in employment contracts of 3% and STEP increases.

## Budgeted Revenues:

### FACILITIES MANAGEMENT FUND REVENUES BY CLASS

ALL FUNDS	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY22	ESTIMATE FY22	PROPOSED FY23
<b>REVENUES:</b>					
CHARGES FOR SERVICES	\$ 1,350,352	\$ 593,289	\$ 1,522,666	\$ 942,348	\$ 1,140,761
INTERGOVERNMENTAL	41,287	782,682	-	836,606	-
INVESTMENT EARNINGS	23,430	5,820	12,000	(2,939)	9,202
MISCELLANEOUS	29,484	3,299,027	20,000	10,000	828,488
TRANSFERS	817,444	532,057	12,132,057	14,104,567	9,810,431
<b>TOTAL REVENUES</b>	<b><u>\$ 2,261,997</u></b>	<b><u>\$ 5,212,875</u></b>	<b><u>\$ 13,686,723</u></b>	<b><u>\$ 15,890,582</u></b>	<b><u>\$ 11,788,882</u></b>

### FACILITIES MANAGEMENT FUND REVENUES BY FUND

ALL FUNDS	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY22	ESTIMATE FY22	PROPOSED FY23
<b>REVENUES:</b>					
CITY HALL CONSTRUCTION	\$ -	\$ -	\$ 11,600,000	\$ 13,572,510	\$ 9,278,373
FACILITIES MANAGEMENT	2,261,998	5,212,875	2,086,723	2,318,072	2,510,509
<b>TOTAL REVENUES</b>	<b><u>\$ 2,261,998</u></b>	<b><u>\$ 5,212,875</u></b>	<b><u>\$ 13,686,723</u></b>	<b><u>\$ 15,890,582</u></b>	<b><u>\$ 11,788,882</u></b>

## Budgeted Expenditures:

### FACILITIES MANAGEMENT FUND OPERATING BUDGET BY CLASS

ALL FUNDS	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY22	ESTIMATE FY22	PROPOSED FY23
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 459,249	\$ 462,722	\$ 587,685	\$ 515,000	\$ 650,765
OPERATIONS AND MAINTENANCE	619,185	1,063,448	3,569,659	1,201,878	2,591,360
CAPITAL	107,831	151,087	11,804,480	13,641,648	14,873,433
DEBT SERVICE	29,743	16,744	532,056	532,056	532,056
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,216,008</u></b>	<b><u>\$ 1,694,001</u></b>	<b><u>\$ 16,493,880</u></b>	<b><u>\$ 15,890,582</u></b>	<b><u>\$ 18,647,614</u></b>

**FACILITIES MANAGEMENT FUND  
OPERATING BUDGET BY FUND**

ALL FUNDS

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY22	ESTIMATE FY22	PROPOSED FY23
<b>EXPENDITURES:</b>					
CITY HALL CONSTRUCTION	\$ -	\$ -	\$ 11,600,000	\$ 13,572,510	\$ 14,681,433
FACILITIES MANAGEMENT	1,216,008	1,694,001	4,893,880	2,318,072	3,966,181
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,216,008</u></b>	<b><u>\$ 1,694,001</u></b>	<b><u>\$ 16,493,880</u></b>	<b><u>\$ 15,890,582</u></b>	<b><u>\$ 18,647,614</u></b>

**New or Expanded Programs:**

- Project design and construction of the Stillwater Building for the New City Hall facility.
- Completed an access control upgrade project at the BOC campus.
- Complete an LED lighting upgrade project at the BOC.

**Staffing:**

Facilities will maintain the same staffing level for FY23.

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY22	PROPOSED FY23
BUILDING & FACILITIES MGR	-	-	0.3	0.3
FACILITIES SUPERINTENDENT	1.0	1.0	1.0	1.0
FACILITIES SPECIALIST	-	-	1.0	1.0
LEAD FACILITIES MAINT TECH	-	-	-	1.0
FACILITIES MAIN SUPPORT I	2.0	2.0	3.0	2.0
FACILITIES MAIN SUPPORT II	3.0	3.0	3.0	3.0
<b>TOTAL</b>	<b><u>6.0</u></b>	<b><u>6.0</u></b>	<b><u>8.3</u></b>	<b><u>8.3</u></b>

### **Additional Comments:**

In the coming fiscal year, the Facilities Division will manage the New City Hall project, commissioning of the building, coordinating moving departments to the new facility, and decommissioning and disposal of the current City Hall.

We continue to work on resolving all Hail Claim projects from the 2019 storm. This has involved hundreds of sites across multiple Departments and Divisions.

### **Department Goals:**

The Facilities Division strives to provide valuable and cost-effective services to the city departments and divisions it serves. Successful completion of the New City Hall facility is the Division's primary goal for FY23.

# Building Division

# Building Division

## FY23 Department Budgeted Expense Total:

\$3,320,604

## Change from Budget FY22:

\$883,502

## Overall Budget Justification:

The Building Division is responsible for issuing permits, performing plan review, and conducting field inspections for commercial and residential construction within the City of Billings. The Division acts as an information source to both the construction community and the public as it relates to building codes and construction. The funding is obtained through permit and plan review fees.

Revenue: Permit and plan review revenues for FY22 are projected to be \$2,630,500, which is approximately \$655,900 more than last year's budget. Last year's activity was more than expected and the increases in construction costs resulted in increased revenue. Revenues can fluctuate a great deal based on actual construction activity, which can be difficult to predict. The estimates last year were projected conservatively because of the unknown impacts of the pandemic. However, building activity has remained consistently high over the last year due to a population influx and a mild winter. We believe activity in construction will continue at the current levels in the coming year. All program revenues are expected to be \$2,647,496 including an expected investment income of \$6,996.



## Budgeted Revenues:

	BUILDING INSPECTION FUND				
	REVENUES				
REVENUE:	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
LICENSES & PERMITS	\$ 2,335,737	\$ 2,389,478	\$ 1,974,600	\$ 2,450,000	\$ 2,630,500
GRANTS	-	120,076	-	-	-
INTEREST ON INVESTMENT	45,058	4,213	18,000	(5,000)	6,996
MISCELLANEOUS	3,337	1,952	2,500	2,513	10,000
<b>TOTAL REVENUE</b>	<b>\$ 2,384,132</b>	<b>\$ 2,515,719</b>	<b>\$ 1,995,100</b>	<b>\$ 2,447,513</b>	<b>\$ 2,647,496</b>

## **Budgeted Expenditures:**

Expenditures: Expenditures are set at \$3,320,604. The amount reflects costs associated with technology improvements with on-going maintenance agreements, and general expenses tied to overhead and fuel prices. Capital expenditures in FY23 include two vehicle replacements, facility improvements at the New City Hall, and a new permitting software program.

Reserves: The Building Division reserves are limited by the state to no more than 12 months' worth of budgeted operating expenses. The latest audit shows that the building division exceeds that state-mandated reserve limit. We are budgeting \$309,126 of our reserves for facility expenses and \$250,000 for a new permitting software program.

	<b>BUILDING INSPECTION FUND</b>				
	<b>EXPENDITURES</b>				
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATE</b>	<b>PROPOSED</b>
	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 22</b>	<b>FY 23</b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 1,327,295	\$ 1,246,325	\$ 1,369,829	\$ 1,313,911	\$ 1,557,941
OPERATIONS & MAINT.	526,400	756,817	682,273	687,000	893,537
CAPITAL	-	-	385,000	-	560,000
INTERFUND TRANSFERS	_____ -	_____ -	_____ -	_____ -	_____ 309,126
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,853,695</u></b>	<b><u>\$ 2,003,142</u></b>	<b><u>\$ 2,437,102</u></b>	<b><u>\$ 2,000,911</u></b>	<b><u>\$ 3,320,604</u></b>

## **New or Ongoing Programs:**

New permitting program that will have features such as a user-friendly online portal for customers, online payment capability, electronic plan review, and online inspection scheduling and correction notices.

## **Staffing:**

Staffing will be adding a new Plans Examiner person. This will change the total of FTE's to 17.

**STAFFING AUTHORIZATION**

<b>POSITION</b>	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>PROPOSED FY 23</b>
BUILDING OFFICIAL	1.0	1.0	-	-
BUILDING & FACILITIES MANAGER	-	-	0.7	0.7
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
SR. COMBINATION INSPECTOR	1.0	1.0	1.0	1.0
DEPUTY BUILDING OFFICIAL	1.0	1.0	1.0	1.0
SR. PERMIT TECHNICIAN/COORD	1.0	1.0	1.0	1.0
CODE ENFORCEMENT OFFICER	0.3	-	-	-
PLANS EXAMINER	3.0	3.0	2.0	3.0
ELECTRICAL INSPECTOR I	1.0	1.0	1.0	1.0
ELECTRICAL INSPECTOR II	1.0	1.0	1.0	1.0
COMBINATION INSPECTOR III	3.0	2.0	1.0	1.0
COMBINATION INSPECTOR II	1.0	2.0	-	-
COMBINATION INSPECTOR I	1.0	1.0	4.0	4.0
PLUMBING INSPECTOR	-	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT I	0.3	0.3	0.3	0.3
BUILDING PERMIT TECH	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
<b>TOTAL</b>	<b><u>16.6</u></b>	<b><u>17.3</u></b>	<b><u>16.0</u></b>	<b><u>17.0</u></b>

# Fleet Services

## **Fleet Services**



### **Current Year Department Budgeted Expense Total:**

\$2,045,825

### **Change from Prior year:**

\$2,542

### **Overall Budget Justification:**

The FY23 budget for the Fleet Services Division is \$2,045,825; this represents an increase of \$2,542 from the previous year. Services provided by the Fleet Services Division include the maintenance and repair of City vehicles and equipment; preventive maintenance programs; parts and fuel inventory management; fleet inventory; equipment replacement (ERP); fleet computer module operation and maintenance; processing competitive bids for equipment procurement; assisting departments with vehicle specifications and vehicle disposal; preparing vehicles for service; maintenance activity reporting and City mail courier services. There will be increases in payroll with a 3% adjustment from labor contract, the Cost Allocation, IT, Building Rent charges & Liability Insurance.

No Capital expenditures for the FY23 fiscal year.

Fleet Services revenues are generated from user departments for services provided, including revenues from mechanic labor; parts, tires and fuel markup; courier services; pool vehicle rental and interest on investments. The total projected revenue for FY23 is \$2,062,307, a decrease of \$20,710 from the prior year. This will subject to any changes in the cost of fuel.

### **New or Expanded Programs:**

We are still in the process of switching the Fleet Management program from H.T.E to Asset Works. The conversion process has been more detailed than expected but it is expected to be completed and online in early FY2023.

## **Budgeted Revenues:**

FLEET SERVICES FUND OPERATING BUDGET					
	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>REVENUES:</b>					
FLEET SERVICES	\$ 1,928,264	\$ 1,817,672	\$ 2,017,357	\$ 1,925,000	\$ 1,999,807
COURIER	38,820	39,972	40,750	40,752	40,751
INTEREST EARNINGS	23,990	2,039	6,910	-	3,750
INTERGOVERNMENTAL	25,461	98,366	-	-	-
MISCELLANEOUS	14,489	19,508	18,000	18,000	18,000
<b>TOTAL REVENUE</b>	<b><u>\$ 2,005,563</u></b>	<b><u>\$ 1,977,557</u></b>	<b><u>\$ 2,083,017</u></b>	<b><u>\$ 1,983,752</u></b>	<b><u>\$ 2,062,308</u></b>

## **Budgeted Expenditures:**

FLEET SERVICES FUND OPERATING BUDGET					
	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>EXPENSES:</b>					
PERSONAL SERVICES	\$ 1,608,337	\$ 1,855,927	\$ 1,538,350	\$ 1,400,000	\$ 1,546,819
OPERATION & MAINTENANCE	257,020	352,361	387,693	380,000	403,238
CAPITAL	25,072	-	21,470	20,000	-
TRANSFERS OUT	103,269	107,129	95,770	95,770	95,769
<b>TOTAL EXPENSES</b>	<b><u>\$ 1,993,698</u></b>	<b><u>\$ 2,315,417</u></b>	<b><u>\$ 2,043,283</u></b>	<b><u>\$ 1,895,770</u></b>	<b><u>\$ 2,045,826</u></b>

## **Staffing:**

No staffing changes for FY23.

POSITION	FLEET SERVICES FUND STAFFING AUTHORIZATION			
	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	PROPOSED FY 23
FLEET SERVICES MANAGER	1.0	1.0	1.0	1.0
MECHANIC II	6.0	6.0	4.0	4.0
MECHANIC III	2.0	2.0	2.0	2.0
MECHANIC IV	1.0	1.0	2.0	2.0
LEAD MECHANIC			1.0	1.0
FLEET SERV SHOP FOREMAN	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
STORES CLERK	1.0	1.0	-	-
VEHICLE SERVICE TECHNICIAN	3.0	3.0	3.0	3.0
INVENTORY CONTROL SPEC. I	1.0	1.0	2.0	2.0
COURIER/ACCOUNT CLERK II	1.0	1.0	1.0	1.0
<b>TOTAL</b>	<b><u>18.0</u></b>	<b><u>18.0</u></b>	<b><u>18.0</u></b>	<b><u>18.0</u></b>

## **Department Goals:**

**Goal:** Implementation of a new Fleet and Inventory software system.

Action: Conversion and Implementation of the new Fleet and Inventory system.

Action: Implement a web-based work request system for vehicle and equipment maintenance and repair requests.

Action: Complete review of all parts in inventory in preparation for new software inventory control.

*Outcome(s):*

A state of the art, integrated fleet management software system that will provide increased user defined information, reports, and efficiencies. (Summer 2022)

**Goal:** Implementation of a parts location system in Fleet's parts room.

Action: Design and implement a system from scratch, using known, proven techniques.

Action: Number all locations for ease of use.

*Outcome(s):*

A user-friendly system to quickly locate any given part efficiently.

**Goal:** Evaluate alternative fuel source vehicles.

Action: Fleet will purchase a Hybrid Vehicle and test for City use viability.

Action: Fleet Services is actively searching for training opportunities for EV & Hybrid.

*Outcome(s):* Firsthand, informed decision making process to help the City learn about EV units and the infrastructure that will be required to support these units.

**Goal:** Continue to enhance further development of fleet maintenance technology and training programs.

Action: Acquisition of updated technical tools, diagnostic software and equipment required to support current technology.

Action: Provide various training opportunities for staff including the new fleet management system and current diagnostics for light and heavy-duty equipment applications. Maintain employee development and technical training.

Action: Transition to a web-based fleet management system that will provide technicians with up- to-date information and history of fleet equipment.

*Outcome(s):*

A trained and equipped staff that will help improve capabilities for effective updated diagnostics and proficient repair and maintenance of the City fleet.

**Goal:** Groom Fleet employees for potential promotions.

Action: Recognize employee potential and willingness for increased responsibilities.

Action: Allow employees to solve difficult problems and to shadow higher-level positions.

Action: Provide the required training for additional responsibilities.

*Outcome(s):* A well trained staff that is recognized for their skills and abilities.

Provides increased employee morale and retention.

The potential for Fleet Services Division to have qualified employees ready to move into higher-level positions.

**Goal:** Update the Equipment Replacement Plan (ERP) for the FY2024 and future year's budgets.

Action: Assist departments with plan preparation and presentation.

Action: Prepare replacement documents for committee review and recommendations.

Action: Prepare and participate in presentation of plan documents for City Administration and Council approval.

Action: Formalize final plan documents for incorporation into the FY2024 budget.

*Outcome(s):* An established comprehensive plan designed to systematically replace and fund City vehicles and equipment.

# Mayor & City Council

# **Mayor and City Council**

## **Current Year Department Budgeted Expense Total:**

\$349,143

## **Change from Prior year:**

\$28,211

## **Overall Budget Justification:**

The Mayor and City Council are funded through the General Fund. The Mayor is elected at large, and two councilpersons are elected in each of the five wards. The Mayor and Councilors serve four year terms and are limited to two consecutive terms. Members must reside within the Ward from which they are elected and must be qualified voters of the city.



The Mayor and City Council budget has increased this year due to an increase in wages for the Mayor and Council members. Effective January 1, 2022, the Mayor's monthly wage will increase to \$2,000 from \$800 per month and Council members' monthly wage will increase to \$1,000 per month from \$600. Pay-based benefits will increase proportionally to reflect the new increase in monthly wages, but health insurance costs will remain the same. The increase from the prior years' budget is reflected as an increase in Personal Services expenses of \$86,964. The operating expense increase will be due to an increase of \$2,160 for miscellaneous expenses.

This also includes \$25,000 for Council Contingency, which is the same amount budgeted in FY22. Council Contingency is an amount available for directed use by the City Council upon affirmative vote by the majority of City Council.

**Budget Expenditures:**

**MAYOR AND CITY COUNCIL**

**DEPARTMENT EXPENSE**

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
GENERAL FUND	\$ 222,786	\$ 225,227	\$ 320,932	\$ 240,709	\$ 349,143
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 222,786</u></b>	<b><u>\$ 225,227</u></b>	<b><u>\$ 320,932</u></b>	<b><u>\$ 240,709</u></b>	<b><u>\$ 349,143</u></b>

**MAYOR AND CITY COUNCIL**

**OPERATING BUDGET**

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
PERSONAL SERVICES	\$ 138,707	\$ 131,053	\$ 196,537	\$ 150,075	\$ 224,088
OPERATIONS AND MAINTENANCE	84,079	94,174	124,395	90,634	125,055
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 222,786</u></b>	<b><u>\$ 225,227</u></b>	<b><u>\$ 320,932</u></b>	<b><u>\$ 240,709</u></b>	<b><u>\$ 349,143</u></b>

**STAFFING AUTHORIZATION**

<b>POSITION</b>	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>PROPOSED FY 23</b>
MAYOR	1.0	1.0	1.0	1.0
COUNCIL MEMBERS	10.0	10.0	10.0	10.0
<b>TOTAL</b>	<b><u>11.0</u></b>	<b><u>11.0</u></b>	<b><u>11.0</u></b>	<b><u>11.0</u></b>

# Non-Departmental

## **Non-Departmental – General Fund**

### **Current Year Department Budgeted Expense Total:**

\$25,076,490

### **Change from Prior year:**

(\$15,387,313)

### **Overall Budget Justification:**

The non-departmental budget consists of items that do not fit within a specific department/division budget. This includes transfers for Public Safety, Library, strategic planning initiatives and various other expenditures. The net decrease is a result of a decreased transfer to the Public Safety Fund and a decrease of a transfer for the Facilities Master Plan/Law and Justice Center/City Hall construction to zero.

The Marijuana Excise Tax revenue is budgeted to be \$400,000 in fiscal year 2023 based on estimates from sales in January and February. The funds will be used to offset property taxes which were intended to be levied for homelessness and mental health issues, to be determined by City Council.

### **Budgeted Expenditures:**

GENERAL FUND	NON-DEPARTMENTAL				
	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
PERSONAL SERVICES	\$ 29,786	\$ 73,010	\$ 112,200	\$ 28,000	\$ 115,566
OPERATIONS AND MAINTENANCE	541,468	527,048	1,054,776	896,623	1,517,270
CAPITAL	45,525	1,125,163	-	-	-
TRANSFERS	<u>23,682,807</u>	<u>12,552,950</u>	<u>39,296,827</u>	<u>48,432,934</u>	<u>23,443,654</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 24,299,586</u></b>	<b><u>\$ 14,278,171</u></b>	<b><u>\$ 40,463,803</u></b>	<b><u>\$ 49,357,557</u></b>	<b><u>\$25,076,490</u></b>

**NON-DEPARTMENTAL**

GENERAL FUND

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
SICK AND VACATION PAYOFF	\$ 29,786	\$ 73,010	\$ 112,200	\$ 28,000	\$ 115,566
LIABILITY INSURANCE	140,256	173,884	525,886	531,623	583,480
PROFESSIONAL SERVICES	424,432	332,428	506,890	345,000	909,790
SPECIAL ASSESSMENTS	22,305	20,734	22,000	20,000	24,000
TRANSFERS TO OTHER FUNDS					
LIBRARY	1,059,902	1,082,895	1,121,989	1,261,056	1,139,373
COMMUNITY DEVELOPMENT	67,978	59,583	65,000	65,000	65,200
CITY HALL CONSTRUCTION	-	-	11,600,000	20,350,000	-
PUBLIC SAFETY	<u>22,554,927</u>	<u>12,536,183</u>	<u>26,509,838</u>	<u>26,756,878</u>	<u>22,239,081</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 24,299,586</u></b>	<b><u>\$ 14,278,717</u></b>	<b><u>\$ 40,463,803</u></b>	<b><u>\$ 49,357,557</u></b>	<b><u>\$25,076,490</u></b>

# Parking

## **Parking**

**Current Year Department Budgeted Expense Total:** \$1,904,626

**Change from Prior year:** \$35,815

### **Overall Budget Justification:**

The FY23 budget for the Parking Department is \$1,904,626, with a decrease in costs of \$35,815 compared to the prior year. Previous year services will continue for FY23. The Parking Division services include both on-street and off-street parking in downtown Billings as well as being the clearinghouse for all citywide parking citations. The Division operates and maintains four parking structures, three city-owned parking lots, approximately 756 parking meters and 6 Level Two EV charging ports. Decreases in the FY23 budget are associated with the following: No Capital Outlay expense, decrease in Operations and Maintenance. In FY22, capital costs for a new Enforcement vehicle were \$26,443. Due to the chip shortage among automakers and their inability to take new requests, the Enforcement vehicle has not been ordered as of March of 2022. Depending on when the vehicle can be ordered will determine if the expense will be applied to FY22 or FY23.

### **New or Expanded Programs:**

The Parking Division is not proposing any new programs or expansion of existing programs.

### **Staffing Changes:**

The Parking Division is not proposing any new staffing changes.

### **Additional Comments:**

No Comments.

## **Department Goals:**

The main goal of the Parking Division is to continue addressing the financial status of the division. The Parking Division will continue researching and possibly implementing programs that would increase revenue along with exploring options to reduce the expenses.

**Goal:** Continue to address the financial status of the Parking Division.

Action:

- Resume collections on unpaid parking citations.
- Impose late payment fee for parking citations.
- Research and potentially implement programs that would improve parking revenues.
- Explore options to reduce expenses.

Outcome(s):

- Progression to a more self-sustaining operation reducing the reliance for TIF.
- Improves parking operations by staying current on Capital Projects and required operational equipment.

**Goal:** Enhance Parking Facilities Environment

Action:

- Update parking garage awnings and signs.
- Enhance signage and wayfinding.
- Improve interior appearance of garages with high pressure washing and painting.
- Upgrade lighting.
- Boost security measures with installation of additional cameras.
- Increase Maintenance Reserve Fund.

Outcome(s):

- Improves public perception.
- Visiting patrons encounter a positive experience.
- Reduction of crime such as vandalism and theft.
- Expands downtown utilization.

**PARKING FUND  
OPERATING BUDGET**

FUND 5210

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>WORKING CAPITAL - BEGINNING</b>	<b><u>\$ 200,811</u></b>	<b><u>\$ 265,390</u></b>	<b><u>\$ 411,495</u></b>	<b><u>\$ 341,322</u></b>	<b><u>\$ 739,909</u></b>
<b>REVENUES:</b>					
PARKING METER INCOME	\$ 412,153	\$ 427,621	\$ 440,150	\$ 442,892	\$ 451,250
VIOLATIONS	78,104	75,141	95,000	93,010	100,000
SURFACE LOTS	38,380	40,489	42,550	39,687	40,250
PARK 1 - GARAGE	265,368	242,601	283,950	259,782	262,250
PARK 1 - STORE RENTAL	56,486	56,850	56,550	58,380	56,850
PARK 2	474,557	475,946	477,325	572,259	571,063
PARK 3	210,203	240,848	222,300	280,799	279,330
EMPIRE PARKING GARAGE	195,921	204,784	204,000	216,068	222,350
INVESTMENT EARNINGS	9,677	717	2,281	1,391	1,421
ELECT CAR CHARGING GRANT	-	25,500	-	-	-
CARES GRANT	-	1,260	-	-	-
VEHICLE PERMITS	-	-	-	11,012	22,289
TIF TRANSFER	100,000	100,000	130,000	130,000	130,000
MISC. REVENUE	<u>14,133</u>	<u>5,698</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 1,854,982</u></b>	<b><u>\$ 1,897,455</u></b>	<b><u>\$ 1,954,106</u></b>	<b><u>\$ 2,105,280</u></b>	<b><u>\$ 2,137,053</u></b>
<b>EXPENSES:</b>					
ADMINISTRATION	\$ 233,241	\$ 317,652	\$ 259,933	\$ 256,373	\$ 265,743
ENFORCEMENT	226,469	260,569	289,382	290,878	262,548
METER COLLECT. & MAINT.	221,500	380,865	227,584	223,287	227,629
SURFACE LOTS	20,981	16,770	25,304	20,494	25,010
PARK 1 - GARAGE	129,960	133,485	162,476	148,620	163,387
PARK 1 - STORE RENTAL	19,185	19,176	21,880	13,949	21,910
PARK 2	321,339	326,394	288,752	280,835	298,066
PARK 3	135,638	138,964	251,090	239,141	249,920
EMPIRE PARKING GARAGE	129,304	126,140	131,814	113,044	134,630
DEBT SERVICE-PRINCIPAL	-	-	162,154	-	169,459
DEBT SERVICE-INTEREST	103,233	96,364	93,629	93,629	86,324
CONSTRUCTION & CAPITAL	<u>98,800</u>	<u>-</u>	<u>26,443</u>	<u>26,443</u>	<u>-</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 1,639,650</u></b>	<b><u>\$ 1,816,379</u></b>	<b><u>\$ 1,940,441</u></b>	<b><u>\$ 1,706,693</u></b>	<b><u>\$ 1,904,626</u></b>
WORKING CAP. CHANGES NOT BUDGETED	<u>(150,753)</u>	<u>(5,144)</u>	<u>\$ -</u>	<u>-</u>	<u>-</u>
<b>WORKING CAPITAL - ENDING</b>	<b><u>\$ 265,390</u></b>	<b><u>\$ 341,322</u></b>	<b><u>\$ 425,160</u></b>	<b><u>\$ 739,909</u></b>	<b><u>\$ 972,336</u></b>
<b>LESS OPERATING RESERVE</b>	<b><u>230,019</u></b>	<b><u>275,202</u></b>	<b><u>265,000</u></b>	<b><u>254,000</u></b>	<b><u>264,000</u></b>
		49			
<b>AVAILABLE WORKING CAPITAL</b>	<b><u>\$ 35,371</u></b>	<b><u>\$ 66,120</u></b>	<b><u>\$ 160,160</u></b>	<b><u>\$ 485,909</u></b>	<b><u>\$ 708,336</u></b>

**PARKING FUND  
OPERATING BUDGET**

FUND 5210

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY22</b>	<b>ESTIMATE FY22</b>	<b>PROPOSED FY23</b>
PERSONAL SERVICES	\$ 760,252	\$ 959,720	\$ 841,475	\$ 824,000	\$ 879,932
OPERATIONS AND MAINTENANCE	677,365	760,295	816,740	762,621	768,911
CAPITAL	98,800	-	26,443	26,443	-
DEBT SERVICE	<u>103,233</u>	<u>96,364</u>	<u>255,783</u>	<u>93,629</u>	<u>255,783</u>
<b>TOTAL EXPENSES</b>	<b><u>\$1,639,650</u></b>	<b><u>\$1,816,379</u></b>	<b><u>\$1,940,441</u></b>	<b><u>\$1,706,693</u></b>	<b><u>\$1,904,626</u></b>

**PARKING FUND  
STAFFING AUTHORIZATION**

<b>POSITION</b>	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY22</b>	<b>PROPOSED FY23</b>
PARKING MANAGER	1.0	1.0	1.0	1.0
PARKING GARAGE ATTENDANT	0.5	1.0	1.0	1.0
PARKING METER COLLECTION / MAINTENANCE WORKER	2.0	2.0	2.0	2.0
PKG GARAGE ATTNDT/ACCT CLERK I	3.0	2.0	2.0	2.0
FACILITIES MAINT SUPPORT I	2.0	2.0	3.0	3.0
PARKING ENFORCEMENT OFFICERS	3.0	3.0	3.0	3.0
ADMINISTRATIVE SUPPORT II	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
<b>TOTAL</b>	<b><u>12.5</u></b>	<b><u>12.0</u></b>	<b><u>13.0</u></b>	<b><u>13.0</u></b>

# Aviation & Transit

# Airport

# **Aviation & Transit Department**

## **Airport**

**Current Year Department Budgeted Expense Total:** \$28,166,748

**Change from Prior Year:** \$2,403,502

### **Overall Budget Justification:**

The Aviation Division of the Aviation and Transit Department operates and maintains the City of Billings Logan International Airport, providing the facilities for commercial service airline operators to offer transportation for travelers utilizing the Airport's Terminal Building. In pre-COVID years, the annual number of passengers totaled around 900,000.



In 2020, the passenger numbers dropped to just over 500,000 and bounce back to over 770,000 during 2021. Other businesses and activities located at the Airport include car rentals, restaurant/deli/lounge, gift shop, public parking, a Fixed Base Operator (FBO), radio/avionics repair shops, executive hangars, a general aviation hangar complex, air freight/mail operators, the Transportation Security Administration (TSA), the Federal Aviation Administration (FAA), as well as numerous other State and Federal agencies. The Airport operation is a self-supporting Enterprise Fund that does not receive any General Fund or local tax revenue support. Airline landing fees, as well as tenant concession, rental, and lease revenues offset the costs to operate and maintain the Airport facilities. Additionally, the Airport received COVID relief funds from the Federal Government in the form of operating grants, which will continue to be used to offset the revenue short falls for Fiscal Year 2022 and 2023.

### **Revenues:**

The Airport's FY 2023 budgeted revenues total \$33,266,633, which is an increase of \$5,408,249 over the FY 2022 budget. The increase is primarily due to future Federal grant funding provided by the Infrastructure Bill passed by Congress that will go towards the Terminal Building Expansion Project (Terminal Project). PFC collections are expected to increase as passenger traffic rebounds from the lows experienced during the COVID-19 pandemic and the funds will be applied towards the Terminal Construction costs. Charges for services revenues increased \$1,515,803 to reflect the anticipated recovery of passengers while lease rates increase due to CPI-U adjustments that are written into most ground, building, and hangar leases, those increases will be higher than normal due to the increases seen in the CPI-U, the result of inflationary pressures.

### **Expenses:**

The Airport's Personnel Services FY 2023 budget is \$334,352 more than the FY 2022 budget. This increase is due to step increases and the addition of a position to manage the Department's technology programs. The Airport's FY 2023 Operations and Maintenance budget is \$29,253 less than that of FY 2022. This is primarily the result of an increase in fuel costs for the car rentals since the increased passenger traffic has resulted in more car rental activity and the cost of fuel has increased significantly over last year's budgeted costs.

### **Capital:**

The FY 2023 capital projects include the following:

1. The Terminal Project will have annual AIP contributions applied to the cost of the project. For FY 2023 that amount will be approximately \$15,700,000. The additional funding for the Terminal Project is described in the revenues section above.
2. PFC funds are dedicated to the Terminal Project as stated above.
3. There are no CFC funded projects budgeted for FY 2023.
4. Projects budgeted using Airport operating revenues total \$1,445,000 including; the replacement of a steam boiler for the Terminal (\$140,000), the painting of the north side of the baggage claim building (\$100,000), the baggage claim restroom remodel (\$300,000), a new Airport Entrance sign (\$130,000), the installation of hearing loops in the new concourse (\$100,000), the expansion of the Airport's fuel farm (\$100,000), the purchase of land north of the Airport for runway protection (\$500,000), construction costs for infrastructure to expand the Business Park for additional hangar development (\$500,000) and lease management replacement software for the tracking of the Airport's tenant leases (\$75,000).

### **Debt Service:**

The Airport's debt service payments consist of principal and interest payments on the Airport's Series 2020B Revenue Bonds secured with Car Rental Facility Charge (CFC) revenue. The FY 2023 Debt Service Principal and Debt Service Interest budgets are less than the FY 2022 budgets by \$200,040, the result of lower than anticipated borrowing for the Terminal Expansion project.

### **New or Expanded Programs:**

Continued Airport Expansion Project with the start of Phases III and IV.

### **Staffing Changes:**

A full time position to oversee the Airport's ever growing inventory of technology based systems.

## **AIRPORT GOALS:**

**Goal: Advance Airport Expansion Project – Completion Target 2023**

Action(s): To continue the multi-year, phased Terminal Expansion Project.

Outcome: Successful management of each phase of the project through completion of the project in late 2023.

Action(s): Continue to work with the FAA to secure additional grant funding to help finance the project.

Outcome: To reduce the amount of debt that will be needed to complete the project.

Action(s) Develop a plan for customer safety and comfort during the three-year construction project.

Outcome: Smooth construction project without significant inconvenience to the traveling public.

Action(s) Continue to provide a safe, sanitized Terminal facility to help stop the spread of COVID 19.

Outcome: Customer confidence in the safety of the facility, leading to confidence to begin to use the Airport again for air travel.

Action(s) Continue to communicate with the Airlines regarding new service, additional seats and better service for the community.

Outcome: Robust travel opportunities for the users of the Airport at a fair price.

**AIRPORT FUND  
OPERATING BUDGET**

FUNDS 5600-5690 & 4050-4090

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>WORKING CAPITAL - BEGINNING</b>	<b><u>\$ 15,711,073</u></b>	<b><u>\$ 17,127,642</u></b>	<b><u>\$ 19,423,364</u></b>	<b><u>\$ 19,423,364</u></b>	<b><u>\$ 24,608,729</u></b>
<b>REVENUES:</b>					
CHARGE FOR SERVICES	\$ 9,272,659	\$ 8,495,665	\$ 8,643,444	\$ 9,457,970	\$ 10,159,247
FEDERAL/STATE GRANT REVENUE	7,646,563	13,060,034	9,523,603	15,800,000	15,700,000
PFC REVENUE	1,247,859	1,222,713	850,000	970,000	1,500,000
CFC REVENUE	668,280	539,577	726,401	567,000	700,000
CONTRIBUTIONS	-	-	-	-	-
INVESTMENT INTEREST	271,239	23,415	70,736	1,000	41,196
SALE OF EQUIPMENT/LAND	-	-	-	-	-
ARPA GRANT	1,556,991	3,193,804	-	3,326,000	3,000,000
BOND REVENUE	-	-	8,000,000	-	2,000,000
SHORT-TERM BORROWING	-	-	-	-	-
REFUNDS/REIMBURSEMENTS	<u>147,212</u>	<u>48,472</u>	<u>44,200</u>	<u>87,000</u>	<u>166,190</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 20,810,803</u></b>	<b><u>\$ 26,583,680</u></b>	<b><u>\$ 27,858,384</u></b>	<b><u>\$ 30,208,970</u></b>	<b><u>\$ 33,266,633</u></b>
<b>EXPENSES:</b>					
ADMINISTRATION	\$ 1,534,512	\$ 2,017,191	\$ 1,975,347	\$ 1,412,016	\$ 2,003,894
BUILDING MAINTENANCE	1,989,754	1,836,608	1,990,598	1,911,300	2,147,695
AIRFIELD MAINTENANCE	1,312,922	1,250,196	1,496,489	1,383,420	1,628,464
AIRPORT POLICE	901,071	781,987	980,250	932,426	982,428
AIRCRAFT RESCUE FIREFIGHTING	1,176,781	1,170,581	1,288,062	1,152,517	1,263,744
BUSINESS PARK	171,738	152,719	201,547	183,226	213,755
CAR RENTAL FUELING	275,785	194,386	269,361	198,000	270,000
CAR WASH FACILITY O&M	234,733	143,808	204,578	165,000	201,351
AIRPORT AIP GRANT PROJECTS	10,068,363	15,256,766	14,702,338	15,000,000	16,099,817
AIRPORT PFC PROJECTS	-	1,600,000	-	1,400,000	1,500,000
AIRPORT CFC PROJECTS	87,765	-	-	-	-
CAPITAL OUTLAY	474,010	584,611	2,051,036	900,000	1,452,000
BOND ISSUE COSTS	-	313,611	-	-	-
DEBT SERVICE-PRINCIPAL	-	-	265,000	265,000	275,000
DEBT SERVICE-INTEREST	<u>259,472</u>	<u>156,770</u>	<u>338,640</u>	<u>120,700</u>	<u>128,600</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 18,486,906</u></b>	<b><u>\$ 25,459,234</u></b>	<b><u>\$ 25,763,246</u></b>	<b><u>\$ 25,023,605</u></b>	<b><u>\$ 28,166,748</u></b>
WORKING CAPITAL CHANGES NOT BUDGETED:	<u>(907,328)</u>	<u>(349,177)</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>WORKING CAPITAL - ENDING</b>	<b><u>\$ 17,127,642</u></b>	<b><u>\$ 17,902,911</u></b>	<b><u>\$ 21,518,502</u></b>	<b><u>\$ 24,608,729</u></b>	<b><u>\$ 29,708,614</u></b>
<b>LESS OPERATING RESERVE</b>	<b><u>1,343,000</u></b>	<b><u>1,343,000</u></b>	<b><u>1,429,000</u></b>	<b><u>1,480,000</u></b>	<b><u>1,480,000</u></b>
<b>LESS REVENUE BOND RESERVE</b>	<b><u>2,688,344</u></b>	<b><u>2,425,000</u></b>	<b><u>2,671,044</u></b>	<b><u>2,425,000</u></b>	<b><u>2,425,000</u></b>
<b>AVAILABLE WORKING CAPITAL</b>	<b><u>\$ 13,096,298</u></b>	<b><u>\$ 14,134,911</u></b>	<b><u>\$ 17,418,458</u></b>	<b><u>\$ 20,703,729</u></b>	<b><u>\$ 25,803,614</u></b>

**AIRPORT FUND  
OPERATING BUDGET**

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
PERSONAL SERVICES	\$ 4,715,612	\$ 5,226,601	\$ 4,932,333	\$ 4,726,344	\$ 5,266,685
OPERATIONS AND MAINTENANCE	2,881,683	2,320,875	3,473,899	2,611,561	3,444,646
CAPITAL	10,630,139	17,441,377	16,753,374	17,300,000	19,051,817
DEBT SERVICE	<u>259,472</u>	<u>470,381</u>	<u>603,640</u>	<u>385,700</u>	<u>403,600</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 18,486,906</u></b>	<b><u>\$ 25,459,234</u></b>	<b><u>\$ 25,763,246</u></b>	<b><u>\$ 25,023,605</u></b>	<b><u>\$ 28,166,748</u></b>

**STAFFING AUTHORIZATION**

<b>POSITION</b>	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>PROPOSED FY 23</b>
AVIATION & TRANSIT DIRECTOR	0.6	0.8	0.8	0.8
ASSISTANT AVIATION DIRECTOR	0.8	0.9	0.9	0.9
AVIATION & TRANS BUSINESS MGR	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
MARKETING SPECIALIST	-	-	0.5	0.5
IT SPECIALIST	-	-	-	1.0
AIRPORT POLICE SUPERVISOR	1.0	1.0	1.0	1.0
AIRPORT POLICE OFFICERS	8.0	8.0	8.0	8.0
POLICE SUPPORT SPECIALIST	1.0	1.0	1.0	1.0
ARFF/AIRFIELD MAINT. WORKER	14.0	14.0	15.0	16.0
EQUIPMENT OPER/MAINT. WORKER	1.0	1.0	-	-
AFM/ELECTRICIAN II	1.0	1.0	1.0	1.0
AIRPORT FACILITIES SUPERVISOR	1.0	1.0	1.0	1.0
FACILITIES MAINT. MECHANIC	3.0	3.0	3.0	3.0
FACILITIES MAINT SUPPORT I	12.0	12.0	12.0	12.0
LEAD FAC MAINT SUPPORT 1	1.0	1.0	1.0	1.0
OPERATIONS ARFF SUPERVISOR	1.0	1.0	1.0	1.0
LEAD FACILITIES MAINT. MECHANIC	1.0	1.0	1.0	1.0
OPERATIONS AFM SUPERVISOR	1.0	1.0	1.0	1.0
ACCOUNTANT II	1.0	1.0	1.0	1.0
SR. ACCOUNT CLERK	1.0	1.0	1.0	1.0
AIRPORT ENG/PLAN MANAGER	1.0	1.0	1.0	-
AFM WORKER/MECHANIC I	1.0	1.0	1.0	1.0
LEAD AIRFIELD MAINT WORK/MECH	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
<b>TOTAL</b>	<b><u>54.4</u></b>	<b><u>54.7</u></b>	<b><u>55.2</u></b>	<b><u>56.2</u></b>

# MET Transit

## **MET Transit**

**Current Year Department Budgeted Expense Total:** \$11,075,519

**Change from Prior Year:**  
(\$2,399,090)

### **Overall Budget Justification:**

The Transit Division of the Aviation and Transit Department is responsible for providing Fixed Route bus and Paratransit van transportation service for the City's citizens. This service meets a significant percentage of the mobility needs for those citizens without access to private transportation (referred to as transit-dependent citizens), particularly students, seniors, low income, and individuals with disabilities.



### **Revenues:**

The budget for Transit revenues totals \$13,171,917 for FY 2023, which is a decrease of \$990,189 from the FY 2022 budget. This decrease is mainly due to the fact that MET replaced 17 heavy duty transit buses in FY 2022 through Federal Transportation Administration Capital Grants. Anticipated operating revenue for FY 2023 did increase by \$123,140 due to the transition from a Bus and Bench Advertising concession to in-house management of the program; operating revenues are also expected to increase due to the Bipartisan Infrastructure Law increasing Federal Transit Administration 5307 Grant formula funding. Other State and Federal grant funds remained fairly consistent with last fiscal year.

### **Expenses:**

Total FY 2023 budgeted operating expenses of \$6,154,171 reflect an increase of \$265,116 from FY 2022. Personnel services increased \$264,739, due to step increases for those employees with six years of service or less, a union negotiated three percent cost of living pay increase, and the addition of one FTE to support the implementation of Road Supervisors. With the addition of last year's Advertising and Marketing position and the newly managed Bus and Bench Advertising program, the Marketing budget increased by \$40,554 to do promotional projects and advertisements for MET. Projected operating and maintenance costs decreased \$1,209, primarily due to a newer fleet of heavy-duty diesel buses purchased last fiscal year, leading to lower fuel and maintenance costs.

**Capital:**

Transit's FY 2023 capital expenditure budget totals \$4,921,348 and consists of one paratransit van (\$70,000), replacement of a MET support vehicle (\$30,000), addition of Transfer Center Security Cameras (\$40,000), refurbishment of multiple items at the METroplex facility (\$2,000,000), four replacement heavy-duty diesel buses (\$1,680,000), training lot construction at the METroplex carried forward from FY 2022 (\$751,348), Fare Vending Machines (\$120,000), and a new Fixed Route Automatic Vehicle Location (AVL) System and Hardware (\$230,000).

A \$59,500 Section 5310 Grant will fund 85% of the allowed costs for the one Paratransit van. A combination of Section 5339A formula and 5339B competitive grants will be used for 85% of the bus purchases and 80% of facility projects, technology enhancements, and the support vehicle.

**New or Expanded Programs:**

Internal management of the MET Bus and Bench Advertising program.

**Staffing Changes:**

Reclassification of a Transit Supervisor and addition of one (1) FTE to create two (2) Road Supervisor positions to support the requirements of the Public Transit Agency Safety Plan Federal regulations.

**MET GOALS:**

**Goal:            Improve daily Transit operations efficiency and effectiveness**

Action(s):      Remodel existing office area to centralize daily operations, allow improved communication between fixed-route, paratransit operations, and maintenance operations, while also allowing for enhanced meeting and training space.

Outcome:        More effective use of staff time and improved communication resulting in decreased service delay time frames when issues arise; more expedient response to incidents and emergencies; improved communication effectiveness by creating enhanced meeting and training space for both internal staff meetings and external community involved meetings.

**Goal: Improve Transit system convenience and usability**

Action(s): Finalize and implement system wide fixed-route improvements to scheduling, safety, and routes to provide more convenience and ensure enhanced usability for the public by adding Fare Vending Machines, an upgraded Automatic Vehicle Location (AVL) System, Transfer Center Security Cameras, and additional replacement buses.

Outcome: A safer, more efficient and effective transit system resulting in increased ridership, convenience, and customer satisfaction.

**Goal: Increase Transit Division revenue generation**

Action(s): Continue implementation of internal management of Transit advertising program to increase generated revenue, better leverage existing customer contracts, and expand advertising options utilizing new avenues including onboard bus infotainment systems, transfer center locations, smartphone applications, and other amenities.

Outcome: An increase in local revenue generated providing improved ability to meet match requirements of increased Federal funding.

**TRANSIT FUND  
OPERATING BUDGET**

FUNDS 5710,5720,4110,4120,2040

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>WORKING CAPITAL - BEGINNING</b>	<b><u>\$ 1,837,383</u></b>	<b><u>\$ 3,860,774</u></b>	<b><u>\$ 4,812,647</u></b>	<b><u>\$ 5,011,999</u></b>	<b><u>\$ 7,070,709</u></b>
<b>REVENUES:</b>					
STATE AND FEDERAL GRANTS	\$ 3,997,054	\$ 3,041,348	\$ 3,590,624	\$ 4,919,583	\$ 5,309,844
FTA CAPITAL GRANT	442,005	334,765	6,910,987	5,422,404	4,024,578
TAX REVENUE	2,350,880	2,396,685	2,492,962	2,510,559	2,531,644
INTER GOVERNMENTAL	477,132	492,102	498,976	498,976	514,532
OPERATING REVENUES	632,015	578,428	648,410	634,718	771,550
INTEREST ON INVESTMENTS	38,262	3,769	10,097	(14,500)	7,070
MISCELLANEOUS	86,237	17,465	750	6,276	7,050
SALE SURPLUS EQUIP	<u>662</u>	<u>-</u>	<u>9,300</u>	<u>-</u>	<u>5,649</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 8,024,247</u></b>	<b><u>\$ 6,864,562</u></b>	<b><u>\$ 14,162,106</u></b>	<b><u>\$ 13,978,016</u></b>	<b><u>\$ 13,171,917</u></b>
<b>EXPENSES:</b>					
ADMINISTRATION	\$ 584,186	\$ 1,024,059	\$ 565,362	\$ 651,038	\$ 630,858
OPERATIONS/DRIVERS	2,116,910	2,100,026	2,955,119	2,300,102	2,738,106
OPERATIONS/NON-DRIVERS	698,474	839,901	484,394	498,087	476,329
MAINTENANCE	888,805	807,845	1,090,571	971,414	1,089,362
MARKETING	20,075	20,922	63,147	50,100	103,701
PARATRANSIT	1,338,255	1,072,355	711,332	989,912	1,096,685
DOWNTOWN TRANSFER CNTR	30,968	82,320	19,130	28,180	19,130
CAPITAL-LOCAL	-	-	-	-	-
CAPITAL - FEDERAL	442,675	130,864	7,578,554	6,430,473	4,921,348
O & M - LOCAL	<u>-</u>	<u>112,863</u>	<u>7,000</u>	<u>-</u>	<u>-</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 6,120,348</u></b>	<b><u>\$ 6,191,155</u></b>	<b><u>\$ 13,474,609</u></b>	<b><u>\$ 11,919,306</u></b>	<b><u>\$ 11,075,519</u></b>
WORKING CAP. CHANGES NOT BUDGETED	<u>119,492</u>	<u>477,818</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>WORKING CAPITAL - ENDING</b>	<b><u>\$ 3,860,774</u></b>	<b><u>\$ 5,011,999</u></b>	<b><u>\$ 5,500,144</u></b>	<b><u>\$ 7,070,709</u></b>	<b><u>\$ 9,167,107</u></b>
<b>LESS OPERATING RESERVE</b>	<b><u>904,000</u></b>	<b><u>904,000</u></b>	<b><u>1,000,000</u></b>	<b><u>896,000</u></b>	<b><u>1,046,000</u></b>
<b>AVAILABLE WORKING CAPITAL</b>	<b><u>\$ 2,956,774</u></b>	<b><u>\$ 4,107,999</u></b>	<b><u>\$ 4,500,144</u></b>	<b><u>\$ 6,174,709</u></b>	<b><u>\$ 8,121,107</u></b>

**TRANSIT FUND  
OPERATING BUDGET**

FUND 5710,5720,4110,4120,2040

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
PERSONAL SERVICES	\$ 4,121,286	\$ 4,480,857	\$ 4,290,870	\$ 3,935,305	\$ 4,555,609
OPERATIONS AND MAINTENANCE	1,556,388	1,579,434	1,598,185	1,553,528	1,598,562
CAPITAL	<u>442,675</u>	<u>130,864</u>	<u>7,585,554</u>	<u>6,430,473</u>	<u>4,921,348</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 6,120,349</u></b>	<b><u>\$ 6,191,155</u></b>	<b><u>\$ 13,474,609</u></b>	<b><u>\$ 11,919,306</u></b>	<b><u>\$ 11,075,519</u></b>

**STAFFING AUTHORIZATION**

<b>POSITION</b>	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>PROPOSED FY 23</b>
AVIATION & TRANSIT DIRECTOR	0.4	0.2	0.2	0.2
ASSISTANT AVIATION DIRECTOR	0.2	0.1	0.1	0.1
TRANSIT MANAGER	1.0	1.0	1.0	1.0
TRANSIT SUPERVISOR	2.0	3.0	4.0	3.0
ROAD SUPERVISOR	-	-	-	2.0
MARKETING SPECIALIST	-	-	0.5	0.5
TRANSIT PLANNING & DEVELOPMENT COORD.	1.0	1.0	-	-
TRANSIT/PARATRANSIT OPERATORS	34.0	34.0	34.0	34.0
ADMINISTRATIVE SUPPORT III	1.0	1.0	1.0	1.0
TRANSIT SERVICE WORKER	1.0	1.0	2.0	2.0
MECHANIC II	3.0	2.0	2.0	3.0
MECHANIC I	-	1.0	1.0	-
ADMINISTRATIVE SUPPORT I	1.0	1.0	-	-
VEHICLE SERVICE TECHNICIAN	1.0	-	-	-
PARATRANSIT COORDINATOR	1.0	1.0	-	-
ON CALL TRANSIT/PARATRANS OPR	6.3	6.3	6.3	6.3
LEAD TRANSIT SERVICES DISPATCHER	1.0	1.0	-	-
TRANSIT SERVICES DISPATCHER	<u>2.0</u>	<u>2.0</u>	<u>4.0</u>	<u>4.0</u>
<b>TOTAL</b>	<b><u>55.9</u></b>	<b><u>55.6</u></b>	<b><u>56.1</u></b>	<b><u>57.1</u></b>

# Finance

# **Finance Department**

## **Current Year Department Budgeted Expense Total:**

\$6,962,440

## **Change from Prior year:**

(\$8,865,934)

## **Overall Budget Justification:**

The finance department fills many roles at the City including Purchasing, Accounts Payable, Business Licenses, Debt and Investment Management, Property Tax and Assessment Administration, Accounting, Budgeting, and Financial Reporting. The operating budget for the Finance Department is paid from the General Fund. The amount being requested for FY23 from the General Fund is \$1.7 million. This amount will be used to pay the salaries and the operation and maintenance of the department.



The FY23 budget for the Finance Department is \$6.9 million, this is a decrease of \$9 million from the prior year. The major decreases for Fiscal Year 2023 are the direct result of two items. First, the Library General Obligation Bond passed the call date in Fiscal Year 2022 and was refunded by the City to lower the interest cost associated with those bonds. This refunding is finished and results in a decrease of \$7.4 million from the prior year. The second major budget decrease is a reduction in the transfer from the Special Improvement District Revolving Fund to the General Fund. When SID bonds are sold, the City sets aside a portion of the bond sale into a revolving fund. This fund is used to backfill any shortfall in debt payments that may arise within the SID. If the SID Revolving fund becomes too large relative to the amount of outstanding SID debt, a portion must be transferred to the General Fund. The SID Revolving Fund is not expected to exceed SID debt, so there is not a budgeted transfer in FY23.

## **New or Expanded Programs:**

Finance staff will implement new software purchased in FY22 to comply with Governmental Accounting Standards Board Statement 87.

## **Staffing Changes:**

The Finance Department is requesting funding for a Grants Administrator position. This would be a new position for the City. With the significant increase in Federal spending, it is important for the City to ensure that we are actively watching and pursuing these opportunities. It is anticipated that the General Fund will cover the cost of the employee, but future grants administration charges will be put in place to cover the cost of this position.

## **Department Goals:**

**Goal: Assist Administration and City Council to develop a long-range funding plan for the General and Public Safety Funds.**

Action:

- Provide long-range financial projections and recommendations on how to develop a long-range plan.

Outcome: Long-range funding for the General and Public Safety Funds.

**Goal: Implement new Governmental Accounting Standards (GASB 87).**

Action:

- Successfully implement new GASB standard 87. This will be done by utilizing the new software purchased in FY22.

Outcome: Maintain a clean audit opinion and accurate financial statements.

**Goal: Expand Purchasing assistance to staff Citywide.**

Action:

- Create a cross-referenced list of potential vendors to include registered vendors, interested parties, authorized bidders, Architectural/Engineering listing, etc.
- Continue to look for opportunities to create Citywide, centralized contracts to leverage volume for discounts.
- Conduct additional purchasing training to coincide with new, updated procedures.
- Increase utilization of cooperative purchasing agreements through the State of Montana's pre-competed agreements, NASPO-WSCA, or other cooperative agencies, as allowed.

Outcome: Improved purchasing process to the highest attainable efficiency level.

## Revenue:

### FINANCE DEPARTMENT REVENUE

REVENUE BY FUND	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	REQUEST FY 23
GENERAL FUND	\$ 34,389,066	\$ 35,442,059	\$ 36,000,216	\$ 35,847,500	\$37,084,235
PUBLIC SAFETY FUND	37,417,894	30,643,446	46,562,727	45,315,352	49,552,817
CENTRAL SERVICES FUND	116,179	114,126	119,083	106,468	114,073
CAPITAL REPLACEMENT FUND	1,837,985	1,779,818	1,892,791	1,878,206	1,904,475
SPECIAL IMPROVEMENT DISTRICT BONDS	967,111	837,790	761,976	859,200	914,010
SIDEWALK DISTRICT BONDS	476,991	406,917	500,500	587,300	583,300
STORM SEWER DEBT SERVICE	1,017,911	1,002,877	1,019,200	1,016,600	1,016,907
<i>GENERAL OBLIGATION DEBT</i>					
LIBRARY G.O.	1,237,846	9,740,232	1,403,306	1,051,000	638,428
PARKS G.O. SERIES 2000	114,497	707	-	-	-
STREET IMPROVEMENTS G.O. 2004A	365,840	324,972	326,455	335,065	348,980
BALLPARK G.O. 2015 REFUNDING	764,689	704,882	701,932	701,210	747,435
<b>TOTAL REVENUE</b>	<b><u>\$ 78,706,009</u></b>	<b><u>\$ 80,997,826</u></b>	<b><u>\$ 89,288,186</u></b>	<b><u>\$ 87,697,901</u></b>	<b><u>\$92,904,660</u></b>

### FINANCE DEPARTMENT ALL FUNDS

REVENUE BY TYPE	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	REQUEST FY 23
TAXES	\$ 32,506,305	\$ 37,174,256	\$ 38,637,186	\$ 38,045,800	\$46,121,197
SPECIAL ASSESSMENTS	1,371,832	1,271,223	1,252,000	1,779,743	1,491,000
LICENSES & PERMITS	2,088,839	2,254,839	2,192,128	2,538,703	1,961,454
INTERGOVERNMENTAL	13,686,380	14,139,297	14,223,813	13,481,545	14,824,811
CHARGES FOR SERVICE	2,794,903	3,303,125	3,173,833	3,173,833	3,295,347
INVESTMENT EARNINGS	596,281	35,406	120,054	34,600	63,436
CONTRIBUTIONS/DONATIONS	303,000	300,000	300,000	300,000	-
DEBT PROCEEDS	42,133	8,361,475	-	-	-
INTERFUND TRANSFERS	25,283,883	14,149,368	29,388,044	28,343,077	25,146,289
MISCELLANEOUS	32,453	8,837	1,128	600	1,126
<b>TOTAL REVENUE</b>	<b><u>\$ 78,706,009</u></b>	<b><u>\$ 80,997,826</u></b>	<b><u>\$ 89,288,186</u></b>	<b><u>\$ 87,697,901</u></b>	<b><u>\$92,904,660</u></b>

## **Budgeted Expenditure:**

EXPENSE BY FUND	FINANCE DEPARTMENT EXPENSE				
	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
GENERAL FUND	\$ 1,528,047	\$ 1,524,458	\$ 1,718,569	\$ 1,642,794	\$1,945,119
CENTRAL SERVICES FUND	114,876	85,064	141,656	119,551	124,498
CAPITAL REPLACEMENT FUND	1,992	2,376	3,255	3,255	2,615
SPECIAL IMPROVEMENT DISTRICT BONDS	686,138	888,378	2,893,000	2,618,400	1,241,100
SIDEWALK DISTRICT BONDS	434,146	496,958	515,000	467,250	527,700
STORM SEWER DEBT SERVICE	1,010,550	1,008,634	1,008,237	1,008,237	1,007,513
<i>GENERAL OBLIGATION DEBT</i>					
LIBRARY G.O.	1,202,175	1,295,417	8,437,793	9,420,834	1,007,944
PARKS G.O. SERIES 2000	118,354	123,756	-	-	-
STREET IMPROVEMENTS G.O. 2004A	346,342	348,622	352,814	351,908	351,908
BALLPARK G.O. 2015 REFUNDING	760,250	759,743	758,050	757,690	754,043
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 6,202,870</u></b>	<b><u>\$ 6,533,406</u></b>	<b><u>\$15,828,374</u></b>	<b><u>\$16,389,919</u></b>	<b><u>\$6,962,440</u></b>

EXPENSE BY CLASSIFICATION	FINANCE DEPARTMENT ALL FUNDS				
	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
PERSONAL SERVICES	\$ 964,682	\$ 1,064,237	\$ 1,089,533	\$ 1,092,794	\$1,226,175
OPERATIONS AND MAINTENANCE	609,623	682,999	886,110	739,732	934,082
CAPITAL	112,861	-	41,837	38,255	28,028
DEBT SERVICE	4,515,704	4,786,170	11,710,894	12,919,138	4,774,155
TRANSFERS	-	-	2,100,000	1,600,000	-
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 6,202,870</u></b>	<b><u>\$ 6,533,406</u></b>	<b><u>\$15,828,374</u></b>	<b><u>\$16,389,919</u></b>	<b><u>\$6,962,440</u></b>

**FINANCE  
OPERATING BUDGET**

GENERAL FUND

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
PERSONAL SERVICES	\$ 964,683	\$ 1,064,237	\$ 1,089,533	\$ 1,092,794	\$1,226,175
OPERATIONS AND MAINTENANCE	477,346	460,222	629,036	550,000	718,944
CAPITAL	86,018	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,528,047</u></b>	<b><u>\$ 1,524,459</u></b>	<b><u>\$ 1,718,569</u></b>	<b><u>\$ 1,642,794</u></b>	<b><u>\$1,945,119</u></b>

**STAFFING AUTHORIZATION**

<b>POSITION</b>	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>PROPOSED FY 23</b>
FINANCE DIRECTOR	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
ACCOUNTANT II	3.0	3.0	3.0	3.0
ACCOUNTING TECHNICIAN	1.0	1.0	1.0	1.0
ACCOUNT CLERK II	3.0	3.0	3.0	3.0
DEBT/INVESTMENT COORDINATOR	1.0	1.0	1.0	1.0
GRANTS ADMINISTRATOR	-	-	-	1.0
PURCHASING AGENT	1.0	1.0	1.0	1.0
<b>TOTAL</b>	<b><u>11.0</u></b>	<b><u>11.0</u></b>	<b><u>11.0</u></b>	<b><u>12.0</u></b>

# Urban Renewal Districts

## **Urban Renewal Districts:**

### **Tax Increment Funds & Downtown Revolving Loan**

#### **Current Year Department Budgeted Expense Total:**

\$11,258,906

#### **Change from Prior year:**

(\$753,048)

#### **Overall Budget Justification:**

The Tax Increment Funds are used to account for the Tax Increment Districts in Billings. The three districts are the South Billings Boulevard Urban Renewal District, North 27<sup>th</sup> Street Urban Renewal District and East Billings Urban Renewal District. Revenues include property taxes paid by the district property owners and earnings on cash and investments. Expenditures are used for development incentives, programs, projects and city infrastructure improvement within the associated district and costs allocated are for the administration of the district.

Administration of the districts are handled by their respective advisory boards. Each board is governed by a Memorandum of Understanding with the City and functions as a non-profit advisory board to the City Council. The City Council is the ultimate decision maker for expenditures of urban renewal district funds. Administrative fees are used by the boards for implementation and planning of district projects. The budget also includes cost allocation within each fund to cover the expenses for city time and resources from the Planning, Finance, and Administration Departments.

The Tax Increment Districts will continue to provide developmental incentives for business and city infrastructure improvement based on City Council approval.

The Downtown Revolving Loan was established to spur development downtown. The program was established in 1976 with a contribution from the Tax Increment Fund of approximately \$600,000. Loans are provided for eligible projects up to \$250,000. City Code section 13-1100 establishes the program and eligible uses of funds.

**Budgeted Revenues:**

<b>ALL TAX INCREMENT OPERATING FUNDS URBAN RENEWAL DEVELOPMENT BY CLASSIFICATION</b>					
	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>APPROVED FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
Contributions/Donations	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	614,693	614,693	614,693	614,689	614,693
Investment Earnings	249,812	75,565	116,006	45,212	69,017
Transfers	-	1,824,923	-	-	150,000
Other Financing	-	2,256,869	-	3,000,000	-
Miscellaneous	101,981	605,086	150,000	530,000	-
Taxes	<u>7,020,216</u>	<u>7,028,908</u>	<u>7,005,000</u>	<u>7,100,863</u>	<u>7,139,000</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 7,986,702</u></b>	<b><u>\$ 12,406,044</u></b>	<b><u>\$ 7,885,699</u></b>	<b><u>\$ 11,290,764</u></b>	<b><u>\$ 7,972,710</u></b>

<b>ALL TAX INCREMENT OPERATING FUNDS URBAN RENEWAL DEVELOPMENT BY FUND</b>					
	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>APPROVED FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
Downtown Revolving Loan	\$ 188,085	\$ 667,638	\$ 226,000	\$ 560,000	\$ 200,000
South TIF	3,858,150	3,922,763	3,889,322	6,960,601	3,950,791
East TIF	909,596	943,184	918,098	955,842	927,065
N. 27th TIF	<u>3,030,871</u>	<u>6,872,459</u>	<u>2,852,279</u>	<u>2,814,321</u>	<u>2,894,854</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 7,986,702</u></b>	<b><u>\$ 12,406,044</u></b>	<b><u>\$ 7,885,699</u></b>	<b><u>\$ 11,290,764</u></b>	<b><u>\$ 7,972,710</u></b>

**Budgeted Expenditures:**

ALL TAX INCREMENT OPERATING FUNDS URBAN RENEWAL DEVELOPMENT BY CLASSIFICATION					
	ACTUAL FY 20	ACTUAL FY 21	APPROVED FY 22	ESTIMATE FY 22	PROPOSED FY 23
Bond Issuance Costs	\$ -	\$ 77,975	\$ -	\$ -	\$ -
Capital Outlay	3,032,573	4,441,792	4,430,948	6,638,610	2,995,000
Interest and Fiscal Charges	1,189,836	1,196,714	1,204,440	1,204,440	1,292,735
Operation and Maintenance	2,088,427	3,218,886	5,011,565	4,799,864	5,472,096
Principal	855,000	905,000	985,001	985,001	1,155,000
Transfers Out	100,000	2,174,923	380,000	371,999	344,075
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 7,265,836</u></b>	<b><u>\$ 12,015,290</u></b>	<b><u>\$ 12,011,954</u></b>	<b><u>\$ 13,999,914</u></b>	<b><u>\$ 11,258,906</u></b>

ALL TAX INCREMENT OPERATING FUNDS URBAN RENEWAL DEVELOPMENT BY FUND					
	ACTUAL FY 20	ACTUAL FY 21	APPROVED FY 22	ESTIMATE FY 22	PROPOSED FY 23
Downtown Revolving Loan	\$ 468,575	\$ 25,451	\$ 428,827	\$ 27,828	\$ 821,787
South TIF	3,631,716	3,947,361	7,327,954	9,287,988	5,550,491
East TIF	1,046,786	808,296	806,418	846,417	794,935
N. 27th TIF	2,118,759	7,234,182	3,448,755	3,837,681	4,091,693
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 7,265,836</u></b>	<b><u>\$ 12,015,290</u></b>	<b><u>\$ 12,011,954</u></b>	<b><u>\$ 13,999,914</u></b>	<b><u>\$ 11,258,906</u></b>

# **South Billings Boulevard Urban Renewal District**

## **Current Year Budgeted Expense Total:**

\$5,550,491

## **Change from Prior year:**

(\$1,777,463)

## **Additional Comments:**

The South Billings Boulevard Urban Renewal District (SBBURD) will increase its proposed administrative costs by \$4,982 for increased travel expenses and other internal changes. The administrative fee will be \$122,140 in fiscal year 2023, up from \$117,158 in the prior fiscal year.



Expenses in fiscal year 2023 for cost allocation are \$20,740 specifically to cover Planning and Community Services Department employee time and \$38,648 for additional city time and resources.

Capital projects this year will include SBURA Unimproved Street Improvements and the architectural and engineering plans for the Multi-Generational Community Recreation Center. Additionally, the Optimist Parking Capital project will be moved from fiscal year 2022 to 2023 at a cost of \$600,000. Capital expenses decreased over the prior year by \$1,830,948 as SBURA finished out more unimproved streets. Additional details for these projects can be found in the Capital Improvement Plan (CIP). In FY2022, the SBURA took out bonds of \$3 Million for the street project, this will increase the expected Debt Service payments by \$250,000.

The Police Evidence Center was finished in August of 2020 and the South Tax Increment Fund will continue to provide \$250,000 for Debt Service payments from its construction.

There is an increase of the Developmental Incentives proposed for FY23. SBURA is aware of multiple projects to be proposed in the near term. While no specific projects have been presented by the Board or approved by City Council, an amount of \$1.9 million is being requested in the budget for potential projects in the district. Before any expenditure of these funds, both the SBURA Board and City Council will need to approve the project. SBURA would like to start a new program for Residential and Community Development for \$125,000. The remainder will be set aside for larger projects.

# **North 27<sup>th</sup> Street Urban Renewal District**

## **Current Year Budgeted Expense Total:**

\$4,091,693

## **Change from Prior year:**

\$642,938

## **Additional Comments:**

Downtown Urban Renewal District reimburses the Police Department for two foot patrol officers in the downtown area.

The City receives \$56,250 per year from the Downtown Billings Partnership, Inc. for this program. Annually, \$100,000 is transferred to the City of Billings Parking Division for infrastructure projects. This year an additional \$30,000 will be added to the total transfer to the Parking Division for one month's free parking in downtown during the holiday period.

The Downtown Billings Partnership, Inc. will not be changing their proposed administrative costs from the prior year. The administrative fee will still be \$279,441 in fiscal year 2023.

Expenses in fiscal year 2023 for cost allocation are \$20,741 specifically to cover Planning and Community Services Department employee time and \$37,372 for additional city time and resources. Principal and interest have increased by \$254,305 for the two-way street conversion project for 29<sup>th</sup> and 30<sup>th</sup> Street downtown.

FY23 includes \$300,000 for estimated engineering design costs to continue 2-way street conversion downtown in FY24.

The increase in the budget is due mainly to the expected amount of developmental incentives given to finished projects within the Downtown District. The projects expected to be funded in FY22 will be for the refurbishment of the Alberta Bair Theater (\$1,000,000), the completion of the Arthouse Phase II (\$350,000), and additional funds of (\$290,000) for use of Tax Increment Fund Projects approved by the City Council in FY22. Three additional projects including the Stone Building (\$221,922), the Sturm & Drake Apartments (\$320,000); the Monte Bar (\$113,997); the Billings Community Foundation (\$98,518), and the renovation for Kibler & Kirsch (\$79,940) were approved in FY22 and are expected to be paid in FY23 based on their completion dates.



# **East Billings Urban Renewal District**

## **Current Year Budgeted Expense Total:**

\$794,935

## **Change from Prior year:**

(\$11,482)

## **Additional Comments:**

The East Billings Urban Renewal District (EBURD) will maintain the same amount for their proposed administrative costs in fiscal year 2023. The administrative fee will still be \$139,946 in fiscal year 2023.

Expenses in fiscal year 2023 for cost allocation are \$15,201 specifically to cover Planning and Community Services Department employee time and \$22,811 for additional city time and resources. Cost allocation expense has decreased by \$14,445 from the prior year due to more time commitment by the city. Capital projects are not planned in fiscal year 2023 for the East Billings Urban Renewal District. While no specific projects have been presented by the Board or approved by City Council, an amount of \$150,000 is being requested in the budget for potential projects in the district.



## **Downtown Revolving Loan**

### **Current Year Budgeted Expense Total:**

\$821,787

### **Change from Prior year:**

\$392,960

### **Additional Comments:**

The Downtown Revolving Loan was established to spur development downtown. The program was established in 1976 with a contribution from the Tax Increment Fund of approximately \$600,000. Loans are provided for eligible projects up to \$250,000.



# Fire

# **Fire Department**

## **Current Year Department Budgeted Expense Total:**

- Fire: \$25,005,486
- 911: \$1,194,804
- Radio: \$292,179
- Grants: \$473,090
- Capital Replacement: \$249,088
- Road Maintenance District: \$584



## **Change from Prior Year:**

- Fire: \$1,285,310
- 911: \$58,887
- Radio: \$10,304
- Grants: (\$303,500)
- Capital Replacement: (\$839,342)
- Road Maintenance District: \$167

## **Overall Budget Justification:**

The Fire Department's primary duty is to provide fire, emergency medical, hazardous materials, rescue and service assists, as well as fire and arson investigation, to the citizens of Billings and those Yellowstone County residents residing within the BUFSA (Billings Urban Fire Service Area).

In addition, Fire is responsible for the maintenance of 11 separate facilities, including the new 911 Center. Funds associated within the Fire group are Public Safety Fire, 911 Center, Radio Communication Fund, Fire Grants and Road Maintenance funds.

Fire personnel costs increased \$2,157,844.

The O&M proposed budget shows an increase of \$191,966 for FY2023, which includes costs associated with projected increases in utilities (electricity, gas, water); internal service charges (ITD, Fleet, Courier, liability insurance, taxes, phones) and software maintenance agreements which are provided to us. Of the remaining difference, there are increases in the line items for protective clothing, equipment (turnouts, boots, hand tools, saws, PPV fans, etc.) training, and recruitment. \$350,000 is requested to address deferred maintenance on fire stations and an additional \$30,000 to make landscaping improvements to fire facilities.

The Montana Regional HazMat Team in Billings is one of six teams whose function is to coordinate response with entities outside their local government jurisdiction, provide HazMat awareness level outreach training with their response areas and for the maintenance and update of assigned state equipment used in hazardous materials responses.



### **HMEP Grant:**

The grant is under the administration of Montana State DES for Hazmat Technical Training with a total project amount of \$64,100.

***Homeland Security Grant:*** This grant finalization is pending. The original \$300,000 grant was awarded in 2020 for the purchase of drones and the necessary testing & licensing for the Hazmat Techs that will

operate them for their respective Regional Team. However, the impact of COVID19 and Federal requirements regarding acceptable brands and manufacturers of drones has placed the purchase on temporary hold.

### **800 MHz:**

The 800 MHz Radio Systems budget is an internal service fund comprised of all City Departments utilizing the 800 MHz system. User departments: Street/Traffic, Police, Fire, Solid Waste, Utilities, Transit, Airport and Parking. User departments fund the operational and maintenance expenses for the base system using a formula based upon their use of the system.

The increase in expenditures is due to the projected increase in the costs of electricity and propane for each site.

### **City-County 9-1-1 Center:**

The Joint City-County 9-1-1 Center processes and dispatches 9-1-1 calls for all of the City of Billings and Yellowstone County, excluding Laurel.

Revenues to support this PSAP (Public Safety Answering Point) are collected through a fee added to each telephone service and distributed by the State of Montana quarterly in three parts: Basic, Enhanced, and Wireless 9-1-1. Revenues for FY2023 estimated at \$1,022,763.

The operational budget for the PSAP is \$1,194,804, which is an increase of \$58,887.

**FIRE DEPARTMENT ALL FUNDS  
REVENUE BY FUND**

	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATE</b>	<b>PROPOSED</b>
	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 22</b>	<b>FY 23</b>
<b>REVENUE:</b>					
FIRE PUBLIC SAFETY	\$ 5,578,909	\$ 9,983,209	\$ 2,636,241	\$ 3,043,500	\$ 3,061,786
911 EMERGENCY OPS	1,375,449	1,243,510	1,049,410	995,655	1,029,733
FIRE GRANTS	32,641	68,795	706,916	51,000	376,285
RADIO COMMUNICATIONS	280,573	311,946	305,364	302,668	301,491
FIRE STATION CONSTRUCTION	-	-	-	-	500,875
ROAD MAINTENANCE	2,981	2,842	2,931	2,900	2,875
	<u>2,981</u>	<u>2,842</u>	<u>2,931</u>	<u>2,900</u>	<u>2,875</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 7,270,553</u></b>	<b><u>\$ 11,610,302</u></b>	<b><u>\$ 4,700,862</u></b>	<b><u>\$ 4,395,723</u></b>	<b><u>\$ 5,273,045</u></b>

**FIRE DEPARTMENT ALL FUNDS  
REVENUE BY CLASSIFICATION**

	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATE</b>	<b>PROPOSED</b>
	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 22</b>	<b>FY 23</b>
<b>REVENUE:</b>					
LICENSES & PERMITS	\$ 2,300	\$ 300	\$ 2,700	\$ 3,500	\$ 2,000
INTER-GOVERNMENTAL	5,078,052	9,097,632	2,412,321	2,003,000	2,862,823
CHARGES FOR SERVICE	1,749,317	2,144,417	2,237,440	2,327,568	2,333,851
SPECIAL ASSESSMENTS	2,793	2,823	2,875	2,900	2,875
MISCELLANEOUS	438,090	365,131	45,526	58,755	71,496
	<u>438,090</u>	<u>365,131</u>	<u>45,526</u>	<u>58,755</u>	<u>71,496</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 7,270,552</u></b>	<b><u>\$ 11,610,303</u></b>	<b><u>\$ 4,700,862</u></b>	<b><u>\$ 4,395,723</u></b>	<b><u>\$ 5,273,045</u></b>

**FIRE DEPARTMENT ALL FUNDS  
OPERATING BUDGET BY FUND**

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
FIRE DEPT GEN FUND	\$ 20,637,108	\$ 21,963,642	\$ 23,720,176	\$ 23,553,336	\$ 25,005,486
911 EMERGENCY OPS	991,294	848,267	1,135,917	530,000	1,194,804
FIRE GRANTS	43,067	44,154	776,590	40,000	473,090
RADIO COMMUNICATIONS	222,582	209,722	281,875	725,190	292,179
CAPITAL REPLACEMENT	172,668	1,976,346	1,088,430	1,888,430	249,088
FIRE STATION CONSTRUCTION	-	-	-	-	-
ROAD MAINTENANCE	<u>168</u>	<u>360</u>	<u>417</u>	<u>420</u>	<u>584</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 21,802,887</u></b>	<b><u>\$ 25,042,491</u></b>	<b><u>\$ 27,003,405</u></b>	<b><u>\$ 26,737,376</u></b>	<b><u>\$ 27,215,231</u></b>

**FIRE DEPARTMENT ALL FUNDS  
OPERATING BUDGET BY CLASS**

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
PERSONAL SERVICES	\$ 17,846,870	\$ 18,897,963	\$ 18,483,130	\$ 18,655,000	\$ 20,625,389
OPERATIONS AND MAINTENANCE	2,805,463	2,690,895	4,642,629	3,184,730	4,616,038
CAPITAL	459,390	2,456,028	3,068,430	2,588,430	629,088
TRANSFERS	<u>691,164</u>	<u>997,605</u>	<u>809,216</u>	<u>2,309,216</u>	<u>1,344,716</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 21,802,887</u></b>	<b><u>\$ 25,042,491</u></b>	<b><u>\$ 27,003,405</u></b>	<b><u>\$ 26,737,376</u></b>	<b><u>\$ 27,215,231</u></b>

## **Staffing Changes:**

Three permanent positions added in FY2022. Assistant Fire Chief EMS Operations, Logistics Officer and Deputy Fire Marshal. A fourth position, Fire Protection Engineer position has been discussed.

Ten permanent firefighter positions will be added in FY2023.

### **STAFFING AUTHORIZATION**

<b>POSITION</b>	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>PROPOSED FY 23</b>
FIRE CHIEF	1.0	1.0	1.0	1.0
ASSISTANT FIRE CHIEF	2.0	2.0	2.0	3.0
ADMINISTRATION SUPPORT I	1.0	1.0	-	-
ADMINISTRATION SUPPORT II	1.0	1.0	2.0	2.0
SR ADMINISTRATION SUPPORT IV	1.0	1.0	1.0	1.0
FIRE MARSHAL	1.0	1.0	1.0	1.0
ASSISTANT FIRE MARSHAL	1.0	1.0	1.0	1.0
DEPUTY FIRE MARSHAL	3.0	3.0	4.0	5.0
FIRE TRAINING OFFICER	1.0	1.0	1.0	1.0
ASST FIRE TRAINING OFFICER	1.0	1.0	1.0	1.0
FIRE BATTALION CHIEF	4.0	4.0	4.0	4.0
FIRE CAPTAIN	30.0	30.0	30.0	30.0
FIRE ENGINEER	30.0	30.0	30.0	30.0
PUBLIC SAFETY TECHNICIAN	0.3	0.3	0.3	0.3
FIREFIGHTER	46.0	46.0	46.0	56.0
LOGISTICS OFFICER	-	-	-	1.0
COMMUNICATIONS CNTR MANAGER	1.0	1.0	1.0	1.0
EMERGENCY SERV. DISPATCHER III	19.0	19.0	19.0	19.0
EMERGENCY SERV. DISPATCHER II	3.0	3.0	1.0	1.0
EMERGENCY SERV. DISPATCHER I	4.0	4.0	1.0	1.0
EMERGENCY SERV OPERATOR-TRAIN	3.0	3.0	6.0	6.0
EMERGENCY SERVICES OPERATOR	2.0	2.0	4.0	4.0
EMERG.SERV.DISPATCH SHIFT SUPR.	4.0	4.0	4.0	4.0
<b>SUBTOTAL PUBLIC SAFETY</b>	<b>159.3</b>	<b>159.3</b>	<b>160.3</b>	<b>173.3</b>
<b>911 GRANT POSITIONS:</b>				
PUBLIC SAFETY TECHNICIAN	0.3	0.3	0.3	0.3
COMM CENTER ASST MGR	1	1	1.0	1.0
<b>TOTAL FIRE DEPARTMENT POSITIONS</b>	<b>160.6</b>	<b>160.6</b>	<b>161.6</b>	<b>174.6</b>

## **Proposed Capital:**

\$249,088 requested to replace two brush trucks and one utility vehicle.

## **Department Goals:**

### **Goal: Succession planning and performance for Fire and 911 Center personnel**

Objective: Provide the cross training and skills necessary to have individuals capable of assuming the duties and responsibilities of each position and/or rank.

Action(s): Continue programs designed to train and mentor fire/911 personnel.

### **Goal: Three, Five and ten-year facility maintenance plan.**

Objective: Develop a plan to address current repair needs, fire facilities expansions and/or relocations.

Action(s): Continue creating plan that will identify current repair needs, on-going maintenance of fire facilities and/or building or relocating fire stations.

### **Goal: Enhanced Training for Fire and 911 Personnel**

Objective: Maintain essential skills necessary to ensure the safety of firefighters and the community with technology, hands-on, virtual simulators.

Action(s): Prioritize essential training with an emphasis on safety for not only fire personnel, but also the community we serve.

### **Goal: Continue to provide Smoke and Carbon Monoxide Alarms/Detectors available to anyone who needs one.**

Objective: To have a working smoke detector in every home in City of Billings and the BUFSA.

Action(s): Continue to work with the American Red Cross and our generous donors to purchase smoke and carbon monoxide alarms and batteries and install them in homes throughout the City and BUFSA.

### **Goal: Enhance level of training for the Billings Regional HazMat Team**

Objective: To have trained HazMat Technicians and Tox-Medics on the department who can respond to hazardous materials incidents within the City of Billings, Yellowstone County and teams' regional response area of eastern Montana.

Action(s): Continue to provide highly technical and specialize training for Technicians and Tox-Medics.

**Goal: Provide Public Safety dispatching services that meet the changing needs and expectations of public safety responders and the community.**

Objective: Identify disparities between public safety responders and the community's expectations and the 9-1-1 Center's ability to provide them.

Action(s): Identify current and future gaps in public safety service delivery, and prioritize service delivery needs in order to better serve and meet the changing needs of the community.

**Goal: Continue to Develop a Cooperative City-County Plan for development of an Emergency Operations Center**

Objective: Study for location, layout, and site of an Emergency Operations Center.

Action(s): Determine need, funding sources, and procure a small study for the eventual funding request for an EOC.

**Goal: Complete Standby Generator Replacements for Radio Towers.**

Objective: Minimize the impact upon the City in the event of a planned or unplanned power outage.

Action(s): Replace standby generator at Fox and Landfill tower sites.

**Goal: Continue Implementation of CPSM Study Recommendations.**

Objective: To increase efficiency.

Action(s): Identify specific projects from the report.

**Goal: Secure a Contract with ambulance provider.**

Objective: To provide a stable level of safety to the community.

Action(s): Negotiate contract with ambulance service provider.

**Goal: Develop Implementation Plan for Mobile Response Teams.**

Objective: Efficient use of equipment and decrease maintenance costs.

Action(s): Identify equipment and train appropriate staff.

# Human Resources

# Human Resources Department

## Current Year Department Budgeted Expense Total:

Human Resources: \$1,033,269  
 City Health Benefits: \$15,808,653  
 Property Insurance: \$3,118,713

## Change from Prior Year:

Human Resources: \$117,175  
 City Health Benefits: \$603,348  
 Property Insurance: \$439,754



## Overall Budget Justification:

The FY23 budget for the Human Resources Department is \$1,033,269, this is an increase in costs of \$117,175, over the prior year. Services that have been provided in the past will continue for the coming fiscal year. This includes Benefits and FMLA Administration, Timekeeping and Payroll, Workers' Compensation, Property and Liability Insurance Administration, Employee Recruitment, Workplace Investigations, Drug and Alcohol Program Administration, Collective Bargaining Agreements Administration, and Grievance and Arbitration Procedures.

The primary increase to the Human Resources' budget is due to the request for an additional Payroll/HR Generalist position and the ongoing cost of the City's applicant tracking system that was purchased in FY22. In addition, cybersecurity premiums increased by 10% to \$33,370, and IT charges increased \$10,049. A COLA of 3% increased the personal services by \$35,131.

## Budgeted Revenues:

### HUMAN RESOURCES REVENUE BY FUND

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
HUMAN RESOURCES	\$ -	\$ -	\$ -	\$ -	\$ -
HEALTH BENEFITS	13,690,834	13,399,365	13,601,044	13,687,600	13,580,382
PROPERTY INSURANCE	1,834,487	2,073,660	2,525,107	2,523,928	2,636,853
<b>TOTAL EXPENDITURES</b>	<b>\$ 14,813,510</b>	<b>\$ 15,473,025</b>	<b>\$ 16,272,850</b>	<b>\$ 16,211,528</b>	<b>\$ 16,217,235</b>

**HUMAN RESOURCES  
REVENUE BY CLASSIFICATION**

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
CHARGE FOR SERVICES	\$ 15,337,545	\$ 15,452,533	\$ 16,083,228	\$ 16,217,828	\$ 16,195,935
INVESTMENT EARNINGS	183,148	15,205	42,923	(6,800)	21,300
MISCELLANEOUS	<u>4,628</u>	<u>5,287</u>	<u>-</u>	<u>500</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 14,813,510</u></b>	<b><u>\$ 15,473,025</u></b>	<b><u>\$ 16,272,850</u></b>	<b><u>\$ 16,211,528</u></b>	<b><u>\$ 16,217,235</u></b>

**Budgeted Expenditures:**

**HUMAN RESOURCES  
OPERATING BUDGET BY FUND**

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
HUMAN RESOURCES	\$ 791,672	\$ 823,157	\$ 916,094	\$ 913,163	\$ 1,033,269
HEALTH BENEFITS	13,564,715	12,554,295	15,205,305	15,234,779	15,808,653
PROPERTY INSURANCE	<u>2,415,708</u>	<u>2,589,261</u>	<u>2,678,959</u>	<u>2,670,500</u>	<u>3,118,713</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 16,772,094</u></b>	<b><u>\$ 15,966,713</u></b>	<b><u>\$ 18,800,358</u></b>	<b><u>\$ 18,818,442</u></b>	<b><u>\$ 19,960,635</u></b>

**HUMAN RESOURCES  
OPERATING BUDGET BY CLASSIFICATION**

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
PERSONAL SERVICES	\$ 1,076,604	\$ 811,447	\$ 752,535	\$ 1,070,000	\$ 842,610
OPERATIONS AND MAINTENANCE	<u>15,695,490</u>	<u>15,155,266</u>	<u>18,047,823</u>	<u>17,748,442</u>	<u>19,118,025</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 16,772,094</u></b>	<b><u>\$ 15,966,713</u></b>	<b><u>\$ 18,800,358</u></b>	<b><u>\$ 18,818,442</u></b>	<b><u>\$ 19,960,635</u></b>

**Ongoing Programs:**

- In FY22, the City purchased Applicant Tracking software to streamline the recruiting process. The ongoing cost is \$20,000 annually.
- In FY20, the City purchased timekeeping software to make hours entry more efficient for departments, and the ongoing cost of this software is approximately \$44,000 which is shared with the users.
- In FY19, the City purchased Cyber Security insurance, but due to an industry-wide historic increase in cyber liability claims experienced nationwide, the premium increased from \$30,000 to \$33,370.

**Additional Changes and Comments:**

- In FY23, Human Resources is requesting \$74,150 in salaries and benefits for a new HR Generalist/Payroll position. This new position will support the current team and increase efficiency and responsiveness. An additional \$6,000 is budgeted to cover their training and computer.

**Staffing:**

<b>HUMAN RESOURCES STAFFING AUTHORIZATION</b>				
<b>POSITION</b>	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>PROPOSED FY 23</b>
<b>HUMAN RESOURCES</b>				
HUMAN RESOURCES DIRECTOR	1.0	1.0	1.0	1.0
HUMAN RESOURCES ASSOCIATE	0.5	0.5	1.0	1.0
PAYROLL/HR GENERALIST	1.0	1.0	1.0	1.0
PAYROLL/HR ANALYST	1.0	1.0	1.0	2.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
<b>PROPERTY INSURANCE</b>				
RISK/SAFETY OFFICER	1.0	1.0	1.0	1.0
<b>TOTAL HUMAN RESOURCES</b>	<b>5.5</b>	<b>5.5</b>	<b>6.0</b>	<b>7.0</b>

## **Department Goals:**

**Goal: Increase the City of Billings Social Media presence as it relates to recruiting for vacant positions.**

Action(s): Post all vacant positions on Social Media and professional websites. Continue to review and monitor which method or website provides the greatest number and quality of applicants.

Outcome(s):

- The City of Billings will be in compliance with EEOC, and draw a larger applicant pool for vacant positions.

**Goal: Update the Human Resources Policies and Procedures Manual.**

Action(s): Review the Human Resources Policies and Procedures handbook to reflect the City's most current practices. These policies and procedures will benefit all employees and supervisors by communicating operational policies and by advising employees of the City's expectations regarding their performance. The completed manuals will be distributed to all employees in either electronic or hardcopy format.

Outcome(s):

- Well thought out policy and procedure manuals will provide information and guidance to all employees of the City of Billings.

**Goal: Provide additional employee and management development and training programs.**

Action(s): Increase training to all employees. Supervisory training will focus on safety, workers' compensation, liability, harassment and diversity awareness, workplace violence, employment laws, drug and alcohol reasonable suspicion, and City finances/budgeting. Employee training will focus on such topics as safety, harassment, workplace violence, diversity and inclusion, customer service, and employee benefits.

Outcome(s):

- A training program that efficiently improves the employees' and supervisors' skills and abilities to perform their assigned functions.

# Information Technology

# **Information Technology Fund**

## **Current Year Department Budgeted Expense Total:**

Information Technology: \$ 3,506,274

Central Telephone: \$ 465,146

## **Change from Prior Year:**

Information Technology: \$ 524,504

Central Telephone: \$23,554

## **Overall Budget Justification:**



The Information Technology Department is focused on bringing people and technology together to meet the needs of the organization and the citizens of Billings. In pursuit of its goal, ITD provides technology-related strategic planning, project management, integration, technology procurement, E-mail, networking, communications, application development, GIS, mapping, overall hardware and software support, vendor relations, and training services.

The Information Technology Budget is \$3,506,274 which is \$524,504 or 17.59% more than last year's budget. The FY23 budget increases are due to the addition of a new GIS Tech position requested by Public Works, the addition of a new Public Safety Technical Support Specialist funded through the Public Safety Mill Levy, changes in how the ESRI & CityWorks Enterprise agreements are paid, a 3% payroll adjustment due to labor contract, and increased TRP expenses due to many critical hardware replacements and software license renewals all coming due.

In FY23, Personal Services costs increased over FY22 by \$ 146,973 primarily due to the addition of a new GIS Tech (\$ 68,109) which will be paid for by Public Works to focus on their multi-year GIS Asset Management initiatives, a new Public Safety Technical Support Tech (\$ 70,396) which will focus on supporting Technology for Police & Fire and be funded by the Public Safety Mill Levy, and additional costs attributed to COLA and standard step increases. Operating expenses have increased by \$290,031 which includes two large budget shifts where IT charges were increased to pay for the ESRI (\$82,500) and CityWorks (\$75,000) annual Enterprise License payments. In the past, departments paid ESRI & CityWorks directly and now the payments will channel through the IT budget. FY23 brings us some added security software expenses of \$37,000, a host of critical software renewals totaling \$104,900, \$15,000 in network hardware for the Stillwater Building, and miscellaneous other increased in Cost Allocation, Facilities, and insurance. Capital expenses for FY23 are \$127,500 for Phase 1 of a Wi-Fi replacement project, a replacement primary backup server, replacement network switches, and a new GIS Trimble unit, which was approved in the FY23 TRP.

Information Technology is an internal support function with revenues of \$3,454,390 generated primarily by charges for service. The ITD charges for each

department/division are based on the previous calendar year's usage of PC and Network resources/support time, application resources/staff support time, virtual server services, data storage management, and GIS resources/support time. The number of PC's, the amount of disk space allocated, the number of virtual servers, and the number of E-mail accounts are all examples of resources used to calculate annual charges. FY23 total revenues are \$ 57,623 below total expenses due to using reserve funds saved for the replacement of the Wi-Fi system.

Under the direction of the Information Technology Director, the Telecommunications Manager and the IT Administrative Secretary provide telephone, voice mail, call accounting, communications related procurement, cell phone, infrastructure support, and related financial accounting services for 12 remote sites, 513 landline phones, 32 Centrex phone lines, 41 outside analog lines, and 387 Smartphones/cell phones.

The Central Telephone Service (Fund 606) is an internal support function with revenues of \$ 455,581 derived predominately from phone related services, including management of cellular services, and interest income. Expenses for FY23 are \$ 465,146 which represents an increase \$23,544 (5.06%) over FY22. Much of this increase is a \$ 20,000 planned capital expenditure for telephone system related expenses in the new Stillwater Building.

In FY23, the budget has a decrease of \$ 483 in Personal Services due to employee turnover, an increase of \$ 4,037 in Operating expenses, and an increase of \$20,000 in Capital expenses compared to FY22.

**Stillwater Building: Estimated Construction Costs**

The Leadership Team was presented with estimated construction costs for the Stillwater Building. Information Technology has an estimated "Build-Out" cost of approx.\$ 812,000. The FY23 IT & Telephone Budgets do not include any expenses associated with the "Build-Out" costs or any related revenue charges to departments.

**Budgeted Revenues:**

REVENUE BY FUND	INFORMATION TECHNOLOGY DEPARTMENT REVENUE				
	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
INFORMATION RESOURCES	\$ 2,612,047	\$ 2,701,101	\$ 2,964,300	\$ 2,810,060	\$ 3,454,390
TELEPHONE	<u>445,001</u>	<u>443,337</u>	<u>426,739</u>	<u>425,600</u>	<u>455,581</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 3,057,048</u></b>	<b><u>\$ 3,144,438</u></b>	<b><u>\$ 3,391,039</u></b>	<b><u>\$ 3,235,660</u></b>	<b><u>\$ 3,909,971</u></b>

**INFORMATION TECHNOLOGY  
DEPARTMENT ALL FUNDS**

REVENUE BY CLASSIFICATION	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
CHARGE FOR SERVICE	\$ 2,902,314	\$ 2,911,514	\$ 3,385,940	\$ 3,235,460	\$ 3,907,574
OTHER	128,791	231,076	-	-	-
INVESTMENT EARNINGS	<u>25,943</u>	<u>1,848</u>	<u>5,099</u>	<u>200</u>	<u>2,397</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 3,057,048</u></b>	<b><u>\$ 3,144,438</u></b>	<b><u>\$ 3,391,039</u></b>	<b><u>\$ 3,235,660</u></b>	<b><u>\$ 3,909,971</u></b>

**Budgeted Expenditures:**

**INFORMATION TECHNOLOGY  
DEPARTMENT EXPENSE**

EXPENSE BY FUND	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
INFORMATION RESOURCES	\$ 2,724,849	\$ 2,814,675	\$ 2,981,770	\$ 2,796,000	\$ 3,506,274
TELEPHONE	<u>752,624</u>	<u>548,633</u>	<u>441,592</u>	<u>420,000</u>	<u>465,146</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 3,477,473</u></b>	<b><u>\$ 3,363,308</u></b>	<b><u>\$ 3,423,362</u></b>	<b><u>\$ 3,216,000</u></b>	<b><u>\$ 3,971,420</u></b>

**INFORMATION TECHNOLOGY  
DEPARTMENT ALL FUNDS**

EXPENSE BY CLASSIFICATION	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
PERSONAL SERVICES	\$ 2,262,191	\$ 2,348,579	\$ 2,196,539	\$ 2,110,000	\$ 2,343,029
OPERATIONS AND MAINTENANCE	852,317	931,825	1,186,823	1,070,000	1,480,891
CAPITAL	<u>362,965</u>	<u>82,904</u>	<u>40,000</u>	<u>36,000</u>	<u>147,500</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 3,477,473</u></b>	<b><u>\$ 3,363,308</u></b>	<b><u>\$ 3,423,362</u></b>	<b><u>\$ 3,216,000</u></b>	<b><u>\$ 3,971,420</u></b>

## **Staffing:**

**INFORMATION TECHNOLOGY FUND  
OPERATING BUDGET**

FUND 6200

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY20	ACTUAL FY21	BUDGET FY 22	PROPOSED FY 23
INFORMATION TECHNOLOGY DIRECTOR	0.9	0.9	0.9	0.9
APPLICATION DEVELOPER	3.0	3.0	3.0	3.0
OPERATION SUPPORT SPECIALIST	1.0	1.0	1.0	1.0
GIS SPECIALIST	1.0	1.0	1.0	1.0
GIS COORDINATOR	1.0	1.0	1.0	1.0
LAND MANAGEMENT COORDINATOR	1.0	1.0	1.0	1.0
SENIOR APPLICATION DEVELOPER	1.0	1.0	1.0	1.0
IT MANAGER	1.0	1.0	1.0	1.0
PUBLIC SAFETY TECH SUPPORT	1.0	1.0	1.0	2.0
P. C. SUPPORT SPECIALIST	2.0	2.0	2.0	2.0
NETWORK ADMINISTRATOR	1.0	1.0	1.0	1.0
ASST. NETWORK ADMINISTRATOR	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	0.8	0.8	0.8	0.8
IT SECURITY ENGINEER	0.9	0.9	0.9	0.9
GIS TECHNICIAN	2.0	2.0	2.0	3.0
GIS ASSET ANALYST	-	-	1.0	1.0
<b>TOTAL</b>	<b><u>18.6</u></b>	<b><u>18.6</u></b>	<b><u>19.5</u></b>	<b><u>21.5</u></b>

## **Department Goals:**

**Goal: Support and assist customer departments to accomplish their goals when needed.**

Action(s): Partner with the Police & Fire Departments in addressing the technology needs identified in the CPSM Operations and Data Analysis Reports along with defined goals associated with the successful Public Safety Mill Levy.

Outcome(s):

- Public Safety is critical to our organization and our community. Supporting Police & Fire and their technology goals will have a positive impact on their ability to deliver services to our community. Continue to be a liaison between our vendors and Public Safety to find viable solutions to help create efficiencies. Find solutions that help bring data to command staff and the public.

Action(s): Provide a leadership role in the implementation of our Centralized Document Management System including project management, installation, end-user training, backups, and building overall organization awareness of the benefits of the new system.

Outcome(s):

- A strong understanding by the staff on how to use our document management system will enhance their ability to access and share documents, reduce paper and document storage, develop automated workflows to improve efficiency, and follow the city's records retention policies.

Action(s): Continue to provide a leadership role in implementation, training, support, and upgrading our CitySuite Software Systems

Outcome(s):

- Through the combined efforts of the Information Technology staff and the wealth of experience found in each department, we will work together to utilize our CitySuite software to its full potential, work with vendors on new interfaces to the system, manage enhancement requests, and support on-going production.

Action(s): Continue to provide a leadership role in implementation, training, support, and upgrading Public Safety software.

Outcome(s):

- The Information Technology staff works together with multiple Public Safety agencies to ensure the software and infrastructure run smoothly in the 24/7 operation. Migrate New World software to an updated server environment with the latest operating system and database.

Action(s): Work with departments in creating RFPs and begin implementing replacement ComDev and CIS software.

Outcome(s):

- Working with departments on creating RFPs that will allow for a single vendor to respond to both RFPs to show the integration benefits as well as allowing for vendors to respond individually showing their "best of breed" solutions. Begin working with departments and vendors on implementation of the new software solutions.

Action(s): Put priority on moving production software and data off our AS400 environment

Outcome(s):

- Migrate systems including Property Tax, SIDs, Land, and Fleet to SQL based software solutions. Migrate remaining users to CitySuite for Accounts Receivable. All remaining data will be moved from the AS400 databases into another solution.

Action(s): Assist HR in implementing a new applicant tracking system.

Outcome(s):

- Work with HR to replace our current online job application with a new applicant tracking system. This will provide our citizens access to a modern cloud-based software that is built using the latest technology. It will help city staff to process candidates through a paperless workflow.

Action(s): Work with Facilities, Administration, and City Departments on the successful move to the Stillwater Building.

Outcome(s):

- Migration of the City's existing fiber infrastructure and communications to the Stillwater Building will ensure we can continue to provide fast and reliable network services and preserve our past investments in city owned fiber.
- Helping design and implement a robust network wiring infrastructure will ensure successful delivery of network services throughout the new facility.
- Supporting new technologies such as conference room setups, access control systems, cameras, manage print systems, digital informational displays, and more will help ensure our new facility meets the needs of the public and our organization.

**Goal: Increase city service efficiency and effectiveness by planning for and investing in technology.**

Action(s): Action(s): Provide support to end-users as they move to Microsoft O365 licenses.

Outcome(s):

- Microsoft Office 365 (O365) will benefit the organization by providing the tools for collaboration, simplifying communications and document/file sharing, providing access to user data from anywhere, standardizing Office applications across the organization, and enhanced business intelligence tools all delivered in a secure environment available across multiple devices for each licensed user.

Action(s): Improve network/system security to meet all State & Federal Regulations and protect the organization's valuable resources & data.

Outcome(s):

- Compliance with Montana Department of Justice regulations both strengthens our security and ensures our organization can continue to access the Criminal Justice Information Network (CJIN) which is critical for all City of Billings and Yellowstone County Public Safety Agencies.
- Adherence to industry standards in system security will prevent unwanted attacks such as viruses, malware, ransomware, unauthorized access, denial of service, and so on.

Action(s): Upgrade networking infrastructure to keep up with growing demands on resources.

Outcome(s):

- By keeping the networking hardware and software up to date with the latest technology, Departments receive faster and more efficient service. This increases the stability of the network and the applications running on it.

**Goal: Improve accessibility to and expand use of GIS services.**

Action(s): Implement Public Works Strategic Asset Management Plan (SAMP) Data and Technology Improvement Initiatives.

Outcome(s):

- GIS data/resources will adhere to SAMP guidelines, continuing our commitment to following a standardized framework. This uniform system will allow for consistent data creation and maintenance. Continued enterprise integration will support the sharing of GIS data across the entire organization and enhance Billings citizens' access to City information.

Action(s): Advance the deployment of Cityworks, our GIS Centric Asset & Work Order Management System. This action includes improving functionality for departments already using the system and assisting other departments in implementing the technology to meet their goals.

Outcome(s):

- Increased utilization of the Cityworks system will improve our ability to manage assets, allocate staff resources through work orders, share data throughout the organization, access data from mobile devices, and generate informative reports.

Action(s): Develop a process to integrate GIS field data collection applications with Cityworks to allow field staff to correct/complete feature information.

Outcome(s):

- This action will improve spatial accuracy and increase the completeness of feature attributes. This development will lead to improved analysis and decision-making.

Action(s): Provide GIS services in response to requests for mapping, reports, applications, and analysis by departments throughout the organization.

Outcome(s):

- Visual representations that discover, quantify, and predict trends and patterns to meet the Department's planning/analytical needs, as well as the needs of citizens.

Action(s): Provide support and GIS data for Public Safety Software.

Outcome(s):

- Through the City IT and Yellowstone County GIS staff's combined efforts, dispatch and emergency responders will have accurate data to allow for safe and effective operations. This includes modifying jurisdictional boundaries to account for annexation activity, keeping address and street centerline data current and accurate, troubleshooting underlying GIS data and processes that make such software operational, and staying abreast of the latest developments in public safety technologies and tools.

Action(s): Work with departments to consolidate and manage GIS data.

Outcome(s):

- Remove redundancy and inefficiencies identified by Public Works GIS Assessment and GIS Team feature review.

Action(s): Build relationships with stakeholders through regular engagement and active listening.

Outcome(s):

- Scheduled meetings for understanding needs and expectations will build rapport. Improved communication will produce accountability and established workflows allowing the GIS Team to develop and maintain robust resources.

Action(s): Maintain and expand land records database in accordance with filed legal documents and planning projects to include road naming/addressing of modern standards and all correct legal parcels for utilization of many departments including but not limited to utilities, taxation/finance, planning/zoning, building departments and the like.

Outcome(s):

- Addressing that is in the best interests of public safety and records that can be utilized fluidly across the many platforms of various departments for all functions of City process.

# Legal

# Legal

## Current Year Department Budgeted Expense Total:

\$3,507,902

## Change from Prior year:

\$538,540

## Overall Budget Justification:

The FY23 budget for the City Attorney is \$3,507,902, which includes an increase of \$538,540 over FY22. This includes an increase in Personal Services which includes three new positions, two new prosecutor positions and a victim/witness specialist position. These positions will be added as a result of the Public Safety Mill Levy passage. These additional positions will result in additional monthly charges for telephone, parking, membership fees, miscellaneous equipment (computers), facilities/rent, office supplies (furniture), and subscriptions for license fees (Westlaw).

There is a \$13,338 decrease in O&M due to a drop in office supplies and contract software. Additionally, membership fees increased by approximately \$1,200 for anticipated bar dues increase.

In FY23, there will be an estimated expense of \$20,000 for support and maintenance for case management software.

## New or Expanded Programs:

None proposed for FY 2023

## Budgeted Revenues:

CITY ATTORNEY DEPARTMENT REVENUE					
REVENUE BY FUND	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
GENERAL FUND	\$ 2,085	\$ 4,448	\$ -	\$ 2,500	\$ -
CITY ATTORNEY GRANTS	<u>333,230</u>	<u>277,522</u>	<u>545,010</u>	<u>456,010</u>	<u>586,758</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 335,315</u></b>	<b><u>\$ 281,970</u></b>	<b><u>\$ 545,010</u></b>	<b><u>\$ 458,510</u></b>	<b><u>\$ 586,758</u></b>

**CITY ATTORNEY  
DEPARTMENT ALL FUNDS**

REVENUE BY CLASSIFICATION	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
CHARGE FOR SERVICE	\$ 2,085	\$ 4,448	\$ -	\$ 2,500	\$ -
FINES AND FORFEITURE	49,361	45,469	45,000	46,000	46,000
INTERGOVERNMENTAL	92,083	79,068	185,000	100,000	155,458
INVESTMENT EARNINGS	301	-	10	10	-
TRANSFER IN	<u>191,485</u>	<u>152,985</u>	<u>315,000</u>	<u>310,000</u>	<u>385,300</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 335,315</u></b>	<b><u>\$ 281,970</u></b>	<b><u>\$ 545,010</u></b>	<b><u>\$ 458,510</u></b>	<b><u>\$ 586,758</u></b>

**Budgeted Expenditures:**

**CITY ATTORNEY  
DEPARTMENT EXPENSE BY FUND**

EXPENSE BY FUND	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
GENERAL FUND	\$ 2,074,785	\$ 2,123,860	\$ 2,420,985	\$ 2,238,930	\$ 2,921,497
CITY ATTORNEY GRANTS	<u>308,135</u>	<u>315,178</u>	<u>548,377</u>	<u>463,881</u>	<u>586,405</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 2,382,920</u></b>	<b><u>\$ 2,439,038</u></b>	<b><u>\$ 2,969,362</u></b>	<b><u>\$ 2,702,811</u></b>	<b><u>\$ 3,507,902</u></b>

**CITY ATTORNEY  
DEPARTMENT ALL FUNDS BY CLASS**

EXPENSE BY CLASSIFICATION	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
PERSONAL SERVICES	\$ 1,587,926	\$ 1,681,477	\$ 2,156,565	\$ 1,926,527	\$ 2,638,143
OPERATIONS AND MAINTENANC	603,510	604,578	497,797	466,284	484,459
TRANSFERS	<u>191,484</u>	<u>152,985</u>	<u>315,000</u>	<u>310,000</u>	<u>385,300</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 2,382,920</u></b>	<b><u>\$ 2,439,040</u></b>	<b><u>\$ 2,969,362</u></b>	<b><u>\$ 2,702,811</u></b>	<b><u>\$ 3,507,902</u></b>

**Staffing Changes:**

Two additional Municipal Court prosecutors and one victim/witness specialist. The prosecutor will be an N35 grade for a total approximate cost of \$284,190. The victim/witness specialist will be M93 grade for a total approximate cost of \$97,142.

<b>CITY ATTORNEY STAFFING AUTHORIZATION</b>				
<b>CITY ATTORNEY POSITION</b>	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>PROPOSED FY 23</b>
CITY ATTORNEY	1.0	1.0	1.0	1.0
ASSISTANT CITY ATTORNEY	1.0	1.0	1.0	1.0
DEPUTY CITY ATTORNEY	5.0	6.0	6.0	8.0
VICTIM WITNESS SPECIALIST	1.0	1.0	1.0	2.0
LEGAL SECRETARY	1.0	1.0	1.0	1.0
PARALEGAL	0.0	0.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	2.0	2.0	3.0	3.0
<b>TOTAL</b>	<b><u>11.0</u></b>	<b><u>12.0</u></b>	<b><u>14.0</u></b>	<b><u>17.0</u></b>
<b>LEGAL GRANT POSITION</b>				
VICTIM WITNESS SPECIALIST	2.0	2.0	3.0	3.0
ADMINISTRATIVE ASSISTANT	0.5	0.5	-	-
DEPUTY CITY ATTORNEY	<u>1.0</u>	<u>1.0</u>	<u>2.0</u>	<u>2.0</u>
<b>TOTAL</b>	<b><u>3.5</u></b>	<b><u>3.5</u></b>	<b><u>5.0</u></b>	<b><u>5.0</u></b>
<b>TOTAL CITY ATTORNEY</b>	<b><u>14.5</u></b>	<b><u>15.5</u></b>	<b><u>19.0</u></b>	<b><u>22.0</u></b>

**Additional Comments:**

As a result of the passing of the Public Safety Mill Levy, the Legal Department will be able to hire additional staff over the next 2-3 years. The two additional Municipal Court prosecutors and one Victim/Witness specialist are the first phase in implementing the Legal Department’s plan for the levy funds. The new staff will assist in addressing ongoing prosecution needs and providing adequate services to victims.

## **Department Goals for FY 2023:**

- To prosecute criminal cases in a timely and efficient manner in the best interests of justice, the best interests of the citizens of Billings, and the interests of victims of crime.
- To be a critical part of the City's leadership team through integration with department directors, City Council, and other city agencies such as the various city boards and commissions.
- To work effectively with the Billings Police Department and other law enforcement agencies, including the Airport Police and MSU-Billings Police Department to enforce state laws and city ordinances related to misdemeanor offenses within the city.
- To work with other city personnel and officials in enforcing city ordinances including zoning, building code, fire code, etc.
- To provide legal advice to the City Administrator, Mayor, City Council, departmental staff, and city boards concerning legal matters that arise with respect to city services and operations.
- To practice preventative law by being an integral member of the city's departmental teams and by providing legal risk management services and proactive legal advice.
- Address the logistics of finding adequate space for the legal department in order to better address management and supervision of all staff.

The most significant way this proposed budget will help address these goals is by providing the resources for this office to begin to manage the caseload burden of prosecutors. As this office is able to hire additional staff, the cases will be distributed to a more manageable level in order to provide better services to the citizens of Billings and the victims of crime.

# Library



## **Library Department**

### **Current Year Department Budgeted Expense Total:**

\$4,194,563

### **Change from Prior Year:**

\$229,339

### **Overall Budget Justification:**

The FY23 operating budget for the Library Department is \$4.2 million. This is an increase of \$229,339 from the previous year, comprised mostly of payroll (\$69,790 COLA and benefit increases and \$71,709 new staff request) and O&M (\$64,004) increases. The largest portion of O&M increases stem from City Cost Allocation and interdepartmental charges (\$35,424), as well as uncontrolled costs such as utilities. The remaining increase is a combination of expanded library programs, small annual increases in maintenance contracts, supply costs, etc., as well as \$15,000 requested for maintenance repairs at the library.

### **New or Expanded Programs:**

Over the last few years, the Billings Public Library (BPL) has revamped and updated its normal operations to provide safe, efficient service to Yellowstone County residents. In an ever-changing world, the BPL continues to evolve to meet rising needs in the community. Curbside service was replaced with the new Express Book Locker outside the main doors at the BPL. By the end of 2022, a second locker will be operating in the Billings' Heights. There is optimism concerning future locations throughout the county. The Express Book Lockers offer patrons contactless, 24/7 access to library materials. Additionally, state funding for Wi-Fi hotspots was extended through October 2022, and the BPL expects to sustain this service thereafter. A significant portion of the county's senior population is still struggling with isolation due to persisting uncertainties. The BPL's Senior Outreach Librarian is focused on offering more services that will bring seniors together through book clubs and programming. An additional \$1,500 request has been added to the budget to fund these offerings to the community. The BPL continues to grow these new services with the expectation that they will become the standard.

## Budgeted Revenue:

CITY-COUNTY LIBRARY FUND OPERATING BUDGET					
FUND 2600-2610, 2630	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<b><u>\$ 2,939,243</u></b>	<b><u>\$ 3,484,598</u></b>	<b><u>\$ 4,098,053</u></b>	<b><u>\$ 4,000,822</u></b>	<b><u>\$4,281,424</u></b>
<b>REVENUE:</b>					
CITY TAXES	\$ 1,175,933	\$ 1,203,323	\$ 1,246,655	\$ 1,308,300	\$1,265,971
FEDERAL GRANT	156	156,698			
COUNTY PROPERTY TAX	1,084,815	1,153,896	1,108,000	1,150,000	1,186,100
STATE GRANTS/AID	2,396		52,000	58,695	2,000
STATE REIMBURSEMENTS	500,245	514,357	470,704	470,704	541,366
CHARGES FOR SERVICE	10,792	5,788	14,075	7,950	14,550
FINES & FORFEITURES	37,440	12,616	59,000	10,000	17,500
INTEREST ON INVESTMENTS	50,107	3,432	553	1,000	6,521
DONATIONS/CONTRIBUTIONS	75,609	79,884	78,000	73,000	83,000
TRANSFER FR GENERAL FUND	1,059,902	1,082,896	1,121,989	1,218,606	1,139,373
SALE OF SURPLUS EQUIP	4,252	175	-	2,786	50
MISCELLANEOUS	<u>5,207</u>	<u>38,010</u>	<u>31,250</u>	<u>11,770</u>	<u>31,200</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 4,006,853</u></b>	<b><u>\$ 4,251,075</u></b>	<b><u>\$ 4,182,226</u></b>	<b><u>\$ 4,312,811</u></b>	<b><u>\$4,287,631</u></b>

## Budgeted Expenditures:

CITY-COUNTY LIBRARY FUND OPERATING BUDGET					
EXPENSE BY CLASSIFICATION	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
PERSONAL SERVICES	\$ 2,368,367	\$ 2,378,926	\$ 2,494,924	\$ 2,485,159	\$ 2,636,423
OPERATIONS AND MAINTENANCE	1,051,754	1,314,980	1,433,431	1,510,181	1,518,140
TRANSFERS	<u>41,377</u>	<u>40,945</u>	<u>36,869</u>	<u>36,869</u>	<u>40,000</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 3,461,498</u></b>	<b><u>\$ 3,734,851</u></b>	<b><u>\$ 3,965,224</u></b>	<b><u>\$ 4,032,209</u></b>	<b><u>\$ 4,194,563</u></b>

## Staffing Changes:

STAFFING AUTHORIZATION				
POSITION	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	PROPOSED FY 23
DIRECTOR OF LIBRARY	1.0	1.0	1.0	1.0
ASST. LIBRARY DIRECTOR	1.0	1.0	1.0	1.0
LIBRARY SVCS SPEC III	2.0	2.0	2.0	2.0
LIBRARIAN	11.0	11.0	11.0	11.0
ADMIN SUPPORT IV	1.0	1.0	-	-
LIBRARY & FACILITY COORD	-	-	1.0	1.0
LIBRARY TECHNICIAN	1.0	1.0	1.0	1.0
LIBRARY SVCS SPEC IV	2.0	2.0	2.0	2.0
LIBRARY SVCS SPEC II	7.8	7.8	9.8	9.8
FACILITIES MAINT SUPPORT II	2.0	2.0	2.0	2.0
FACILITIES MAINT SUPPORT I	1.0	1.0	1.0	1.0
LIBRARY INFORMATION SYSTEMS COORDINATOR	1.0	1.0	1.0	1.0
CIRCULATION MANAGER	-	-	-	1.0
LIBRARY SVCS SPEC I	<u>2.0</u>	<u>2.0</u>	<u>-</u>	<u>-</u>
<b>TOTAL</b>	<b><u>32.8</u></b>	<b><u>32.8</u></b>	<b><u>32.8</u></b>	<b><u>33.8</u></b>

## **Department Goals:**

**Goal:** Sustain evolving services based on the expectation that they will become the standard.

**Action:** Create, revise, and/or discontinue current service models to all City/County demographics in order to implement best practices, serviceability, and fiscal stewardship.

**Outcome:** Continuation of servicing all residents of Yellowstone County.

**Goal:** Preventative Maintenance Plan

**Action:** Proactively create a preventative maintenance plan for the library building's systems and structure, while continuing to meet the LEEDs Platinum requirements.

**Outcome:** A designated plan and funding to maintain the library and its systems. Maintaining the library by updating/replacing systems and equipment at the end of their life cycle will ultimately save the library additional repair costs that would occur if these items were not maintained/replaced timely.

# Municipal Court

## **Municipal Court**

### **FY 2023 Department Budgeted Expense Total:**

Municipal Court: \$1,589,602

Court Grants: \$516,006

### **Change from Budget FY 2022:**

Municipal Court: \$49,871

Court Grants: (\$11,315)

### **Overall Budget Justification:**

The Billings Municipal Court is a Court of Limited Jurisdiction and processes misdemeanor cases within the City of Billings. The court processes over 17,000 citations per year and over 30,000 hearings per year, making it one of the largest courts in the State of Montana.

The Municipal Court budget consists of two divisions: the Judicial Division and the Receipts and Records Division. The Judicial budget funds one full time Municipal Court Judge, Pro Tem Judges, a Judicial Assistant, and four Bailiffs. The Receipts and Records budget funds the Municipal Court Administrator, seven full-time Account Clerks, Sr. Courtroom Collections Clerk, and a Courtroom/Collections Clerk.

The personnel proposed budget shows an increase of \$39,279 for FY 23. The increase is due to a combination of step increases and some allowance for overtime. O&M proposed budget shows an increase of \$10,592. Increase is due to internal services cost projections. The court did not request any additional budget items.

The court recently eliminated a part-time position to create a new bailiff position, and mill levy funding was approved for (1) new position, Sr. Courtroom Collections Clerk. The grant budget funds three positions at 32 hours per week. FY 23 total request for positions is 19.9, increasing from 18.7 in FY 22.

Billings Adult Misdemeanor Treatment Court (BAMTC) consists of three specialty courts: Drug Treatment Court, DUI Treatment Court, and Co-Occurring Treatment Court. These courts are 100% funded by Federal Grants and secured by the Billings Municipal Court.

The grants are reflected below under Municipal Court Grants. Court grants are used to aid offenders in treatment of mental, drug, and/or alcohol related ailments to become contributing citizens of the community and to reduce the chance of repeat-offending. The proposed budget shows an overall increase of \$103,756 due to a new federal grant being approved.



**MUNICIPAL COURT  
OPERATING BUDGET**

FUND 0100-12000

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
PERSONAL SERVICES	\$1,071,871	\$ 1,108,825	\$ 1,238,246	\$1,060,000	\$1,277,525
OPERATIONS AND MAINTENANCE	<u>297,818</u>	<u>291,914</u>	<u>301,485</u>	<u>275,000</u>	<u>312,077</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$1,369,689</u></b>	<b><u>\$ 1,400,739</u></b>	<b><u>\$ 1,539,731</u></b>	<b><u>\$1,335,000</u></b>	<b><u>\$1,589,602</u></b>

**MUNICIPAL COURT GRANTS  
OPERATING BUDGET**

FUNDS 2450-2480, 7370-7380

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 200,417	\$ 158,317	\$ 158,726	\$ 163,000	\$ 171,018
OPERATION & MAINTENANCE	<u>216,089</u>	<u>134,937</u>	<u>368,595</u>	<u>250,000</u>	<u>344,988</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 416,506</u></b>	<b><u>\$ 293,254</u></b>	<b><u>\$ 527,321</u></b>	<b><u>\$ 413,000</u></b>	<b><u>\$ 516,006</u></b>

**Budget Revenues:**

**MUNICIPAL COURT  
REVENUE BY CLASSIFICATION**

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
CHARGES FOR SERVICES	\$ 1,920	\$ 1,730	\$ 2,060	\$ 1,800	\$ 2,060
FINES AND FORFEITURES	1,145,295	1,132,756	1,294,046	1,150,000	1,294,046
INTER-GOVERNMENTAL	407,595	404,495	524,867	390,000	516,006
MISCELLANEOUS	2,187	-	-	-	-
INVESTMENT EARNINGS	<u>-</u>	<u>46</u>	<u>147</u>	<u>65</u>	<u>-</u>
<b>TOTAL REVENUES</b>	<b><u>\$1,556,997</u></b>	<b><u>\$ 1,539,027</u></b>	<b><u>\$ 1,821,120</u></b>	<b><u>\$1,541,865</u></b>	<b><u>\$1,812,112</u></b>

**MUNICIPAL COURT  
REVENUE BY FUND**

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
MUNICIPAL COURT	\$1,148,855	\$ 1,134,486	\$ 1,296,106	\$1,151,800	\$1,296,106
COURT GRANTS	<u>408,142</u>	<u>404,541</u>	<u>525,014</u>	<u>390,065</u>	<u>516,006</u>
<b>TOTAL REVENUES</b>	<b><u>\$1,556,997</u></b>	<b><u>\$ 1,539,027</u></b>	<b><u>\$ 1,821,120</u></b>	<b><u>\$1,541,865</u></b>	<b><u>\$1,812,112</u></b>

**Budgeted Expenditures:**

**MUNICIPAL COURT  
OPERATING BUDGET BY CLASSIFICATION**

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
PERSONAL SERVICES	\$1,272,288	\$ 1,267,142	\$ 1,396,972	\$1,223,000	\$1,448,543
OPERATIONS AND MAINTENANCE	<u>513,935</u>	<u>426,851</u>	<u>670,080</u>	<u>525,000</u>	<u>657,065</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$1,786,223</u></b>	<b><u>\$ 1,693,993</u></b>	<b><u>\$ 2,067,052</u></b>	<b><u>\$1,748,000</u></b>	<b><u>\$2,105,608</u></b>

**MUNICIPAL COURT  
OPERATING BUDGET BY FUND**

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
MUNICIPAL COURT	\$1,369,717	\$ 1,400,740	\$ 1,539,731	\$1,335,000	\$1,589,602
COURT GRANTS	<u>416,506</u>	<u>293,254</u>	<u>527,321</u>	<u>413,000</u>	<u>516,006</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$1,786,223</u></b>	<b><u>\$ 1,693,994</u></b>	<b><u>\$ 2,067,052</u></b>	<b><u>\$1,748,000</u></b>	<b><u>\$2,105,608</u></b>

**Staffing:**

POSITION	FY 20	FY 21	FY 22	FY 23
MUNICIPAL JUDGE	1.0	1.0	1.0	1.0
JUDGE	0.5	0.5	0.5	0.5
MUNICIPAL COURT BAILIFF/CLERK	3.0	3.0	3.0	4.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
COURT ADMINISTRATOR	1.0	1.0	1.0	1.0
ACCOUNT CLERK II	7.0	7.0	7.0	7.0
TREATMENT COURT SUPPORT SPEC	-	-	0.8	-
CIVIL INFRACTIONS/FILING CLERK	1.0	1.0	1.0	1.0
SR COLLECTION CLERK	-	-	-	1.0
COLLECTION CLERK	1.0	1.0	1.0	1.0
<b>SUBTOTAL MUNICIPAL COURT</b>	<b>15.5</b>	<b>15.5</b>	<b>16.3</b>	<b>17.5</b>
<b>GRANT POSITION:</b>				
MENTAL HEALTH COORD	0.8	0.8	-	-
DUI COORD	0.7	0.7	-	-
TREATMENT COURT SUPPORT SPEC	0.8	0.8	-	-
TREATMENT COURT COORD/MGR	-	-	0.8	0.8
TREATMENT COURT COORD	0.7	0.7	1.6	1.6
<b>TOTAL MUNICIPAL COURT</b>	<b>18.5</b>	<b>18.5</b>	<b>18.7</b>	<b>19.9</b>

**Departmental Goals:**

**Goal:** The timely processing and adjudication of all cases by reviewing operations and instituting policies to ensure the incorporation and utilization of best practices to ensure efficiency, consistency, and quality in all aspects of the Court’s operations.

**Action:** Continue to assess the court calendar and clerk procedures to make changes where necessary to ensure efficiency.

**Outcome(s):** Cases are adjudicated within the national ABA standards which will shorten the court docket, create less daily paperwork, and provide better service to the public.

**Goal:** Integration of a 2<sup>nd</sup> Full Time Municipal Court Judge CY 24.

**Action:** Update of City Ordinances to reflect (2) Municipal Court Judges, training of additional staff, and review of court calendar for additional court dates.

**Outcome(s):** Additional court dates, and timelier adjudication.

**Goal:** Assess future funding opportunities to secure the future of the Billings Adult Misdemeanor Treatment Court.

Action: Pursue statewide and federal funding opportunities to secure the treatment courts.

Outcome(s): Continuation of Billings Adult Misdemeanor Treatment Courts.

**Goal:** Quality of Life for All People in All Places.

Action: Utilize statutory authority over defendants to ensure accountabilities for all sentencing orders. Utilize area resources that support safe and healthy alternatives for defendants to meet the sentencing orders put in place for all defendants, regardless of ability to pay.

Outcome (s): Meet the needs for all.

**Goal:** CJCC Subcommittee Jail Resolution

Action: Work with other individuals within the county and city on a comprehensive review of the jail population.

Outcome (s): Set measurable goals to achieve best use of jail space.

**Goal:** Juvenile Diversion Program.

Action: Research potential juvenile diversion court programs to address juvenile misdemeanors within the City of Billings.

Outcome(s): Rehabilitating court program that will reduce repeat juvenile offenders

**Goal:** Electronic Records and Retention.

Action: Continue the process of scanning and digitally archiving all paper records. Follow the digital records guidelines and State retention schedule.

Outcome(s): Ensure against loss by flood, fire, or natural disaster, as well conserving physical space.

# Parks & Recreation & Public Lands

## **Parks & Recreation**

### **Current Year Department Budgeted Expense Total**

\$10,211,941

### **Change from prior year:**

\$ 113,561



### **Overall Budget Justification:**

The FY23 proposed budget for the Parks and Recreation Department will focus on the continuation of providing safe and enjoyable programs, services, and facilities that enhance the community's quality of life. The proposed budget reflects an increase in seasonal wages and inflationary adjustments for goods and services to maintain our current level of service. This requested budget does not include any new programs or expanded services above the FY22 level. Our proposed FY23 budget will continue to focus on the Department's ability to improve safety and increase recreational opportunities for the community.

### **Overall Budget Justification: Administration**

The Administration Division consists of the Parks-Recreation Director, Parks Planner, Community Outreach and Engagement Coordinator, Administrative Support II and Customer Service Coordinator. Major functions include budget management, customer service, guidance, park planning and development, volunteer coordination, public outreach, communication, awareness campaign, and direction for the department.

### **Overall Budget Justification: Parks Division**

The Parks Division consists of three sections: Parks, Cemetery and Forestry /Natural Lands. The Parks Division has 24 full time staff; one Parks Superintendent, one Parks Supervisor, one Cemetery/Park Supervisor, one Forester, one Arborist, one Horticulturist, one Parks Mechanic, and seventeen Equipment Operators. During the summer months, over 30 seasonal employees join the team and are spread out into parks throughout the city. Park maintenance is much more than just turf care, it includes staff maintaining 5 spray grounds, 2 wading pools, 38 playgrounds, 24 picnic shelters, 24 restrooms, over 40 miles of hard surface trails, more than 10,000 trees, 1,200 acres of natural areas and one cemetery. All of which require different levels of maintenance and care. Our Focus is to ensure safe places for the community to enjoy and recreate. Staff is dedicated to safety and continue to receive training and certifications so they are up to date on the latest technology and industry standards. Currently, 6 staff members are Certified Playground inspectors, 12 are Certified Pesticide Applicators, 7 hold a CDL license and 3 are Certified Arborists. Through our commitment to safety, all playgrounds are maintained to meet the Consumer Safety Performance Specification for Playground Equipment for Public Use, all trees are maintained to ISA standards and all pools and splash pads are inspected annually to comply with state and federal regulations.

Additionally, the Parks Division facilitates events ranging from corporate functions to graduation parties.

Park Maintenance provides the Management and maintenance of approximately 2,716 acres of parkland consisting of developed (1,255 acres), undeveloped (248 acres), and natural area (1,213 acres), green space and greenway parks throughout Billings. The Division manages and maintains approximately 420 acres of lands that we do not own but manage as open space for public access and use.

Urban Forestry /Natural Resources plans, coordinates, and carries out the enforcement of Billings Municipal Codes, Chapter 25, Ordinances regarding tree care and maintenance within the City Limits of Billings. Responsibilities include planning, developing and implementing comprehensive Urban Forestry and Natural Resources programs development and management of grants, contracts and in-house projects in developed parks, natural area park lands, public open space and other public facilities and properties. Programs include; park tree management and maintenance, Horticulture programs, tree inventories and GIS mapping, tree and landscape installations, natural resources management, nuisance and noxious weed management and other citywide vegetation management programs. Over 9,400 park trees are managed and maintained, valued at almost 28 million dollars, which provides an estimated \$129.73 in environmental benefits each year per tree.

Cemetery Maintenance maintains 65 acres of parkland for the use as a cemetery. Family of many of the 26,000 individuals buried in the cemetery contact Cemetery staff every year for grave locations, as well as genealogical and general information. In addition, staff assists families with the burial of their loved ones. Staff works with community organizations to hold community memorial events in the Cemetery.

### **Overall Budget Justification: Recreation Division**

The Recreation Division FY23 budget request of \$1,725,399 (\$92,255 more than FY22 and includes an estimate for seasonal wage benefits) is comprised of seven full-time employees; one Recreation Superintendent, three Recreation Specialists, one Recreation and Wellness Specialist, one Recreation and Wellness Support and one Maintenance Worker at the Community Center. To assist in providing recreation programs and services to the Billings community the Recreation Division employs as many as 250 seasonal/temporary staff annually. Our focus is providing quality year-round recreational opportunities for all ages. Through our partnership with School District #2, we are able to utilize six middle school gymnasiums that provide the space for programming during the school year. In addition to the School District's gymnasiums, we are fortunate to have an abundance of parks for programming during the summer season, which in total, equates to over 140+ different recreational programs that nearly 7000 registered participants enjoy annually.

The Recreation Division is also responsible for the operations of our municipal pools at Rose and South Parks as well as the wading pools at Pioneer and Hawthorne Parks. We are committed to upholding the highest regards for safety and strive to follow the Model Aquatic Health Code. Many in our management staff are certified as Aquatic Facility Operators through the National Parks and Recreation Department and all of our

lifeguards are certified through the American Red Cross. We take great pride in providing a safe and enjoyable experience for the 50,000+ visitors to our municipal aquatic facilities each summer.

As we look at programming for all ages, it is important to understand the tremendous role our staff at the Community and Senior Center plays in providing health and wellness programs and services for our senior population. We are again thrilled to expand our new partnership with the Adult Resource Alliance of Yellowstone County (ARAYC) in collaborating with our staff to provide Parks and Recreation programs and activities to the facilities the ARAYC currently operate on the Westend and in the Heights.

In addition, the Recreation Staff is also responsible for the daily operation of the StrikeZone Batting Cages located in Stewart Park. This facility provides an enjoyable atmosphere for kids and adult to practice their skills in baseball and softball in the spring and summer months.

With all of the recreational opportunities available to our community and the increase in programs offered, we have budgeted an estimated \$906,100 in revenue for FY23, which is 53% of the overall requested budget for the Recreation Division. In FY21, the actual revenue received was \$926,915, which was 61.35% of actual expenditures.

### **New or Expanded Programs: Parks Division**

- Temporary Wages - this decrease reflects moving to 30 seasonal positions from 50. Also reflected is a proposed wage increase of \$1.00/hour for all seasonal positions. Currently, the majority of Parks seasonal employees earn \$13.50/hr.
- Janitorial Supplies (\$3,000) *Recurring* -Cost of supplies has increased more than 20% over this time last year.
- Clothing and Uniforms (\$3,610) *Recurring* – Clothing allowance for the added Equipment Operator positions and negotiated increase.
- Other Operating Supplies (\$16,500) *Recurring* – All costs have increased by 10% or more since last year.
- Motor Vehicle Parts (\$10,000) *Recurring* – Price increase.
- Machinery and Equipment Parts (\$10,000) *Recurring* – Price increase.
- Irrigation Parts and Supplies (\$15,200) *Recurring* –All of the major suppliers of parts and sprinkler heads have increased their prices by 10-15%.
- Grounds Maintenance (\$6,200) *Recurring* – Increase is to cover price increases for fertilizer, mulch and pesticide prices.
- Other Repair/Maintenance (\$4,400) *Recurring* – Price increase.
- Clothing and Uniforms (-\$550) *Recurring* – Negotiated increase.
- Playground Repair Parts (\$10,000) *Recurring* - Price increase for repair parts.
- Hi C Hourly (\$1,500) *Recurring* – Increase to cover costs.
- Temporary Wages (\$4,315) *Recurring* – Increase to provide \$1.00/hr increase for seasonal wages.
- Clothing and Uniforms (\$80) *Recurring* – Increase to cover negotiated increase.
- Phone (\$1,880) *Recurring* – Increase to cover costs for staff phones.

- Ground Maintenance (\$4,000) *Recurring* – Increase covers price increase for fertilizers and pesticides.

### **New or Expanded Programs: Recreation Division**

- Seasonal Wage Increase for Aquatics Staff – \$30,000 (ongoing). Increase hourly wage rates by \$1.50 for summer seasonal aquatic staff to be competitive in the local economy and with other similar service providers in Billings. With the current hourly pay rates, it is often difficult to attract enough qualified applicants to fill key aquatic staff positions. Without qualified lifeguards, swim instructors and supervisors, the level of aquatics service that PRPL is able to provide to our community will decline. Without aquatic staff, we will have to consider reduced pool hours or facility closures. We have estimated an additional \$30,000 in revenue from daily pool admission and waterslide fees in FY23. We also anticipate a continued growth in our American Red Cross Learn to Swim Program to account for \$7,000 more in revenue with our upcoming registration fee increase for the summer of 2022.
- Inflationary Adjustment for Pool Chemicals and Supplies – \$7,000 (ongoing). Over the last three years, chemicals to keep our pools clean and safe have risen by 30-35%. We have also seen increases in cleaning supplies, first aid supplies, and water testing systems. We have estimated an additional \$30,000 in revenue from daily pool admission and waterslide fees in FY23. We also anticipate a continued growth in our American Red Cross Learn to Swim Program to account for \$7,000 more in revenue with our upcoming registration fee increase for the summer of 2022.
- Inflationary Adjustment for Pool Concession - \$20,000 (ongoing). The cost of pool concession goods continues to increase. We have estimated an increase of at least \$25,000 in revenue with our upcoming price increase for summer of 2022.
- Vermont Systems Cloud Hosting for RecTrac and WebTrac - \$11,000 (ongoing). David Watterson and the City's IT Department are fully supportive of moving this service to a vendor supported/cloud hosted solution, as they are the experts in their software and can provide outstanding hosted services. Our IT Department is happy to help us make this transition. This funding would allow us to move all of the database information and software for our activity registration (including online), point-of-sale, pass management, facility reservation and rental modules to servers hosted and secured by Vermont Systems. Currently IT charges our Dept. \$6000 annually for hosting and support of our servers. The net cost to the City will be \$5000 annually, but we will greatly benefit with automatic software updates and the technical support which will lessen the impact on our IT Dept. with a system they don't have a great deal of knowledge with. Overall, this transition will improve our efficiency, customer service and potential growth moving forward.
- Seasonal Wage Increase for Program Staff - \$38,000 (ongoing) and \$5000 (ongoing). To remain competitive in attracting season staff for all of our youth, adult and senior recreation programs and activities, we have increased wages by \$1.50 on average. To account for this increase we have estimated and

additional \$45,000 in revenue with the upcoming across the board registration fee increase.

- Inflationary Adjustment for Recreation Program Supplies - \$5,000 (one-time). To offset the increased cost of supplies and equipment to provide quality recreation programs we have estimated an additional \$45,000 in revenue to cover this expenditure increase as well as the seasonal wage increase.
- New Miracle League – \$5,000 (one-time), \$4,000 (ongoing) and \$3,000 (ongoing). Due to the Recreation Divisions success in running quality recreation programs for the community, we are presented with the opportunity to coordinate the new Miracle League baseball program for children with special needs so that every child in Billings has the opportunity to play baseball regardless of their ability. This is new funding request is to cover the start-up (\$5000) one-time costs for balls, bats, helmets, gloves, public address system, etc. and ongoing (\$4000) costs for uniforms, volunteer shirts, etc. Also included in this request is new funding to hire (\$3000) seasonal employees to assist in running the new Miracle League at Poly Vista Park. We have estimated an annual revenue of \$8000 in the first season. There is also extra revenue potential through field rentals and alternative programming.

Total New Program Request Package for Recreation Division - \$123,000.

### **Department Goals:**

The goals for the Parks and Recreation Department continue to be providing safe and enjoyable programs, services and facilities that enhance the community's quality of life.

The Department continues to highlight safety as our number one goal. This includes park and trail users to anyone who enrolls into one of our many programs. The Parks Division continues to look into ways the design and maintenance of the landscape can make users safer, from better management techniques to well-designed shrub beds. The Department's Police officer continues to have a large impact on safety in the parks and the programs offered, from informing the next shift of potential problems to meeting with the various programs to better understand their security needs and his role in that.

To assist in the pursuit of public safety, a multi-generational recreation center will provide many youth and adults a safe and healthy outlet to pursue recreation thus reducing crime and incarceration. The Parks and Recreation Department continues to prioritize positioning itself as the organization responsible for the design, construction, operations and management of a multi-generational recreation facility in Billings. The Parks and Recreation Comprehensive Department Plan, completed in 2017, identified a multi-generational recreation center as its #1 priority to move the Department forward and bring the community together. In addition, the current and past Capital Improvement Plans (CIP) have included the recreation center as a project to be completed within the next 3-5 years. Throughout the last few years, the Department has added technology that makes transitioning to this facility advantageous, with the implementation of Point-of-Sale, Facility Reservation Management, and Pass Management that not only meet our current needs, but the future needs. These new components integrate with our current registration system that includes online and

mobile capabilities. In addition, our three Recreation Specialists and Senior Service Specialist have the capacity to provide new program opportunities with the additional space provided by this facility. This will dramatically decrease the cost recovery percentage, with a prospective goal of a 100% cost recovery through facility membership, daily admissions and program registration revenue.

**PARKS RECREATION AND PUBLIC LANDS  
DEPARTMENT REVENUE**

REVENUE BY FUND

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
GENERAL FUND	\$ 1,161,853	\$ 1,339,782	\$ 1,348,381	\$ 1,291,501	\$ 1,583,336
PARK DISTRICT 1	2,239,329	3,075,944	3,077,076	3,345,636	3,283,741
PARK MAINTENANCE DISTRICT	1,163,646	1,193,460	1,141,246	1,158,534	1,272,521
AMEND PARK	24,471	6,461	21,011	19,000	25,448
BALLPARK DONATION	67,812	61,637	61,370	62,700	61,195
BALLPARK REPAIR FUND	31,185	30,103	30,361	30,500	30,223
CEMETERY IMPROVEMENTS	32,512	25,609	14,752	30,500	14,411
CEMETERY PERPETUAL TRUST	30,411	21,683	17,735	26,250	17,194
DOG PARK CONSTRUCTION	17,199	27,230	10,000	100	5,000
PARK CONSTRUCTION	102,267	316	-	-	-
PARKS PROGRAMS	<u>186,167</u>	<u>140,949</u>	<u>129,592</u>	<u>164,200</u>	<u>123,927</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 5,056,852</u></b>	<b><u>\$ 5,923,174</u></b>	<b><u>\$ 5,851,524</u></b>	<b><u>\$ 6,128,921</u></b>	<b><u>\$ 6,416,996</u></b>

**PARKS RECREATION AND PUBLIC LANDS  
DEPARTMENT ALL FUNDS**

REVENUE BY CLASSIFICATION

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
SPECIAL ASSESSMENTS	\$ 3,149,743	\$ 4,194,568	\$ 4,198,715	\$ 4,248,167	\$ 4,545,600
CHARGE FOR SERVICE	1,145,369	1,337,516	1,341,431	1,300,801	1,579,886
CONTRIBUTIONS/DONATIONS	306,892	235,130	184,600	338,000	180,000
INTERGOVERNMENTAL	210,000	50,641	38,750	198,503	40,000
INVESTMENT EARNINGS	172,279	15,960	35,328	5,950	18,310
LICENSE AND PERMITS	7,056	7,050	7,000	7,000	7,000
MICELLANEOUS	305	2,405	600	500	600
TRANSFERS IN	<u>65,208</u>	<u>79,904</u>	<u>45,100</u>	<u>30,000</u>	<u>45,600</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 5,056,852</u></b>	<b><u>\$ 5,923,174</u></b>	<b><u>\$ 5,851,524</u></b>	<b><u>\$ 6,128,921</u></b>	<b><u>\$ 6,416,996</u></b>

**PARKS RECREATION AND PUBLIC LANDS  
DEPARTMENT EXPENSE**

EXPENSE BY FUND

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
GENERAL FUND	\$ 5,159,821	\$ 4,930,070	\$ 4,695,067	\$ 4,651,634	\$ 4,797,802
PARK DISTRICT 1	1,420,701	2,692,708	3,900,508	3,345,636	3,418,741
PARK MAINTENANCE DISTRICT	825,284	948,948	1,043,400	1,002,000	1,236,341
AMEND PARK	11,891	11,447	40,476	36,000	31,018
BALLPARK DONATION	12	20,509	30,368	684	121,279
BALLPARK REPAIR FUND	5,362	3,144	686	3,000	30,744
CEMETERY IMPROVEMENTS	10,975	-	57,000	57,000	-
CEMETERY PERPETUAL TRUST	27,325	3,679	5,600	2,500	5,600
DOG PARK CONSTRUCTION	-	44,085	10,000	100	5,000
PARK CONSTRUCTION	2,057,673	22,947	-	-	-
PARKS PROGRAMS	14,052	156,384	50,076	42,000	150,445
CAPITAL REPLACEMENT	246,801	145,447	265,199	260,000	414,971
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 9,779,897</u></b>	<b><u>\$ 8,979,368</u></b>	<b><u>\$ 10,098,380</u></b>	<b><u>\$ 9,400,554</u></b>	<b><u>\$ 10,211,941</u></b>

**PARKS RECREATION AND PUBLIC LANDS  
DEPARTMENT ALL FUNDS**

EXPENSE BY CLASSIFICATION

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
PERSONAL SERVICES	\$ 3,708,575	\$ 3,955,810	\$ 4,149,969	\$ 4,268,465	\$ 4,462,194
OPERATIONS AND MAINTENANCE	2,398,631	2,800,852	3,067,838	2,694,696	3,558,354
CAPITAL	3,269,886	1,781,347	2,448,864	2,007,393	1,737,524
TRANSFERS	402,805	441,359	431,709	430,000	453,869
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 9,779,897</u></b>	<b><u>\$ 8,979,368</u></b>	<b><u>\$ 10,098,380</u></b>	<b><u>\$ 9,400,554</u></b>	<b><u>\$ 10,211,941</u></b>

**PARKS RECREATION AND PUBLIC LANDS  
OPERATING BUDGET (GENERAL FUND)**

	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATE</b>	<b>PROPOSED</b>
	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 22</b>	<b>FY 23</b>
PERSONAL SERVICES	\$ 3,429,273	\$ 3,687,595	\$ 3,799,343	\$ 3,765,866	\$ 4,100,906
OPERATIONS AND MAINTENANCE	1,343,326	507,908	517,815	460,859	582,087
CAPITAL	20,673	422,374	33,000	80,000	-
TRANSFERS	<u>366,549</u>	<u>312,193</u>	<u>344,909</u>	<u>344,909</u>	<u>114,809</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 5,159,821</u></b>	<b><u>\$ 4,930,070</u></b>	<b><u>\$ 4,695,067</u></b>	<b><u>\$ 4,651,634</u></b>	<b><u>\$ 4,797,802</u></b>

**PARKS RECREATION AND PUBLIC LANDS  
DEPARTMENT EXPENSE (ALL FUNDS)**

	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATE</b>	<b>PROPOSED</b>
	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 22</b>	<b>FY 23</b>
PERSONAL SERVICES	\$ 3,708,575	\$ 3,955,810	\$ 4,149,969	\$ 4,268,465	\$ 4,462,194
OPERATIONS AND MAINTENANCE	2,398,631	2,800,852	3,067,838	2,694,696	3,558,354
CAPITAL	3,269,886	1,781,347	2,448,864	2,007,393	1,737,524
TRANSFERS	402,805	441,359	431,709	430,000	453,869
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 9,779,897</u></b>	<b><u>\$ 8,979,368</u></b>	<b><u>\$10,098,380</u></b>	<b><u>\$ 9,400,554</u></b>	<b><u>\$10,211,941</u></b>

**STAFFING AUTHORIZATION**

<b>POSITION</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROPOSED</b>
	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>
DIR. PARKS, RECREATION, PUBLIC LANDS	1.0	1.0	1.0	1.0
PARKS SUPERINTENDENT	1.0	1.0	1.0	1.0
PARKS SUPERVISOR	2.0	2.0	2.0	2.0
ARBORIST	1.0	1.0	1.0	1.0
FORESTER/NAT'L RESOURCE SUP	1.0	1.0	1.0	1.0
EQUIPMENT OPER./MAINT. WORKER	9.0	9.0	8.0	8.0
PARKS MAINT MECHANIC	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	2.0	2.0	2.0	2.0
SR. EQUIP. OPER/MAINT. WORKER	6.0	6.0	7.0	7.0
RECREATION SUPERINTENDENT	1.0	1.0	1.0	1.0
RECREATION SPECIALIST	3.0	3.0	3.0	3.0
PARK PLANNER	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT I	1.0	1.0	1.0	1.0
VOLUNTEER PROGRAM COORDINATOR	1.0	1.0	1.0	1.0
FACILITIES MAINT SUPPORT II	1.0	1.0	1.0	1.0
COMMUNITY CENTER SUPERVISOR	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
<b>TOTAL</b>	<b><u>33.0</u></b>	<b><u>33.0</u></b>	<b><u>33.0</u></b>	<b><u>33.0</u></b>

# Planning, Community Services, Zoning & Code Enforcement

## **Planning and Community Services Department (PCSD)**

The PCSD focuses on Quality of Life, Safety, Fairness/Equity, Community Voice, Communication and Education. Our Department initials in our approach to our work also stand for: P-Planning, C-Community, S-Solutions, D-Delivery. The challenges in 2020 and 2021 taught us that as we further develop our Department's goals and strategic roadmap, we must engage our customers and the community with new and innovative tools for engagement.

### **Current Year Department Budgeted Expense Total:**

\$5,996,390

### **Change from Prior year:**

(\$3,099,718)

### **Overall Budget Justification:**

The Planning and Community Services Department (PCSD) FY23 budget is \$5,933,890; this is a decrease in expenses from FY22 of \$3,162,218. The decrease in expenses is mostly tied to the expected allocation of funding for the Skyline Trail in FY2022 for construction to start in FY2023. A significant amount of revenue for FY23 is the ongoing management of CDBG-CV (CARES Act) and HUD-ARP (American Rescue Plan) funding received by the City of Billings from the Department of Housing and Urban Development (See summary in Community Development Division section below). The other noteworthy revenue increase is in Code Enforcement resources due to the passage of the Public Safety Mill Levy in 2021 (See summary in Code Enforcement Division section below). The Department anticipates spending about \$246,859 in reserves in the Planning Division in FY23. However, the Planning Division reserve levels continue to remain well above the minimum set by City Council.



In addition to the new programs and staff changes discussed below, increases in operational areas of the FY23 budget are mostly related to increases in IT and GIS charges of about \$14,182. IT costs have increased sharply in the past three years, going up 30% in two years for the Planning Division and accounting for 34% of the Community Development Division's grant administration costs. A solution to these increases is needed as PCSD Divisions are not able to simply pass along these costs to customers and absorbing them year after year is unsustainable.

There will be an increase in other Operations and Maintenance of (\$69,837). Due to an increase in Grant Funds in both Planning and Community Development, the program expenses have also increased (\$486,874).

Code Enforcement per the PSML implementation this budget year will be adding 3 additional Code Enforcement Officers, beginning a full year with a full time Code

Enforcement Manager, equipment and resources to support them (\$304,845), as well as added budget for property abatement work (\$55,000). Personal Services for all divisions will increase an additional \$175,797 for an increase in steps and a 3% COLA.

The PCSD utilizes multiple revenue sources to deliver the services it provides to its customers. These varied sources means that there are limits to revenue sharing and mixing across the three PCSD divisions – Code Enforcement, Community Development, and Planning. While PCSD revenue decreased due to the completion of the Skyline Trail in FY22, the Department revenue is expected to increase in FY23 by about \$865,267 mainly in license income, HUD and FHWA grants, and the Public Safety Mill Levy.

### **New or Expanded Programs:**

#### **CDBG-CV:**

The City of Billings was awarded a Coronavirus Aid, Relief, and Economic Security (CARES) Act allocation to exclusively support coronavirus response. The funding of \$909,126 is being used to benefit low-income individuals and families and cannot duplicate local, state, or federal resources.

Funding has been allocated for administration and grant awards have been made to The Salvation Army, the Downtown Business Improvement District, for several park improvements across the City, and for public services to be carried out by several social service agencies. As the pandemic surged with variants, City staff pursued a substantial amendment to the Consolidated Plan to allocate CDBG funding for coronavirus response, preparation, and prevention projects.

This fiscal year, the City received complete applications from Alternatives, Billings Public Schools, and Boys and Girls Club. The Community Development board will be making recommendations for these applications for Council consideration in April 2022.

#### **HOME-ARP:**

The U.S. Department of Housing and Urban Development awarded Billings \$1,211,321 in HOME-ARP (American Rescue Plan) funding in 2021 to help provide housing, shelter, and / or services for people: experiencing homelessness; at-risk of homelessness; or fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking.

Prior to awarding this funding in the community, the City must:

- Complete a comprehensive assessment to reflect current needs of all qualifying populations;
- Engage the public with all aspects of the assessment process;
- Establish funding priorities based on data-driven needs; and
- Create / implement extensive procedures based on identified needs (beneficiary preferences and prioritization, tenant selection, determining household contributions to rent based on household income, allowable maximum subsidy and length of service eligibility for each qualifying household, maximum cost of each provided service, complete program rules, a formal process for termination

of assistance to qualified households [including written notifications and communications], prevention of conflict of interest, standards of conduct pertaining to internal controls, new standardized underwriting guidelines for all types of projects [including sources / uses, developer fee reasonableness, assessment of current market demand, determination of developer's experience and financial capacity / net worth / liquidity, and assess viability through a fifteen-year compliance period], methods for examining individual / household income to determine monthly rent payments for the fifteen year compliance period, etc.).

Once procedures are established in 2022, City staff will design and implement an open and competitive application process. The Community Development Board will work with staff to create HOME-ARP survey tools, establish data findings, identify funding priorities, assist with program development, application development, and make funding recommendations to the City Council for review / approval.

**Code Enforcement Adopting Electronic Parking Ticket System:**

Code Enforcement Officers now submit parking tickets electronically using the TickeTrak mobile app on their city-issued cellphones. The ticket information is instantly uploaded to the Parking Division. Officers have printers in their vehicles so they can leave a copy of the ticket with the vehicle. The Parking Division launched this program and included Code Enforcement. Parking Division supplied the first three printers/software for Code Enforcement. With the addition of new code enforcement officers, we will add two more printers/software for a total system cost of \$5,800.

**Code Enforcement PSML Strategy Implementation:**

With the addition of three code enforcement officer positions, Code Enforcement is able to revise some job responsibilities, as well as update the residential enforcement areas.

Code Enforcement in FY23 will have two specialized Code Enforcement Officer II positions. The existing CE II position will continue to focus on nuisance properties (boarded structures, dangerous structures, and abandoned/decaying structures). The newly created CE II position will focus efforts on commercial properties, massage and spa enforcement, sober living houses (based on future City regulation options), marijuana licensing, business licenses, graffiti, signage, and short term rentals.

The remaining five (three existing and two additional) residential code enforcement officers will cover the City in five areas: Two West End Officers; One Heights Officer (to include the Rehberg Ranch area); One Northside Officer; and One Southside Officer. This will create a more equal distribution of workload and enforcement area.

**Planning to Initiate Neighborhood Plan Evaluation and Update Process:**

Neighborhood plans are a focus area for the Planning Division in FY23 as the addition of a new Planner I and conversion of another existing position to a Planner I in FY22 provided a little capacity for senior staff. However, the Division will need to manage expectations as staffing and funding capacity at this time means updating about one neighborhood plan per year. With approximately 8 existing plans that are all out of date,

this could take the better part of a decade to complete. This is not a very satisfactory time frame and could mean an approximately 10-year renewal cycle for the plans. There is further reference to this situation in the Department and City Council Priorities and Goals section below. Staff also is aware that City Council discussed this effort at its retreat in March and may consider further resources to expedite the process.

**Department Staffing:** (Division staffing changes are in the Division sections of this overview):

Salary, benefits, and expenses of the Director and Department Receptionist should be allocated across the Department Divisions. The Receptionist position's salary and benefits are allocated to Planning, Code Enforcement and the Building Division (Under City Administration but on the same floor in the building), since the position provides front office support to all three divisions.

However, the Director's position has historically been financially attached to the Planning Division, with the only significant contribution provided in the past by the Building Division as an inter-fund transfer. The Building Division was removed from PCSD in 2020 and the Department Director is working with Finance and Administration to fill this gap and have the position's costs allocated across Code Enforcement, Planning, Community Development and the three Urban Renewal Districts to reflect where the position's time and oversight is focused.

**Department and City Council Priorities and Goals:**

**Goal: Improve the safety of Billings** (*City Council and Department*)

- Implement PSML funded Code Enforcement strategies to improve safety and keep neighborhoods clean
- Continue improving our transportation corridors and infrastructure with continued funding in the FY23 Planning Division Budget for the Active Transportation Planner and Traffic Technician positions, and conducting planning studies and outreach efforts to prioritize future multi-modal access and safety projects.

**Goal: Implement allocation of CDBG-CV (COVID) and HUD-ARP funding provided to the City of Billings in 2020 and 2021** (*Department*)

- Provide funding support to low income residents and/or through service organizations that support low income residents and families
- Ensure use of funds meet HUD guidelines and requirements

**Goal: Improve Communication with our citizens** (*Department*)

- Learn and Work with new City PIO in 2022
- Improve coordination and engagement with Neighborhood Task Forces
- Continue application of Social Media Tools, Implementation of Public Participation Plan in Land Use, Zoning and Transportation Planning Projects
- Utilize public engagement and meeting tools from pandemic for future public participation approaches

**Goal: Create a park development program and analyze all park funding to build excellent parks and trails throughout the City** *(City Council and Department)*

- Increase trails investments in partnership with City Public Works, PRPL, Billings TrailNet, Big Sky Economic Development, Healthy By Design, and others
- Support opportunities for grants and find sources for matching funds for non-motorized transportation investments.

**Goal: Regulate medical and recreational marijuana dispensaries/storefronts. Analyze land use and financial impacts of legalized recreational use of marijuana on the City and recommend policy improvements.** *(City Council and Department)*

- Regulations were adopted in late 2021 and implementation is underway
- Code Enforcement, Finance and Legal are coordinating on complaint response and enforcement

**Goal: Stimulate Redevelopment within downtown and other business districts** *(City Council and Department)*

- Implement street conversions and better multi-modal access to Downtown
- Implementation of Project ReCode to support new development and redevelopment for new commercial and residential projects
- Participate in Housing Strategy Initiative passed by Council in 2022

**Goal: Transportation/Land-Use System Improvements** *(City Council and Department)*

- Complete Billings Bypass Corridor Study
- Continue progress to construct the Inner Belt Loop (IBL) and Skyline Trail
- Fund evaluation of land use planning and utility extension options for IBL corridor

**Goal: Define strategy to complete cost of services study to help fund police, fire, parks and transportation infrastructure in partnership with Yellowstone County** *(City Council and Department)*

- Budget for the study in FY23
- Evaluate existing city plans, policies and studies to inform the study effort
- Develop a scope of services for execution of the study

**Goal: Monitor the implementation of Project ReCode in first two years at 4, 7 and 12 month reporting periods** *(City Council and Department)*

- Final 12 month reporting to occur in spring 2022

**Goal: Begin evaluation and prioritization of Neighborhood Plan updating** *(City Council and Department)*

- Develop strategy to tackle one neighborhood plan update annually
- Consider funding sources to further increase capacity for this kind of long range planning program

**STAFFING AUTHORIZATION - ALL DEPARTMENTS**

POSITION	DIVISION FUNDING	ACTUAL	ACTUAL	BUDGET	PROPOSED
		FY 20	FY21	FY22	FY23
PLANNING/COMM SERV DIRECTOR	PLANNING	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT I	BUILDING	0.3	0.3	0.3	0.3
	CODE ENFORCEMENT	0.3	0.3	0.3	0.3
	PLANNING	0.4	0.4	0.4	0.4
	<b>TOTAL</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>
CODE ENFORCEMENT OFFICER	BUILDING	0.3	0.0	0.0	0.0
	CODE ENFORCEMENT	2.8	2.0	3.0	5.0
	<b>TOTAL</b>	<b>3.1</b>	<b>2.0</b>	<b>3.0</b>	<b>5.0</b>
COMMUNITY SERVICES MANAGER	CDBG	1.0	1.0	1.0	1.0
COMMUNITY DEV GRANT COORDINATOR	CDBG	2.0	2.0	3.0	3.0
GRANTS TECHNICIAN	CDBG	1.5	1.5	0.5	0.5
CODE ENFORCEMENT CLERK	CODE ENFORCEMENT	1.0	1.0	1.0	1.0
CODE ENFORCEMENT OFFICER II	CODE ENFORCEMENT	1.0	1.0	1.0	2.0
CODE ENFORCEMENT MANAGER	CODE ENFORCEMENT	0.0	0.0	1.0	1.0
ACTIVE TRANSPORTATION PLANNER	PLANNING	0.8	0.8	1.0	1.0
ZONING COORDINATOR	PLANNING	1.0	1.0	1.0	1.0
PLANNER I	PLANNING	1.0	1.0	2.0	2.0
PLANNER II	PLANNING	1.0	1.0	1.0	1.0
PLANNING ASSISTANT	PLANNING	1.0	1.0	1.0	1.0
PLANNING CLERK	PLANNING	1.0	1.0	1.0	1.0
PLANNING DIVISION MANAGER	PLANNING	1.0	1.0	1.0	1.0
TRANSPORTATION PLANNER	PLANNING	1.0	1.0	1.0	1.0
TRANSPORTATION PLANNING COORD	PLANNING	1.0	1.0	1.0	1.0
<b>TOTAL STAFF</b>		<b>20.4</b>	<b>19.3</b>	<b>22.5</b>	<b>25.5</b>

\*\*\*\*The Code Enforcement Officer will be fully funded by the Code Enforcement Division in FY21 and will no longer have funding from Building

## **Budgeted Revenues:**

REVENUE BY CLASSIFICATION	PCSD DEPARTMENT AND FUNDS				
	ACTUAL	ACTUAL	BUDGET	ESTIMATE	PROPOSED
	FY 20	FY 21	FY 22	FY 22	FY 23
TAXES	\$ 507,131	\$ 537,675	\$ 523,000	\$ 526,080	\$ 523,000
LICENSES & PERMITS	34,359	57,444	50,275	45,796	81,250
INTERGOVERNMENTAL	1,933,687	2,135,739	7,055,122	5,766,322	3,771,540
CHARGES FOR SERVICE	336,121	345,872	341,493	361,584	362,532
INVESTMENT EARNINGS	14,461	1,189	4,271	762	2,502
CONTRIBUTIONS/DONATIONS	-	500	85,000	1,000	-
INTERFUND TRANSFERS	69,008	60,614	66,031	65,000	65,200
MISCELLANEOUS	570,949	895,332	200,000	648,307	331,500
<b>TOTAL REVENUE</b>	<b><u>\$ 3,465,716</u></b>	<b><u>\$4,034,365</u></b>	<b><u>\$8,325,192</u></b>	<b><u>\$ 7,414,851</u></b>	<b><u>\$ 5,137,524</u></b>

REVENUE BY FUND	PCSD ALL DEPARTMENT REVENUES				
	ACTUAL	ACTUAL	BUDGET	ESTIMATE	PROPOSED
	FY 20	FY 21	FY 22	FY 22	FY 23
GENERAL FUND	\$ 85,334	\$ (15,925)	\$ 23,000	\$ 15,000	\$ 23,000
BIKE PATH/TRAIL DONATION	-	-	4,121,380	4,121,380	138
CDBG FUND	1,624,453	2,136,072	2,331,314	1,393,542	3,044,732
CITY COUNTY PLANNING FUND	1,755,929	1,914,218	1,849,498	1,884,929	2,069,654
<b>TOTAL REVENUE</b>	<b><u>\$ 3,465,716</u></b>	<b><u>\$4,034,365</u></b>	<b><u>\$8,325,192</u></b>	<b><u>\$ 7,414,851</u></b>	<b><u>\$ 5,137,524</u></b>

**Budgeted Expenditures:**

PCSD ALL DEPARTMENTS AND FUNDS					
EXPENSE BY CLASSIFICATION	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
PERSONAL SERVICES	\$1,866,022	\$2,042,079	\$2,307,992	\$ 2,195,020	\$ 2,641,966
OPERATIONS AND MAINTENANCE	2,330,575	1,953,936	2,556,421	1,585,702	3,205,702
CAPITAL	50,144	-	4,213,905	4,206,380	132,000
TRANSFERS	<u>16,143</u>	<u>8,142</u>	<u>17,790</u>	<u>16,759</u>	<u>16,722</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$4,262,884</u></b>	<b><u>\$4,004,157</u></b>	<b><u>\$9,096,108</u></b>	<b><u>\$ 8,003,861</u></b>	<b><u>\$ 5,996,390</u></b>

PCSD ALL DEPARTMENT EXPENSES					
EXPENSE BY FUND	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
GENERAL FUND	\$ 507,961	\$ 556,350	\$ 723,959	\$ 753,286	\$ 1,156,484
BIKE PATH/TRAIL DONATION	-	-	4,121,380	4,121,380	-
CAPITAL REPLACEMENT	50,144	-	-	-	-
CDBG FUND	1,886,217	1,622,656	2,191,343	1,192,136	2,585,841
CITY COUNTY PLANNING FUND	<u>1,818,562</u>	<u>1,825,151</u>	<u>2,059,426</u>	<u>1,937,059</u>	<u>2,254,065</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$4,262,884</u></b>	<b><u>\$4,004,157</u></b>	<b><u>\$9,096,108</u></b>	<b><u>\$ 8,003,861</u></b>	<b><u>\$ 5,996,390</u></b>

## **Code Enforcement:**

The Code Enforcement Division is funded by the City's General Fund. The Division enforces 22 City codes, including junk vehicles, parking, weeds, nuisances, signage, and right-of-way obstructions. The Division handles an average of more than 4,000 cases per year. The Division provides code enforcement response to citizen concerns on a city-wide basis.

This Division does generate some revenue from parking tickets and weed abatement. However, the parking ticket funds are budgeted within the Parking Division and the weed abatement charges return to the General Fund. Therefore, none of the revenue sources are reflected clearly as a revenue stream for CE operations. CE does not carry reserves called out separately from the General Fund.

## **Revenue:**

\$1,156,484

## **Expenses:**

\$1,156,484

## **Additional Notes:**

- The CE Division was integral to the City Council's priority to improve the safety of Billings through voter approval of the Public Safety Mill Levy in 2021. The added resources for the Division with passage of the levy adds about \$500,000 in additional revenue over the next five years and will help to implement additions of staff and resources. This financial investment enables the Division to:
  - Be more proactive in its enforcement
  - Increase abatements to clean up neighborhoods
  - Plan and conduct strategic enforcements in coordination with other city departments
  - Improve court outcomes and process with Legal staff support
  - Increase outreach and education

**Staffing Changes:** These positions are possible as a result of the PSML and will cost about \$222,018 in Personal Services and an additional \$121,800 in operational expenses.

- Code Enforcement Officer II (Commercial)
  - Specialized position focusing on commercial properties, signage, business licenses, massage and spa facilities, sober living houses, marijuana dispensaries, graffiti, short term rentals.
- Two (2) additional residential Code Enforcement Officers
  - Creates a staff of five CE officers
  - Re-division of the city to provide better officer coverage
  - Strategic enforcements as a team

**Budgeted Expenditures:**

CODE ENFORCEMENT OPERATING BUDGET					
GENERAL FUND					
	ACTUAL	ACTUAL	BUDGET	ESTIMATE	PROPOSED
	FY 20	FY 21	FY 22	FY 22	FY 23
PERSONAL SERVICES	\$ 354,544	\$ 422,511	\$ 537,457	\$ 528,632	\$ 808,160
OPERATIONS AND MAINTENANCE	142,803	127,867	146,455	116,899	253,307
CAPITAL	-	-	27,000	82,000	82,000
TRANSFERS	<u>10,614</u>	<u>5,972</u>	<u>13,047</u>	<u>13,047</u>	<u>13,017</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 507,961</u></b>	<b><u>\$ 556,350</u></b>	<b><u>\$ 723,959</u></b>	<b><u>\$ 740,578</u></b>	<b><u>\$ 1,156,484</u></b>

**Community Development:**

The Community Development Division manages federal funding including the U.S. Department of Housing and Urban Development (*Community Development Block Grant and HOME Investment Partnerships program*) and the Corporation for National and Community Service (*AmeriCorps VISTA*). These federal resources pay for personnel wages, benefits, and operations costs to implement homebuyer, home repair, housing development, and poverty-impact programs. Given the limited funds that may be allocated to administration of the HUD programs, \$3,500 will be allocated this year to cover the PCSD Director’s oversight of the Division.

Community Development receives an annual General Fund allocation to cover rent and parking (FY23 \$65,200). The Division also received a one-time \$250,000 in 2013 from an SID loan fund reallocation the City Council approved and a one-time \$196,500 in 2015 from a South 27<sup>th</sup> Street property sale. These revolving funds are used for housing projects and more than 40 families have been assisted with home ownership / repair projects to date.

The Division does not carry reserves, but federal funding and affiliated loan repayment revenues can be carried over from one City Fiscal Year to the next. The Division experienced significant loan repayment activity in 2021 and early 2022 due to the increase in home values in Billings. This is a positive in terms of having program income to re-allocate in services, but HUD annual expenditure deadlines also make it challenging to meet expenditure requirements. Further discussion of the CDBG-CV and HUD-ARP funding awards is under the New or Expanded Programs section above.

**FY23 Revenue/Expenditures:**

<b>Program</b>	<b>Revenue Amount</b>	<b>Expenditure Amount</b>
Community Development Block Grant	\$650,000	\$430,000
CDBG-CV (Coronavirus Grant)	\$1,291,321	\$1,291,321
HOME Grant	\$931,500	\$631,500
AmeriCorps VISTA Grant	\$105,250	\$105,250
General Funds Transfer (Rent)	\$65,200	\$65,200
Investment Interest	\$1,394	-
<b>TOTAL</b>	<b>\$3,044,665</b>	<b>\$2,523,271</b>

**Long Term Service Agility:** The Division is not proposing any new programs or projects for FY23 but it continues to face challenges due to its very limited funding outside of its core HUD programs. Issues of affordable housing, homelessness and other social service programs are a significant concern and focus in Billings. The City Council approved a Council Initiative to develop a Housing Strategy for Billings to help address housing access and affordability challenges. And while Community Development staff could bring knowledge and expertise to some of these discussions and efforts, the HUD grant funding does not enable staff to vary from the primary goals and programming covered by the HUD grants. Other large communities in Montana have addressed this by bringing local general funds to community development activities. Internal charges for services like IT are also becoming unsustainable under HUD grant administration caps. The Division can't pass these costs along to anyone and also can't continue to absorb double-digit % increases annually. Further discussion of strategies to address this challenge long term are needed with City Administration and City Council.

**Budgeted Expenditures:**

<b>COMMUNITY DEVELOPMENT GRANTS FUND</b>					
<b>OPERATING BUDGET</b>					
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATE</b>	<b>PROPOSED</b>
	<b>FY 20</b>	<b>FY 21</b>	<b>FY22</b>	<b>FY22</b>	<b>FY23</b>
PERSONAL SERVICES	\$ 392,156	\$ 430,958	\$ 478,259	\$ 425,000	\$ 480,250
OPERATIONS AND MAINTENANCE	<u>1,484,121</u>	<u>1,180,273</u>	<u>1,650,514</u>	<u>766,766</u>	<u>2,043,021</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,876,277</u></b>	<b><u>\$ 1,611,231</u></b>	<b><u>\$ 2,128,773</u></b>	<b><u>\$ 1,191,766</u></b>	<b><u>\$ 2,523,271</u></b>

## **Community Development Program:**

### **Urban Renewal Property Acquisition Fund:**

This fund is used to account for Tax Increment assets primarily related to property on South 27<sup>th</sup> Street. As the City sells property previously acquired through the Tax Increment Program (not affiliated with the current Downtown District, EBURD or SBBURD), the funds are deposited in Fund 4280 making them available for additional Tax Increment-related activities or for ongoing operating a maintenance costs associated with the property previously acquired, such as snow removal and weed control. There is a slight increase in both Operating and Maintenance Expenses and Interest Income.

<b>URBAN RENEWAL PROPERTY ACQUISITION FUND</b>					
<b>OPERATING BUDGET</b>					
FUND 4280					
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATE</b>	<b>PROPOSED</b>
	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 22</b>	<b>FY 23</b>
<b>FUND BALANCE BEGINNING</b>	<b>\$ 244,030</b>	<b>\$ 235,041</b>	<b>\$ 226,641</b>	<b>\$ 223,683</b>	<b>\$ 223,323</b>
<b>REVENUE:</b>					
INTEREST ON INVESTMENTS	\$ 951	64	\$ 186	\$ 10	\$ 67
MISCELLANEOUS	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 951</b>	<b>\$ 64</b>	<b>\$ 186</b>	<b>\$ 10</b>	<b>\$ 67</b>
<b>EXPENDITURES:</b>					
OPERATIONS & MAINTENANCE	\$ 9,940	\$ 11,422	\$ 12,570	\$ 370	\$ 12,570
LAND & IMPROVEMENTS	-	-	50,000	-	50,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 9,940</b>	<b>\$ 11,422</b>	<b>\$ 62,570</b>	<b>\$ 370</b>	<b>\$ 62,570</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 235,041</b>	<b>\$ 223,683</b>	<b>\$ 164,257</b>	<b>\$ 223,323</b>	<b>\$ 160,820</b>
<b>LESS:</b>					
RESTRICTED	235,041	223,683	164,257	223,323	160,820
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## **Planning:**

The Planning Division provides comprehensive planning services for the City of Billings and Yellowstone County. This includes subdivision and zoning administration and transportation planning services for the Metropolitan Planning Organization.

The Planning Division draws on three revenue sources to sustain all of its operations – a County-Wide Mill Levy, charges for permit and application fees, and federal funds allocated to the Billings Metropolitan Planning Organization (MPO) for transportation planning services. The MPO funds can be used to match local funding from the Mill Levy and charges for service at levels of 20% to 80% depending on the program and staff activities.

Planning continues to face challenges in funding long range planning activities as well as absorbing significant internal charge increases in areas like IT services. While Planning does charge for many of its services and can adjust fees, keeping fees on pace with the costs to deliver the services, and dealing with double-digit % increase annually from internal charges, cannot all be stacked on fees. City Administration and the PCSD Director have begun discussions on this issue, including consideration of an increase in the County-wide Planning Levy, but this is a multi-year strategy and some short-term adjustments – managing long range planning expectations and paying for less in IT services – may be needed to manage costs.

## **Revenue:**

\$2,069,654

## **Expenses:**

\$2,254,065

## **Reserve:**

Spending \$184,400 in reserves in FY23 still leaves the Division with an estimated \$480,000 in reserves at the end of FY23, well above the minimum required.

## **Budgeted Expenditures:**

	CITY-COUNTY PLANNING FUND OPERATING BUDGET				
	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
PERSONAL SERVICES	\$ 1,119,323	\$ 1,188,610	\$ 1,292,276	\$ 1,240,705	\$ 1,353,556
OPERATIONS AND MAINTENANCE	693,711	634,774	762,407	692,642	896,804
TRANSFERS	<u>5,529</u>	<u>1,139</u>	<u>4,743</u>	<u>3,712</u>	<u>3,705</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,818,563</u></b>	<b><u>\$ 1,824,523</u></b>	<b><u>\$ 2,059,426</u></b>	<b><u>\$ 1,937,059</u></b>	<b><u>\$ 2,254,065</u></b>

# Police

## **Billings Police Department:**

### **Current Year Department Budgeted Expense Total:**

\$30,845,232

### **Change from Prior Year:**

\$2,128,116

### **Overall Budget Justification:**

The primary function of the Billings Police Department is to protect life, property, and the pursuit of constitutionally guaranteed activities through the enforcement of laws, statues, and local ordinances and promoting a safe environment within the philosophy of community policing. The Police Department is split between the Public Safety Fund for a large majority of their expenses and income, but additional grant funds provide reimbursement for several specific programs. The Police Department will continue to provide services for patrol, investigation, animal control, K-9 policing, traffic safety and partner with local, state, and federal investigations.



The budget for all Police Department expenses is expected to be \$30.8 million and has increased from the prior year by \$2,128,116. There is a decrease in the amount of Equipment Replacement charges of \$55,104. The transfers out will be decreased by \$37,683 for facilities and equipment replacement. The debt service for the Police Evidence Building has decreased by \$27,925. New positions under the PSML will cost an estimated \$2,137,200.

Additional changes from the prior year are due to an increase in Operations and Maintenance netting to \$570,895. Internal Charges including IT, facilities, phone and other allocated costs increased by \$216,792. Grant and donation expenditures were increased by \$589,923 due to varying grant awards and prior expenses. Other various operating expenses increased by \$354,103. From this amount, \$200,000 will be a one-time expense to outfit and equip the new positions. The South TIF Urban Renewal Fund will continue to transfer in \$214,075 to cover the entire debt service payment.

The Billings Police Department also encompasses the Animal Control Division. Donations to the Animal Shelter are tracked, but with the privatization of the Animal Shelter in 2009, projected revenues for the Animal Shelter are no longer expected as public donations have been going directly to the Yellowstone Valley Animal Shelter. The accounts are left open for possible donations through the City.

Any expenditures within Animal Control will be used for spay and neuter relief, education, animal health and welfare, facility improvements, and other projects and initiatives to benefit animals.

## **New or Expanded Programs:**

### **Public Safety Mill Levy**

In November 2021, the voters approved an additional Public Safety Mill Levy, allowing expansion of the department. The Police Department will be hiring the following positions through FY2023. Some of the following positions will be filled sooner, in FY2022.

- 4 Additional Sworn Police Sergeants \$436,000
- 8 Additional Sworn Police Officers \$672,000
- 7 Community Service Officers \$563,000
- 5 ID Technicians \$295,000
- 1.5 Clerical Support Staff \$171,200

New positions beginning in FY 2023 will have about \$200,000 for training, equipment, and other one-time costs.

### **Downtown Police Officer**

The Downtown Billings Association (DBA) has requested an additional officer to be available during evening hours in the Downtown area. The DBA will be increasing the BID charges to pay for the new officer. This increases our Grant revenue and expenditure by the same amount. \$86,048.

### **Mobile Data Terminals**

The police department is requesting 40 new Mobile Data Terminals (MDT). The goal is to fully equip 128 patrol vehicles. This will cost the Drug Forfeiture Fund \$282,857. There is also a request to replace 16 of the current MDTs that are not functioning properly for \$113,142 out of the Equipment Replacement Fund. The 16 replacements were scheduled to be paid for in fiscal year 2024.

### **Watchguard Server**

The police body cameras are purchased through Watchguard and the department would like to have their own server dedicated to the footage. The department is planning on purchasing two servers during fiscal year 2022 for \$42,000. However, there will be an annual cost of \$19,500 for the upkeep of the server that is included in the operation and maintenance budget for the Public Safety Fund.

### **SRO Training**

The school district is planning on reimbursing \$15,571 in training for school resource officers. This will increase revenue in the Public Safety Fund by \$15,571 and increase the training expense in the Public Safety Fund.

## Budgeted Revenues:

### REVENUES

REVENUE BY FUND	POLICE DEPARTMENT POLICE DEPARTMENT BY FUND				
	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
ANIMAL SHELTER	\$ 672	\$ 54	\$ 156	\$ 50	\$ 62
POLICE PROGRAMS/GRANTS	1,139,678	1,852,389	895,882	952,735	1,317,715
PUBLIC SAFETY	<u>4,314,951</u>	<u>9,342,659</u>	<u>1,282,225</u>	<u>1,110,972</u>	<u>1,230,476</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 5,455,301</u></b>	<b><u>\$ 11,195,102</u></b>	<b><u>\$ 2,178,263</u></b>	<b><u>\$ 2,063,757</u></b>	<b><u>\$ 2,548,253</u></b>

REVENUE BY CLASSIFICATION	POLICE DEPARTMENT POLICE DEPARTMENT BY CLASSIFICATION				
	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
CHARGE FOR SERVICE	\$ 673,802	\$ 562,750	\$ 594,306	\$ 440,589	\$ 650,019
CONTRIBUTIONS/DONATIONS	78,366	167,055	80,000	102,226	155,000
FINES AND FORFEITURES	238,471	591,508	102,850	139,079	133,400
INTERGOVERNMENTAL	4,080,523	7,046,913	1,076,144	1,095,633	1,340,719
INVESTMENT EARNINGS	24,591	4,004	7,663	8,792	8,190
LICENSE AND PERMITS	38,235	33,443	36,000	23,434	33,000
MISCELLANEOUS	35,925	24,817	31,300	12,004	13,850
OTHER FINANCING	285,388	2,514,612	-	-	-
TRANSFER FROMS	<u>-</u>	<u>250,000</u>	<u>250,000</u>	<u>242,000</u>	<u>214,075</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 5,455,301</u></b>	<b><u>\$ 11,195,102</u></b>	<b><u>\$ 2,178,263</u></b>	<b><u>\$ 2,063,757</u></b>	<b><u>\$ 2,548,253</u></b>

## Budgeted Expenditures:

EXPENDITURES BY FUND	POLICE DEPARTMENT POLICE DEPARTMENT BY FUND				
	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
ANIMAL SHELTER	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL REPLACEMENT	1,118,230	19,768	436,443	50,000	381,339
POLICE PROGRAMS/GRANTS	1,123,122	1,542,394	1,034,377	953,145	1,624,300
PUBLIC SAFETY	<u>26,363,728</u>	<u>28,019,022</u>	<u>27,011,017</u>	<u>27,713,971</u>	<u>28,839,593</u>
<b>TOTAL BUDGETED EXPENDITURES</b>	<b><u>\$ 28,605,080</u></b>	<b><u>\$ 29,581,184</u></b>	<b><u>\$ 28,481,837</u></b>	<b><u>\$ 28,717,116</u></b>	<b><u>\$ 30,845,232</u></b>

EXPENDITURES BY CLASSIFICATION	POLICE DEPARTMENT POLICE DEPARTMENT BY CLASSIFICATION				
	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
PERSONAL SERVICES	\$ 20,098,814	\$ 21,259,613	\$ 21,894,718	\$ 21,537,859	\$ 23,451,498
OPERATIONS & MAINTENANCE	4,946,781	5,857,626	4,897,842	4,858,888	5,707,882
CAPITAL OUTLAY	2,454,287	1,530,144	604,739	1,235,831	664,196
DEBT SERVICE	1,871	127,985	242,000	242,000	214,075
TRANSFERS OUT	<u>1,103,327</u>	<u>805,816</u>	<u>842,538</u>	<u>842,538</u>	<u>807,581</u>
<b>TOTAL BUDGETED EXPENDITURES</b>	<b><u>\$ 28,605,080</u></b>	<b><u>\$ 29,581,184</u></b>	<b><u>\$ 28,481,837</u></b>	<b><u>\$ 28,717,116</u></b>	<b><u>\$ 30,845,232</u></b>

## Public Safety Fund:

PUBLIC SAFETY FUND	POLICE DEPARTMENT OPERATING BUDGET				
	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
PERSONAL SERVICES	\$ 19,775,259	\$ 20,919,515	\$ 21,541,052	\$ 21,226,471	\$ 22,969,911
OPERATIONS AND MAINTENANCE	3,577,255	4,785,280	4,277,131	4,237,131	4,848,026
CAPITAL	1,906,015	1,380,426	108,296	1,165,831	-
DEBT SERVICE	1,871	127,985	242,000	242,000	214,075
TRANSFERS	<u>1,103,327</u>	<u>805,816</u>	<u>842,538</u>	<u>842,538</u>	<u>807,581</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 26,363,727</u></b>	<b><u>\$ 28,019,022</u></b>	<b><u>\$ 27,011,017</u></b>	<b><u>\$ 27,713,971</u></b>	<b><u>\$ 28,839,593</u></b>

## Staffing:

POSITION	STAFFING AUTHORIZATION			
	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	PROPOSED FY 23
CHIEF OF POLICE	1.0	1.0	1.0	1.0
ASST CHIEF OF POLICE	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT III	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
VOLUNTEER COORDINATOR	1.0	1.0	1.0	1.0
IDENTIFICATION SUPERVISOR	1.0	1.0	1.0	1.0
POLICE SUPPORT SPECIALIST	13.0	13.0	13.0	14.5
POLICE CAPTAINS	3.0	3.0	3.0	3.0
POLICE LIEUTENANT	6.0	6.0	6.0	6.0
POLICE SERGEANT	16.0	16.0	16.0	20.0
POLICE OFFICER	126.0	126.0	126.0	133.0
COMMUNITY SERVICE OFFICERS	-	-	-	7.0
PROPERTY EVIDENCE TECHNICIAN	3.0	3.0	3.0	3.0
CRIME ANALYST	1.0	1.0	1.0	1.0
IDENTIFICATION TECHNICIAN	1.0	1.0	1.0	6.0
PUBLIC SAFETY TECHNICIAN	0.3	0.3	0.3	0.3
POLICE RECORDS SUPERVISOR	1.0	1.0	1.0	1.0
INTERNAL SERVICES SPECIALIST	1.0	1.0	1.0	1.0
ANIMAL CONTROL SUPERVISOR	1.0	1.0	1.0	1.0
ANIMAL CONTROL OFFICERS	4.0	4.0	4.0	4.0
SR ANIMAL CONTROL OFFICERS	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT I	1.0	1.0	1.0	1.0
<b>SUBTOTAL PUBLIC SAFETY</b>	<b>184.3</b>	<b>184.3</b>	<b>184.3</b>	<b>208.8</b>
<b>GRANT POSITIONS:</b>				
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
POLICE OFFICER-DOWNTOWN BEAT	2.0	2.0	2.0	3.0
PC/COMPUTER FORENSIC EXAMINER	1.0	1.0	1.0	-
<b>TOTAL POLICE/POLICE GRANTS</b>	<b>188.3</b>	<b>188.3</b>	<b>188.3</b>	<b>212.8</b>

## **Department Goals:**

### **Division – Administration:**

1. **Goal:** Complete implementation of Center for Public Safety Management (CPSM) recommendations relating to operational efficiency and effectiveness.

Action:

- Review, research, and implement feasible recommendations made by CPSM. Utilize collaborative planning and execution with department staff and other stake holders.

Outcome:

- Successful implementation of CPSM recommendations.

2. **Goal: Strengthen communications.**

Action:

- Continue with public outreach, i.e. Chat with the Chief, PSA's, public meetings.
- Expand outreach through use of social and traditional media.
- Utilize city's PIO to share positive stories and highlight work of department members.

Outcome:

- Increased transparency of department operations.
- Develop trust and rapport within the community.

### **Division – Crime Prevention – Volunteer Programs:**

1. **Goal:** Increase the number of volunteers and services offered the community.

Action:

- Increase recruiting efforts.
- Increase awareness of available programs.
- Re-energize Neighborhood Watch programs.
- Explore places to expand volunteer involvement.
- Provide educational outreach to bolster crime prevention efforts.

Outcome:

- Increase number of volunteers
- Offer additional classes, information, and trainings to the public
- Create and enhance community engagement
- Increase public outreach events that build better relationships with citizens

## **Division – Patrol Operations:**

1. **Goal:** Reduce, solve, and prevent crime. Enhance traffic enforcement.

Action:

- Implement strategies and methods to reduce violent crimes.
- Utilize data-driven approaches to create strategies for crime and traffic safety.
- Enhance use of radar trailers with coordinated enforcement.
- Continue emphasis on DUI enforcement.
- Enhance dedicated enforcement program (S.T.E.P.)

Outcome:

- Reduction of Part 1 and Part 2 crimes.
- Reduce fatal and personal injury accidents.
- Address and reduce neighborhood traffic complaints.
- Decrease DUI's through prevention and education.
- Reduce illegal drug activity.

2. **Goal:** Continue to assess beat boundaries, patrol areas, and deployment per CPSM recommendation.

Action:

- Identify patterns and changes in call loads (demand for service) and adjust resources accordingly.

Outcome:

- Maximize effectiveness of officer deployment.

3. **Goal:** Expand Community Policing Program.

Action:

- Facilitate community and neighborhood policing programs.
- Provide representation to neighborhood task forces.
- Add additional officers through public/private partnership.

Outcome:

- Increase citizen/officer interaction.
- Collaborate with merchants, and citizens.
- Enhance citizen/officer communication.
- Reduce crime through cooperative effort.

4. **Goal:** Enhance use of Communication Center Assets.

Action:

- Cooperate and coordinate with Communications Center.

Outcome:

- Increase dispatch ability to identify nearest available units.
- Ensure best possible response times.
- Ensure proper resources are sent.

**Division – Training/Planning/Research:**

1. **Goal:** Continue to enhance PD access to online training opportunities to enhance career development.

Action:

- Provide accessible location with adequate equipment that makes ongoing education a possibility for everyone.
- Promote programs that utilize online capabilities designed for the development of Law Enforcement personnel.

Outcome:

- Produces a motivated, professional workforce.
- Facilitate career development and succession training.
- Facilitate compilation of P.O.S.T. credit requirements.
- Facilitate compilation of mandatory yearly training requirements per policy.
- Minimizes necessity to travel for training.

2. **Goal:** Continue to provide quality law enforcement training available for all area law enforcement personnel.

Action:

- Maintain all mandated training and certifications for BPD personnel.
- Host regional training with quality instructors to maintain professional law enforcement standards.
- Present timely, affordable training that would be available to all area law enforcement personnel.

Outcome:

- Develop and maintain high levels of competency in wide areas of professional specialties.
- Develop and maintain strong working relationships with other law enforcement agencies.

3. **Goal:** Continue to enhance policy and procedure manual for all BPD personnel.

Action:

- Provide online access that gives officers the ability to access policy and procedure manual at any time.
- Updated policy and procedures to stay current with local, state, and federal laws.

Outcome:

- Maintain high level of professionalism within the Billings Police Department

### **Division – Support Services:**

1. **Goal:** Increase public access to information.

Action:

- Implement LERMS (Law Enforcement Records Management System), DSS (Decision Support Software) and DAM (Data Analysis Mapping) to allow analysis and display of criminal statistics, incident maps and trend analysis.

Outcome:

- Produce more accurate statistical information regarding crime in the community.

2. **Goal:** Improve Effectiveness of Patrol Officers by implementing mobile data terminal software and training.

Action:

- Improve effectiveness and efficiency in field reporting.
- In-Car reporting for all offenses.
- Electronic submission of reports to other law enforcement, City Attorney, County Attorney and other government agencies within Yellowstone County.

Outcome:

- Increased efficiency and effectiveness allowing officers more time for essential duties

### **Subdivision – Animal Control:**

1. **Goal:** Continue enforcement plan that will maximize available animal control personnel.

Action:

- Assign staff to cover more hours of a work day.
- Assign staff to cover seven (7) days a week.

Outcome:

- Improve efficiency and effectiveness of Animal Control operations.
- Improve community relations.
- Improve response time.

2. **Goal:** Enhance liaison with local pet stores and veterinarians to improve communication and cooperation.

Action:

- ACO's will make regular stops at pet stores and veterinarians.
- Use public service announcements and other means of media, increase programs and contacts with general public to educate about animal issues and laws affecting them.

Outcome:

- Establish relationship with business.
- Conduct compliance checks.
- Responsible pet owners and an educated public about their responsibilities when dealing with animal related issues.

### **Division – Investigations:**

1. **Goal:** Enhance case review system

Action:

- Enhance quality control measures relating to case assignment.
- Develop comprehensive case evaluation system assessing complexity for assignment purposes.

Outcome:

- Ensure quality investigations.
- Assure equity in case assignment.
- Facilitate feedback and solicitation of ideas and suggestions.

2. **Goal:** Improve Crime Scene Investigation.

Action:

- Utilize new crime scene technology.
- Expand capabilities for major crime scene evidence collection and processing through use of civilian crime scene technicians.
- Enhance computer forensics to meet existing and future needs.
- Maintain collaborative efforts with other law enforcement partners.

Outcome:

- Improved service and response in evidence recovery and crime scene processing.
- Free detectives time.
- Ensure a quality crime scene investigation.
- Provide for accurate reproduction of crime scene.
- Become proficient with technology and increasing effectiveness and efficiency.

# Public Works



**EXCELLENCE  
INNOVATION  
INTEGRITY**

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

Total Public Works Budgeted Expenses		
Prior Year	Current Year	\$ Change
FY22 Total	FY23 Total	From Prior Year
\$227,002,890	\$276,699,175	\$49,696,285

Total Public Works Budgeted Revenues		
Prior Year	Current Year	\$ Change
FY22 Total	FY23 Total	From Prior Year
\$197,393,435	\$242,588,833	\$45,195,398

**Overall Budget Justification (Summary)**

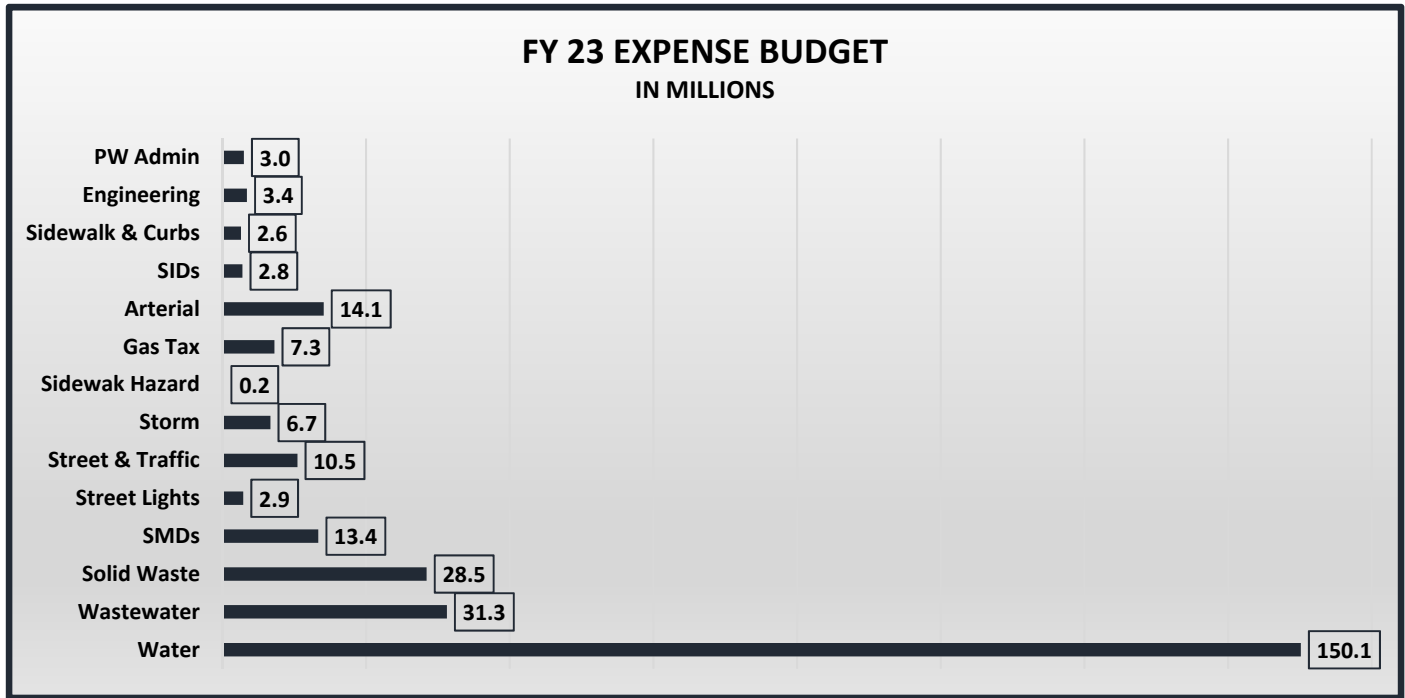
The FY23 budget of \$276,699,175 supports all the functions and services that the Public Works Department currently provides. These functions and services are managed by seven divisions within the Public Works Department and include:

- **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** Oversee a set of practices and 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** Recommends policies and practices regarding energy consumption and resource conservation.
  - **Communications** Promote positive relations through accurate, transparent 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 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 storm assessments, 198 street improvement lighting maintenance districts, and 2 street maintenance districts.
- **Technology** Oversee asset management software, GIS, and other technology initiatives.
- **Distribution & Collection**
  - **Hydrant & Valve Maintenance** Critical infrastructure includes approximately 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 811 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 approximately 500 miles of water pipe and respond to 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, streetlight, sidewalk, storm, trails, landfill, 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** Manage and prioritize 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.
  - **Locate Services** Support the 811 Call Before You Dig program.
  - **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.
  - **Streetlights** Streetlight maintenance for approximately 4,500 lights.
  - **Traffic Controls** Traffic signal and sign maintenance, crosswalk, bike lane, and other pavement markings.
  - **Street Maintenance** Sweeping, pothole 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** Operation and maintenance for 13 pumping stations.
  - **Reservoirs** Operation and maintenance for 16 reservoirs as well as manage 3 reservoirs for the County Water District of Billings Heights.
  - **Wastewater 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 always ensure the safety and adequate reserves of drinking water for the City of Billings.
  - **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:

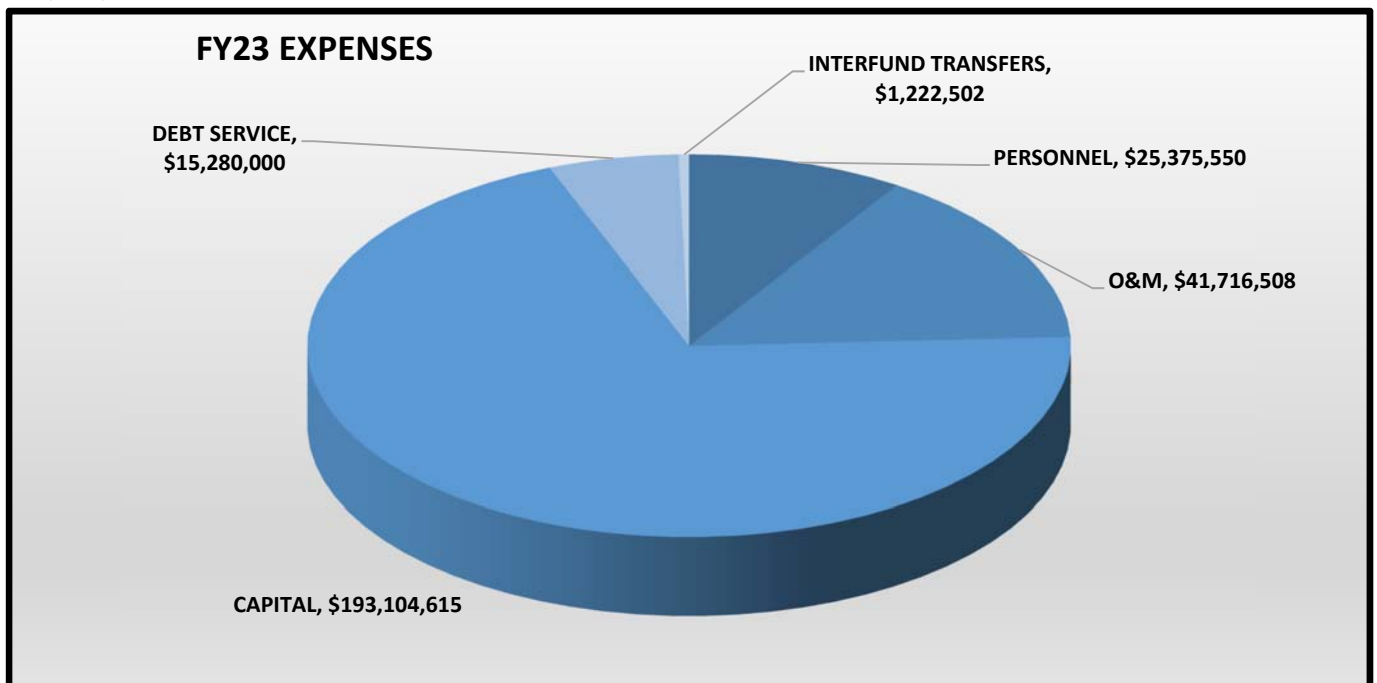


Each fund accounts for its own expenses and revenues and revenues are legally restricted to be used for legal expenses of the fund. The following is the purpose of each Public Works fund:

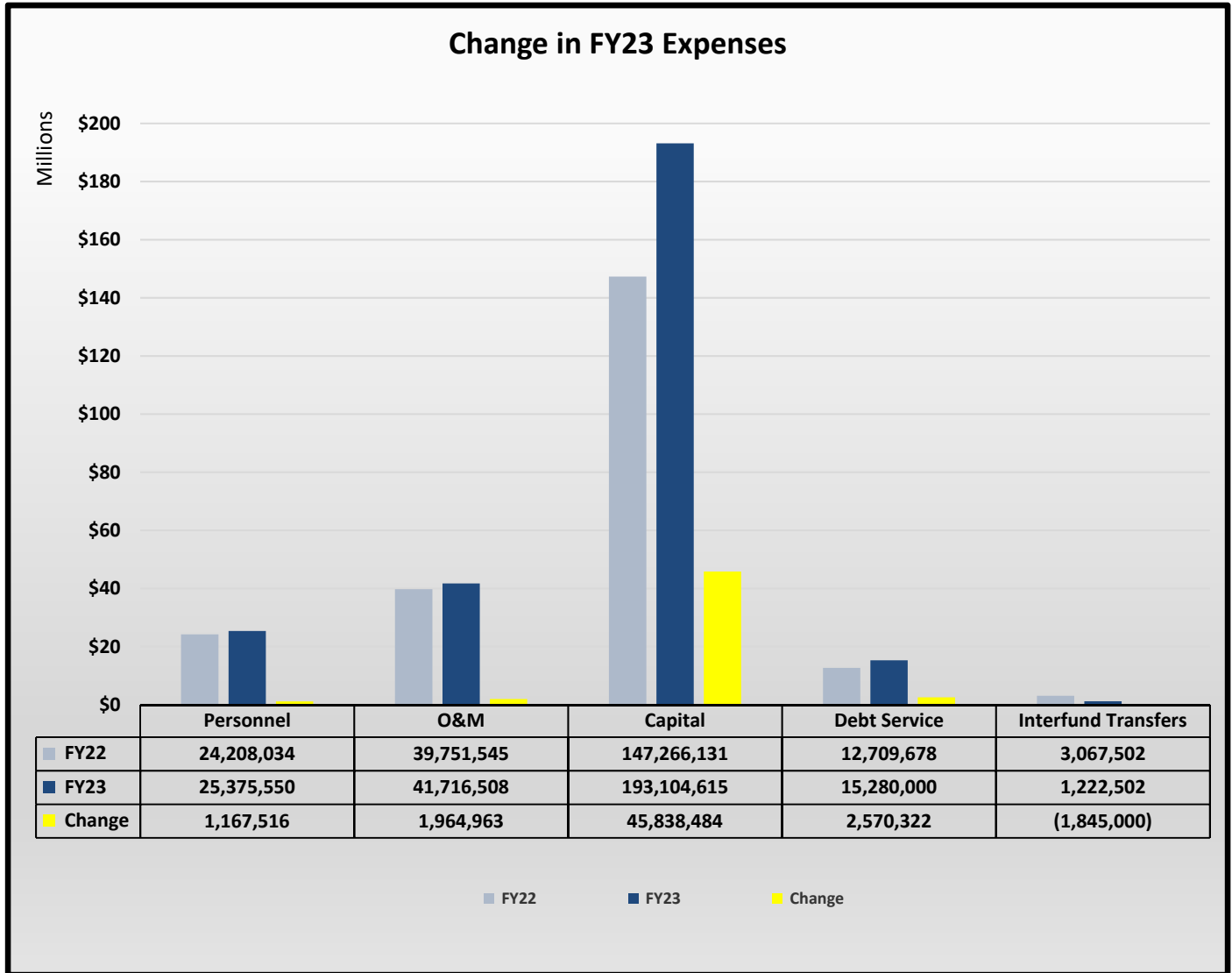
- **Internal Service Funds [\$6,448,749]** account for services performed for other Public Works and City Departments' funds.
  - **Public Works Administration [\$3,010,339]** provides services to the Public Works divisions.
  - **Public Works Engineering [\$3,438,410]** provides capital project management services to other Public Works funds and other City Departments, and manages public right-of-way.
- **Capital Project Funds [\$5,407,275]** 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 [\$2,599,275]** fund accounts for the construction of sidewalks and curbs.
  - **Special Improvement Districts (SIDs) [\$2,808,000]** accounts for the construction of public streets, water, wastewater, streetlights, and storm infrastructure.
- **Special Revenue Funds [\$54,988,357]** account for the proceeds of specific revenue sources to finance specified legal activities.
  - **Arterial Street Fees [\$14,116,049]** fund accounts for the construction and reconstruction of arterial streets within the City.
  - **Gas Tax [\$7,266,433]** 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 [\$150,000]** fund accounts for minor repairs to sidewalks and is funded via assessing adjacent property owners by billing upon completion of the repair or on property taxes.
- **Storm Sewer [\$6,700,098]** 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 [\$10,471,290]** 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 [\$2,913,208]** fund accounts for the operations and maintenance of street lighting systems within all light districts in the City.
- **Street Maintenance Districts (SMD) [\$13,371,279]** accounts for SMD assessments from 2 districts. District 1 is the downtown Billings area and receives additional street sweeping and snow plowing/hauling services. District 2 incorporates the entire City.
- **Enterprise Funds [\$209,854,794]** account for operations that are funded and operated in a manner similar to private business enterprises.
  - **Solid Waste [\$28,452,441]** fund accounts for all activities of trash collection and the landfill.
  - **Wastewater [\$31,262,063]** fund accounts for all activities of the wastewater system.
  - **Water [\$150,140,290]** 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. 9.2% of Public Works FY23 budget is for personnel expenses, 15.1% is O&M, 69.8% is capital, 5.5% is debt service, and the remaining .4% is interfund transfers. The interfund transfer amount of \$1,222,502 is transferred to debt service funds, bringing the actual amount of debt service expenses for the Department to \$16,502,502.



The changes from the FY22 budget to the FY23 budget are shown below and the major changes for each expense category are detailed in the subsections below the following chart:



**Personnel Budget**

The FY23 personnel budget of \$25,375,550 is an increase of \$1,167,516 or 5% over the FY22 budget. The budget includes the addition of an Asset Management Analyst in Administration and an increase of three full-time maintenance worker/equipment operator positions in the Street and Traffic Division and two in the Solid Waste Division. The position in Administration is needed to support asset management functions and utilize data for data-driven decisions. The positions for Street and Traffic are to add a concrete crew to be able to perform small concrete functions in-house and are fully funded with charging other funds for the services. The Solid Waste positions include two collection workers that are needed to maintain current service levels. The remainder of the FY23 budget increase is for step and cost of living increases for employees.

Public Works anticipates additional staffing needs in future years due to growth. Distribution and Collection is expecting the need for four additional employees in the next four years to keep up with the increased maintenance

needs resulting from growth in the water and wastewater systems. Engineering is doing more in-house design work and inspection, which will result in the need for an additional employee in the upcoming years. Solid Waste will need additional collection drivers due to a growing City and the need for additional routes and additional landfill workers to operate composting functions. Street and 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 four years to operate the new west end plant and reservoir.

## Operating and Maintenance Budget

The FY23 operation and maintenance budget of \$41,716,508 is an increase of \$1,964,963 from the FY22 budget. This increase is the result of netting a budget reduction of \$.5 million of FY22 one-time increases and FY23 budget increases of approximately \$2.5 million needed to maintain service levels and initiatives. The primary FY23 operating and maintenance budget increases include the following:

- **\$200,000** in the Storm Sewer fund for the third and final phase of the **stormwater program project**.
- **\$210,000** in the Street and Traffic fund to **epoxy paint all markings in the roundabouts**.
- **\$30,000** in the Street and Traffic fund for **inflationary cost increases for paint** of approximately \$2 per gallon.
- **\$300,000** in the Solid Waste fund for **additional containers**. This will fund both inflationary cost increases and additional containers that are needed to replace metal commercial containers that are beyond their useful life.
- **\$100,000** in the Solid Waste fund for additional **litter control**. This includes \$75,000 for more wind fences and \$25,000 for additional contracted labor to pick up litter.
- **\$640,800** for an increase in **fuel costs**. The majority of this increase is in Solid Waste. The remaining increases are in the Street and Traffic, Wastewater, Water, and Engineering funds.
- **\$180,000** in the Water fund for an increase for the **pump station improvements**. This will add a variable frequency drive at Christensen Pump Station and replace valve actuators at Willet Pump Station.
- **\$360,000** in the Water fund for an increase in the **water meter budget**. Public Works has been systematically programming the replacement of aging water meters each year and a budget increase is needed to keep up with inflationary cost increases and maintain the replacement cycle.
- **\$180,000** for **inflationary cost increases for chemicals** at the water treatment plant.
- **\$150,000** in the Wastewater fund for the **replacement of the co-gen engine with a second boiler at the Wastewater Reclamation Facility (WRF)**. The co-gen engine has been out of service due to age and wear from the corrosive sewer gasses, resulting in the boiler being the only equipment available for digester heating. The secondary boiler will alleviate the risk of the solids processing capabilities of the WRF being severely impacted resulting in foul odors, safety risks, and reduced solids destruction.
- **\$100,000** in the Wastewater fund for the **replacement of the waste activated sludge pumps at the WRF**. The pumps are critical to effective operation of the nutrient removal capabilities of the treatment process.
- **\$70,000** in the Wastewater fund to **rebuild a centrifuge scroll at the WRF**. Centrifuges dewater the biosolids produced as an end product of the treatment of sewage.

## Capital Budget

Capital expenses of \$193,104,615 are included in the FY23 budget for Public Works. These expenses include:

- **Equipment & Technology Replacements [\$5,134,635]** 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-Traffic, Solid Waste, Wastewater, and Water funds.
- **Additional Equipment & Technology [\$919,000]** The replacement of the utility billing software is programmed at \$704,000. Additional remote weather station cameras is \$20,000. A new skidsteer with attachments and dump trailer is needed in the amount of \$99,000 for the new concrete crew in Street and Traffic and a new \$50,000 trailer mounted boom lift was added for Water Quality which will eliminate the need to rent a lift for approximately \$25,000 per year. The replacement of meter infrastructure was increased by \$46,000 to correspond with the latest quote.
- **Solid Waste [\$10,100,000]** Expenses are budgeted in the Solid Waste fund.
  - **BOC Facility Upgrades [\$1,000,000]** Modifications at the Billings Operations Center to make room for containers and maintenance facilities.
  - **CNG Fueling Station [\$1,000,000]** Funds a cover over the fueling station and other upgrades to the CNG fueling station. Utilizing Compressed Natural Gas (CNG) to fuel heavy equipment increases fuel efficiency and provides an average savings of \$10,000 in fuel costs per vehicle in operation annually.
  - **Composting Facility [\$2,700,000]** Construction of new composting facility at the landfill. This will allow Public Works to recover more landfill gasses and reuse refuse, reducing the amount of waste that goes into the landfill.
  - **Landfill Material Recovery Facility (MRF) [\$5,000,000]** New recovery facility at the Landfill. This will allow Public Works to recover more materials and reuse refuse, reducing the amount of waste that goes into the Landfill.
  - **Landfill Scale House Upgrade [\$300,000]** Expand the inbound scales and add attendant-less scale lanes at the landfill.
  - **Landfill West Slope Stabilization [\$100,000]** Design of slope stabilization above Meadowlark Trailer Park and the stormwater pond. Construction of \$900,000 is slated for FY24.
- **Stormwater [\$3,585,000]** Expenses are budgeted in the Storm Sewer Fund.
  - **Annual Projects [\$310,000]** Expenditures address culvert and problem drainage locations.
  - **Bitterroot Storm Drain Improvements [\$850,000]** Storm drain improvements along Bitterroot Drive and Wicks Lane.
  - **Grand Storm and Snow Ditch Outfall [\$1,775,000]** Extension of storm drain mains in Grand Avenue from 54<sup>th</sup> Street West to 48<sup>th</sup> Street West with an outfall to the Snow Ditch.
  - **Rehabilitation Projects [\$350,000]** Replacement of aging storm drainpipe in need of repair.
  - **Storm Outfalls [\$300,000]** Upgrades to the City's storm outfalls to include capturing floatable debris and sediment.

- **Transportation [\$32,144,735]** Expenses are budgeted in the Sidewalk and Curb District [\$2,574,275], Special Improvement Districts [\$2,760,000], Arterial [\$13,951,050], Gas Tax [\$6,834,410], and Street Maintenance District [\$6,025,000] funds.
  - **36<sup>th</sup> – Central to Broadwater [\$300,000]** Design of 36<sup>th</sup> Street West from Central Avenue to Broadwater Avenue. Construction of \$2,600,000 is slated for FY24.
  - **Annual ADA & Sidewalk Projects [\$1,288,500]** Includes the annual Americans with Disabilities Act ramp construction and the annual replacement and infill sidewalk programs.
  - **Annual Street Reconstruction Projects [\$4,655,775]** Includes annual gravel street reconstruction and annual non-maintainable street reconstruction. Staff is actively pursuing gravel street SIDs to help reduce maintenance costs.
  - **Hesper Road [\$2,000,000]** Reconstruction of Hesper Road that is required due to the west end reservoir project. The north and south reservoirs will connect below Hesper Road. The road will be reconstructed and include multiuse facilities and structure/bridge over the water crossing.
  - **Inner Belt Loop (IBL) [\$14,557,460]** Construction of a new road from Alkali Creek Road to Highway 3. The Inner Belt Loop is intended to connect the west side of the heights with the west end of Billings via Zimmerman Trail. Wicks Lane to Alkali Creek Road was constructed several years ago as the first step in the completion of this route. The road will be a two lane section with a multiuse facility when it is constructed but will be able to be widened to a four lane, separated, access controlled corridor as development along the road occurs in the future.
  - **Mullowney Lane [\$3,643,000]** Reconstruction of Mullowney Lane south of Midland Road. The construction includes pedestrian facilities and widening the road. The project is necessary to accommodate increased traffic in the area due to the high density developments in the area. Design began in FY22 and construction of the road is slated for FY23.
  - **PAVER Program [\$2,750,000]** Annual program to address crack sealing, overlay, chip seals, and dig outs on City streets.
  - **Special Improvement District Projects (SID) [\$1,200,000]** Annual amount for any SIDs that neighborhoods bring forward.
  - **Traffic Control Projects [\$1,750,000]** Annual programs for enhanced pedestrian crossings and travel corridor construction, as well as continuation of the traffic signal controller upgrade project and planned intersection improvements including King Avenue West and 36<sup>th</sup> Street West and Colton and 24<sup>th</sup> Street West.
  
- **Utility [\$141,221,245]** Expenses are budgeted in Wastewater [\$15,320,000] and Water [\$125,901,245]
  - **Fats, Oils, & Grease (FOG) Improvements [\$2,070,000]** Upgrades to improve the handling of FOG in the wastewater system.
  - **Hesper Sewer [\$750,000]** Construction of new sewer main on Hesper Road from Gabel to just west of Shiloh Road.
  - **Monad Sewer [\$500,000]** Design of new sewer main from Monad and Shiloh Road to King and 48<sup>th</sup> Street West. Construction of \$4,700,000 is slated for FY24.
  - **Hydrogen Sulfide Mitigation [\$500,000]** Construction of buildings and upgrades needed to mitigate H2S in the wastewater system.
  - **South Frontage Road Water Loop [\$371,245]** Construction of a water main along South Frontage Road to create a looped system.
  - **Staples Reservoir [\$6,000,000]** Reconstruction/rehabilitation of the existing Staples water reservoir.

- **Utilities Service Center Reconstruction [\$800,000]** Design and construction of the third and final phase of construction at the service center. This will include fire alarm updates that are needed to bring the building up to code.
- **Wastewater and Water Compensation Agreements [\$1,250,000]** Annual program for compensation agreements with private developers for oversizing water and sewer mains. This amount includes the unused FY22 budget amounts in addition to the FY23 amount.
- **Wastewater Facility Upgrades [\$1,300,000]** Replacement of three heat exchangers and replacement of the UV system at Rehberg Ranch Lagoon.
- **Wastewater Main Replacements [\$4,800,000]** Annual program for the replacement of sewer mains throughout the City. The annual program amount was increased by 10% per year beginning in FY22 to slowly begin increasing the funding to the level that is needed.
- **Wastewater Nutrient Recovery (WAS Dewatering for Compost) [\$4,000,000]** Waste activated sludge dewatering for compost.
- **Water High Service Pump Station Improvements [\$1,000,000]** Pipe and valving modifications to the High Service Pump Station at the existing Water Treatment Plant required prior to bringing the west end water treatment plant into service.
- **Water Lead Service Replacements [\$750,000]** Annual program to replace approximately lead services remaining in system to be complete in FY24. There are approximately 90 remaining lead services remaining to be replaced.
- **Water Main Replacements [\$4,800,000]** Annual program for the replacement of water mains throughout the City. The annual program amount was increased by 10% per year beginning in FY22 to slowly begin increasing the funding to the level that is needed.
- **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. In FY23, this funds the relocation of the electrical substation service out of the floodplain onto the plant site, PLC processor upgrades, and the tie-breaker replacement in the High Service Pump Station switchgear.
- **West End Distribution [\$4,000,000]** Construction of Zone 2 (44th and King) and Zone 3 (Hesper and Gable) distribution connections to the new West End Water Treatment Plant.
- **West End Intake, Pump Station and Pipeline [\$19,000,000]** Construction of a new west end water intake and pipeline from the Yellowstone River near Duck Creek bridge to supply water to the new West End Reservoir.
- **West End Reservoir [28,303,000]** Construction of a new West End Reservoir. Preliminary design was funded in prior years and the amount in the FY23 budget is to fund the construction of the raw water storage reservoir. Amenities (public bathrooms, fishing docks, trails, etc.) for the area cannot be funded with water revenues and are still unfunded.
- **West End Water Treatment Plant [\$59,727,000]** Construction of a new West End Water Treatment Plant. Preliminary design was funded in prior years and the amount in the FY23 budget is to fund the construction.
- **Willet Reservoir and Pump Station Improvements [\$200,000]** Design of the recoating of the Willett Storage Tank and pump station upgrades. Construction of \$1,870,000 is slated for FY24.
- **Zone 4 Pump Station Improvements [\$600,000]** Design of additional pumping capacity into pressure zone #4 on the northwest end of Billings. Construction of \$5,600,000 is slated for FY24.

**Debt Service and Interfund Transfers Budget**

The FY23 debt service budget of \$15,280,000 is an increase of \$2,570,322 over the FY22 budget. This is the annual amount required to pay for debt service on Public Works outstanding bond issues. The increase is for new debt service for the west end water reservoir project. The annual debt service amount includes:

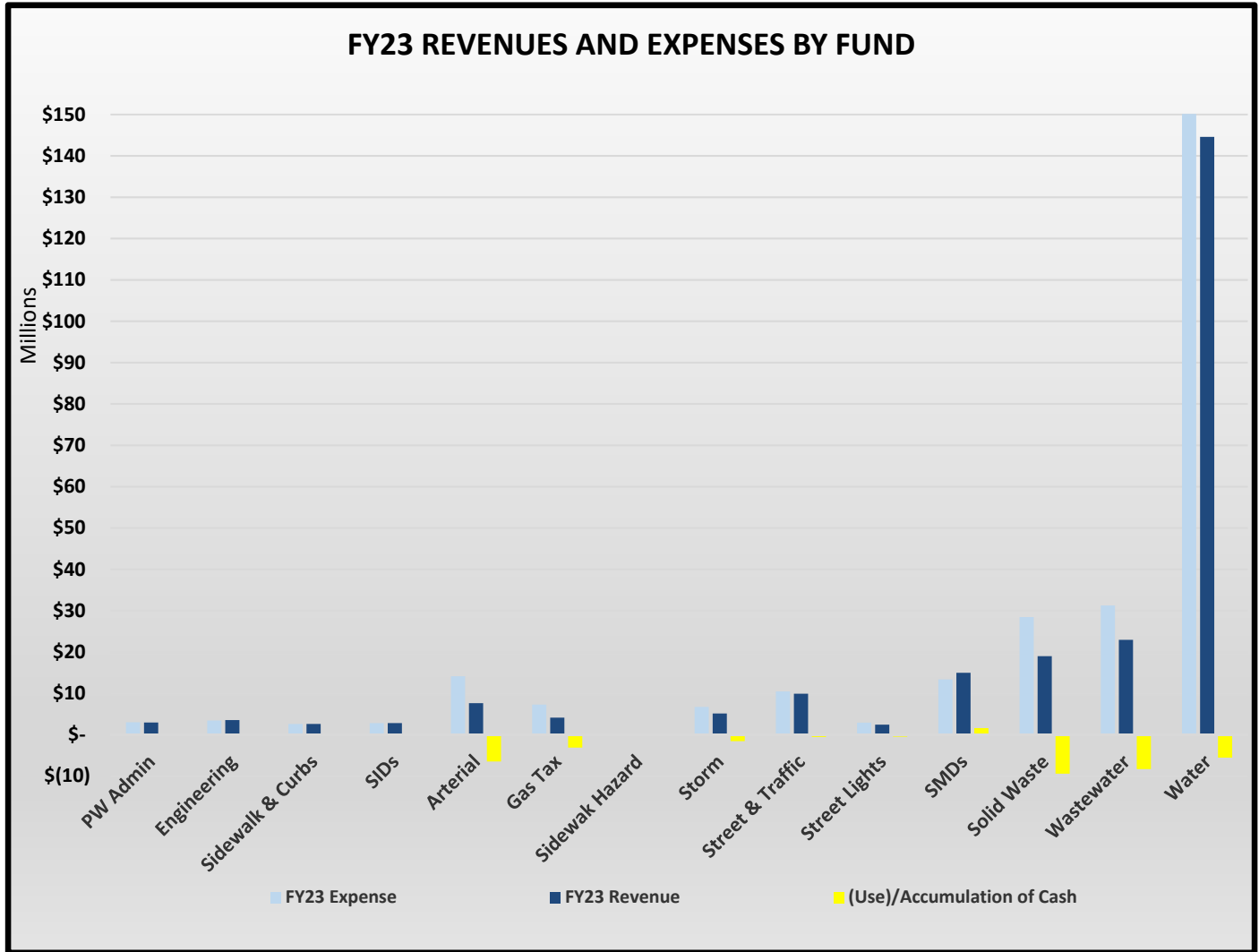
- \$1,565,000 of solid waste debt for the Landfill Transfer Station that was completed in FY21. This debt will be paid off in 2039.
- \$5,375,000 of wastewater debt for the Headworks construction, Briarwood sewer extension, 2009 wastewater main replacements, UV disinfection project, the 5 Mile Lift Station, 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.
- \$8,340,000 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, and estimated debt service that will be issued in FY23 for the new west end water treatment plant and reservoir. The first debt issue for existing debt will be paid off in 2026 and the last of the existing debt will be paid off in 2035. The west end project debt will be paid off in about 2043.

The FY23 interfund transfer budget of \$1,222,502 is a decrease of \$1,845,000 from the FY22 budget. The majority of the decrease is for the elimination of funds transferred from the Street Maintenance District fund to the Gas Tax fund for the PAVER program. The PAVER program is budgeted in the Street Maintenance District fund in FY23. The remaining decrease is due to the elimination of the transfer from gas tax to the Sidewalk Hazard Fund as no additional monies are needed in the Sidewalk Hazard Fund in FY23.

The FY23 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 FY23 revenue budget for Public Works is \$242,588,833, an increase of \$45,195,398 over the FY22 budget. FY23 budgeted revenues are \$34,110,342 less than FY23 budgeted expenses. This revenue gap is primarily for capital projects planned in FY23 for which Public Works has been accumulating cash. The Arterial, Gas Tax, Storm Sewer, Solid Waste, Wastewater and Water funds have the largest revenue gaps, but have a planned excess of cash reserves to cover the expenses in the FY23 budget. The Street Maintenance District fund has a planned accumulation of cash to fund projects in the approved Capital Improvement Plan in future years.

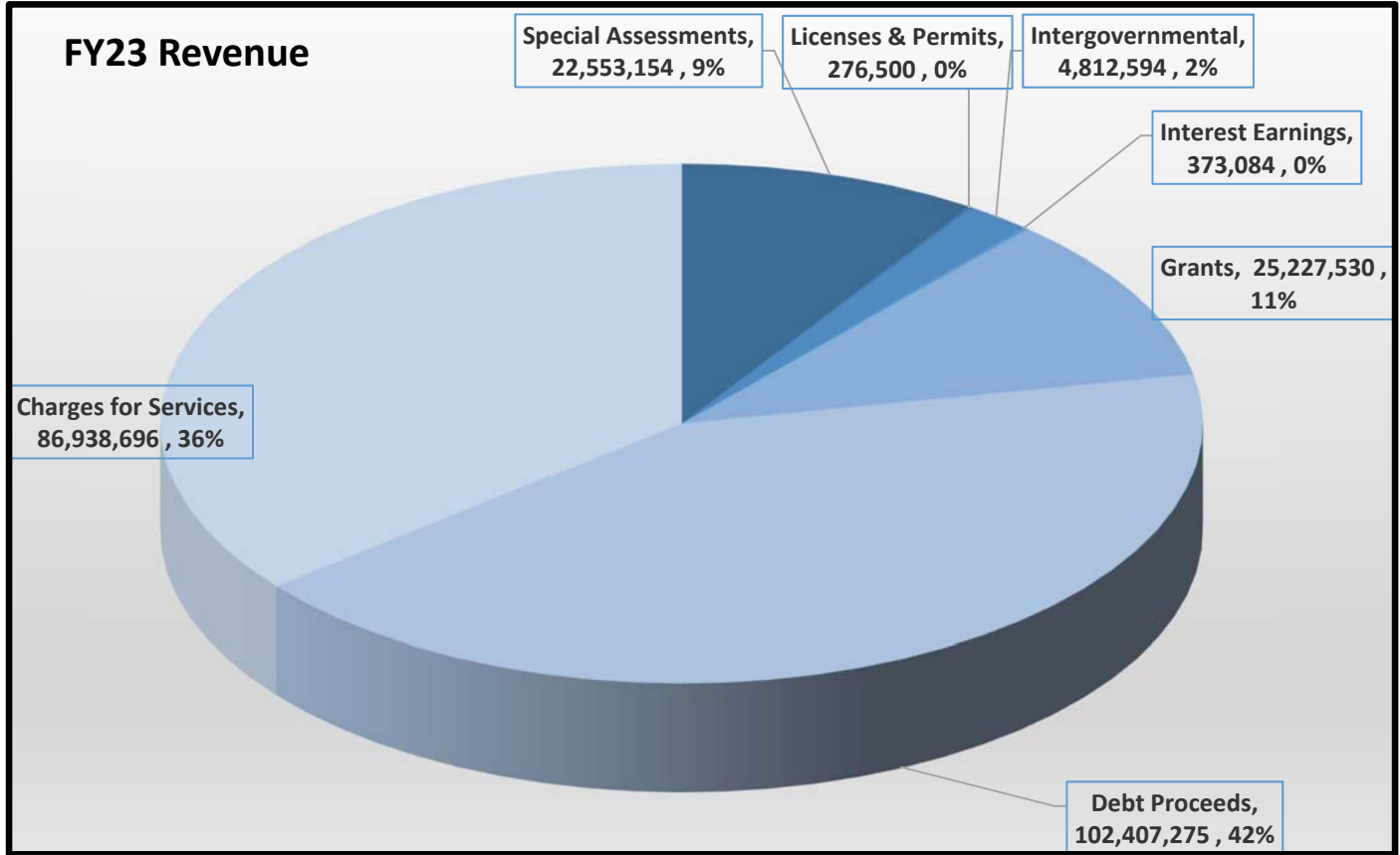


Revenues in Public Works are distributed into seven categories. The largest category in FY23 is debt proceeds of \$102,407,275, representing 42.2% of the budget. Debt proceeds are for revenues from the sale of Sidewalk and Curb District and Special Improvement District (SID) bonds, as well as for \$97M of revenue bond issues for the new West End Treatment Plant and reservoir projects.

Charges for services is typically the largest revenue category for Public Works, but it is the second largest category in FY23. \$86,938,696 of charges for services revenue is budgeted in FY23, representing 35.8% of the 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 other revenue categories are grants, interest earnings, intergovernmental, licenses and permits, and special assessments. Budgeted grants of \$25,227,530 in FY23 include \$7.6M for the BUILD grant for the Inner Belt Loop and \$17.6M of American Rescue Plan Act (ARPA) grants for water. Interest earnings budgeted in FY23 is \$373,084. Intergovernmental revenues of \$4,812,594 include \$3,960,000 for state fuel tax revenues and \$92,594 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 \$760,000 for Street-Traffic’s share of the HB 124 state entitlement funding. Licenses and permits for engineering, sidewalk hazard, storm, water, and wastewater total \$276,500 in the FY23 budget. Budgeted special assessments in FY23 are \$22,553,154, representing 9.2% of the budgeted revenues and include assessments for encroachments, storm, street light maintenance districts, and street maintenance districts.



Public Works has several rate increases programmed for FY23. Public Works typically adjusts its assessments annually for arterial, storm, and street maintenance districts per the Construction Cost Index (CCI). The most recent CCI was 8.9%, and accordingly, storm and street maintenance districts would have been proposed to increase by 8.9% in FY23. However, increases of 6% are proposed to be sensitive to property owner’s ability to pay for cost increases in these high inflationary times. It should be noted that buying power will be lost if the proposed rate increases that are less than inflationary levels are adopted.

Currently, a residential property owner with an average 9,691 square foot lot pays \$53.20 for storm per year. This annual fee will increase by \$3.20 to \$56.40 per year if the proposed 6% rate increase is adopted. Additionally, it is proposed that the arterial fee be eliminated and combined into the street maintenance district fee. The street maintenance fee is currently calculated by using an established rate for all properties in the district and multiplying that rate by the square footage. There are no maximum charges for developed properties. Changes in the methodology for calculating FY23 street maintenance district fees will be proposed. Thus, the impact of combining the arterial fee and street maintenance fee and increasing by 6% is not known at this time. Residential properties currently pay \$183.59 per year for a 9,691 square foot property for both arterial and street maintenance district fees. It is estimated that the FY23 amount for the average residential property owner will be approximately \$194.59,

an increase of \$11.00. Again, the proposed increase in the rates will not enable Public Works to maintain the current service levels because the proposed rates are below inflationary levels.

Light district assessments for FY23 will be calculated in August 2022 after all expenses of each district for FY22 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.

In the fall of 2022, a comprehensive solid waste rate study will be conducted to establish collection, landfill, and roll off rates going forward that will include a Pay As you Throw (PAY-T) structure. While commercial customers pay for the garbage that is picked up and put in the landfill, residential customers currently pay a flat rate for any amount of garbage they put out at the curb or in the alley. A PAY-T structure will encourage more conservation and is a more equitable way to charge for garbage services. For FY23, it is proposed that residential and commercial collection fees increase by 5.3%, roll off fees increase by 6.3%, and landfill tipping fees increase by 6.8%. Additionally, per Council direction, 20% of landfill revenues in which the refuse originates outside of Billings will be reserved for future landfill capital projects. Residential rates are heavily subsidized with landfill rates and it will be more difficult to subsidize the rates with this restriction on landfill revenues. Accordingly, residential rates may need to increase at a higher rate in the future due to this stipulation on landfill revenues. The following are the proposed rate increases for FY23:

Solid Waste Service	FY22 Monthly Rate	Proposed FY23 Monthly Rate
Residential Garbage Collection	\$11.82	\$12.45
Commercial Garbage Collection (8yd, 2x per week)	\$141.82	\$149.34
Roll Off Service	\$174.00	\$185.00
Landfill MSW per Ton – Billings	\$22.00	\$23.50
Landfill MSW per Ton – MT other than Billings	\$33.00	\$35.25
Landfill MSW per Ton – Outside of Montana	\$44.07	\$47.00

A rate study was conducted in 2021 to establish water and wastewater rates for fiscal years 22 and 23. The rates for the Heights Water District for FY23 are being recalculated due to the delay of the west end reservoir project construction. The rate increases per the rate study for FY23 are as follows:

Customer Type	% Increase
Water – Residential	3.7%
Water – Non-Residential	3.2%
Water – Seasonal	2.0%
Water – Bulk Resellers	5.2%
Heights Water District	TBD%
Private Fire Line	4.9%
Water System Development Fee	0%
Wastewater – Residential & Non-Residential	2.3%
Wastewater – Septage	0%
Wastewater – Lockwood Water & Sewer	6.2%
Wastewater – Phillips 66 Refinery	5%
Wastewater – ExxonMobil Refinery	4.9%
<b>Wastewater System Development Fee</b>	<b>0%</b>

**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. Here are some of the new or expanded programs Public Works will be implementing in FY23:



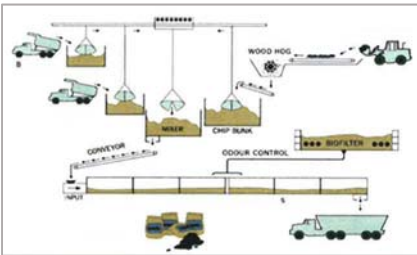
**Inner Belt Loop**

The Inner Belt Loop is intended to connect the west side of the heights with the west end of Billings via Zimmerman Trail. Wicks Lane to Alkali Creek Road was constructed several years ago as the first step in the completion of this route. Obtaining the BUILD grant for part of this project accelerated the time frame allowing the final phases to be completed ahead of schedule.



**West End Water Treatment Plant & Reservoir**

Construction of the West End Treatment Plant will begin in FY23, as well as construction of the new intake, pump station, and pipeline from the Yellowstone River near Duck Creek bridge to supply water to the new West End Reservoir. This project will increase water storage from hours to months and provide critical redundancy in the water system.



**Landfill Composting Program**

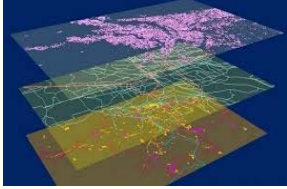
The creation of a new composting facility will allow us to recover more landfill gasses and reuse some of the refuse to enhance soils both around the landfill and City parks. It will also reduce the amount of waste going into the landfill. This will lead to longer life of the landfill and expensive cells will last longer. The composting of biosolids, wood, leaves and other items saves many needed but limited organic compounds from being placed into the landfill never being able to be recovered.

This will be our first step in achieving a zero waste landfill.



**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 FY20 and began Phase 2, the implementation phase in FY21. The implementation phase will continue for the next few years and will require extensive staff resources in FY23.



### 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 began the first phase in FY 20 and the implementation phase began in FY 22. The implementation phase is planned to be complete by December 2022. The City of Billings has been nominated for a Special Achievement in GIS (SAG) award for its efforts focused on modernizing Public Works’ workflows in a GIS/Esri-centric fashion.



### Stormwater Program

While Public Works has a stormwater fee that is assessed to all properties in the City, it does not have a formal program similar to the water and wastewater functions. Because of this, 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 more formalized stormwater program are formalized rules and regulations, a rate structure that is more equitable than the existing fee system and based on a cost of services, proactive management of the infrastructure, and concentrated Public Works resources to support a critical function.



### Cost of Services

Public Works conducts cost of service water and wastewater rate studies every two years and a solid waste cost of service rate study annually. Resources are included in the FY23 budget to complete these rate studies. Additionally, a complete review of the water and wastewater System Development Fee methodology will be done to determine the most equitable way to charge costs to development going forward. A stakeholder committee will be utilized to ensure open engagement during the process.

## Department Goals

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

Action(s):

- Complete second 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: 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: Hire and retain employees that fit Public Works Department Vision.**

Action(s):

- Re-evaluate hiring process to incorporate Department Vision.
- 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 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):

- Complete outsourced GIS improvement project 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: 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 social media 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.
- 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 our services.

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.
- Maintain and enhance the public's confidence in the City's services and stewardship of funds.

**Goal: Implement Stormwater Program**

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.
- More equitable rate structure.
- Consistent policies in place for public and staff.

**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 2022 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, and 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: Monitor legislation and legal action as it relates to nitrogen and phosphorus levels on the Yellowstone River and the associated effect on the Water Reclamation Facility discharge requirements.**

Action(s):

- Collaborate and share data with MDEQ to assist them in setting informed treatment standards.
- Support legislation, if needed, to recreate nutrient legislation that makes sense in Montana.
- Assess nutrient trading opportunities with upstream watershed groups, feedlots, and/or agriculture.

Outcome(s):

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

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

Action(s):

- Operate odor control facilities at Water Reclamation Facility.
- Continue development of collection system dosing points for hydrogen sulfide mitigation.
- Optimized Fats, Oils, and Grease (FOG) removal program to keep FOG out of main wastewater stream.
- Develop FOG disposal options.

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.
- Optimized setting of solids in secondary clarifiers.
- Reduce blockages and SSO's events.

**Goal: Implement resource recovery through amending landfill compost with phosphorus-rich-bio solids from the Water Reclamation Facility.**

Action(s):

- Begin construction of phosphorus recovery technologies at the Water Reclamation Facility.
- Optimize chemical and energy associated with nutrient recovery technology.

Outcome(s):

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

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

Action(s):

- Begin construction of west end intake and treatment plant.
- Complete modifications to High Service Pump Station to allow back feed from new treatment plant.
- Complete design of raw water reservoir.

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: Update Site Develop Ordinances.**

Action(s):

- Review code related to private roads.
- Provide alignment with site zoning (e.g. hard surface paving).
- Provide code alignment with subdivision regulation update.

Outcome(s):

- Site development ordinance is in alignment with subdivision and zoning regulations.

**Goal: Develop Traffic Control Policies.**

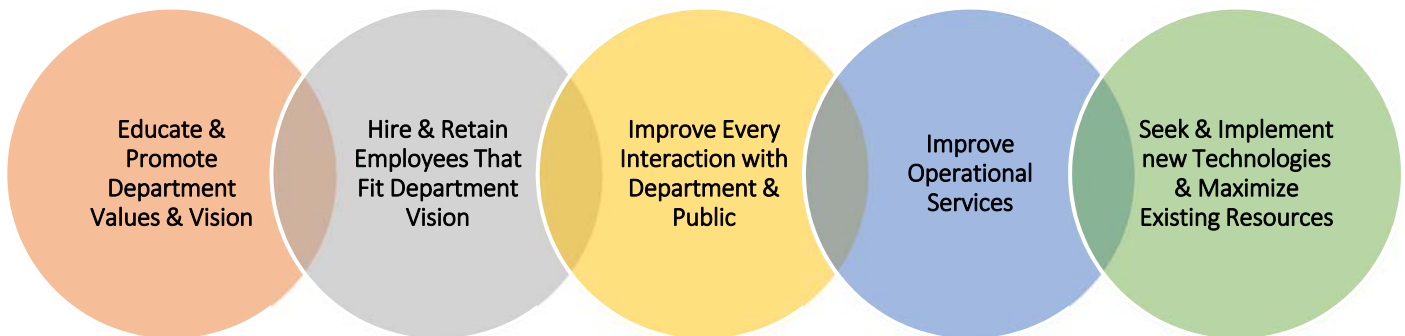
Action(s):

- Review transportation policy topics including access management, crosswalks, pavement markings, school zones, speed limits, stop signs, street lighting, temporary traffic control, and traffic calming.
- Develop policies and review with the Public Works Board.

Outcome(s):

- Provide a clear and concise set of policies and guidelines for common transportation elements.

In addition to the defined goals for FY23, 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.



**Detailed Fund Summaries**

<b>PUBLIC WORKS ADMINISTRATION</b>					
<b>OPERATING BUDGET</b>					
<b>FUND 6600</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATE</b>	<b>PROPOSED</b>
	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 22</b>	<b>FY 23</b>
<b>WORKING CAPITAL-BEGINNING</b>	<u>\$ 122,619</u>	<u>\$ 375,197</u>	<u>\$ 465,523</u>	<u>\$ 615,971</u>	<u>\$ 710,542</u>
<b>REVENUES:</b>					
CHARGE FOR SERVICES	3,027,147	2,888,837	2,794,409	2,794,409	2,924,130
INTERGOVERNMENTAL		97,969	-	-	-
INVESTMENT EARNINGS	8,247	935	3,000	2,000	2,000
<b>TOTAL REVENUE</b>	<u>\$ 3,035,394</u>	<u>\$ 2,987,741</u>	<u>\$ 2,797,409</u>	<u>\$ 2,796,409</u>	<u>\$ 2,926,130</u>
<b>EXPENSES:</b>					
PERSONAL SERVICES	\$ 2,070,797	\$ 1,979,242	\$ 1,744,661	\$ 1,708,838	\$ 1,937,779
OPERATIONS & MAINTENANCE	1,064,412	931,497	1,042,273	980,042	1,060,560
CAPITAL	13,321	9,245	-	12,958	12,000
<b>TOTAL EXPENSES</b>	<u>\$ 3,148,530</u>	<u>\$ 2,919,984</u>	<u>\$ 2,786,934</u>	<u>\$ 2,701,838</u>	<u>\$ 3,010,339</u>
WORKING CAP. CHANGES NOT BUDGETED	365,714	173,017	-	-	-
<b>WORKING CAPITAL-ENDING</b>	<u>\$ 375,197</u>	<u>\$ 615,971</u>	<u>\$ 475,998</u>	<u>\$ 710,542</u>	<u>\$ 626,333</u>
LESS OPERATING RESERVE	250,817	232,859	222,955	215,110	239,867
<b>AVAILABLE WORKING CAPITAL</b>	<u>\$ 124,380</u>	<u>\$ 383,112</u>	<u>\$ 253,043</u>	<u>\$ 495,432</u>	<u>\$ 386,466</u>

<b>STAFFING AUTHORIZATION</b>				
<b>POSITION</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROPOSED</b>
	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>
DIRECTOR OF PUBLIC WORKS	1.0	1.0	1.0	1.0
DEPUTY DIRECTOR OF PUBLIC WORKS	1.0	1.0	1.0	1.0
UTILITY BUSINESS MANAGER	-	1.0	1.0	1.0
PUBLIC WORKS FISCAL SERVICES MGR	1.0	1.0	1.0	1.0
PUBLIC WORKS FINANCIAL ANALYST	1.0	1.0	1.0	1.0
SAFETY & TRAINING COORDINATOR	1.0	1.0	1.0	1.0
ACCOUNT CLERK II	2.0	6.0	6.0	6.0
BILLINGS SERV COORD	-	1.0	1.0	1.0
FACILITIES MAINT SUPPORT I	2.0	-	-	-
FACILITIES MAINT SUPPORT II	-	2.0	2.0	2.0
ACCOUNTING SUPERVISOR	1.0	-	-	-
ADMINISTRATIVE SUPPORT II	1.0	-	-	-
ADMINISTRATIVE SUPPORT III	1.0	1.0	1.0	1.0
PROJECT & COMMUNICATION COORD	-	1.0	1.0	1.0
SPECIAL ASSESSMENT COORD	1.0	1.0	1.0	1.0
SENIOR ACCOUNT/PERMIT CLERK	-	2.0	2.0	2.0
ASSET MANAGEMENT ANALYST	-	-	-	1.0
<b>TOTAL</b>	<u>13.0</u>	<u>20.0</u>	<u>20.0</u>	<u>21.0</u>

# FY23 Budget Overview

# Public Works Department

PUBLIC WORKS ENGINEERING					
OPERATING BUDGET					
FUND 6700	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>WORKING CAPITAL-BEGINNING</b>	\$ 153,218	\$ 124,650	\$ 279,854	\$ 234,065	\$ 279,833
<b>REVENUES:</b>					
SPECIAL ASSESSMENTS	\$ 26,213	\$ 54,751	\$ 50,000	\$ 50,000	\$ 55,000
LICENSES & PERMITS	118,608	128,177	123,500	152,000	134,000
CHARGE FOR SERVICES	2,883,231	2,923,873	3,075,510	3,086,510	3,326,256
INTERGOVERNMENTAL	-	132,100	-	-	-
INVESTMENT EARNINGS	5,003	186	4,000	75	1,000
MISCELLANEOUS	500	949	-	2,147	-
<b>TOTAL REVENUE</b>	<b>\$ 3,033,555</b>	<b>\$ 3,240,036</b>	<b>\$ 3,253,010</b>	<b>\$ 3,290,732</b>	<b>\$ 3,516,256</b>
<b>EXPENSES:</b>					
PERSONAL SERVICES	\$ 2,395,146	\$ 2,657,747	\$ 2,520,635	\$ 2,444,549	\$ 2,594,589
OPERATIONS & MAINTENANCE	739,201	641,037	709,059	742,159	767,836
CAPITAL	-	25,359	56,957	58,256	75,985
<b>TOTAL EXPENSES</b>	<b>\$ 3,134,347</b>	<b>\$ 3,324,143</b>	<b>\$ 3,286,651</b>	<b>\$ 3,244,964</b>	<b>\$ 3,438,410</b>
WORKING CAP. CHANGES NOT BUDGETED	72,224	-	-	-	-
<b>WORKING CAPITAL-ENDING</b>	<b>\$ 124,650</b>	<b>\$ 234,065</b>	<b>\$ 246,213</b>	<b>\$ 279,833</b>	<b>\$ 357,679</b>
LESS OPERATING RESERVE	313,676	329,878	322,969	318,671	336,243
<b>AVAILABLE WORKING CAPITAL</b>	<b>\$ (189,026)</b>	<b>\$ (95,813)</b>	<b>\$ (76,756)</b>	<b>\$ (38,838)</b>	<b>\$ 21,437</b>

STAFFING AUTHORIZATION				
POSITION	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 21	PROPOSED FY 22
CITY ENGINEER	1.0	1.0	1.0	1.0
CITY TRAFFIC ENGINEER	1.0	1.0	1.0	1.0
ENGINEER II	5.0	5.0	5.0	6.0
ENGINEER I	4.0	4.0	5.0	4.0
ENGINEER III	1.0	1.0	1.0	1.0
PERMIT CLERK	1.0	1.0	1.0	1.0
ENGINEERING DATA SPECIALIST	1.0	1.0	1.0	1.0
ENGINEER INSPECTOR II	4.0	4.0	5.0	5.0
ENGINEERING INSPECTOR SUPERVISOR	1.0	1.0	1.0	1.0
SURVEYOR/CAD TECH	1.0	1.0	1.0	1.0
TRAFFIC TECHNICIAN*	1.0	1.0	1.0	1.0
SENIOR ENGINEERING TECH	2.0	2.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
<b>TOTAL</b>	<b>24.0</b>	<b>24.0</b>	<b>25.0</b>	<b>25.0</b>

\*EXPENSES ACCOUNTED FOR IN GAS TAX FUND

**SIDEWALK AND CURB DISTRICTS FUND  
OPERATING BUDGET**

**FUNDS 4340**

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	\$ (191,607)	\$ (203,792)	\$ -	\$ (487,460)	\$ (1,253)
<b>REVENUE:</b>					
INTEREST EARNINGS	\$ 913	\$ -	\$ -	\$ -	\$ 1,253
PRIVATE CONTRIBUTIONS	-	67,101	-	-	-
SALE OF BONDS	205,000	317,102	1,570,600	3,511,948	2,599,275
<b>TOTAL REVENUE</b>	<b>\$ 205,913</b>	<b>\$ 384,203</b>	<b>\$ 1,570,600</b>	<b>\$ 3,511,948</b>	<b>\$ 2,600,528</b>
<b>EXPENDITURES:</b>					
OPERATIONS & MAINTENANCE	\$ 10,400	\$ -	\$ -	\$ -	\$ -
BOND ISSUANCE COSTS	8,000	21,000	23,600	13,000	25,000
CONST-SIDEWALK BY CITY	197,093	646,871	1,547,000	3,012,741	2,574,275
TRANSFER OTHER FUNDS	2,605	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 218,098</b>	<b>\$ 667,871</b>	<b>\$ 1,570,600</b>	<b>\$ 3,025,741</b>	<b>\$ 2,599,275</b>
<b>FUND BALANCE ENDING</b>	<b>\$ (203,792)</b>	<b>\$ (487,460)</b>	<b>\$ -</b>	<b>\$ (1,253)</b>	<b>\$ -</b>
<b>LESS:</b>					
RESTRICTED	(203,792)	(487,460)	-	(1,253)	-
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**SPECIAL IMPROVEMENT DISTRICT FUNDS  
OPERATING BUDGET**

**FUND 4500**

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	\$ 53,947	\$ 703,247	\$ -	\$ 308,573	\$ -
<b>REVENUE:</b>					
INTEREST EARNINGS	\$ 2,214	\$ 1,472	\$ -	\$ -	\$ -
PRIVATE CONTRIBUTIONS	852,945	523,178	-	-	-
SALE OF BONDS	<u>652,000</u>	<u>1,133,316</u>	<u>2,815,200</u>	<u>3,768,733</u>	<u>2,808,000</u>
<b>TOTAL REVENUE</b>	<b>\$ 1,507,159</b>	<b>\$ 1,657,966</b>	<b>\$ 2,815,200</b>	<b>\$ 3,768,733</b>	<b>\$ 2,808,000</b>
<b>EXPENDITURES:</b>					
BOND ISSUANCE COSTS	\$ 7,500	\$ 22,000	\$ 48,000	\$ 48,000	\$ 48,000
REFUNDS	-	58,000	-	-	-
CONST-ROADS/STREET/PARKING	796,412	1,972,640	2,767,200	4,029,306	2,760,000
TRANSFER OTHER FUNDS	<u>53,947</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<b>\$ 857,859</b>	<b>\$ 2,052,640</b>	<b>\$ 2,815,200</b>	<b>\$ 4,077,306</b>	<b>\$ 2,808,000</b>
<b>FUND BALANCE ENDING</b>	\$ 703,247	\$ 308,573	\$ -	\$ -	\$ -
<b>LESS:</b>					
RESTRICTED	<u>703,247</u>	<u>308,573</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# FY23 Budget Overview

# Public Works Department

ARTERIAL STREET FEES FUND					
OPERATING BUDGET					
FUND 8450	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<b>\$ 4,584,191</b>	<b>\$ 6,619,927</b>	<b>\$ 4,330,075</b>	<b>\$ 9,186,611</b>	<b>\$ 6,485,664</b>
<b>REVENUE:</b>					
SPECIAL ASSESSMENTS	\$ 4,474,983	\$ 4,630,401	\$ 4,600,000	\$ 4,650,000	\$ -
INTEREST ON INVESTMENTS	93,113	5,763	40,000	13,872	10,000
GRANTS-DOT	-	-	7,620,385	-	7,620,385
<b>TOTAL REVENUE</b>	<b>\$ 4,568,096</b>	<b>\$ 4,636,164</b>	<b>\$ 12,260,385</b>	<b>\$ 4,663,872</b>	<b>\$ 7,630,385</b>
<b>EXPENDITURES:</b>					
OPERATION & MAINTENANCE	\$ 991,083	\$ 247,517	\$ 168,968	\$ 171,206	\$ 164,999
CAPITAL	1,541,277	1,821,963	13,817,000	7,193,613	13,951,050
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,532,360</b>	<b>\$ 2,069,480</b>	<b>\$ 13,985,968</b>	<b>\$ 7,364,819</b>	<b>\$ 14,116,049</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 6,619,927</b>	<b>\$ 9,186,611</b>	<b>\$ 2,604,492</b>	<b>\$ 6,485,664</b>	<b>\$ -</b>
<b>LESS:</b>					
RESTRICTED	-	-	-	-	-
COMMITTED	6,619,927	9,186,611	2,604,492	6,485,664	-
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# FY23 Budget Overview

# Public Works Department

## GAS TAX FUND OPERATING BUDGET

### FUND 2050 & 2060

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<u>\$ 6,316,447</u>	<u>\$ 7,355,031</u>	<u>\$ 3,920,911</u>	<u>\$ 8,588,838</u>	<u>\$ 5,550,180</u>
<b>REVENUE:</b>					
STATE GAS TAX	\$ 3,726,842	\$ 3,724,908	\$ 3,740,000	\$ 3,944,962	\$ 3,960,000
COUNTY CONTRACT SERVICE	73,023	67,335	89,659	89,659	92,594
INTEREST ON INVESTMENTS	75,407	5,841	50,000	22,000	20,000
CONTRIBUTIONS/DONATIONS	-	-	-	-	57,000
TRANSFERS:					
STREET MAINT DISTRICTS	1,325,000	1,700,000	1,760,000	1,760,000	-
SALE OF FIXED ASSETS	74,790	-	-	-	-
<b>TOTAL REVENUE</b>	<u>\$ 5,275,062</u>	<u>\$ 5,498,084</u>	<u>\$ 5,639,659</u>	<u>\$ 5,816,621</u>	<u>\$ 4,129,594</u>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 72,842	\$ 67,335	\$ 89,369	\$ 88,584	\$ 92,593
OPERATION & MAINTENANCE	3,584,643	2,351,525	315,315	362,815	339,430
CAPITAL PROJECTS	578,993	1,845,417	7,410,000	8,403,880	6,834,410
TRANSFERS	-	-	85,000	-	-
<b>TOTAL EXPENDITURES</b>	<u>\$ 4,236,478</u>	<u>\$ 4,264,277</u>	<u>\$ 7,899,684</u>	<u>\$ 8,855,279</u>	<u>\$ 7,266,433</u>
<b>FUND BALANCE ENDING</b>	<u>\$ 7,355,031</u>	<u>\$ 8,588,838</u>	<u>\$ 1,660,886</u>	<u>\$ 5,550,180</u>	<u>\$ 2,413,341</u>
<b>LESS:</b>					
RESTRICTED:					
PROJECTS	<u>7,355,031</u>	<u>8,588,838</u>	<u>1,660,886</u>	<u>5,550,180</u>	<u>2,413,341</u>
<b>UNASSIGNED</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

# FY23 Budget Overview

# Public Works Department

SIDEWALK HAZARD OPERATING BUDGET					
FUND 2080	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<u>\$ 91,346</u>	<u>\$ 92,517</u>	<u>\$ 24,800</u>	<u>\$ 80,646</u>	<u>\$ 74,646</u>
<b>REVENUE:</b>					
SPECIAL ASSESSMENTS	\$ 25,434	\$ 19,649	\$ 60,000	\$ 30,000	\$ 63,154
CHARGE FOR SERVICES	4,710	5,242	12,000	6,000	12,000
INTEREST ON INVESTMENTS	935	161	200	200	200
TRANSFERS	<u>-</u>	<u>-</u>	<u>85,000</u>	<u>50,000</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<u>\$ 31,079</u>	<u>\$ 25,052</u>	<u>\$ 157,200</u>	<u>\$ 86,200</u>	<u>\$ 75,354</u>
<b>EXPENDITURES:</b>					
OPERATION & MAINTENANCE	<u>29,908</u>	<u>36,923</u>	<u>182,000</u>	<u>92,200</u>	<u>150,000</u>
<b>TOTAL EXPENDITURES</b>	<u>\$ 29,908</u>	<u>\$ 36,923</u>	<u>\$ 182,000</u>	<u>\$ 92,200</u>	<u>\$ 150,000</u>
<b>FUND BALANCE ENDING</b>	<u>\$ 92,517</u>	<u>\$ 80,646</u>	<u>\$ -</u>	<u>\$ 74,646</u>	<u>\$ -</u>
<b>LESS:</b>					
<b>RESTRICTED:</b>					
OTHER PROJECTS	<u>92,517</u>	<u>80,646</u>	<u>-</u>	<u>74,646</u>	<u>-</u>
<b>UNASSIGNED</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

# FY23 Budget Overview

# Public Works Department

## STORM SEWER FUND OPERATING BUDGET

### FUND 8400 & 2070

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<b>\$ 2,036,137</b>	<b>\$ 2,298,644</b>	<b>\$1,117,557</b>	<b>\$ 3,190,730</b>	<b>\$ 1,720,252</b>
<b>REVENUE:</b>					
SPECIAL ASSESSMENTS	\$ 4,574,083	\$ 4,748,236	\$ 4,700,000	\$ 4,800,000	\$ 5,100,000
INTEREST ON INVESTMENTS	44,754	2,364	45,800	15,296	15,500
LICENSES & PERMITS	800	-	3,000	1,000	500
OTHER	2,904	13,654	1,452	10,402	5,610
<b>TOTAL REVENUE</b>	<b>\$ 4,622,541</b>	<b>\$ 4,764,254</b>	<b>\$ 4,750,252</b>	<b>\$ 4,826,698</b>	<b>\$ 5,121,610</b>
<b>EXPENDITURES:</b>					
OPERATIONS & MAINTENANCE	\$ 1,832,709	\$ 2,228,352	\$ 1,959,798	\$ 2,528,014	\$ 2,100,098
CAPITAL	1,529,325	643,816	2,090,000	2,754,162	3,585,000
TRANSFERS TO BOND AND INTEREST	998,000	1,000,000	1,015,000	1,015,000	1,015,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,360,034</b>	<b>\$ 3,872,168</b>	<b>\$ 5,064,798</b>	<b>\$ 6,297,176</b>	<b>\$ 6,700,098</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 2,298,644</b>	<b>\$ 3,190,730</b>	<b>\$ 803,011</b>	<b>\$ 1,720,252</b>	<b>\$ 141,764</b>
<b>LESS:</b>					
RESTRICTED	2,298,644	3,190,730	803,011	1,720,252	141,764
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**STREET AND TRAFFIC FUND  
OPERATING BUDGET**

**FUND 2110**

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<b>\$ 4,443,049</b>	<b>\$ 3,905,444</b>	<b>\$ 3,466,645</b>	<b>\$ 5,323,359</b>	<b>\$ 5,535,030</b>
<b>REVENUE:</b>					
STATE REIMBURSEMENTS	\$ 718,721	\$ 753,884	\$ 751,000	\$ 755,542	\$ 760,000
CONCRETE REPAIR	-	-	-	-	207,000
FIRE SERVICES FEES	11,000	12,061	11,000	11,000	11,000
STREET LIGHT	204,699	197,524	206,000	180,000	244,000
STREET MAINTENANCE	7,534,446	7,555,000	7,900,000	7,900,000	7,250,000
SOLID WASTE	-	106,137	100,000	100,000	100,000
STORM SEWER MAINT.	1,081,190	1,373,417	1,104,000	1,104,000	1,060,000
BBWA LATERAL MAINT.	4,500	4,500	4,500	4,500	4,500
UTILITY CHG FOR SERVICES	263,703	317,030	180,000	330,000	250,000
INTERDEPARTMENTAL CHGS	424	1,385	1,000	1,000	1,000
INVESTMENT EARNINGS	44,029	2,489	25,000	10,000	10,000
MISCELLANEOUS	14,115	33,825	10,000	10,000	10,000
TRANSFER-GEN FUND	-	34,409	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 9,876,827</b>	<b>\$ 10,391,661</b>	<b>\$ 10,292,500</b>	<b>\$ 10,406,042</b>	<b>\$ 9,907,500</b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 4,171,200	\$ 4,011,563	\$ 4,448,141	\$ 4,309,275	\$ 4,714,126
OPERATIONS AND MAINTENANCE	3,570,448	3,422,737	4,074,608	3,932,190	4,577,978
CAPITAL	2,465,282	1,331,944	909,265	1,745,404	971,684
TRANSFERS	207,502	207,502	207,502	207,502	207,502
<b>TOTAL EXPENDITURES</b>	<b>\$ 10,414,432</b>	<b>\$ 8,973,746</b>	<b>\$ 9,639,516</b>	<b>\$ 10,194,371</b>	<b>\$ 10,471,290</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 3,905,444</b>	<b>\$ 5,323,359</b>	<b>\$ 4,119,629</b>	<b>\$ 5,535,030</b>	<b>\$ 4,971,240</b>
<b>LESS:</b>					
RESTRICTED	3,905,444	5,323,359	4,119,629	5,535,030	4,971,240
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**STREET AND TRAFFIC FUND  
OPERATING BUDGET**

FUND 2110

	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATE</b>	<b>PROPOSED</b>
	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 22</b>	<b>FY 23</b>
PERSONAL SERVICES	\$ 4,171,200	\$ 4,011,563	\$ 4,448,141	\$ 4,309,275	\$ 4,714,126
OPERATIONS AND MAINTENANCE	3,570,448	3,422,737	4,074,608	3,932,190	4,577,978
CAPITAL	2,465,282	1,331,944	909,265	1,745,404	971,684
TRANSFERS	<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>\$ 10,414,432</u></b>	<b><u>\$ 8,973,746</u></b>	<b><u>\$ 9,639,516</u></b>	<b><u>\$ 10,194,371</u></b>	<b><u>\$ 10,471,290</u></b>

**STAFFING AUTHORIZATION**

	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>REQUEST</b>
<b>POSITION</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>
STREET/TRAFFIC SUPERINTENDENT	1.0	1.0	1.0	1.0
STREET/TRAFFIC SUPERVISOR	4.0	4.0	4.0	4.0
SR. EQUIPMENT OPER/MAINT. WKR	3.0	3.0	3.0	3.0
EQUIP OPER/MAINT WORKER	29.0	32.0	32.0	32.0
MAINTENANCE WORKER	4.0	1.0	1.0	5.0
TRAFFIC INSPECTOR II	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT III	1.0	1.0	1.0	1.0
ELECTRICIAN III	2.0	1.0	1.0	1.0
ELECTRICIAN II	-	3.0	3.0	3.0
ARBORIST	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>-</u>
<b>TOTAL</b>	<b><u>48.0</u></b>	<b><u>48.0</u></b>	<b><u>48.0</u></b>	<b><u>51.0</u></b>

# FY23 Budget Overview

# Public Works Department

## STREET LIGHT MAINTENANCE DISTRICTS FUND OPERATING BUDGET

### FUND 8100

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE - BEGINNING</b>	<b>\$ 1,740,942</b>	<b>\$ 1,963,942</b>	<b>\$ 1,749,833</b>	<b>\$ 2,245,385</b>	<b>\$ 2,130,695</b>
<b>REVENUE:</b>					
INTEREST EARNINGS	\$ 30,361	\$ 18,892	\$ 30,000	\$ 5,000	\$ 5,000
SPECIAL ASSESSMENTS	2,473,083	2,441,811	2,500,000	2,336,799	2,400,000
REFUNDS/REIMBURSEMENTS	20,946	-	-	-	-
INTERGOVERNMENTAL	-	530	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 2,524,390</b>	<b>\$ 2,461,233</b>	<b>\$ 2,530,000</b>	<b>\$ 2,341,799</b>	<b>\$ 2,405,000</b>
<b>EXPENDITURES:</b>					
OPERATIONS & MAINTENANCE	\$ 2,301,390	\$ 2,179,790	\$ 2,918,989	\$ 2,456,489	\$ 2,913,208
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,301,390</b>	<b>\$ 2,179,790</b>	<b>\$ 2,918,989</b>	<b>\$ 2,456,489</b>	<b>\$ 2,913,208</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ 1,963,942</b>	<b>\$ 2,245,385</b>	<b>\$ 1,360,844</b>	<b>\$ 2,130,695</b>	<b>\$ 1,622,487</b>
<b>LESS:</b>					
RESTRICTED	1,963,942	2,245,385	1,360,844	2,130,695	1,622,487
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## STREET MAINTENANCE DISTRICTS FUND OPERATING BUDGET

### FUND 8010 & 8020

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<b>\$ 4,089,791</b>	<b>\$ 4,390,924</b>	<b>\$ 4,347,226</b>	<b>\$ 4,631,884</b>	<b>\$ 4,313,239</b>
<b>REVENUE:</b>					
SPECIAL ASSESSMENTS	\$ 9,174,521	\$ 9,590,564	\$ 9,391,000	\$ 9,420,000	\$ 14,935,000
INTEREST ON INVESTMENTS	87,819	5,886	35,800	20,700	20,700
<b>TOTAL REVENUE</b>	<b>\$ 9,262,340</b>	<b>\$ 9,596,450</b>	<b>\$ 9,426,800</b>	<b>\$ 9,440,700</b>	<b>\$ 14,955,700</b>
<b>EXPENDITURES:</b>					
OPERATION & MAINTENANCE	\$ 7,636,207	\$ 7,655,490	\$ 7,999,345	\$ 7,999,345	\$ 7,346,279
CAPITAL					6,025,000
TRANSFER TO GAS TAX FUND	1,325,000	1,700,000	1,760,000	1,760,000	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 8,961,207</b>	<b>\$ 9,355,490</b>	<b>\$ 9,759,345</b>	<b>\$ 9,759,345</b>	<b>\$ 13,371,279</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 4,390,924</b>	<b>\$ 4,631,884</b>	<b>\$ 4,014,681</b>	<b>\$ 4,313,239</b>	<b>\$ 5,897,660</b>
<b>LESS:</b>					
RESTRICTED	4,390,924	4,631,884	4,014,681	4,313,239	5,897,660
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# FY23 Budget Overview

# Public Works Department

## SOLID WASTE FUND OPERATING BUDGET

FUNDS 5410,5420,5440,5450

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>WORKING CAPITAL - BEGINNING</b>	<b><u>\$34,933,405</u></b>	<b><u>\$ 21,690,527</u></b>	<b><u>\$ 10,777,267</u></b>	<b><u>\$ 15,460,105</u></b>	<b><u>\$ 12,548,212</u></b>
<b>REVENUES:</b>					
GARBAGE COLLECTION-RES	\$ 5,609,814	\$ 5,856,028	\$ 5,700,000	\$ 5,700,000	\$ 5,930,000
GARBAGE COLLECTION-COMM	4,388,734	4,585,072	4,530,000	4,600,000	4,760,000
COLLECTION-BILLED	1,044,240	1,218,881	1,160,000	1,360,000	1,440,000
LANDFILL CHARGES	5,701,658	6,039,774	5,675,000	6,388,540	6,675,000
MISC CHARGE FOR SERVICES	72,569	72,579	67,000	79,204	80,000
SURCHARGES	13,510	17,555	16,000	19,000	20,000
INTEREST ON INVSTMNT/LOANS	618,674	44,609	162,000	78,036	96,781
SALE OF SURPLUS EQUIP/LAND	17,047	92,843	-	-	-
CARES GRANT	-	1,329	-	-	-
REFUNDS/REIMBURSEMENTS	90,628	14,770	-	-	-
<b>TOTAL REVENUE</b>	<b><u>\$17,556,874</u></b>	<b><u>\$ 17,943,440</u></b>	<b><u>\$ 17,310,000</u></b>	<b><u>\$ 18,224,780</u></b>	<b><u>\$ 19,001,781</u></b>
<b>EXPENSES:</b>					
ADMINISTRATION	\$ 1,398,029	\$ 1,987,427	\$ 1,553,600	\$ 1,612,416	\$ 1,562,906
COLLECTION	9,537,267	8,429,186	10,003,766	11,629,466	11,687,639
LANDFILL	19,288,619	14,248,676	13,172,301	7,894,791	15,201,896
<b>TOTAL EXPENSES</b>	<b><u>\$30,223,915</u></b>	<b><u>\$ 24,665,289</u></b>	<b><u>\$ 24,729,667</u></b>	<b><u>\$ 21,136,673</u></b>	<b><u>\$ 28,452,441</u></b>
WORKING CAP. CHANGES NOT BUDGETED	<u>(575,837)</u>	<u>491,427</u>	-	-	-
<b>WORKING CAPITAL - ENDING</b>	<b><u>\$21,690,527</u></b>	<b><u>\$ 15,460,105</u></b>	<b><u>\$ 3,357,600</u></b>	<b><u>\$ 12,548,212</u></b>	<b><u>\$ 3,097,552</u></b>
<b>LESS OPERATING RESERVE</b>	<b><u>4,377,000</u></b>	<b><u>4,377,000</u></b>	<b><u>5,260,000</u></b>	<b><u>5,051,280</u></b>	<b><u>5,883,000</u></b>
<b>LESS DEBT RESERVE</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>AVAILABLE WORKING CAPITAL</b>	<b><u>\$17,313,527</u></b>	<b><u>\$ 11,083,105</u></b>	<b><u>\$ (1,902,400)</u></b>	<b><u>\$ 7,496,932</u></b>	<b><u>\$ (2,785,448)</u></b>

*\*The reserve for solid waste was established at 44% of operating revenues which was the amount needed when solid waste collection fees were billed on the annual tax statement and revenues were only received twice per year. The fees are now billed on the monthly utility bill and the reserve needs to be modified to 22%. This will result in FY23 reserves needed as \$2,943,030 and the available working capital as \$154,522.*

### SOLID WASTE FUND OPERATING BUDGET

FUNDS 5410,5420,5440,5450

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
PERSONAL SERVICES	\$ 5,854,186	\$ 6,468,914	\$ 6,080,570	\$ 6,095,736	\$ 6,319,482
OPERATIONS AND MAINTENANCE	5,572,623	6,030,940	5,873,084	7,786,157	7,057,927
CAPITAL	18,000,887	11,405,716	11,210,988	5,689,755	13,510,032
DEBT SERVICE	796,219	759,719	1,565,025	1,565,025	1,565,000
<b>TOTAL EXPENSES</b>	<b><u>\$30,223,915</u></b>	<b><u>\$ 24,665,289</u></b>	<b><u>\$24,729,667</u></b>	<b><u>\$ 21,136,673</u></b>	<b><u>\$ 28,452,441</u></b>

### STAFFING AUTHORIZATION

POSITION	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	PROPOSED FY 23
SOLID WASTE SUPT.		1.0	1.0	1.0
SOLID WASTE SUPERVISOR		5.0	5.0	5.0
SR EQUIP. OPER / MAINT WORKER		4.0	4.0	5.0
ADMINISTRATIVE SUPPORT III		1.0	1.0	-
EQUIP. OPER / MAINT. WORKER		43.0	43.0	44.0
MAINTENANCE WORKER		7.0	9.0	13.0
ADMINISTRATIVE SUPPORT II		-	-	1.0
FACILITIES MAINT SUPPORT I		0.5	1.0	1.0
LANDFILL ATTENDANTS		3.0	3.0	3.0
<b>TOTAL</b>		<b><u>64.5</u></b>	<b><u>67.0</u></b>	<b><u>71.0</u></b>
			<b><u>71.0</u></b>	<b><u>73.0</u></b>

# FY23 Budget Overview

# Public Works Department

WASTEWATER FUND OPERATING BUDGET					
FUNDS 5120,5130,5180,5190,4210	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>WORKING CAPITAL - BEGINNING</b>	<b><u>\$44,535,860</u></b>	<b><u>\$ 34,232,430</u></b>	<b><u>\$ 22,668,084</u></b>	<b><u>\$ 34,689,881</u></b>	<b><u>\$ 20,131,087</u></b>
<b>REVENUES:</b>					
WASTEWATER CHARGES	\$19,655,173	\$ 20,546,771	\$ 20,443,600	\$ 20,147,200	\$ 20,621,200
PERMITS	50,740	70,620	55,000	65,000	65,000
OTHER CHARGES FOR SERV.	306,128	289,730	268,920	265,703	315,750
WHOLESALE SURCHARGE	78,007	86,967	76,000	80,000	82,000
LATE PAYMENT CHARGES	38,607	43,835	40,000	45,000	45,000
SYSTEM DEVELOPMENT FEE	933,650	1,736,706	1,200,000	1,900,000	1,700,000
STATE FEE	52,116	53,070	45,000	50,000	50,000
CONTRIBUTIONS/DONATIONS	169,580	30,145	-	-	-
ARPA GRANT	-	-	-	2,000,000	-
MISCELLANEOUS	75,150	104,388	-	3,812	-
SALE OF EQUIPMENT	1,092	11,466	-	-	-
INTEREST ON INVESTMENTS	752,122	46,624	240,000	1,989	51,000
<b>TOTAL REVENUE</b>	<b><u>\$22,112,365</u></b>	<b><u>\$ 23,020,322</u></b>	<b><u>\$ 22,368,520</u></b>	<b><u>\$ 24,558,704</u></b>	<b><u>\$ 22,929,950</u></b>
<b>EXPENSES:</b>					
ADMINISTRATION	\$ 1,597,080	\$ 2,054,261	\$ 1,862,847	\$ 2,076,347	\$ 1,707,227
FISCAL SERVICES	378,393	489,310	72,488	73,783	75,933
TREATMENT PLANT	5,514,059	5,322,669	6,188,005	7,719,595	5,955,621
COLLECTION SYSTEM	1,452,908	1,508,609	1,647,699	1,636,310	1,750,421
ENVIRONMENTAL AFFAIRS	503,515	453,945	483,922	402,301	503,889
REPLACEMENT EXPEND.	17,887,136	7,832,987	16,519,103	21,834,509	15,893,972
BOND PRINCIPAL	-	-	2,705,000	2,705,000	2,670,000
BOND INTEREST	2,329,552	2,237,107	2,669,653	2,669,653	2,705,000
<b>TOTAL EXPENSES</b>	<b><u>\$29,662,643</u></b>	<b><u>\$ 19,898,888</u></b>	<b><u>\$ 32,148,717</u></b>	<b><u>\$ 39,117,498</u></b>	<b><u>\$ 31,262,063</u></b>
W.C. CHANGES NOT BUDGETED	(2,753,152)	(2,663,983)	-	-	-
<b>WORKING CAPITAL - ENDING</b>	<b><u>\$34,232,430</u></b>	<b><u>\$ 34,689,881</u></b>	<b><u>\$ 12,887,887</u></b>	<b><u>\$ 20,131,087</u></b>	<b><u>\$ 11,798,974</u></b>
LESS OPERATING RESERVE	1,575,000	1,845,000	1,845,000	1,833,946	1,800,000
LESS SRF LOAN RESERVE	1,444,291	1,444,526	1,445,000	1,445,000	1,445,000
<b>AVAILABLE WORKING CAPITAL</b>	<b><u>\$31,213,139</u></b>	<b><u>\$ 31,400,355</u></b>	<b><u>\$ 9,597,887</u></b>	<b><u>\$ 16,852,141</u></b>	<b><u>\$ 8,553,974</u></b>

# FY23 Budget Overview

# Public Works Department

## WASTEWATER FUND OPERATING BUDGET

FUND 5120,5130,5180,4210

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
PERSONAL SERVICES	\$ 4,195,203	\$ 4,333,937	\$ 4,214,763	\$ 4,036,258	\$ 4,375,936
OPERATIONS AND MAINTENANCE	5,250,752	5,494,857	6,040,198	7,872,078	5,617,155
CAPITAL	17,887,136	7,832,987	16,519,103	21,834,509	15,893,972
DEBT SERVICE	<u>2,329,552</u>	<u>2,237,107</u>	<u>5,374,653</u>	<u>5,374,653</u>	<u>5,375,000</u>
			-		-
<b>TOTAL EXPENSES</b>	<b><u>\$ 29,662,643</u></b>	<b><u>\$ 19,898,888</u></b>	<b><u>\$32,148,717</u></b>	<b><u>\$ 39,117,498</u></b>	<b><u>\$31,262,063</u></b>

## STAFFING AUTHORIZATION

POSITION	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	PROPOSED FY 23
ACCOUNT CLERK II	2.0	-	-	-
ACCOUNTING TECHNICIAN	0.3	0.4	0.3	0.2
ADMINISTRATIVE SUPPORT II	0.4	0.4	0.4	0.4
BILLINGS SERVICE COORD	0.4	-	-	-
CHIEF CHEMIST	0.3	0.5	-	-
CONTROL SYS PROG ANALYST II	1.0	1.0	1.0	1.0
D&C SUPERINTENDENT	0.4	0.4	0.4	0.4
DRAFTING TECHNICIAN	0.4	0.4	0.4	0.4
ELECTRICAL CNTRL SYS SPEC	0.5	0.5	0.5	0.5
ELECTRICAL MAINT SUPERVISOR	0.5	0.5	0.5	0.5
ELECTRICIAN III	3.0	3.0	3.0	3.5
ENG INSPECTOR II	0.8	0.8	0.8	0.8
ENGINEER II	0.4	-	-	-
ENVIRONMENTAL COMPL COORD	2.0	2.0	2.0	2.0
ENVIRONMENTAL ENGINEER	1.0	1.0	1.0	1.0
ENVIRONMETNAL COORD I	1.0	1.0	1.0	1.0
EQUIP OPER/MAINT WORKER	6.6	7.2	7.6	7.6
FACILITIES MAINT SUPPORT II	1.0	1.0	1.0	1.0
LAB SUPERVISOR	1.0	1.0	1.0	1.0
LAB TECHNICIAN	2.0	2.0	1.0	1.0
MECHANIC I	0.4	0.4	0.4	
PLANT MECHANIC SUPERVISOR	1.0	1.0	1.0	1.0
PLANT OPER SUPERVISOR	1.0	1.0	1.0	1.0
SR EQUIP OPER MAINT WKR	1.6	1.6	1.6	1.6
SR. ACCOUNT CLERK	0.8	-	-	-
SYSTEMS MAINT SUPERVISOR	1.6	1.6	1.6	1.6
TREATMENT PLANT TECH III	5.0	5.0	5.0	12.0
TREATMENT PLANT TECHNICIAN I	3.0	4.0	3.0	
TREATMENT PLANT TECHNICIAN II	4.0	4.0	6.0	2.0
WATER QUALITY SUPERINTENDENT	0.5	0.5	0.5	0.5
WASTEWATER TREATMENT MGR	1.0	1.0	1.0	1.0
WIRELESS NETWORK TECH	-	0.5	0.5	-
<b>TOTAL</b>	<b><u>44.9</u></b>	<b><u>43.7</u></b>	<b><u>43.5</u></b>	<b><u>43.0</u></b>

WATER FUND OPERATING BUDGET					
FUNDS 5020,5030,5050,5070,4160,8700					
	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>WORKING CAPITAL - BEGINNING</b>	<b>\$ 45,028,333</b>	<b>\$ 39,916,842</b>	<b>\$ 29,920,494</b>	<b>\$ 46,359,048</b>	<b>\$ 41,381,450</b>
<b>REVENUES:</b>					
WATER SALES	\$ 24,259,364	\$ 28,570,077	\$ 27,202,700	\$ 26,382,950	\$ 27,018,950
FIRE HYDRANT CHARGES	422,730	446,249	430,000	440,000	440,000
WATER SERVICE LINE INS.	461,306	467,634	526,000	440,000	440,000
OTHER CHARGES FOR SERV.	406,006	414,452	387,000	399,000	404,300
LATE PAYMENT CHARGES	25,730	28,207	35,000	35,000	35,000
SYSTEM DEVELOPMENT FEE	880,074	1,701,909	1,300,000	1,800,000	1,500,000
STATE FEE	62,162	62,410	62,000	62,883	63,000
CONTRIBUTIONS-DONATIONS	188,782	286,272	-	-	-
ARPA GRANT	-	-	-	2,000,000	17,607,145
MISCELLANEOUS	91,404	11,914	7,200	103,200	13,000
TRANSFERS IN	4,500	6,950	-	-	-
SALE OF EQUIPMENT/LAND	13,559	-	-	-	-
BOND REVENUE	-	-	72,000,000	-	97,000,000
INTEREST ON INVESTMENTS	690,427	55,725	272,000	(4,011)	59,650
<b>TOTAL REVENUE</b>	<b>\$ 27,506,044</b>	<b>\$ 32,051,799</b>	<b>\$ 102,221,900</b>	<b>\$ 31,659,022</b>	<b>\$ 144,581,045</b>
<b>EXPENSES:</b>					
ADMINISTRATION	\$ 1,987,650	\$ 2,342,817	\$ 2,579,716	\$ 2,842,104	\$ 2,742,005
FISCAL SERVICES	1,549,716	2,302,174	322,515	327,400	331,449
TREATMENT PLANT	5,656,655	5,898,576	6,251,287	6,712,269	6,971,408
DISTRIB/COLLECT/METERS	3,471,908	3,149,897	4,002,685	4,437,824	4,494,221
CAPITAL	16,564,035	9,479,395	90,938,618	19,152,148	126,911,207
WATER SERVICE INS. PROG	612,142	254,314	350,000	394,875	350,000
BOND PRINCIPAL	-	-	3,620,000	2,100,000	5,900,000
BOND INTEREST	616,911	560,723	2,150,000	670,000	2,440,000
<b>TOTAL EXPENSES</b>	<b>\$ 30,459,017</b>	<b>\$ 23,987,896</b>	<b>\$ 110,214,821</b>	<b>\$ 36,636,620</b>	<b>\$ 150,140,290</b>
W.C. CHANGES NOT BUDGETED	(2,158,518)	(1,621,697)	-	-	-
<b>WORKING CAPITAL - ENDING</b>	<b>\$ 39,916,842</b>	<b>\$ 46,359,048</b>	<b>\$ 21,927,573</b>	<b>\$ 41,381,450</b>	<b>\$ 35,822,205</b>
<b>LESS OPERATING RESERVE</b>	<b>3,417,000</b>	<b>3,646,000</b>	<b>3,646,000</b>	<b>3,524,516</b>	<b>4,020,053</b>
<b>LESS SRF LOAN RESERVE</b>	<b>1,386,571</b>	<b>1,386,571</b>	<b>1,385,000</b>	<b>1,385,000</b>	<b>1,385,000</b>
<b>AVAILABLE WORKING CAPITAL</b>	<b>\$ 35,113,271</b>	<b>\$ 41,326,477</b>	<b>\$ 16,896,573</b>	<b>\$ 36,471,934</b>	<b>\$ 30,417,152</b>

# FY23 Budget Overview

# Public Works Department

## WATER FUND OPERATING BUDGET

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

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
PERSONAL SERVICES	\$ 4,694,631	\$ 5,322,241	\$ 5,109,895	\$ 4,905,978	\$ 5,341,045
OPERATIONS AND MAINTENANCE	8,583,440	8,625,537	8,396,308	9,808,494	9,548,038
CAPITAL	16,564,035	9,479,395	90,938,618	19,152,148	126,911,207
DEBT SERVICE	616,911	560,723	5,770,000	2,770,000	8,340,000
<b>TOTAL EXPENSES</b>	<b>\$ 30,459,017</b>	<b>\$ 23,987,896</b>	<b>\$ 110,214,821</b>	<b>\$ 36,636,620</b>	<b>\$ 150,140,290</b>

## STAFFING AUTHORIZATION

POSITION	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	PROPOSED FY 23
ACCOUNTING TECHNICIAN	2.4	0.6	0.7	0.8
ADMINISTRATIVE SUPPORT II	0.8	0.6	0.6	0.6
BILLINGS SERV COORD	0.6	-	-	-
CHEMIST	0.6	3.0	2.0	2.0
CHIEF CHEMIST	3.0	0.5	1.0	1.0
COMMERCIAL & METER SUPT	0.8	-	-	-
CONTROL SYS PROG ANALYST II	-	1.0	1.0	1.0
D&C SUPERINTENDANT	1.0	0.6	0.6	0.6
DRAFTING TECHNICIAN	0.6	0.6	0.6	0.6
ELEC CONTROL SYS SPECIALIST	0.6	0.5	0.5	0.5
ELECTRICAL MAIN SUPERVISOR	0.5	0.5	0.5	0.5
ELECTRICIAN III	0.5	3.0	3.0	3.5
ENGINEER II	3.0	-	-	-
ENGINEERING INSPECTOR II	0.6	1.2	1.2	1.2
ENVIRONMENTAL COORD	1.2	-	-	-
EQUIP. OPER/MAINT WORKER	9.6	9.0	9.6	9.6
FIELD SERVICE MGR	-	1.0	1.0	1.0
FIELD SERVICE REP.	1.0	8.0	8.0	8.0
LAB TECHNICIAN	-	-	1.0	1.0
MAINTENANCE WORKER	8.0	1.8	1.8	1.8
MECHANIC I	0.7	0.6	0.6	-
METER MAINTENANCE REP	0.6	-	-	-
PLANT MECHANIC SUPERVISOR	1.0	1.0	1.0	1.0
PUD PLANT OPER SUPERVISOR	1.0	1.0	1.0	1.0
SR. ACCOUNT CLERK	1.2	-	-	-
SR. EQUIP OPER MAINT WKR	2.4	2.4	2.4	2.4
SYSTEMS MAINT SUPERVISOR	2.4	2.4	2.4	2.4
TREATMENT PLANT TECHNICIAN I	2.0	2.0	1.0	-
TREATMENT PLANT TECHNICIAN II	4.0	4.0	3.0	-
TREATMENT PLANT TECHNICIAN III	6.0	6.0	8.0	13.0
UTILITY SYSTEM ENG/WATER QUALITY SUPERINTE	0.5	0.5	0.5	0.5
WATER TREATMENT PLANT MGR	1.0	1.0	1.0	1.0
WIRELESS NETWORK TECH	-	0.5	0.5	-
<b>TOTAL</b>	<b>57.5</b>	<b>53.3</b>	<b>54.5</b>	<b>55.0</b>

# Business Improvement Districts

# Downtown Business Improvement District



## **Downtown Billings Business Improvement District**

### **Work Plan FY 2023**

#### **Mission Statement**

The Billings Business Improvement District (BID) is dedicated to improving the cleanliness, appearance, and perception of safety in Downtown Billings to further enhance and make Billings a vibrant destination for visitors, residents, owners, employees, and students.

The BID operates certain revitalization, maintenance, safety, outreach, public art, and hospitality functions under the corporate entity known as the Downtown Billings Business Improvement District.

#### **Products and Services**

The BID will provide the following services within the designated boundaries:

##### **Clean program (street level)**

- Sidewalk sweeping
- Sidewalk power washing, rotating basis in district, spot cleaning as well
- \*Snow removal, 4' pedestrian right of way
- Fixed Can Trash removal, approximately 75 cans removed three times per week
- Graffiti removal, street level

##### **Safe program**

- Expanded Safety BID
- Cooperative Safety Program, Downtown Resource Officers
- Resource Outreach Coordinator, MAAP Program
- Crime Watch for Business
- Community Innovations
- In-house CPTED program (Smart Design + Safer Space) in partnership with Billings Police Department and Billings Chamber.

##### **Public Art Program**

- Community Murals
- Sculpture installation and display
- Alley Activation

### **Landscape/Beautification/Planter Maintenance**

- Purchase, maintain, daily watering of hanging flower baskets
- Trimming, weeding, trash removal, plant replacement of planters

### **Kit of Parts**

- Street Furniture
- Kiosks

### **Community Engagement and Events**

- creating marketing and events that attract, retain, and engage the community in order to support the growth, promotion, and development of downtown Billings as an exceptional, vibrant, and diverse urban core.

### **Financial Forecast**

The Business Improvement District is an organizing and financing mechanism used by property owners to determine the future of their retail, commercial and industrial areas. The BID is based on state and local law, which permits property owners to cooperatively use the city's tax collection powers to "assess" themselves. These funds are collected by the county and returned in their entirety to the BID and are used for purchasing supplemental services and improvements beyond those services and improvements provided by the city.

The Billings BID is publicly-sanctioned, assessment -financed, and property owner managed.

### **Key Staff**

The BID is managed by the BID Board of Directors via the Alliance CEO and includes the following staff:

BID Director – Joe Stout, full time

Community Engagement/Events Director – Lindsay Richardson (50%)

BID Street Team – James Chandler, Adam Roebling

2 Billings Police Department Downtown Resource Officers

Resource Outreach Coordinator – Kody Christensen-Linton (funded through grant funds)

Additional seasonal staff as required

\*The City of Billings wants to remind property owners they are responsible for removing snow on sidewalks in front or adjacent to their properties. According to City Code (Section 22-406), owners or their agents are required to remove all snow, ice, or slush within 24 hours after the storm event.

**Business Improvement District FY23 Budget**

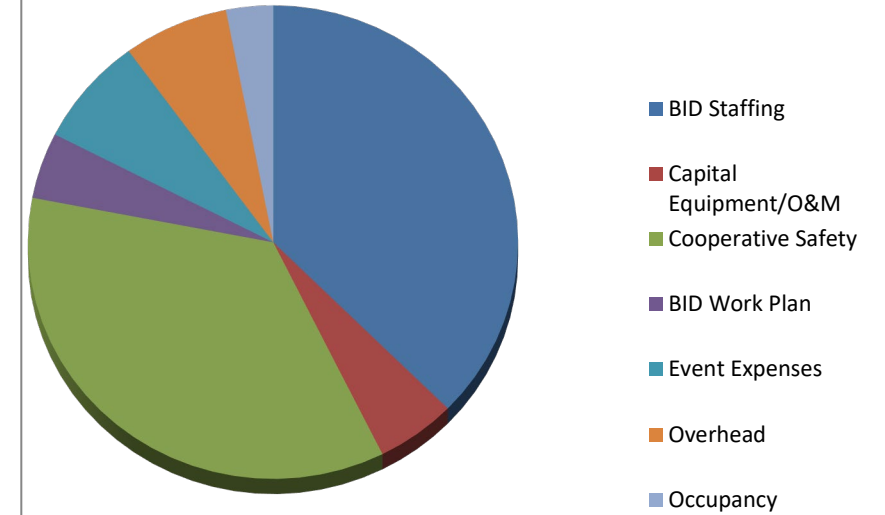
			Final Budget	Final Budget	Final Budget
			FY2020	FY2022	FY2023
<b>Revenue</b>					
Property Assessments	as per assmt formula		\$436,385.46	\$440,096.94	\$523,128.00
DBP Allocation to Cooperative Safety		annual	\$36,200.00	\$36,200.00	\$56,250.00
Event Income		variable		\$61,500.00	\$106,025.00
Public Art Income				\$15,000.00	\$10,000.00
	Delinquent Assmts (3%)		-\$13,091.56	-\$13,202.91	-\$15,693.84
Green Meters/Contract Labor					\$40,000.00
	<b>Total Revenue</b>		<b>\$459,493.90</b>	<b>\$539,594.03</b>	<b>\$719,709.16</b>
<b>Expenses</b>					
BID Staffing			\$196,223.90	\$170,401.00	\$247,233.00
Capital Equipment/O&M			\$5,000.00	\$32,000.00	\$34,900.00
Cooperative Safety			\$147,740.00	\$147,740.00	\$234,000.00
BID Work Plan			\$60,285.00	\$70,750.00	\$29,850.00
Event Expenses				\$30,300.00	\$49,196.00
Overhead			\$31,750.00	\$42,089.00	\$45,907.00
Occupancy			\$19,245.00	\$28,929.00	\$20,529.00
	<b>Total Expense</b>		<b>\$460,243.90</b>	<b>\$522,209.00</b>	<b>\$661,615.00</b>

<b>Downtown Billings Business Improvement District Assessment Formula FY23</b>	<b>FY23 Reserves</b>	<b>\$58,094.16</b>
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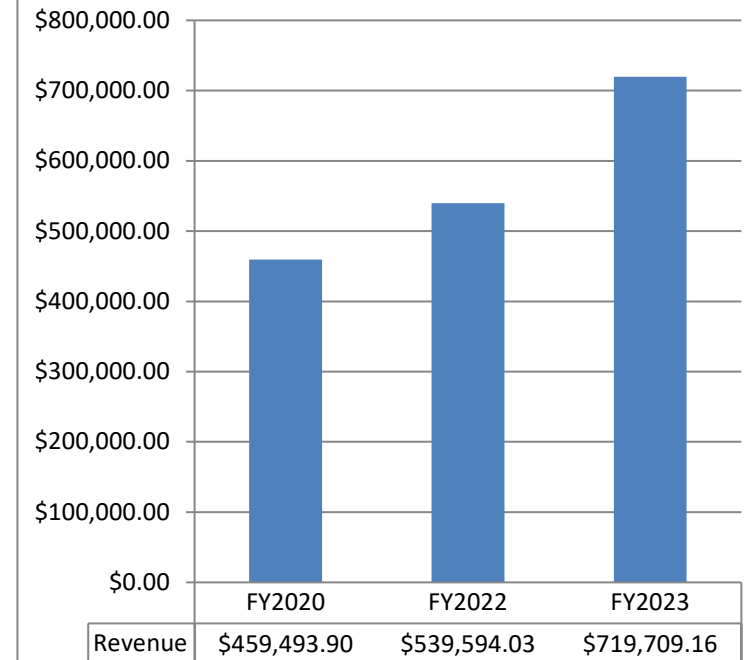
Lot Square Footage	\$	0.055000
Admin cost per parcel	\$	50.00
All Taxable Value	\$	0.000380
All Building sq. ft.	\$	0.028000

Safe Zone 3	3%
Safe Zone 2	11.5%
Safe Zone 1	21%
Clean Zone	100%

**Business Improvement District FY23 Expenses**



**Business Improvement District FY 23 Revenues**



# Tourism Business Improvement District

BILLINGS TOURISM BUSINESS IMPROVEMENT DISTRICT  
**ABRIDGED MARKETING PLAN**

FY23

**FORGE**  **YOUR**  
*VISIT Billings*  
**OWN**  **PATH**



## Tourism is a vital economic driver for Billings. More than 2.6 million people visit Billings annually, spending \$621 million.

(Destination Analysts)

As Montana, southeast Montana, and Billings continue to emerge from the pandemic's impacts, it's time to turn the page and look ahead. The future of Billings, Billings' tourism, and Visit Billings is competitive and will continue to positively impact stakeholders, tourism partners, and the business community as a whole.

The city of Billings is positioned geographically in a key section of the region that offers goods and services to eastern and central Montana residents as well as northern Wyoming, North Dakota, and South Dakota visitors. As the state's largest city, this position also directly impacts the visitor economy building Billings' tourism industry and supporting tourism partners.

As Visit Billings leadership and staff continue to build off post-pandemic opportunities, strategies and tactics are being analyzed and adjusted constantly to ensure investments are driving visitation to Billings – Montana's Trailhead. Steady growth in occupancy and average daily rate have been realized for stakeholders since June 2020 (Smith Travel Research [STR]). This shows that the campaigns are effective in successfully capturing overnight visitors, while continuing to elevate the destination. Funding and visitation data shows Billings is at 2019 travel levels (STR) and growing following successful leisure campaigns, sports events bookings, and the slow and steady recovery in the meetings and group tour markets.

In FY23, the Visit Billings staff continues their work leading the travel and tourism industry to sustained growth while supporting the businesses that depend on this industry. Leisure and sports tourism efforts are offering strong returns on investments, while the business and meetings industries are slower to rebound. While many companies and workers have grown accustomed to the ease of virtual meetings, travel and in-person meetings and events are important. Visit Billings staff continues to work with sales teams at meeting hotels to help boost conference bookings.

### **BILLINGS**

Billings, population of more than 110,000, is the county seat of Yellowstone County and the largest city in the state. As Montana's Trailhead, it is the region's economic hub. Major industries including agriculture, energy, healthcare, finance, education, and as previously noted, tourism drive the local economy.

Conveniently positioned in southeast Montana as the largest city between Calgary and Denver, as well as Spokane and Minneapolis, Billings proudly serves a trade area of more than 500,000 people.

Popular attractions locally include the Rimrocks which are the 70-million-year-old sandstone rock formations which surround much of the community and offer space to take in the incredible views of the region. The city also boasts a walkable brewery district in historic downtown Billings, Montana's only zoo and Botanical Park, contemporary and western museums, galleries, several theaters, music venues, a state-of-the-art public library, and several outdoor community venues and festivals.

Billings offers nearly 50 miles of multi-use trails and 24 miles of bike lanes. From the Rimrocks to the Yellowstone River, which is the longest free-flowing river in the lower 48, residents of Billings invite visitors to experience the magic of Montana's Trailhead. Billings sits near the intersection of Interstates 90 and 94 and offers a first-class airport with numerous daily flights to major U.S. cities via Delta, United, American Airlines, Allegiant, and Alaska Airlines. Regional carrier Cape Air also plays a role in air travel and connectivity in the state.

Amazing summer weather and snowy winters with bluebird days offer ample opportunity for outdoor enthusiasts to experience all four seasons and the accompanying adventures. Nearly 4,500 hotel rooms as well as numerous retail and restaurant offerings (Billings offers an incredible food scene), flexible meeting space, and sports venues are ready to accommodate any traveler or planner's needs and preferences.

Billings is Montana's city and serves as the trailhead to unparalleled access to some of the most breathtaking natural and historic attractions in America including Yellowstone National Park, the Beartooth Scenic Byway, Bighorn Canyon Recreation Area, Little Bighorn Battlefield and Pompeys Pillar National Monuments, as well as amazing state parks. The region is an idyllic destination for those seeking out the best that Montana and the western U.S. offers. From history and art to outdoor recreation and exploring, Billings serves visitors well particularly in a post-pandemic travel environment where travelers tend to choose wide open spaces with less populated areas. But there is more to Billings' travel scene than the leisure visitor. Sports tourism and convention recruitment along with the international and domestic tour-goer also are driving success in Billings' tourism landscape.



Visit Billings is the brand built to represent the Billings Convention and Visitors Bureau and the Billings Tourism Business Improvement District (BTBID). Visit Billings is managed by the Billings Chamber of Commerce.

Together with the Billings Chamber of Commerce/Convention and Visitors Bureau (BCC/CVB) and Billings Tourism Business Improvement District boards, the Visit Billings team is committed to growing the markets which drive visitation to Montana's Trailhead. The staff is an extension of its stakeholders (lodging partners) working to provide sales, services, and marketing support as a destination marketing and management organization which boosts the local economy.

Visit Billings is funded primarily through the BTBID. The BTBID assesses \$2.00 per occupied room per night on all hotels and motels in the city of Billings with six (6) or more sleeping rooms. The BTBID funds stay local for the marketing and promotion of the city as a destination. This marketing helps grow visitation and supports stakeholders, tourism partners, and general businesses in the destination. Additionally, there are two Montana taxes imposed on users of an overnight lodging facility (such as a hotel, motel, campground, dude ranch, and guest ranch), which are collected by the facility and remitted to the Montana Department of Revenue. These two taxes are a 4% Lodging Facility Use Tax and a 4% Lodging Facility Sales Tax, for a combined 8% state lodging tax. Most of the Lodging Facility Sales Tax goes to the State of Montana's General Fund while Visit Billings receives a small portion of the 4% Lodging Facility Use Tax as the Billings CVB. As a destination marketing organization (DMO), Visit Billings is charged with representing Billings as a tourism destination, helping with the development of the industry through promotion of the city.

**MISSION**

The mission of Visit Billings is to generate room nights for lodging facilities in the city of Billings by effectively marketing the region as a preferred travel destination.

**VISIT BILLINGS LEADERSHIP & STAFF**

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 Billings Chamber of Commerce  
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The Visit Billings Team is ready  
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**BILLINGS TOURISM BUSINESS IMPROVEMENT DISTRICT BOARD LEADERSHIP**

★ **GEORGE MARAGOS**  
**Chairman**  
 Northern Hotel

★ **JEFF SCHOENHARD**  
**Treasurer**  
 Kelly Inn Hotels  
 BestWestern PLUS Kelly Inn & Suites  
 LaQuinta Inn & Suites  
 Kelly Inn

★ **RON SPENCE**  
**Member**  
 Billings Hotel & Convention Center

★ **LORI WALKER**  
**Vice Chair**  
 Home2 Suites by Hilton

★ **STEVE WAHRLICH**  
**Member**  
 Best Western Plus  
 Clocktower Inn & Suites

★ **SHELLI MANN**  
**Member**  
 Boothill Inn & Suites

★ **JOE STUDINER**  
**Member**  
 Erck Hotels  
 Hampton Inn  
 Hampton Inn 196 Suites  
 Homewood Suites by Hilton

★ **TOBY O' ROURKE**  
**EX-OFFICIO**  
 CEO, Kampgrounds of America

*greetings from*  
**BILLINGS**  
M O N T A N A



## FY23 PLAN PROCESS

Visit Billings is currently navigating the strategic plan process. The product of the process will include deliverables to be revealed and adopted in late summer or early fall of 2022. The intention is, following the release of that plan, leadership and staff will evaluate the relation of the strategic plan findings to the current FY23 marketing plan and adopt any recommendations that will strengthen Visit Billings marketing and sales strategies for the current fiscal year and into future years.

The strategic plan will carry forward momentum and the successes of Visit Billings and local tourism today, while at the same time revealing the strategies for better destination positioning through 2027. Critical areas of focus and new areas to concentrate on will be identified to ensure Visit Billings, a destination management and marketing organization with major commitments to the marketing and sale of the destination, are set to position Billings and tourism partners for continued success in travel and tourism.

## IMPACT OF TOURISM

While strength and growth are being realized in Billings by Visit Billings leadership and staff as well as stakeholders, there is work to do. Visit Billings will continue to assess and improve its sales and marketing efforts and strategies, while at the same time, working with local, state, and federal leadership to help elevate the importance the visitor economy has on business communities. Again, 2.6 million people visit Billings, annually spending \$621 million. The pandemic was a setback, but it's also an opportunity to reimagine the travel industry. If elected officials can plan for the future by prioritizing the tourism industry today, businesses in Billings can grow and help rebuild the travel industry to be more dynamic, innovative, sustainable, and competitive than ever before.

Billings as a tourism destination, is liken to a retail store filled with goods, services, and opportunities. However, sales are only as good as products, marketing of the products, and diversification of what's being offered to the customer. If products don't compete with what is offered elsewhere, the store will suffer. That is a simple example to help one visualize the importance of Visit Billings' mission to support destination marketing, destination management, and product development.

Billings is only as viable a destination in its competitive set as its offerings. If the community and leadership don't invest to build and offer competitive products, the economy will suffer. The link between tourism and economic development are key components to the successful equation of the health of a destination and the community. Public and private entities can work together to grow a destination and its products for its visitors. Those same products build the community for its residents, workforce, and businesses. The same reasons one wants to visit Billings are in many ways relational to the reasons a person would want to call Billings home or choose Billings to open a business.

Opportunities for growth sit with product development and overall destination development including venues, facilities, events, and infrastructure and development.

# THE MONTANA BRAND



The State of Montana's tourism brand plays a major role in destination marketing for the state and region. The marketing strategies and programs led by Brand MT, formerly the Montana Office of Tourism and Business Development, help boost not only Montana's tourism brand, but also those brands of Montana's cities, towns, and regions. Visit Billings works to align with Brand MT tourism marketing pillars and strategies in all the integrated marketing efforts. Brand MT is a key partner with Visit Billings.

The Brand MT pillars, which will help identify and guide areas of opportunity in travel promotion, are as follows:

## STRATEGY I

**COMMUNICATE AND DELIVER MONTANA'S SPECTACULAR UNSPOILED NATURE IN A WAY THAT MAKES IT REAL, TANGIBLE AND ACCESSIBLE TO THE VISITOR.**

## STRATEGY II

**HIGHLIGHT AND HELP DEVELOP VIBRANT AND CHARMING SMALL TOWNS THROUGHOUT MONTANA.**

## STRATEGY III

**INTEGRATE NATURE AND TOWNS TO OFFER AND DELIVER A BALANCE OF BREATHTAKING EXPERIENCES AND RELAXING HOSPITALITY.**



# THE TRAVEL PROCESS: THREE PHASES

## INSPIRE, ORIENT, FACILITATE

THE PROCESS IS DEFINED BY USE OF THE FOLLOWING TERMINOLOGY AND CORRESPONDING DEFINITIONS:

### INSPIRATION

The process of being mentally stimulated to do or feel something, especially to do something creative.

### ORIENTATION

The relative physical position or direction of something.

### FACILITATION

The action of facilitating something to make it easy or easier.



**THE INSPIRATION PHASE** is where the traveler is made aware of the general product and develops a desire to visit the destination.

Brand MT is responsible for the foundation of the Montana visitor marketing strategies via Montana’s tourism brand marketing.

Brand MT markets Montana’s key tourism pillars to encourage potential travelers to visit the state with inspirational imagery and copy focusing on Yellowstone and Glacier National Parks as well as adventures - which align with the outdoor recreation travelers are seeking.

In the inspirational phase, Visit Billings staff strategize to position the destination as a competitive city to include on a Montana itinerary. Any Brand MT efforts to elevate eastern Montana towns and attractions always assist with this phase for the region.

Billings is well situated between the historic landmarks of southeast Montana and the awe-inspiring landscapes of the Yellowstone River valley. Working to compliment Brand MT efforts, Visit Billings leverages stunning imagery, targeted messaging, and compelling calls to action in the integrated marketing materials including the Great American Road Trip campaign which speaks well for those visitors who may be only now re-engaging in travel.

Billings is an access point to the Beartooth Highway which Charles Kuralt called “the most beautiful drive in America.” As a destination, Billings offers stunning vistas via the sandstone Rimrocks and access to the Yellowstone River, which are all reasons to choose southeastern Montana as part of one’s route. Targeted marketing and out-of-home (OOH) programming aim to help boost Billings as a must-stop city along western and national park trips.

Regionally, Billings is the perfect vacation destination for many neighboring communities. Ongoing “long weekend” campaigns inspire and invite the driving audience to explore and enjoy all Billings has to offer in entertainment, outdoor activities, cultural and historic interests, and recreation. In FY23, Visit Billings will build from gains made in the drive markets (MT, WY, SD, ND, ID) and grow the Great American Road Trip campaign from the south and Midwest, as more people choose to road trip, despite higher fuel prices.

**THE ORIENTATION PHASE** is where the traveler begins researching the details of his or her trip. This phase focuses on the route the traveler will take to arrive at the chosen destination and the mode of transportation used to get there. Montana’s visitors have multiple destinations to consider within the state and bordering states when building trips and researching travel to this part of the West. Montana’s destination marketing and management organizations (DMMO) like Visit Billings, provide tools to help the visitor plan a route while encouraging a longer stay.

### VISITBILLINGS.COM

The Visit Billings website is the destination’s primary branding and communications tool, where the destination’s “Forge Your Own Path” brand has been brought to life to orient potential visitors. In today’s digital landscape, destination marketing websites must work even harder to engage the consumer. While travelers filter through user-generated content (UGC), TripAdvisor reviews, Instagram posts, and travel blogs, a destination website should be positioned as a trusted resource for travel inspiration and planning. VisitBillings.com is designed to ensure the content is consistently updated and relevant to the individual needs of potential travelers. What’s your travel personality? That’s a question Visit Billings asks of the potential visitor. New persona-driven web content is developed to guide prospective History Buffs, Outdoor Enthusiasts, Foodies,

Shopaholics, Arts & Culture Aficionados, and Wellness-Seekers to Billings. Simultaneously, the Great American Road Trip microsite also inspires travelers to hit the road and choose Billings as their vacation destination.

### **VISIT BILLINGS VISITOR GUIDEBOOK**

The Visit Billings Visitor Guidebook is available digitally via the website and is mailed upon request at no charge by Visit Billings staff and contractors. The guidebook focuses on the “Forge Your Own Path” branding and encourages travelers to seek adventure and live life to the fullest. With the assistance of beautiful imagery, maps, recreational listings, and more, Visit Billings’ focus is to provide accessible and authentic information. There is no advertising included in Visit Billings publications or collateral materials. Additionally, Visit Billings staff and partners are available to assist potential travelers with their needs via phone, email, and text at (406) 245-4111 or [Info@VisitBillings.com](mailto:Info@VisitBillings.com).

### **BILLINGS LOGAN INTERNATIONAL AIRPORT (BIL)**

Visit Billings is working closely with BIL leadership to monitor the concerns of limited air capacity to business-travel destinations like Billings. As more leisure marketing promotes access to southeast Montana and Billings via air, air capacity, options, and competitive airfare are major priorities for Visit Billings staff and leadership. If travelers can’t get to Billings easily or at a good fare, the destination will easily lose travelers to other Montana airports like Bozeman and Missoula losing major pre-pandemic gains.

BIL continues to deliver exciting news, however, regarding the remodeling project which will expand the capacity of the facility and offer a modern look and feel with more capacity for partners. Such renovations and expansions with major carriers offering direct flights in markets that include Denver, Minneapolis (MSP), Seattle (SEA), and Dallas/

Fort Worth (DFW), Chicago (ORD), Portland, Phoenix, San Diego, and Salt Lake City (SCL) help define Billings as a strong destination for leisure, sports, meetings, and business travelers. Cape Air is also an important partner in the regional market serving smaller eastern Montana communities where residents may choose to fly to Billings to shop, schedule services, and enjoy events.

**THE FACILITATION PHASE** is where the traveler seeks experiences en route to a destination and during a stay. DMMOs, communities, and organizations must all work together to make visitors aware of the full array of experiences available to guests. The Visit Billings team is knowledgeable, welcoming, and on-the-ready to facilitate visitor queries via phone, text, or email. The goal is to foster successful stays and future Montana travels.

### **BILLINGS TRAIL GUIDES**

When a resident greets a visitor, it’s important to consider them a temporary local as well as a future resident. Visitor facilitation, or how we welcome and care for visitors, is how we foster the future of tourism and workforce.

The Visit Billings staff keeps an open dialogue of communication and information with tourism partners, area hotels, attractions, businesses, and the community to provide exceptional customer service for visitors. This initiative is spearheaded by the Billings Trail Guide program of Visit Billings. This civic-minded program works to unite and motivate the Billings community in raising the bar and level of service for visitors. It provides frontline employees training and support so they can easily communicate and provide hospitality and experiential options for visitors in and around Billings and southeast Montana.

Visit Billings continues to foster connectivity within different social media platforms by offering visitors current and relevant content via Facebook, Instagram, Pinterest, Twitter, and YouTube. Visitors also are invited to engage with the #VisitBillings brand throughout their journey.

# STRATEGIC PRIORITIES – FY23

## GROW VISITATION

Visit Billings is focused on the future of travel for Billings. Tourism is vital to the success of the local business community. Tourism supports more than 10,000 jobs locally and enhances the overall quality of life by helping support business. 2.6 million people spending \$621 million in new money to the local economy annually in Billings is not an accidental impact. It's the return on investment of marketing and sales strategies of the Visit Billings leadership, staff, and partners.

Growing and fostering visitation is crucial to the health of the lodging and hospitality industries even more so as the economy recovers from the pandemic impacts in Billings.

While the industry was hit hard by the challenges of the past two years, Visit Billings and its stakeholders and partners are recovering and positioning the industry for growth. There is great optimism among American travelers and destination marketers like Visit Billings staff. We have overcome many obstacles, and the future is bright. The investment in tourism marketing by Visit Billings remains key. Appropriate marketing and sales efforts and strategies work to elevate Billings as a travel destination supporting stakeholders and tourism partners including retailers, restaurants, and local attractions. If Visit Billings' lodging partners (hotels, motels, campgrounds) are booked, that means attractions, retailers, restaurants, and bars are full. This is the positive economic outcome of tourism marketing.

The role tourism plays in Billings is significant. The economic impact is priority, but so is the opportunity to host visitors

from all parts of the world. People come to Montana and Billings to experience the culture, traditions, and gastronomy. At the same time, residents can welcome guests and make them feel included no matter their hometown, home country, or background. Tourism creates a cultural exchange between local citizens and tourists. Such enrichment is important to the future of the destination and visitor growth as well as the quality of life and health of the Billings community as a whole.

Visit Billings continues to work with the Billings Chamber of Commerce and other community leadership to identify and dismantle conscious and non-conscious systemic bias and discriminatory actions within the community through education, training, advocacy, mentorship, and conversations. This is the Chamber's and Visit Billings' Diversity and Inclusion Mission and is woven into greater strategies as well as every conversation and decision contemplated and made by Visit Billings. Visit Billings staff have graduated from the Billings Chamber of Commerce's Diversity, Equity, and Inclusion Implementation course. Visit Billings staff also have become Certified Autism Travel Planners (CATP) with the International Board of Credentialing and Continuing Education Standards (IBCCES). This is part of an overarching goal to be an inclusive and welcoming DMMO.

## THE VISITOR EXPERIENCE

Visit Billings leadership and staff understand the visitor experience plays one of the most important roles in growing visitation as a destination. If we don't treat visitors well as a community, they will not choose Billings in the future. Exceptional service leads to repeat visitation and extended stays. Making sure travelers feel welcome and enjoy their stay at Montana's Trailhead



is a major priority for Visit Billings. The Visit Billings staff works in many ways to help create a positive experience for visitors; one effort is the Billings Trail Guides program.

Creating the best visitor experience imaginable is a top priority for the destination, and the Billings Trail Guides program leads the way in the local tourism industry. This program continues to foster a sense of pride and place for residents by educating them about all that Billings has to offer as a community and tourism destination. As noted, for the last decade in Billings, research has previously reflected a weakness in civic pride among Billings' area citizens. Staff members continue to work to grow this program and not lose momentum by graduating Trail Guides who are ready to help visitors feel welcome in the community. Billings' residents have the capacity to elevate Billings which can significantly impact visitor growth and the visitor experience.

The purpose of the Billings Trail Guides program is to give residents the opportunity to become brand ambassadors for Montana's Trailhead. All Trail Guides should have extensive knowledge of the best of Billings and are able to share the local flair with visitors they encounter. As guests come to Billings, and seek to connect with the city and locals, Visit Billings staff want to make sure the community is prepared to help. That's why exclusive resources for Trail Guides have been created to provide insightful recommendations for residents, which are available at [VisitBillings.com](http://VisitBillings.com).

Additionally, successfully hosting people from varying backgrounds and/or with differing needs or with disadvantages is a priority for Visit Billings staff and leadership as well. As mentioned, together with the Billings Chamber of Commerce executive committee and the BTBID Board, Visit Billings staff have become Certified Autism Travel Planners. This work lays the foundation for Billings to become a certified autism destination or CAD, which is a major priority for Visit Billings. Support staff and leadership with Visit Billings,

the TBID, and Billings Chamber of Commerce leadership and colleagues have also received valuable training to assist neuro-diverse visitors. More to come on this effort in FY23 for the destination and tourism partners.

## INCREASE LEISURE VISITATION

Leisure travel marketing strategies remain the highest priority for the organization as leisure visitation supports all Visit Billings' stakeholders (hotels, motels, campgrounds) as well as tourism partners including restaurants, retailers, and attractions. Regional marketing campaigns will focus on road trip itineraries and partnerships with attractions like ZooMontana, Alberta Bair Theater, MetraPark, and cultural entities to name a few.

This year, leisure marketing efforts are going to the dogs. With the development of the "Rick" video, Visit Billings staff are evolving the Great American Road Trip campaign to fully reach the creative's potential. The FY22 and FY23 warm season creative campaign is designed to promote a vacation in Billings through the eyes of a faithful canine companion. "Rick's Travel Tips" will leverage a playfulness in tone and stunning visuals to help showcase Billings as Montana's Trailhead - a city without limits, born in the shadows of the Rimrocks, with a path for every personality. The spring/summer national and regional campaigns will highlight the untamed adventures found along the Rimrocks and the Yellowstone River, while highlighting the unique vibe found only in Billings, featuring Montana's only walkable brew trail and all the comfort travelers are seeking in hotel amenities, outdoor recreation, and a chance to explore the museums, galleries, events, and urban Montana amenities Montana's Trailhead offers.





## SPORTS TOURISM

Writers with the Sports Planning Guide said it best recently:

***'...Sports saved the tourism industry's bacon in 2020 and 2021.'***

This is not only a true statement on the national level, it's also a major point to make locally. Next to leisure visitation, sports tourism did and continues to play a large role in the economic recovery of Billings as a travel destination following COVID-19 transitions and impacts. Local sports events were strong in Billings prior to the pandemic, in the pandemic, and post-pandemic. Therefore, positioning Billings as a sports events destination will remain a top priority for Visit Billings in FY23. Staff will continue to foster growth in this segment by supporting partners like the Montana High School Association, MSU Billings, Rocky Mountain College, area school districts, local tournament directors and owners, as well as the City of Billings and Yellowstone County. Visit Billings has a large vision for sports in the destination. While Visit Billings is responsible for marketing Billings as a sports events destination and assists with nearly 30 events annually, the opportunity to grow this segment and build the sports identity for Billings is incredible. The efforts being made with Landon's Legacy Foundation for Landon's Mircle Field, South Billings Urban Renewal Association efforts to build a sports facility, School District #2 planning to better accommodate high school sports events at Daylis Stadium, TrailNet's plans for the Skyline Trail, and MetraPark Master Planning considerations all build on Billings' capacity to be a competitive destination for sports events and for sporting enthusiasts. It's an exciting time!

## MEETINGS, REUNIONS, GROUP TOURS, & SERVICING

Visit Billings staff strives to be innovative in how to meet the needs of meeting planners and incentivize decision-makers to choose Billings as their meetings destination. Staff work closely with meeting hotel sales staff to help inspire and orient meeting professionals with thoughtful sales strategies. This segment can continue to have a strong economic impact on the community as it rebounds from pandemic impacts. The Visit Billings staff also assists planners who are in-market to execute meetings in the destination by helping facilitate their needs with attendance-building, travel reassurances, registration needs, welcome activities, and in some cases, financial incentives.

Reunions and domestic group tours are also important segments that can grow visitation to Billings. Like leisure visitation, meetings, and sports events, opportunities for growth for both the reunion and group tour segments are priorities for Visit Billings staff. Working with tour operators and reunion planners to boast Billings as key partner for their booking needs is a key priority.

## THE INTERNATIONAL MARKETPLACE

As the world continues to reopen, it is important for Visit Billings to remain competitive in the international market segment. Visit Billings plans to attend IPW, ACGI and International Roundup to help foster pre-pandemic efforts to grow this segment of visitation to Billings. It is important for Visit Billings staff to maintain relationships with international tour operators so overseas visitors who have ranked sightseeing, fine dining, and national parks/monuments as major draws in deciding where to spend time while visiting the United States keep Billings top-of-mind as new travel habits emerge. Visit Billings will work with Brand MT and partners like Visit Southeast Montana and Rocky Mountain International to remain relevant in travel recovery to the international market. Tour operators will be in market warm season of 2022.





## THE VISIT BILLINGS STRATEGIC PLAN (VBSP)

Visit Billings and the entire travel and tourism industry have undergone dramatic changes over the last decade, with the pandemic serving as a catalyst for the creation of different growth and change. As the industry and the destination move into the next three to five years, the travel marketing landscape is adjusting. Traveler motivations, behaviors, and financial considerations have shifted, which creates new opportunities for Visit Billings.

At the same time, the city of Billings and its stakeholders also have evolved. Billings is a regional economic hub, well-known for its diverse economy to include healthcare, energy, agriculture, education, financial headquarters, and of course tourism. Yet previous research has identified challenges to tourism such as public safety; air service weakness; workforce; funding sources and taxing structure; as well as facility offerings in comparison to the competitive set.

However, visitation is surging - at times, beyond even 2019 data sets. Key stakeholders in Billings are undergoing or considering product development opportunities. For example, the Pub Station's construction of a new outdoor pavilion, South Billings Urban Renewal Association/City of Billings' sports facility, new residential projects in downtown Billings, and MetraPark is in the process of developing a new Master Plan to reimagine the complete 189-acre campus to add new facilities and amenities along with management assessments. This landscape creates the perfect opportunity to develop a new Destination Strategic Plan for Billings, designed to share a sharp vision for the future.

Experience has shown Visit Billings and Sunshine & Bourbon, Visit Billings' agency of record, that a successful strategic plan requires the involvement and engagement of the Visit Billings team and industry stakeholders, but also those of visitors, meeting and sports planners, as well as the local community. Therefore, the VBSP approach is designed to collaborate with each of these critical audiences, so that the final deliverable is embraced - and each audience feels the passion needed to move the plan from recommendations to action.

Ultimately, the Destination Strategic Plan will be designed to accomplish the following objectives:

- **Identify actions and activities that will benefit the local economy, as well as improve the quality of life for the community.**
- **Assess gaps in the tourism, sports, meetings and cultural infrastructure to identify potential new or enhanced tourism demand generators.**
- **Recommend actions and activities to increase visitor flow across all segments (leisure, meetings, sports).**
- **Assess and define product development needs while also identifying growth and expansion opportunities for Billings.**
- **Create a management tool and information resource that allows leadership and internal teams to prioritize the resources needed to achieve the goals and objectives, and the process required to do so.**
- **Create consensus among stakeholders of tourism trends that directly impact the destination, while at the same time understanding the threats as well as the opportunities those trends present.**
- **Focus on funding and program development alignment among Visit Billings, its partners, other government entities and the community.**

The phases of plan, currently in process as of winter 2022:

**Phase I:** Defining the Process

**Phase II:** Discovery

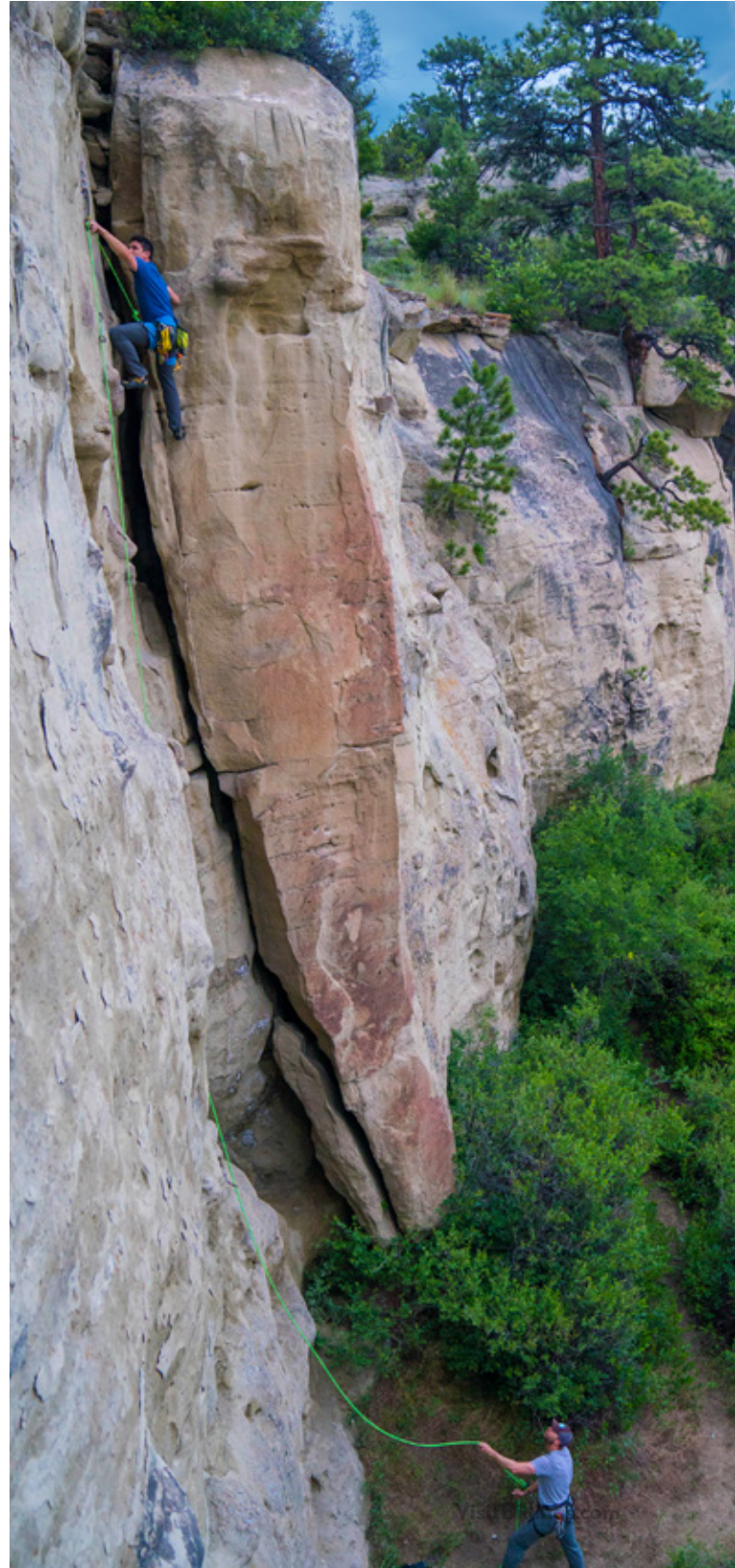
**Phase III:** Defining the Strategy

**Phase IV:** Creating the Strategic Path Forward

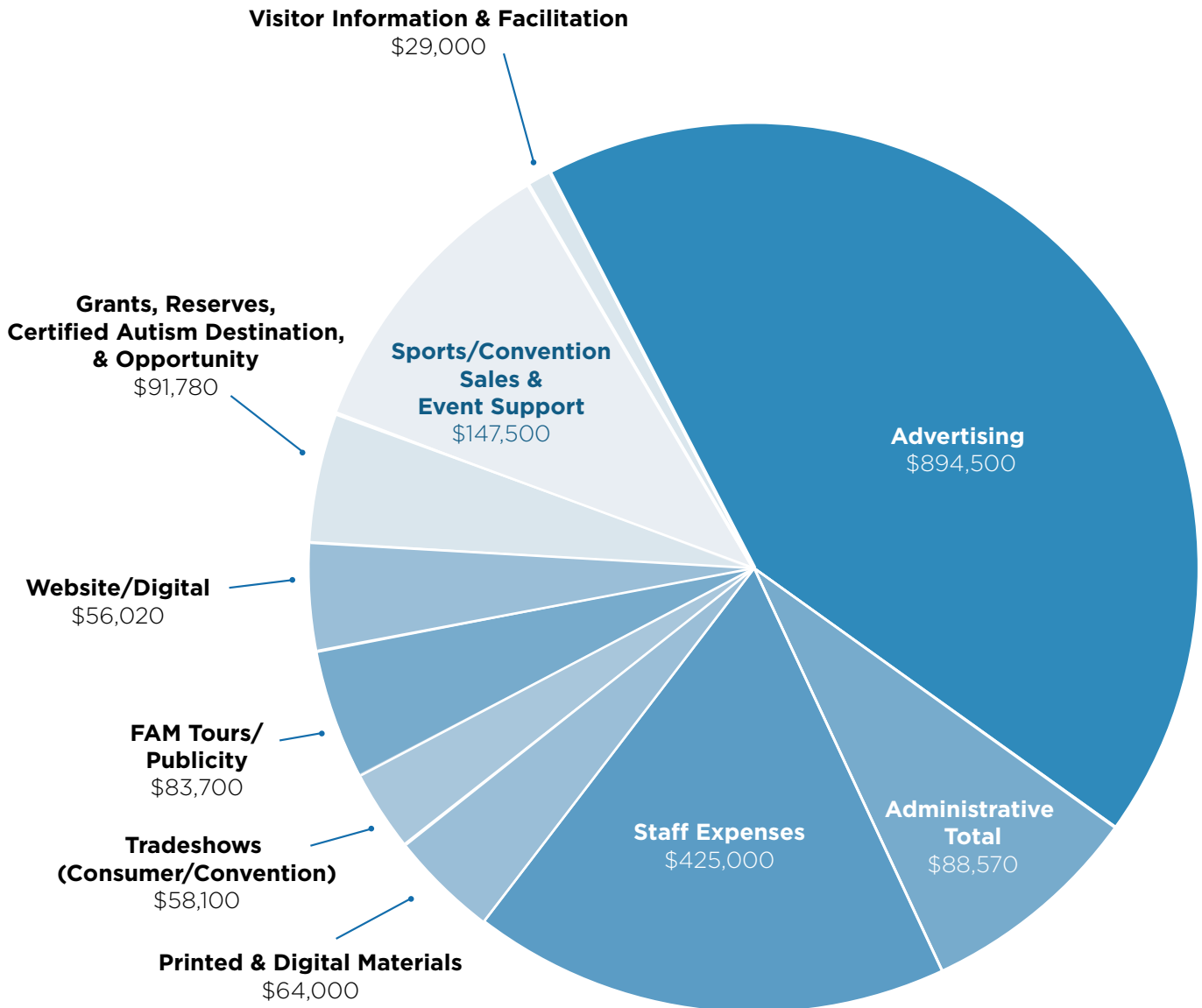
The final report will present an overview of the project, the current landscape, a discussion of the process and those involved in the process, and an explanation of the Strategic Plan itself. The report will include a summary of the Situational Analysis, the state of the Billings tourism industry, trends and developments, a framework for planning, as well as challenges and opportunities. From there, the Strategic Plan will offer overall objectives in major focus areas alongside detailed recommendations on ways to move toward those goals. Those recommendations will be prioritized along with the implementation actions. Finally, the report will define a framework for measurement to determine if the Strategic Plan is moving forward.

# 2023 BILLINGS TOURISM BUSINESS IMPROVEMENT DISTRICT (BTBID) BUDGET

<b>PROJECTED REVENUE</b>	<b>\$1,939,170</b>
<b>MARKETING &amp; SALES TOTAL</b>	<b>\$1,425,600</b>
Advertising	\$894,500
Grants, Reserves, Certified Autism Destination, & Opportunity	\$91,780
Printed & Digital Materials	\$64,000
Sports/Convention Sales & Event Support	\$147,500
Tradeshows (Consumer/Convention)	\$58,100
FAM Tours/Publicity	\$83,700
Website/Digital	\$56,020
Visitor Information & Facilitation	\$29,000
Film Recruitment	\$1,000
<b>STAFF EXPENSES</b>	<b>\$425,000</b>
<b>ADMINISTRATIVE EXPENSES</b>	<b>\$88,570</b>



**BILLINGS TOURISM BUSINESS IMPROVEMENT DISTRICT (BTBID) DOLLARS - BUDGET FY23**



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**PROJECTED REVENUE: \$1,939,170**



# Summary Pages

**SUMMARY  
ALL FUNDS  
OPERATING BUDGET  
FY 23**

	GENERAL	SPECIAL REVENUE	DEBT SERVICE	CAPITAL PROJECTS	ENTERPRISE	INTERNAL SERVICE	PERMANENT
FUND BALANCE - BEGINNING	\$ 11,353,907	\$ 63,416,479	\$ 6,208,568	\$ 17,321,281			\$ 789,168
WORKING CAPITAL - BEGINNING					\$ 105,346,126	\$ 15,950,179	
REVENUES:							
TAXES	\$ 19,167,615	\$ 34,579,615	\$ 1,733,383	\$ -	\$ 2,531,644	\$ -	\$ -
SPECIAL ASSESSMENTS	-	27,046,629	1,491,000	-	-	55,000	-
LICENSES & PERMITS	1,968,454	2,747,250	-	-	-	134,000	-
INTER-GOVERNMENTAL	12,780,294	33,947,698	-	-	46,156,099	-	-
CHARGES FOR SERVICE	4,731,924	12,226,483	-	-	86,641,629	30,777,289	15,750
FINES & FORFEITS	1,294,046	196,900	-	-	100,000	-	-
INVESTMENT EARNINGS	33,144	222,794	9,677	13,336	337,118	41,625	1,444
DONATIONS / CONTRIBUTIONS	-	494,500	-	5,000	-	-	-
INTERFUND TRANSFERS	10,600	23,646,584	1,015,000	11,670,581	130,000	532,057	-
DEBT PROCEEDS	-	-	-	5,407,275	99,000,000	-	-
MISCELLANEOUS	600	580,210	-	1,126	191,889	18,000	-
TOTAL REVENUES	<u>\$ 39,986,677</u>	<u>\$ 135,688,663</u>	<u>\$ 4,249,060</u>	<u>\$ 17,097,318</u>	<u>\$ 235,088,379</u>	<u>\$ 31,557,971</u>	<u>\$ 17,194</u>
EXPENDITURES:							
PERSONAL SERVICES	\$ 11,389,786	\$ 56,030,487	\$ -	\$ -	\$ 26,738,689	\$ 9,239,344	\$ -
OPERATION & MAINTENANCE	5,002,806	41,814,881	99,120	88,185	28,035,239	25,453,538	-
CAPITAL	82,000	36,727,554	-	21,116,106	180,288,376	455,513	-
DEBT SERVICE	-	2,786,810	4,791,088	-	15,939,383	532,056	-
INTERFUND TRANSFERS	23,525,335	13,349,184	-	-	-	95,769	5,600
TOTAL EXPENDITURES	<u>\$ 39,999,927</u>	<u>\$ 150,708,916</u>	<u>\$ 4,890,208</u>	<u>\$ 21,204,291</u>	<u>\$ 251,001,687</u>	<u>\$ 35,776,220</u>	<u>\$ 5,600</u>
FUND BALANCE - ENDING	<u>\$ 11,340,657</u>	<u>\$ 48,396,226</u>	<u>\$ 5,567,420</u>	<u>\$ 13,214,308</u>			<u>\$ 800,762</u>
WORKING CAPITAL NOT BUDGETED					-	-	
WORKING CAPITAL - ENDING					\$ 89,432,818	\$ 11,731,930	
LESS OPERATING RESERVE					14,493,000	3,493,218	
LESS BOND/LOAN RESERVE REQUIREMENTS					5,255,000	-	
AVAILABLE WORKING CAPITAL					<u>\$ 69,684,818</u>	<u>\$ 8,238,712</u>	

**SUMMARY  
ALL FUNDS  
OPERATING BUDGET  
FY 23**

	BUDGET FY 23	BUDGET FY 22	INCREASE (DECREASE)	ACTUAL FY 21
FUND BALANCE - BEGINNING	\$ 99,089,403	\$ 117,040,755	\$ (17,951,352)	\$ 101,663,338
WORKING CAPITAL - BEGINNING	\$ 121,296,305	\$ 108,028,016	\$ 13,268,289	\$ 132,097,857
<b>REVENUES:</b>				
TAXES	\$ 58,012,257	\$ 49,904,803	\$ 8,107,454	\$ 48,340,846
SPECIAL ASSESSMENTS	28,592,629	26,754,590	1,838,039	26,934,377
LICENSES & PERMITS	4,849,704	4,389,203	460,501	4,813,287
INTER-GOVERNMENTAL	92,884,091	60,486,644	32,397,447	60,504,041
CHARGES FOR SERVICE	134,393,075	127,942,298	6,450,777	129,750,584
FINES & FORFEITS	1,590,946	1,595,896	(4,950)	1,857,489
INVESTMENT EARNINGS	659,138	1,453,894	(794,756)	473,555
DONATIONS / CONTRIBUTIONS	499,500	685,600	(186,100)	1,642,265
INTERFUND TRANSFERS	37,004,822	47,392,190	(10,387,368)	18,395,964
DEBT PROCEEDS	104,407,275	84,385,800	20,021,475	14,552,076
MISCELLANEOUS	791,825	536,180	255,645	5,520,015
TOTAL REVENUES	<u>\$ 463,685,262</u>	<u>\$ 405,527,098</u>	<u>\$ 58,158,164</u>	<u>\$ 312,784,499</u>
<b>EXPENDITURES:</b>				
PERSONAL SERVICES	\$ 103,398,306	\$ 95,810,386	\$ 7,587,920	\$ 94,974,438
OPERATION & MAINTENANCE	100,493,769	94,576,594	5,917,175	82,956,388
CAPITAL	238,669,549	198,675,650	39,993,899	65,550,123
DEBT SERVICE	24,049,337	28,250,584	(4,201,247)	11,332,660
INTERFUND TRANSFERS	36,975,888	47,392,190	(10,416,302)	29,638,788
TOTAL EXPENDITURES	<u>\$ 503,586,849</u>	<u>\$ 464,705,404</u>	<u>\$ 38,881,445</u>	<u>\$ 284,452,396</u>
FUND BALANCE - ENDING	<u>\$ 79,319,373</u>	<u>\$ 84,839,043</u>	<u>\$ (5,519,670)</u>	<u>\$ 120,176,131</u>
WORKING CAPITAL NOT BUDGETED	-	-	-	(3,351,572)
WORKING CAPITAL - ENDING	<u>\$ 101,164,748</u>	<u>\$ 81,051,422</u>	<u>\$ 20,113,326</u>	<u>\$ 138,565,594</u>
LESS OPERATING RESERVE	17,986,218	16,723,107	1,263,111	15,475,017
LESS BOND/LOAN RESERVE REQUIREMENTS	<u>5,255,000</u>	<u>5,501,044</u>	<u>(246,044)</u>	<u>5,256,097</u>
AVAILABLE WORKING CAPITAL	<u>\$ 77,923,530</u>	<u>\$ 58,827,271</u>	<u>\$ 19,096,259</u>	<u>\$ 117,834,480</u>

**SPECIAL REVENUE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 23**

	<b>PUBLIC SAFETY</b>	<b>SOUTH TAX INCREMENT</b>	<b>EAST TAX INCREMENT</b>	<b>NORTH 27th STREET TAX INCREMENT</b>	<b>GAS TAX</b>
<b>FUND BALANCE - BEGINNING</b>	<b><u>\$ 1,600,000</u></b>	<b><u>\$ 4,794,620</u></b>	<b><u>\$ 1,817,547</u></b>	<b><u>\$ 2,454,330</u></b>	<b><u>\$ 5,550,181</u></b>
<b>REVENUE:</b>					
TAXES	\$ 25,651,644	\$ 3,683,000	\$ 778,000	\$ 2,678,000	\$ -
SPECIAL ASSESSMENTS	-	-	-	-	-
LICENSES & PERMITS	35,000	-	-	-	-
INTER-GOVERNMENTAL CHARGES FOR SERVICE	3,659,697 2,407,757	256,218	146,654	211,821	4,052,594
FINES & FORFEITS	8,400	-	-	-	-
INVESTMENT EARNINGS	9,020	11,573	2,411	5,033	20,000
CONTRIBUTIONS / DONATIONS	-	-	-	-	57,000
INTERFUND TRANSFERS	22,021,711	-	-	-	-
DEBT PROCEEDS	-	-	-	-	-
MISCELLANEOUS	51,850	-	-	-	-
<b>TOTAL REVENUE</b>	<b><u>\$ 53,845,079</u></b>	<b><u>\$ 3,950,791</u></b>	<b><u>\$ 927,065</u></b>	<b><u>\$ 2,894,854</u></b>	<b><u>\$ 4,129,594</u></b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 43,428,425	\$ -	\$ -	\$ -	\$ 92,593
OPERATION & MAINTENANCE	7,670,282	2,091,070	327,958	2,231,281	339,430
CAPITAL	380,000	2,600,000	-	395,000	6,834,410
DEBT SERVICE	214,075	645,346	466,977	1,335,412	-
INTERFUND TRANSFERS	2,152,297	214,075	-	130,000	-
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 53,845,079</u></b>	<b><u>\$ 5,550,491</u></b>	<b><u>\$ 794,935</u></b>	<b><u>\$ 4,091,693</u></b>	<b><u>\$ 7,266,433</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 1,600,000</u></b>	<b><u>\$ 3,194,920</u></b>	<b><u>\$ 1,949,677</u></b>	<b><u>\$ 1,257,491</u></b>	<b><u>\$ 2,413,342</u></b>

**SPECIAL REVENUE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 23**

	<b>BUILDING INSPECTION</b>	<b>STREET &amp; TRAFFIC</b>	<b>FIRE PROGRAMS</b>	<b>EOC 9-1-1</b>	<b>CITY COUNTY PLANNING</b>	<b>CITY ATTORNEY GRANTS</b>	<b>MUNICIPAL COURT GRANTS</b>
<b>FUND BALANCE - BEGINNING</b>	<b><u>\$ 3,952,858</u></b>	<b><u>\$ 5,355,030</u></b>	<b><u>\$ 285,955</u></b>	<b><u>\$ 4,224,058</u></b>	<b><u>\$ 652,493</u></b>	<b><u>\$ 9,032</u></b>	<b><u>\$ 25,504</u></b>
<b>REVENUE:</b>							
TAXES	\$ -	\$ -	\$ -	\$ -	\$ 523,000	\$ -	\$ -
SPECIAL ASSESSMENTS	-	-	-	-	-	-	-
LICENSES & PERMITS	2,630,500	-	-	-	81,250	-	-
INTER-GOVERNMENTAL	-	760,000	351,280	1,022,764	1,139,969	155,458	516,006
CHARGES FOR SERVICE	10,000	9,127,500	-	-	324,532	-	-
FINES & FORFEITS	-	-	-	-	-	46,000	-
INVESTMENT EARNINGS	6,996	10,000	505	6,969	903	-	-
CONTRIBUTIONS / DONATIONS	-	-	24,500	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-	385,300	-
DEBT PROCEEDS	-	-	-	-	-	-	-
MISCELLANEOUS	-	10,000	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b><u>\$ 2,647,496</u></b>	<b><u>\$ 9,907,500</u></b>	<b><u>\$ 376,285</u></b>	<b><u>\$ 1,029,733</u></b>	<b><u>\$ 2,069,654</u></b>	<b><u>\$ 586,758</u></b>	<b><u>\$ 516,006</u></b>
<b>EXPENDITURES:</b>							
PERSONAL SERVICES	\$ 1,557,941	\$ 4,714,126	\$ 7,040	\$ 159,835	\$ 1,353,556	\$ 586,405	\$ 171,018
OPERATION & MAINTENANCE	893,537	4,577,978	466,050	1,034,969	896,804	-	344,988
CAPITAL	560,000	971,684	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-	-	-
INTERFUND TRANSFERS	309,126	207,502	-	-	3,705	-	-
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 3,320,604</u></b>	<b><u>\$ 10,471,290</u></b>	<b><u>\$ 473,090</u></b>	<b><u>\$ 1,194,804</u></b>	<b><u>\$ 2,254,065</u></b>	<b><u>\$ 586,405</u></b>	<b><u>\$ 516,006</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 3,279,750</u></b>	<b><u>\$ 4,791,240</u></b>	<b><u>\$ 189,150</u></b>	<b><u>\$ 4,058,987</u></b>	<b><u>\$ 468,082</u></b>	<b><u>\$ 9,385</u></b>	<b><u>\$ 25,504</u></b>

**SPECIAL REVENUE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 23**

	<b>POLICE PROGRAMS</b>	<b>CITY COUNTY LIBRARY</b>	<b>AMERICAN RESCUE PLAN FUND</b>	<b>COMMUNITY DEVELOPMENT GRANTS</b>	<b>PARK PROGRAMS</b>	<b>DOWNTOWN REVOLVING LOAN PGM</b>	<b>CEMETERY IMPROVE- MENT</b>	<b>BIKE PATH/ TRAIL DONATIONS</b>	<b>ANIMAL CONTROL DONATIONS</b>
<b>FUND BALANCE - BEGINNING</b>	<b>\$ 1,624,471</b>	<b>\$ 4,281,424</b>	<b>\$ 14,000</b>	<b>\$ 808,383</b>	<b>\$ 2,389,333</b>	<b>\$ 1,447,398</b>	<b>\$ 188,042</b>	<b>\$ -</b>	<b>\$ 39,921</b>
<b>REVENUE:</b>									
TAXES	\$ -	\$ 1,265,971	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SPECIAL ASSESSMENTS	-	-	-	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-	-	-	-
INTER-GOVERNMENTAL	753,443	1,729,466	8,940,314	2,631,629	-	-	-	-	-
CHARGES FOR SERVICE	276,144	14,550	-	15,000	-	-	14,000	-	-
FINES & FORFEITS	125,000	17,500	-	-	-	-	-	-	-
INVESTMENT EARNINGS	8,128	6,521	14,933	1,336	4,427	50,000	411	138	62
CONTRIBUTIONS / DONATIONS	155,000	83,000	-	-	114,500	-	-	-	-
INTERFUND TRANSFERS	-	1,139,373	-	65,200	5,000	-	-	-	-
DEBT PROCEEDS	-	-	-	-	-	-	-	-	-
MISCELLANEOUS	-	31,250	-	331,500	-	150,000	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 1,317,715</b>	<b>\$ 4,287,631</b>	<b>\$ 8,955,247</b>	<b>\$ 3,044,665</b>	<b>\$ 123,927</b>	<b>\$ 200,000</b>	<b>\$ 14,411</b>	<b>\$ 138</b>	<b>\$ 62</b>
<b>EXPENDITURES:</b>									
PERSONAL SERVICES	\$ 481,587	\$ 2,636,423	\$ -	\$ 480,250	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATION & MAINTENANCE	859,856	1,504,435	-	2,043,021	25,445	821,787	-	-	-
CAPITAL	282,857	10,000	-	-	-	-	-	-	-
DEBT SERVICE	-	-	-	-	125,000	-	-	-	-
INTERFUND TRANSFERS	-	43,705	8,969,247	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,624,300</b>	<b>\$ 4,194,563</b>	<b>\$ 8,969,247</b>	<b>\$ 2,523,271</b>	<b>\$ 150,445</b>	<b>\$ 821,787</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 1,317,886</b>	<b>\$ 4,374,492</b>	<b>\$ -</b>	<b>\$ 1,329,777</b>	<b>\$ 2,362,815</b>	<b>\$ 825,611</b>	<b>\$ 202,453</b>	<b>\$ 138</b>	<b>\$ 39,983</b>

**SPECIAL REVENUE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 23**

	<b>STREET MAINTENANCE DISTRICTS</b>	<b>STREET LIGHT MAINT DISTRICTS</b>	<b>STORM SEWER</b>	<b>PARK MAINT. DISTRICTS</b>	<b>PARK DISTRICT 1</b>	<b>ARTERIAL STREET FEES</b>	<b>AMEND PARK</b>
<b>FUND BALANCE - BEGINNING</b>	<b>\$ 4,313,239</b>	<b>\$ 2,130,695</b>	<b>\$ 1,720,252</b>	<b>\$ 1,766,440</b>	<b>\$ 4,577,208</b>	<b>\$ 6,485,664</b>	<b>\$ 233,372</b>
<b>REVENUE:</b>							
TAXES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SPECIAL ASSESSMENTS	14,935,000	2,400,000	5,100,000	1,270,200	3,275,400	-	-
LICENSES & PERMITS	-	-	500	-	-	-	-
INTER-GOVERNMENTAL CHARGES FOR SERVICE	-	-	-	-	-	7,620,385	-
FINES & FORFEITS	-	-	-	-	-	-	25,000
INVESTMENT EARNINGS	20,700	5,000	15,500	2,321	8,341	10,000	448
CONTRIBUTIONS / DONATIONS	-	-	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-	-	-
DEBT PROCEEDS	-	-	-	-	-	-	-
MISCELLANEOUS	-	-	5,610	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 14,955,700</b>	<b>\$ 2,405,000</b>	<b>\$ 5,121,610</b>	<b>\$ 1,272,521</b>	<b>\$ 3,283,741</b>	<b>\$ 7,630,385</b>	<b>\$ 25,448</b>
<b>EXPENDITURES:</b>							
PERSONAL SERVICES	\$ -	\$ -	\$ -	\$ -	\$ 361,288	\$ -	\$ -
OPERATION & MAINTENANCE	7,346,279	2,913,208	2,100,098	1,236,341	1,596,440	164,999	26,018
CAPITAL	6,025,000	-	3,585,000	-	1,132,553	13,951,050	-
DEBT SERVICE	-	-	-	-	-	-	-
INTERFUND TRANSFERS	-	-	1,015,000	-	328,460	-	5,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 13,371,279</b>	<b>\$ 2,913,208</b>	<b>\$ 6,700,098</b>	<b>\$ 1,236,341</b>	<b>\$ 3,418,741</b>	<b>\$ 14,116,049</b>	<b>\$ 31,018</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 5,897,660</b>	<b>\$ 1,622,487</b>	<b>\$ 141,764</b>	<b>\$ 1,802,620</b>	<b>\$ 4,442,208</b>	<b>\$ -</b>	<b>\$ 227,802</b>

**SPECIAL REVENUE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 23**

	<b>BALLFIELD STADIUM DONATIONS</b>	<b>ROAD MAINTENANCE DISTRICT</b>	<b>SIDEWALK HAZARD REPAIR</b>	<b>BALLPARK REPAIR FUND</b>
<b>FUND BALANCE - BEGINNING</b>	<b>\$ 434,324</b>	<b>\$ 19,299</b>	<b>\$ 74,646</b>	<b>\$ 146,760</b>
<b>REVENUE:</b>				
TAXES	\$ -	\$ -	\$ -	\$ -
SPECIAL ASSESSMENTS	-	2,875	63,154	-
LICENSES & PERMITS	-	-	-	-
INTER-GOVERNMENTAL	-	-	-	-
CHARGES FOR SERVICE	-	-	12,000	-
FINES & FORFEITS	-	-	-	-
INVESTMENT EARNINGS	695	-	200	223
CONTRIBUTIONS / DONATIONS	60,500	-	-	-
INTERFUND TRANSFERS	-	-	-	30,000
DEBT PROCEEDS	-	-	-	-
MISCELLANEOUS	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 61,195</b>	<b>\$ 2,875</b>	<b>\$ 75,354</b>	<b>\$ 30,223</b>
<b>EXPENDITURES:</b>				
PERSONAL SERVICES	\$ -	\$ -	\$ -	\$ -
OPERATION & MAINTENANCE	121,279	584	150,000	30,744
CAPITAL	-	-	-	-
DEBT SERVICE	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 121,279</b>	<b>\$ 584</b>	<b>\$ 150,000</b>	<b>\$ 30,744</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 374,240</b>	<b>\$ 21,590</b>	<b>\$ -</b>	<b>\$ 146,239</b>

**SPECIAL REVENUE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 23**

	<b>PROPOSED BUDGET FY 23</b>	<b>APPROVED BUDGET FY 22</b>	<b>INCREASE (DECREASE)</b>	<b>ACTUAL FY 21</b>
<b>FUND BALANCE - BEGINNING</b>	<b><u>\$ 63,416,479</u></b>	<b><u>\$ 55,098,043</u></b>	<b><u>\$ 8,318,436</u></b>	<b><u>\$ 62,288,885</u></b>
<b>REVENUE:</b>				
TAXES	\$ 34,579,615	\$ 26,806,625	\$ 7,772,990	\$ 26,012,637
SPECIAL ASSESSMENTS	27,046,629	25,452,590	1,594,039	25,608,403
LICENSES & PERMITS	2,747,250	2,066,575	680,675	2,423,221
INTER-GOVERNMENTAL	33,947,698	27,718,575	6,229,123	27,606,531
CHARGES FOR SERVICE	12,226,483	12,474,256	(247,773)	12,464,656
FINES & FORFEITS	196,900	206,850	(9,950)	649,592
INVESTMENT EARNINGS	222,794	424,802	(202,008)	150,902
CONTRIBUTIONS / DONATIONS	494,500	375,600	118,900	408,339
INTERFUND TRANSFERS	23,646,584	30,141,827	(6,495,243)	15,013,156
DEBT PROCEEDS	-	-	-	4,771,481
MISCELLANEOUS	580,210	435,002	145,208	1,862,137
<b>TOTAL REVENUE</b>	<b><u>\$ 135,688,663</u></b>	<b><u>\$ 126,102,702</u></b>	<b><u>\$ 9,585,961</u></b>	<b><u>\$ 116,971,055</u></b>
<b>EXPENDITURES:</b>				
PERSONAL SERVICES	\$ 56,030,487	\$ 51,608,375	\$ 4,422,112	\$ 50,223,004
OPERATION & MAINTENANCE	41,814,881	39,336,427	2,478,454	34,880,112
CAPITAL	36,727,554	37,452,554	(725,000)	14,123,426
DEBT SERVICE	2,786,810	2,431,440	355,370	2,307,673
INTERFUND TRANSFERS	13,378,117	5,221,037	8,157,080	5,278,183
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 150,737,849</u></b>	<b><u>\$ 136,049,833</u></b>	<b><u>\$ 14,688,016</u></b>	<b><u>\$ 106,812,397</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 48,367,293</u></b>	<b><u>\$ 45,150,912</u></b>	<b><u>\$ 3,216,381</u></b>	<b><u>\$ 72,447,542</u></b>

**DEBT SERVICE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 23**

	<b>SPECIAL IMPROVEMENT DISTRICTS</b>	<b>SERIES 2004A STREET IMPROVEMENTS</b>	<b>STORM SEWER</b>	<b>SIDEWALK &amp; CURB DISTRICTS</b>	<b>SERIES 2015 BASEBALL FIELD REFUNDING</b>	<b>SERIES 2021 LIBRARY</b>
<b>FUND BALANCE - BEGINNING</b>	<b>\$ 1,494,865</b>	<b>\$ 364,180</b>	<b>\$ 1,826,049</b>	<b>\$ 482,423</b>	<b>\$ 827,664</b>	<b>\$ 1,213,387</b>
<b>REVENUE:</b>						
TAXES	\$ -	\$ 348,830	\$ -	\$ -	\$ 747,185	\$ 637,368
SPECIAL ASSESSMENTS	908,000	-	-	583,000	-	-
INVESTMENT EARNINGS	6,010	150	1,907	300	250	1,060
DONATIONS	-	-	-	-	-	-
INTERFUND TRANSFERS	-	-	1,015,000	-	-	-
DEBT PROCEEDS	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 914,010</b>	<b>\$ 348,980</b>	<b>\$ 1,016,907</b>	<b>\$ 583,300</b>	<b>\$ 747,435</b>	<b>\$ 638,428</b>
<b>EXPENDITURES:</b>						
OPERATION & MAINTENANCE	\$ 55,900	\$ 6,858	\$ 11,194	\$ 15,700	\$ 8,768	\$ 700
DEBT SERVICE	1,185,200	345,050	996,319	512,000	745,275	1,007,244
INTERFUND TRANSFERS	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,241,100</b>	<b>\$ 351,908</b>	<b>\$ 1,007,513</b>	<b>\$ 527,700</b>	<b>\$ 754,043</b>	<b>\$ 1,007,944</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 1,167,775</b>	<b>\$ 361,252</b>	<b>\$ 1,835,443</b>	<b>\$ 538,023</b>	<b>\$ 821,056</b>	<b>\$ 843,871</b>

**DEBT SERVICE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 23**

	<b>PROPOSED BUDGET FY 23</b>	<b>APPROVED BUDGET FY 22</b>	<b>INCREASE (DECREASE)</b>	<b>ACTUAL FY 21</b>
<b>FUND BALANCE - BEGINNING</b>	<b>\$ 6,208,568</b>	<b>\$ 16,441,682</b>	<b>\$ (10,233,114)</b>	<b>\$ 8,185,069</b>
<b>REVENUE:</b>				
TAXES	\$ 1,733,383	\$ 2,128,913	\$ (395,530)	\$ 2,139,040
SPECIAL ASSESSMENTS	1,491,000	1,252,000	239,000	1,244,956
INVESTMENT EARNINGS	9,677	17,456	(7,779)	4,203
DONATIONS	-	300,000	(300,000)	300,000
INTERFUND TRANSFERS	1,015,000	1,015,000	-	1,000,000
DEBT PROCEEDS	<u>-</u>	<u>-</u>	<u>-</u>	<u>8,330,177</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 4,249,060</u></b>	<b><u>\$ 4,713,369</u></b>	<b><u>\$ (464,309)</u></b>	<b><u>\$ 13,018,376</u></b>
<b>EXPENDITURES:</b>				
OPERATION & MAINTENANCE	\$ 99,120	\$ 146,907	\$ (47,787)	\$ 59,560
DEBT SERVICE	4,791,088	11,717,987	(6,926,899)	4,861,949
INTERFUND TRANSFERS	<u>-</u>	<u>2,100,000</u>	<u>(2,100,000)</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 4,890,208</u></b>	<b><u>\$ 13,964,894</u></b>	<b><u>\$ (9,074,686)</u></b>	<b><u>\$ 4,921,509</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 5,567,420</u></b>	<b><u>\$ 7,190,157</u></b>	<b><u>\$ (1,622,737)</u></b>	<b><u>\$ 16,281,936</u></b>

**CAPITAL PROJECT FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 23**

	<b>URBAN RENEWAL PROP. ACQUIST.</b>	<b>SIDEWALK AND CURB DISTRICTS</b>	<b>SPECIAL IMPROVEMENT DISTRICTS</b>	<b>CITY HALL CONSTRUCTION</b>	<b>FIRE STATION CONSTR.</b>	<b>CAPITAL REPLACEMENT</b>	<b>DOG PARK CONSTRUCTION FUND</b>
<b>FUND BALANCE - BEGINNING</b>	<b>\$ 223,323</b>	<b>\$ (1,253)</b>	<b>\$ -</b>	<b>\$ 9,927,490</b>	<b>\$ 1,500,000</b>	<b>\$ 5,666,748</b>	<b>\$ 4,973</b>
<b>REVENUE:</b>							
INVESTMENT EARNINGS	\$ 67	\$ 1,253	\$ -	\$ -	\$ 875	\$ 11,141	\$ -
DONATIONS	-	-	-	-	-	-	5,000
INTERFUND TRANSFERS	-	-	-	9,278,373	500,000	1,892,208	-
DEBT PROCEEDS	-	2,599,275	2,808,000	-	-	-	-
MISCELLANEOUS	-	-	-	-	-	1,126	-
<b>TOTAL REVENUE</b>	<b>\$ 67</b>	<b>\$ 2,600,528</b>	<b>\$ 2,808,000</b>	<b>\$ 9,278,373</b>	<b>\$ 500,875</b>	<b>\$ 1,904,475</b>	<b>\$ 5,000</b>
<b>EXPENDITURES:</b>							
OPERATION & MAINTENANCE	\$ 12,570	\$ 25,000	\$ 48,000	\$ -	\$ -	\$ 2,615	\$ -
CAPITAL	50,000	2,574,275	2,760,000	14,681,433	-	1,045,398	5,000
DEBT SERVICE	-	-	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 62,570</b>	<b>\$ 2,599,275</b>	<b>\$ 2,808,000</b>	<b>\$ 14,681,433</b>	<b>\$ -</b>	<b>\$ 1,048,013</b>	<b>\$ 5,000</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 160,820</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,524,430</b>	<b>\$ 2,000,875</b>	<b>\$ 6,523,210</b>	<b>\$ 4,973</b>

**CAPITAL PROJECT FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 23**

	<b>PROPOSED BUDGET FY 23</b>	<b>APPROVED BUDGET FY 22</b>	<b>INCREASE (DECREASE)</b>	<b>ACTUAL FY 21</b>
<b>FUND BALANCE - BEGINNING</b>	<b><u>\$ 17,321,281</u></b>	<b><u>\$ 7,066,452</u></b>	<b><u>\$ 10,254,829</u></b>	<b><u>\$ 8,089,632</u></b>
<b>REVENUE:</b>				
INVESTMENT EARNINGS	\$ 13,336	\$ 28,643	\$ (15,307)	\$ 78,576
DONATIONS	5,000	10,000	(5,000)	617,509
INTERFUND TRANSFERS	11,670,581	13,463,206	(1,792,625)	1,738,897
DEBT PROCEEDS	5,407,275	4,385,800	1,021,475	1,450,418
MISCELLANEOUS	<u>1,126</u>	<u>1,128</u>	<u>(2)</u>	<u>31,298</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 17,097,318</u></b>	<b><u>\$ 17,888,777</u></b>	<b><u>\$ (791,459)</u></b>	<b><u>\$ 3,916,698</u></b>
<b>EXPENDITURES:</b>				
OPERATION & MAINTENANCE	\$ 88,185	\$ 87,425	\$ 760	\$ 159,830
CAPITAL	21,116,106	17,764,272	3,351,834	4,761,072
DEBT SERVICE	-	-	-	22,000
INTERFUND TRANSFERS	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 21,204,291</u></b>	<b><u>\$ 17,851,697</u></b>	<b><u>\$ 3,352,594</u></b>	<b><u>\$ 4,942,902</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 13,214,308</u></b>	<b><u>\$ 7,103,532</u></b>	<b><u>\$ 6,110,776</u></b>	<b><u>\$ 7,063,428</u></b>

**ENTERPRISE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 23**

	WATER	WASTE- WATER	PARKING	SOLID WASTE	AIRPORT	TRANSIT
<b>WORKING CAPITAL -BEGINNING</b>	<b><u>\$ 41,381,450</u></b>	<b><u>\$ 20,131,087</u></b>	<b><u>\$ 739,909</u></b>	<b><u>\$ 12,548,212</u></b>	<b><u>\$ 23,474,759</u></b>	<b><u>\$ 7,070,709</u></b>
<b>REVENUE:</b>						
TAXES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,531,644
INTER-GOVERNMENTAL	17,607,145	-	-	-	18,700,000	9,848,954
CHARGES FOR SERVICE	29,866,250	22,833,950	1,905,632	18,905,000	12,359,247	771,550
FINES & FORFEITS	-	-	100,000	-	-	-
INVESTMENT EARNINGS	94,650	96,000	1,421	96,781	41,196	7,070
DONATIONS	-	-	-	-	-	-
INTERFUND TRANSFERS	-	-	130,000	-	-	-
DEBT PROCEEDS	97,000,000	-	-	-	2,000,000	-
MISCELLANEOUS	13,000	-	-	-	166,190	12,699
<b>TOTAL REVENUE</b>	<b><u>\$ 144,581,045</u></b>	<b><u>\$ 22,929,950</u></b>	<b><u>\$ 2,137,053</u></b>	<b><u>\$ 19,001,781</u></b>	<b><u>\$ 33,266,633</u></b>	<b><u>\$ 13,171,917</u></b>
<b>EXPENSES:</b>						
PERSONAL SERVICES	\$ 5,341,045	\$ 4,375,936	\$ 879,932	\$ 6,319,482	\$ 5,266,685	\$ 4,555,609
OPERATION & MAINTENANCE	9,548,038	5,617,155	768,911	7,057,927	3,444,646	1,598,562
CAPITAL	126,911,207	15,893,972	-	13,510,032	19,051,817	4,921,348
DEBT SERVICE	8,340,000	5,375,000	255,783	1,565,000	403,600	-
<b>TOTAL EXPENSES</b>	<b><u>\$ 150,140,290</u></b>	<b><u>\$ 31,262,063</u></b>	<b><u>\$ 1,904,626</u></b>	<b><u>\$ 28,452,441</u></b>	<b><u>\$ 28,166,748</u></b>	<b><u>\$ 11,075,519</u></b>
WORKING CAPITAL NOT BUDGETED						
<b>WORKING CAPITAL - ENDING</b>	<b><u>\$ 35,822,205</u></b>	<b><u>\$ 11,798,974</u></b>	<b><u>\$ 972,336</u></b>	<b><u>\$ 3,097,552</u></b>	<b><u>\$ 28,574,644</u></b>	<b><u>\$ 9,167,107</u></b>
<b>LESS OPERATING RESERVE</b>	<b>4,020,000</b>	<b>1,800,000</b>	<b>264,000</b>	<b>5,883,000</b>	<b>1,480,000</b>	<b>1,046,000</b>
<b>LESS BOND/LOAN RESERVE REQUIREMENTS</b>	<b><u>1,385,000</u></b>	<b><u>1,445,000</u></b>	<b>-</b>	<b>-</b>	<b><u>2,425,000</u></b>	<b>-</b>
<b>AVAILABLE WORKING CAPITAL</b>	<b><u>\$ 30,417,205</u></b>	<b><u>\$ 8,553,974</u></b>	<b><u>\$ 708,336</u></b>	<b><u>\$ (2,785,448)</u></b>	<b><u>\$ 24,669,644</u></b>	<b><u>\$ 8,121,107</u></b>

**ENTERPRISE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 23**

	<b>PROPOSED BUDGET FY 23</b>	<b>APPROVED BUDGET FY 22</b>	<b>INCREASE (DECREASE)</b>	<b>ACTUAL FY 21</b>
<b>WORKING CAPITAL -BEGINNING</b>	<b><u>\$ 105,346,126</u></b>	<b><u>\$ 88,013,351</u></b>	<b><u>\$ 17,332,775</u></b>	<b><u>\$ 117,093,605</u></b>
<b>REVENUE:</b>				
TAXES	\$ 2,531,644	\$ 2,492,962	\$ 38,682	\$ 2,396,685
INTER-GOVERNMENTAL	46,156,099	20,524,190	25,631,909	20,162,056
CHARGES FOR SERVICE	86,641,629	81,739,300	4,902,329	84,834,048
FINES & FORFEITS	100,000	95,000	5,000	75,141
INVESTMENT EARNINGS	337,118	832,114	(494,996)	174,859
DONATIONS	-	-	-	316,417
INTERFUND TRANSFERS	130,000	130,000	-	106,950
DEBT PROCEEDS	99,000,000	80,000,000	19,000,000	-
MISCELLANEOUS	<u>191,889</u>	<u>61,450</u>	<u>130,439</u>	<u>295,102</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 235,088,379</u></b>	<b><u>\$ 185,875,016</u></b>	<b><u>\$ 49,213,363</u></b>	<b><u>\$ 108,361,258</u></b>
<b>EXPENSES:</b>				
PERSONAL SERVICES	\$ 26,738,689	\$ 25,469,906	\$ 1,268,783	\$ 26,792,270
OPERATION & MAINTENANCE	28,035,239	26,198,414	1,836,825	24,811,938
CAPITAL	180,288,376	143,034,080	37,254,296	46,290,339
DEBT SERVICE	<u>15,939,383</u>	<u>13,569,101</u>	<u>2,370,282</u>	<u>4,124,294</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 251,001,687</u></b>	<b><u>\$ 208,271,501</u></b>	<b><u>\$ 42,730,186</u></b>	<b><u>\$ 102,018,841</u></b>
WORKING CAPITAL NOT BUDGETED				(3,670,756)
<b>WORKING CAPITAL - ENDING</b>	<b><u>\$ 89,432,818</u></b>	<b><u>\$ 65,616,866</u></b>	<b><u>\$ 23,815,952</u></b>	<b><u>\$ 119,765,266</u></b>
<b>LESS OPERATING RESERVE</b>	<b>14,493,000</b>	<b>13,445,000</b>	<b>1,048,000</b>	<b>12,390,202</b>
<b>LESS BOND/LOAN RESERVE REQUIREMENTS</b>	<b><u>5,255,000</u></b>	<b><u>5,501,044</u></b>	<b><u>(246,044)</u></b>	<b><u>5,256,097</u></b>
<b>AVAILABLE WORKING CAPITAL</b>	<b><u>\$ 69,684,818</u></b>	<b><u>\$ 46,670,822</u></b>	<b><u>\$ 23,013,996</u></b>	<b><u>\$ 102,118,967</u></b>

**INTERNAL SERVICE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 23**

	<b>FLEET SERVICES</b>	<b>CENTRAL SERVICES</b>	<b>INFORMATION TECHNOLOGY</b>	<b>CITY HEALTH BENEFITS</b>	<b>CENTRAL TELEPHONE</b>	<b>RADIO COMMUNICATIONS</b>	<b>PROPERTY INSURANCE</b>	<b>FACILITIES MANAGEMENT</b>
<b>WORKING CAPITAL - BEGINNING</b>	<b>\$ 1,516,169</b>	<b>\$ 217,355</b>	<b>\$ 618,622</b>	<b>\$ 8,070,253</b>	<b>\$ 193,054</b>	<b>\$ 328,306</b>	<b>\$ 713,833</b>	<b>\$ 3,302,212</b>
<b>REVENUE:</b>								
SPECIAL ASSESSMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LICENSES & PERMITS	-	-	-	-	-	-	-	-
INTER-GOVERNMENTAL CHARGES FOR SERVICE	2,040,557	113,619	3,452,746	13,560,000	454,828	299,969	2,635,935	2,501,305
INVESTMENT EARNINGS	3,750	454	1,644	20,382	753	1,522	918	9,202
INTERFUND TRANSFERS	-	-	-	-	-	-	-	532,057
MISCELLANEOUS	18,000	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 2,062,307</b>	<b>\$ 114,073</b>	<b>\$ 3,454,390</b>	<b>\$ 13,580,382</b>	<b>\$ 455,581</b>	<b>\$ 301,491</b>	<b>\$ 2,636,853</b>	<b>\$ 3,042,564</b>
<b>EXPENSES:</b>								
PERSONAL SERVICES	\$ 1,546,818	\$ -	\$ 2,175,659	\$ 50,000	\$ 167,370	\$ -	\$ 116,364	\$ 650,765
OPERATION & MAINTENANCE	403,238	96,470	1,203,115	15,758,653	277,776	292,179	3,002,349	2,591,362
CAPITAL	-	28,028	127,500	-	20,000	-	-	192,000
DEBT SERVICE	-	-	-	-	-	-	-	532,056
INTERFUND TRANSFERS	95,769	-	-	-	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>\$ 2,045,825</b>	<b>\$ 124,498</b>	<b>\$ 3,506,274</b>	<b>\$ 15,808,653</b>	<b>\$ 465,146</b>	<b>\$ 292,179</b>	<b>\$ 3,118,713</b>	<b>\$ 3,966,183</b>
<b>WORKING CAPITAL- ENDING</b>	<b>\$ 1,532,651</b>	<b>\$ 206,930</b>	<b>\$ 566,738</b>	<b>\$ 5,841,982</b>	<b>\$ 183,489</b>	<b>\$ 337,618</b>	<b>\$ 231,973</b>	<b>\$ 2,378,593</b>
WORKING CAPITAL NOT BUDGETED	-	-	-	-	-	-	-	-
<b>LESS RESERVED/DESIGNATED</b>	<b>721,521</b>	<b>-</b>	<b>844,694</b>	<b>-</b>	<b>35,612</b>	<b>-</b>	<b>997,988</b>	<b>317,295</b>
<b>UNDESIGNATED WORKING CAPITAL BALANCE ENDING</b>	<b>\$ 811,130</b>	<b>\$ 206,930</b>	<b>\$ (277,956)</b>	<b>\$ 5,841,982</b>	<b>\$ 147,877</b>	<b>\$ 337,618</b>	<b>\$ (766,015)</b>	<b>\$ 2,061,298</b>

**INTERNAL SERVICE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 23**

	<b>PUBLIC WORKS ADMINISTRATION</b>	<b>PUBLIC WORKS ENGINEERING</b>	<b>PROPOSED BUDGET FY 23</b>	<b>APPROVED BUDGET FY 22</b>	<b>INCREASE (DECREASE)</b>	<b>ACTUAL FY 21</b>
<b>WORKING CAPITAL - BEGINNING</b>	<b>\$ 710,542</b>	<b>\$ 279,833</b>	<b>\$ 15,950,179</b>	<b>\$ 15,680,591</b>	<b>\$ 269,588</b>	<b>\$ 15,004,252</b>
<b>REVENUE:</b>						
SPECIAL ASSESSMENTS	\$ -	\$ 55,000	\$ 55,000	\$ 26,000	\$ 29,000	\$ 54,751
LICENSES & PERMITS	-	134,000	134,000	95,900	38,100	128,177
INTER-GOVERNMENTAL CHARGES FOR SERVICE	2,924,130	3,326,256	30,777,289	28,210,978	2,566,311	27,967,182
INVESTMENT EARNINGS	2,000	1,000	41,625	184,250	(142,625)	27,395
INTERFUND TRANSFERS	-	-	532,057	532,057	-	532,057
MISCELLANEOUS	-	-	18,000	830,181	(812,181)	3,276,630
<b>TOTAL REVENUE</b>	<b>\$ 2,926,130</b>	<b>\$ 3,516,256</b>	<b>\$ 31,557,971</b>	<b>\$ 29,879,366</b>	<b>\$ 1,678,605</b>	<b>\$ 32,461,744</b>
<b>EXPENSES:</b>						
PERSONAL SERVICES	\$ 1,937,779	\$ 2,594,589	\$ 9,239,344	\$ 8,584,217	\$ 655,127	\$ 9,469,512
OPERATION & MAINTENANCE	1,060,560	767,836	25,453,538	21,263,653	4,189,885	19,122,872
CAPITAL	12,000	75,985	455,513	338,418	117,095	268,595
DEBT SERVICE	-	-	532,056	532,056	-	16,744
INTERFUND TRANSFERS	-	-	95,769	95,770	(1)	107,129
<b>TOTAL EXPENSES</b>	<b>\$ 3,010,339</b>	<b>\$ 3,438,410</b>	<b>\$ 35,776,220</b>	<b>\$ 30,814,114</b>	<b>\$ 4,962,106</b>	<b>\$ 28,984,852</b>
<b>WORKING CAPITAL- ENDING</b>	<b>\$ 626,333</b>	<b>\$ 357,679</b>	<b>\$ 11,731,930</b>	<b>\$ 14,745,843</b>	<b>\$ (3,013,913)</b>	<b>\$ 18,481,144</b>
WORKING CAPITAL NOT BUDGETED	-	-	-	-	-	319,184
<b>LESS RESERVED/DESIGNATED</b>	<b>239,867</b>	<b>336,243</b>	<b>3,493,218</b>	<b>2,980,822</b>	<b>512,396</b>	<b>3,084,815</b>
<b>UNDESIGNATED WORKING CAPITAL BALANCE ENDING</b>	<b>\$ 386,466</b>	<b>\$ 21,437</b>	<b>\$ 8,238,712</b>	<b>\$ 11,765,021</b>	<b>\$ (3,526,309)</b>	<b>\$ 15,715,514</b>

**PERMANENT FUND  
SUMMARY  
OPERATING BUDGET  
FY 22**

	<b>CEMETERY PERPETUAL CARE</b>	<b>PROPOSED BUDGET FY 23</b>	<b>APPROVED BUDGET FY 22</b>	<b>INCREASE (DECREASE)</b>	<b>ACTUAL FY 21</b>
<b>FUND BALANCE - BEGINNING</b>	<b><u>\$ 789,168</u></b>	<b><u>\$ 789,168</u></b>	<b><u>\$ 743,254</u></b>	<b><u>\$ 45,914</u></b>	<b><u>\$ 708,551</u></b>
<b>REVENUE:</b>					
CHARGES FOR SERVICE	\$ 15,750	\$ 15,750	\$ 14,750	\$ 1,000	\$ 19,725
INVESTMENT EARNINGS	<u>1,444</u>	<u>1,444</u>	<u>8,660</u>	<u>(7,216)</u>	<u>18,075</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 17,194</u></b>	<b><u>\$ 17,194</u></b>	<b><u>\$ 23,410</u></b>	<b><u>\$ (6,216)</u></b>	<b><u>\$ 37,800</u></b>
<b>EXPENDITURES:</b>					
INTERFUND TRANSFERS	<u>\$ 5,600</u>	<u>\$ 5,600</u>	<u>\$ 5,600</u>	<u>\$ -</u>	<u>\$ 2,022</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 5,600</u></b>	<b><u>\$ 5,600</u></b>	<b><u>\$ 5,600</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 2,022</u></b>
<b>FUND BALANCE ENDING</b>	<b><u><u>\$ 800,762</u></u></b>	<b><u><u>\$ 800,762</u></u></b>	<b><u><u>\$ 761,064</u></u></b>	<b><u><u>\$ 39,698</u></u></b>	<b><u><u>\$ 744,329</u></u></b>

# General Fund

**GENERAL OPERATING FUND  
OPERATING BUDGET**

FUND 0100

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<b><u>\$ 22,399,796</u></b>	<b><u>\$ 22,391,201</u></b>	<b><u>\$ 37,667,864</u></b>	<b><u>\$ 33,454,382</u></b>	<b><u>\$ 11,353,907</u></b>
<b>REVENUES:</b>					
TAXES	\$ 17,418,145	\$ 17,792,484	\$ 18,476,303	\$ 18,638,257	\$ 19,167,615
SPECIAL ASSESSMENTS	39,356	26,267	-	22,058	-
LICENSES & PERMITS	2,095,896	2,261,889	2,199,128	2,005,981	1,968,454
INTER-GOVERNMENTAL	11,839,561	12,259,902	12,243,879	12,384,190	12,780,294
CHARGES FOR SERVICE	3,814,415	4,464,973	4,373,346	4,503,801	4,731,924
FINES & FORFEITS	1,145,294	1,132,756	1,294,046	1,084,704	1,294,046
INVESTMENT EARNINGS	363,056	19,545	70,301	22,700	33,144
INTERFUND TRANSFERS	36,256	4,904	2,110,100	1,572,826	10,600
MISCELLANEOUS	54,848	11,260	600	367	600
<b>TOTAL REVENUE</b>	<b><u>\$ 36,806,827</u></b>	<b><u>\$ 37,973,980</u></b>	<b><u>\$ 40,767,703</u></b>	<b><u>\$ 40,234,884</u></b>	<b><u>\$ 39,986,677</u></b>
<b>EXPENDITURES:</b>					
MAYOR AND CITY COUNCIL	\$ 222,787	\$ 225,227	\$ 295,932	\$ 240,709	\$ 324,143
CITY ADMINISTRATOR	861,052	1,048,761	1,020,834	952,389	1,130,521
HUMAN RESOURCES	791,672	823,156	916,094	913,163	1,033,269
CITY ATTORNEY	2,074,785	2,123,860	2,420,985	2,465,000	2,921,497
MUNICIPAL COURT	1,369,717	1,400,745	1,539,731	1,335,000	1,589,602
FINANCE	1,528,041	1,524,458	1,718,569	1,642,794	1,945,119
CODE ENFORCEMENT	507,961	556,350	723,959	740,578	1,156,484
PARKS, RECREATION AND PUBLIC LANDS	5,159,821	4,930,070	4,695,067	4,663,169	4,797,802
NON-DEPARTMENTAL	24,299,586	14,278,172	40,463,803	49,357,557	25,076,490
COUNCIL CONTINGENCY	-	-	25,000	25,000	25,000
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 36,815,422</u></b>	<b><u>\$ 26,910,799</u></b>	<b><u>\$ 53,819,974</u></b>	<b><u>\$ 62,335,359</u></b>	<b><u>\$ 39,999,927</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 22,391,201</u></b>	<b><u>\$ 33,454,382</u></b>	<b><u>\$ 24,615,593</u></b>	<b><u>\$ 11,353,907</u></b>	<b><u>\$ 11,340,657</u></b>
LESS:					
COMMITTED	12,289,000	12,198,022	12,226,392	12,226,392	11,291,999
<b>UNASSIGNED</b>	<b><u>\$ 10,102,201</u></b>	<b><u>\$ 21,256,360</u></b>	<b><u>\$ 12,389,201</u></b>	<b><u>\$ (872,485)</u></b>	<b><u>\$ 48,658</u></b>

# Special Revenue Funds

**PUBLIC SAFETY FUND  
OPERATING BUDGET**

FUND 1500

	ACTUAL FY 20	ACTUAL FY 21	APPROVED FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<b>\$ 1,471,733</b>	<b>\$ 1,782,651</b>	<b>\$ 2,689,350</b>	<b>\$ 1,769,303</b>	<b>\$ 1,600,000</b>
<b>REVENUE:</b>					
TAXES-levy 1	\$ 4,709,535	\$ 4,809,588	\$ 5,245,706	\$ 5,038,477	\$ 5,063,585
TAXES-levy 2	8,213,527	12,433,144	12,786,264	13,155,713	20,588,059
LICENSES & PERMITS	40,535	33,743	38,700	30,840	35,000
INTER-GOVERNMENTAL	9,386,915	16,180,093	3,257,298	3,537,298	3,659,697
CHARGES FOR SERVICE	1,980,077	2,218,783	2,350,702	2,250,702	2,407,757
FINES & FORFEITS	2,502	3,506	2,400	7,000	8,400
INVESTMENT EARNINGS	15,475	1,734	2,985	100	9,020
INTERFUND TRANSFERS-SOUTH TIF PD	-	250,000	250,000	242,000	214,075
INTERFUND TRANSFERS-GENERAL FD	22,554,927	11,410,471	26,509,838	26,756,878	21,807,636
DEBT PROCEEDS	285,388	2,514,612	-	-	-
MISCELLANEOUS	122,872	113,641	37,300	89,000	51,850
<b>TOTAL REVENUE</b>	<b>\$ 47,311,753</b>	<b>\$ 49,969,315</b>	<b>\$ 50,481,193</b>	<b>\$ 51,108,008</b>	<b>\$ 53,845,079</b>
<b>EXPENDITURES:</b>					
<b>POLICE:</b>					
ADMINISTRATION	\$ 1,205,828	\$ 1,681,207	\$ 1,364,579	\$ 1,374,579	\$ 1,932,531
OPERATIONS	20,026,257	20,959,075	19,085,311	19,892,846	19,085,578
INVESTIGATIONS	2,410,926	2,427,622	3,192,215	3,192,215	3,670,509
SUPPORT SERV.	1,772,091	1,971,680	2,244,331	2,279,331	3,000,234
ANIMAL CONTROL	948,624	979,438	1,124,581	975,000	1,150,741
<b>TOTAL POLICE</b>	<b>\$ 26,363,726</b>	<b>\$ 28,019,022</b>	<b>\$ 27,011,017</b>	<b>\$ 27,713,971</b>	<b>\$ 28,839,593</b>
<b>FIRE:</b>					
ADMINISTRATION	\$ 1,425,641	\$ 1,411,368	\$ 1,607,446	\$ 1,581,500	\$ 1,991,450
PREVENTION/INVESTIGATIONS	839,874	874,513	932,518	925,000	1,200,658
TRAINING	385,074	395,450	474,527	450,000	513,158
EQUIPMENT/MAINTENANCE	1,545,538	1,762,163	2,120,806	2,050,000	1,937,349
SUPPRESSION	13,201,719	14,139,093	15,298,792	15,300,000	15,910,788
9-1-1 EMERGENCY OP CENTER	3,163,175	3,314,577	3,188,955	3,151,840	3,350,952
COMMUNICATIONS EQUIPMENT	76,088	66,477	97,132	105,000	101,131
<b>TOTAL FIRE</b>	<b>\$ 20,637,109</b>	<b>\$ 21,963,641</b>	<b>\$ 23,720,176</b>	<b>\$ 23,563,340</b>	<b>\$ 25,005,486</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 47,000,835</b>	<b>\$ 49,982,663</b>	<b>\$ 50,731,193</b>	<b>\$ 51,277,311</b>	<b>\$ 53,845,079</b>
<b>FUND BALANCE-ENDING</b>	<b>\$ 1,782,651</b>	<b>\$ 1,769,303</b>	<b>\$ 2,439,350</b>	<b>\$ 1,600,000</b>	<b>\$ 1,600,000</b>
<b>LESS:</b>					
RESTRICTED	1,782,651	1,769,303	2,439,350	1,600,000	1,600,000
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**SOUTH TAX INCREMENT OPERATING FUND  
OPERATING BUDGET**

FUND 1990

	ACTUAL FY 20	ACTUAL FY 21	APPROVED FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<b><u>\$ 6,920,173</u></b>	<b><u>\$ 7,146,607</u></b>	<b><u>\$ 5,556,490</u></b>	<b><u>\$ 7,122,007</u></b>	<b><u>\$ 4,794,620</u></b>
<b>REVENUE:</b>					
TAXES	\$ 3,488,556	\$ 3,659,567	\$ 3,611,000	\$ 3,693,863	\$ 3,683,000
INTERGOVERNMENTAL	256,218	256,218	256,218	256,218	256,218
INVESTMENT EARNINGS	113,376	6,977	22,104	10,520	11,573
PROCEEDS FROM DEBT	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,000,000</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 3,858,150</u></b>	<b><u>\$ 3,922,762</u></b>	<b><u>\$ 3,889,322</u></b>	<b><u>\$ 6,960,601</u></b>	<b><u>\$ 3,950,791</u></b>
<b>EXPENDITURES:</b>					
OPERATION AND MAINTENANCE					
CHARGE FOR SERVICES	\$ 45,637	\$ 55,549	\$ 65,529	\$ 65,529	\$ 59,388
DEVELOPMENT INCENTIVES	87,192	-	1,800,000	1,574,000	1,909,542
SBURA OPERATING AGREEMENT	139,619	140,163	137,158	123,530	122,140
CAPITAL	2,714,774	2,854,607	4,430,948	6,638,610	2,600,000
DEBT SERVICE	644,494	647,043	644,319	644,319	645,346
TRANSFER TO OTHER FUNDS	<u>-</u>	<u>250,000</u>	<u>250,000</u>	<u>242,000</u>	<u>214,075</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 3,631,716</u></b>	<b><u>\$ 3,947,362</u></b>	<b><u>\$ 7,327,954</u></b>	<b><u>\$ 9,287,988</u></b>	<b><u>\$ 5,550,491</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 7,146,607</u></b>	<b><u>\$ 7,122,007</u></b>	<b><u>\$ 2,117,858</u></b>	<b><u>\$ 4,794,620</u></b>	<b><u>\$ 3,194,920</u></b>
<b>LESS:</b>					
RESTRICTED	<u>7,146,607</u>	<u>7,122,007</u>	<u>2,117,858</u>	<u>4,794,620</u>	<u>3,194,920</u>
<b>UNASSIGNED</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

**SOUTH TAX INCREMENT OPERATING FUND BUDGET NARRATIVE**

The Tax Increment Fund is used to account for the South Tax Increment District.

**Revenues**

Revenues include property taxes paid by the South district property owners and earnings on cash and investments.

**Expenditures**

Expenditures are for development incentives within the South district and costs allocated for the administration of the district.

**EAST TAX INCREMENT OPERATING FUND  
OPERATING BUDGET**

FUND 2010

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<b><u>\$ 1,710,424</u></b>	<b><u>\$ 1,573,234</u></b>	<b><u>\$ 1,726,841</u></b>	<b><u>\$ 1,708,122</u></b>	<b><u>\$ 1,817,547</u></b>
<b>REVENUE:</b>					
TAXES	\$ 740,913	\$ 795,230	\$ 768,000	\$ 807,000	\$ 778,000
INTERGOVERNMENTAL	146,654	146,654	146,650	146,650	146,654
TAX INCREMENT BOND PROCEEDS	-	-	-	-	-
INVESTMENT EARNINGS	<u>22,029</u>	<u>1,299</u>	<u>3,444</u>	<u>2,192</u>	<u>2,411</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 909,596</u></b>	<b><u>\$ 943,183</u></b>	<b><u>\$ 918,094</u></b>	<b><u>\$ 955,842</u></b>	<b><u>\$ 927,065</u></b>
<b>EXPENDITURES:</b>					
OPERATIONS AND MAINTENANCE					
CHARGE FOR SERVICES	\$ 30,518	\$ 38,753	\$ 52,457	\$ 52,457	\$ 38,012
EBURD OPERATING AGREEMENT	139,946	139,946	139,946	139,946	139,946
DEVELOPMENT INCENTIVES	345,820	158,680	150,000	190,000	150,000
DEBT SERVICE	451,941	470,916	464,014	464,014	466,977
CAPITAL	<u>78,561</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,046,786</u></b>	<b><u>\$ 808,295</u></b>	<b><u>\$ 806,417</u></b>	<b><u>\$ 846,417</u></b>	<b><u>\$ 794,935</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 1,573,234</u></b>	<b><u>\$ 1,708,122</u></b>	<b><u>\$ 1,838,518</u></b>	<b><u>\$ 1,817,547</u></b>	<b><u>\$ 1,949,677</u></b>
<b>LESS:</b>					
RESTRICTED	<u>1,573,234</u>	<u>1,708,122</u>	<u>1,838,518</u>	<u>1,817,547</u>	<u>1,949,677</u>
<b>UNASSIGNED</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

**EAST TAX INCREMENT OPERATING FUND BUDGET NARRATIVE**

The Tax Increment Fund is used to account for the East Tax Increment District.

**Revenues**

Revenues include property taxes as paid by the East district property owners and earnings on cash and investments.

**Expenditures**

Expenditures are for development incentives within the East district, debt service costs for the bonds that have been sold, and costs allocated for the administration of the district.

**Capital**

None

**NORTH 27th STREET TAX INCREMENT OPERATING FUND  
OPERATING BUDGET**

FUND 2020,2030

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<b><u>\$ 2,927,295</u></b>	<b><u>\$ 3,839,407</u></b>	<b><u>\$ 2,352,316</u></b>	<b><u>\$ 3,477,690</u></b>	<b><u>\$ 2,454,330</u></b>
<b>REVENUE:</b>					
TAXES	\$ 2,790,747	\$ 2,574,110	\$ 2,626,000	\$ 2,600,000	\$ 2,678,000
INTERGOVERNMENTAL	211,821	211,820	211,821	211,821	211,821
INVESTMENT EARNINGS	28,303	4,740	14,458	2,500	5,033
DEBT PROCEEDS	-	2,256,869	-	-	-
INTERFUND TRANSER	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b><u>\$ 3,030,871</u></b>	<b><u>\$ 5,047,539</u></b>	<b><u>\$ 2,852,279</u></b>	<b><u>\$ 2,814,321</u></b>	<b><u>\$ 2,894,854</u></b>
<b>EXPENDITURES:</b>					
OPERATION AND MAINTENANCE:					
CHARGE FOR SERVICES	\$ 85,894	\$ 96,978	\$ 110,156	\$ 110,156	\$ 117,463
DEVELOPMENT INCENTIVES	465,784	2,283,925	1,848,051	2,236,977	1,834,377
DBP OPERATING AGREEMENT	279,441	279,441	279,441	279,441	279,441
DEBT SERVICE	948,401	1,061,729	1,081,107	1,081,107	1,335,412
CAPITAL	239,239	1,587,183	-	-	395,000
INTERFUND TRANSFER TO PARKING	100,000	100,000	130,000	130,000	130,000
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 2,118,759</u></b>	<b><u>\$ 5,409,256</u></b>	<b><u>\$ 3,448,755</u></b>	<b><u>\$ 3,837,681</u></b>	<b><u>\$ 4,091,693</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 3,839,407</u></b>	<b><u>\$ 3,477,690</u></b>	<b><u>\$ 1,755,840</u></b>	<b><u>\$ 2,454,330</u></b>	<b><u>\$ 1,257,491</u></b>
<b>LESS:</b>					
RESTRICTED	<u>3,839,407</u>	<u>3,477,690</u>	<u>1,755,840</u>	<u>2,454,330</u>	<u>1,257,491</u>
<b>UNASSIGNED</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

**NORTH 27TH STREET TAX INCREMENT OPERATING FUND BUDGET NARRATIVE**

The Tax Increment Fund is used to account for the North 27th Street Tax Increment District.

**Revenues**

Revenues are maintaining the same levels. No large increases are expected.

**Expenditures**

Expenditures are for development incentives within the District, cost allocation charges, the debt service costs to build the parking garage, and payment to Downtown Billings Association in accordance with the underlying agreement.

**Capital**

None

**GAS TAX FUND  
OPERATING BUDGET**

FUND 2050 & 2060

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>FUND BALANCE BEGINNING</b>	<b>\$ 6,316,447</b>	<b>\$ 7,355,031</b>	<b>\$ 3,920,911</b>	<b>\$ 8,588,838</b>	<b>\$ 5,550,181</b>
<b>REVENUE:</b>					
STATE GAS TAX	\$ 3,726,842	\$ 3,724,908	\$ 3,740,000	\$ 3,944,962	\$ 3,960,000
COUNTY CONTRACT SERVICE	73,023	67,335	89,659	89,659	92,594
INTEREST ON INVESTMENTS	75,407	5,841	50,000	22,000	20,000
CONTRIBUTIONS/DONATIONS	-	-	-	1	57,000
TRANSFERS:					
STREET MAINT DISTRICTS	1,325,000	1,700,000	1,760,000	1,760,000	-
SALE OF FIXED ASSETS	<u>74,790</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<b>\$ 5,275,062</b>	<b>\$ 5,498,084</b>	<b>\$ 5,639,659</b>	<b>\$ 5,816,622</b>	<b>\$ 4,129,594</b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 72,842	\$ 67,335	\$ 89,369	\$ 88,584	\$ 92,593
OPERATION & MAINTENANCE	3,584,643	2,351,525	315,315	362,815	339,430
CAPITAL PROJECTS	578,993	1,845,417	7,410,000	8,403,880	6,834,410
TRANSFERS	<u>-</u>	<u>-</u>	<u>85,000</u>	<u>-</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,236,478</b>	<b>\$ 4,264,277</b>	<b>\$ 7,899,684</b>	<b>\$ 8,855,279</b>	<b>\$ 7,266,433</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 7,355,031</b>	<b>\$ 8,588,838</b>	<b>\$ 1,660,886</b>	<b>\$ 5,550,181</b>	<b>\$ 2,413,342</b>
<b>LESS:</b>					
RESTRICTED:					
OTHER PROJECTS	<u>7,355,031</u>	<u>8,588,838</u>	<u>1,660,886</u>	<u>5,550,181</u>	<u>2,413,342</u>
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**BUILDING INSPECTION FUND  
OPERATING BUDGET**

FUND 2090

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<b>\$ 2,463,242</b>	<b>\$ 2,993,679</b>	<b>\$ 3,268,679</b>	<b>\$ 3,506,256</b>	<b>\$ 3,952,858</b>
<b>REVENUE:</b>					
LICENSES & PERMITS	\$ 2,335,737	\$ 2,389,478	\$ 1,974,600	\$ 2,450,000	\$ 2,630,500
GRANTS	-	120,076	-	-	-
INTEREST ON INVESTMENTS	45,058	4,213	18,000	(5,000)	6,996
MISCELLANEOUS	3,337	1,952	2,500	2,513	10,000
<b>TOTAL REVENUE</b>	<b>\$ 2,384,132</b>	<b>\$ 2,515,719</b>	<b>\$ 1,995,100</b>	<b>\$ 2,447,513</b>	<b>\$ 2,647,496</b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 1,327,295	\$ 1,246,325	\$ 1,369,829	\$ 1,313,911	\$ 1,557,941
OPERATIONS & MAINT.	526,400	756,817	682,273	687,000	893,537
CAPITAL	-	-	385,000	-	560,000
INTERFUND TRANSFERS	-	-	-	-	309,126
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,853,695</b>	<b>\$ 2,003,142</b>	<b>\$ 2,437,102</b>	<b>\$ 2,000,911</b>	<b>\$ 3,320,604</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 2,993,679</b>	<b>\$ 3,506,256</b>	<b>\$ 2,826,677</b>	<b>\$ 3,952,858</b>	<b>\$ 3,279,750</b>
LESS:					
RESTRICTED	2,993,679	3,506,256	2,826,677	3,952,858	3,279,750
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**STREET AND TRAFFIC FUND  
OPERATING BUDGET**

FUND 2110

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<b>\$ 4,443,049</b>	<b>\$ 3,905,444</b>	<b>\$ 3,466,645</b>	<b>\$ 5,323,359</b>	<b>\$ 5,355,030</b>
<b>REVENUE:</b>					
STATE REIMBURSEMENTS	\$ 718,721	\$ 753,884	\$ 751,000	\$ 755,542	\$ 760,000
CONCRETE REPAIR	-	-	-	-	207,000
FIRE SERVICES FEES	11,000	12,061	11,000	-	11,000
STREET LIGHT	204,699	197,524	206,000	11,000	244,000
STREET MAINTENANCE	7,534,446	7,555,000	7,900,000	7,900,000	7,250,000
SOLID WASTE	-	106,137	100,000	100,000	100,000
STORM SEWER MAINT.	1,081,190	1,373,417	1,104,000	1,104,000	1,060,000
BBWA LATERAL MAINT.	4,500	4,500	4,500	4,500	4,500
UTILITY CHG FOR SERVICES	263,703	317,030	180,000	330,000	250,000
INTERDEPARTMENTAL CHGS	424	1,385	1,000	1,000	1,000
INVESTMENT EARNINGS	44,029	2,489	25,000	10,000	10,000
MISCELLANEOUS	14,115	33,825	10,000	10,000	10,000
TRANSFER-GEN FUND	-	34,409	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 9,876,827</b>	<b>\$ 10,391,661</b>	<b>\$ 10,292,500</b>	<b>\$ 10,226,042</b>	<b>\$ 9,907,500</b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 4,171,200	\$ 4,011,563	\$ 4,448,141	\$ 4,309,275	\$ 4,714,126
OPERATIONS AND MAINTENANCE	3,570,448	3,422,737	4,074,608	3,932,190	4,577,978
CAPITAL	2,465,282	1,331,944	909,265	1,745,404	971,684
TRANSFERS	207,502	207,502	207,502	207,502	207,502
<b>TOTAL EXPENDITURES</b>	<b>\$ 10,414,432</b>	<b>\$ 8,973,746</b>	<b>\$ 9,639,516</b>	<b>\$ 10,194,371</b>	<b>\$ 10,471,290</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 3,905,444</b>	<b>\$ 5,323,359</b>	<b>\$ 4,119,629</b>	<b>\$ 5,355,030</b>	<b>\$ 4,791,240</b>
LESS:					
RESTRICTED	3,905,444	5,323,359	4,119,629	5,355,030	4,791,240
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**FIRE PROGRAMS FUND  
OPERATING BUDGET**

FUND 2190-2240

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<u>\$ 260,741</u>	<u>\$ 250,314</u>	<u>\$ 263,314</u>	<u>\$ 274,955</u>	<u>\$ 285,955</u>
<b>REVENUE:</b>					
INTER-GOVERNMENTAL-STATE	\$ 12,340	\$ 1,078	\$ -	\$ 3,000	\$ -
INTER-GOVERNMENTAL-FEDERAL	-	44,839	685,000	15,000	351,280
INVESTMENT EARNINGS	4,568	378	1,416	-	505
CONTRIBUTIONS / DONATIONS	10,850	22,500	18,000	33,000	24,500
MISCELLANEOUS	<u>4,883</u>	<u>-</u>	<u>2,500</u>	<u>-</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<u><b>\$ 32,641</b></u>	<u><b>\$ 68,795</b></u>	<u><b>\$ 706,916</b></u>	<u><b>\$ 51,000</b></u>	<u><b>\$ 376,285</b></u>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 2,662	\$ -	\$ 7,040	\$ -	\$ 7,040
OPERATION & MAINTENANCE	<u>\$ 40,406</u>	<u>\$ 44,154</u>	<u>\$ 769,550</u>	<u>\$ 40,000</u>	<u>\$ 466,050</u>
<b>TOTAL EXPENDITURES</b>	<u><b>\$ 43,068</b></u>	<u><b>\$ 44,154</b></u>	<u><b>\$ 776,590</b></u>	<u><b>\$ 40,000</b></u>	<u><b>\$ 473,090</b></u>
<b>FUND BALANCE ENDING</b>	<u><b>\$ 250,314</b></u>	<u><b>\$ 274,955</b></u>	<u><b>\$ 193,640</b></u>	<u><b>\$ 285,955</b></u>	<u><b>\$ 189,150</b></u>
LESS:					
RESTRICTED	<u>250,314</u>	<u>274,955</u>	<u>193,640</u>	<u>285,955</u>	<u>189,150</u>
<b>UNASSIGNED</b>	<u><b>\$ -</b></u>	<u><b>\$ -</b></u>	<u><b>\$ -</b></u>	<u><b>\$ -</b></u>	<u><b>\$ -</b></u>

**EMERGENCY OPERATING CENTER 9-1-1 FUND  
OPERATING BUDGET**

FUND 2250, 2260

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>FUND BALANCE BEGINNING</b>	<b><u>\$ 2,979,005</u></b>	<b><u>\$ 3,363,160</u></b>	<b><u>\$ 3,785,760</u></b>	<b><u>\$ 3,758,403</u></b>	<b><u>\$ 4,224,058</u></b>
<b>REVENUE:</b>					
STATE SHARED REVENUE	\$ 1,055,103	\$ 991,163	\$ 1,034,662	\$ 995,000	\$ 1,022,764
MISCELLANEOUS	121	66	-	455	-
TRANSFER	264,000	247,800	-	-	-
INTEREST ON INVESTMENTS	<u>56,225</u>	<u>4,481</u>	<u>14,748</u>	<u>200</u>	<u>6,969</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 1,375,449</u></b>	<b><u>\$ 1,243,510</u></b>	<b><u>\$ 1,049,410</u></b>	<b><u>\$ 995,655</u></b>	<b><u>\$ 1,029,733</u></b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 139,581	\$ 35,395	\$ 175,420	\$ 35,000	\$ 159,835
OPERATION & MAINTENANCE	539,212	515,383	960,497	495,000	1,034,969
TRANSFERS OUT	264,000	247,800	-	-	-
CAPITAL	<u>48,501</u>	<u>49,689</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 991,294</u></b>	<b><u>\$ 848,267</u></b>	<b><u>\$ 1,135,917</u></b>	<b><u>\$ 530,000</u></b>	<b><u>\$ 1,194,804</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 3,363,160</u></b>	<b><u>\$ 3,758,403</u></b>	<b><u>\$ 3,699,253</u></b>	<b><u>\$ 4,224,058</u></b>	<b><u>\$ 4,058,987</u></b>
LESS:					
RESTRICTED	<u>3,363,160</u>	<u>3,758,403</u>	<u>3,699,253</u>	<u>4,224,058</u>	<u>4,058,987</u>
<b>UNASSIGNED</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

**CITY-COUNTY PLANNING FUND  
OPERATING BUDGET**

FUND 2380, 2390, 2400

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>FUND BALANCE BEGINNING</b>	<b><u>\$ 678,190</u></b>	<b><u>\$ 615,557</u></b>	<b><u>\$ 606,308</u></b>	<b><u>\$ 704,623</u></b>	<b><u>\$ 652,493</u></b>
<b>REVENUE:</b>					
<b>CITY-COUNTY PLANNING:</b>					
COUNTY PROPERTY TAX	\$ 507,131	\$ 537,675	\$ 523,000	\$ 526,080	\$ 523,000
LICENSES & PERMITS	34,360	57,444	50,275	45,796	81,250
FEDERAL/ LOCAL GRANTS	924,039	951,466	961,469	961,469	1,131,469
CONTRIBUTION-COUNTY	1,000	1,000	-	1,000	-
CHARGES FOR SERVICE	273,180	353,798	303,493	341,584	324,532
INTEREST ON INVESTMENTS	8,567	475	1,730	500	903
TRANSFERS IN	-	-	-	-	-
MISCELLANEOUS	1,122	328	-	-	-
<b>HISTORIC PRESERVATION GRANT</b>	<b><u>5,500</u></b>	<b><u>11,000</u></b>	<b><u>8,500</u></b>	<b><u>8,500</u></b>	<b><u>8,500</u></b>
<b>TOTAL REVENUE</b>	<b><u>\$ 1,754,899</u></b>	<b><u>\$ 1,913,186</u></b>	<b><u>\$ 1,848,467</u></b>	<b><u>\$ 1,884,929</u></b>	<b><u>\$ 2,069,654</u></b>
<b>EXPENDITURES:</b>					
<b>CITY-COUNTY PLANNING:</b>					
PERSONAL SERVICES	\$ 1,106,699	\$ 1,188,610	\$ 1,292,276	\$ 1,240,705	\$ 1,353,556
OPERATION & MAINTENANCE	693,711	627,308	751,407	681,642	885,804
TRANSFERS	4,498	1,139	3,712	3,712	3,705
<b>HISTORIC PRESERVATION GRANT</b>	<b><u>12,624</u></b>	<b><u>7,063</u></b>	<b><u>11,000</u></b>	<b><u>11,000</u></b>	<b><u>11,000</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,817,532</u></b>	<b><u>\$ 1,824,120</u></b>	<b><u>\$ 2,058,395</u></b>	<b><u>\$ 1,937,059</u></b>	<b><u>\$ 2,254,065</u></b>
<b>FUND BALANCE ENDING</b>	<b>\$ 615,557</b>	<b>\$ 704,623</b>	<b>\$ 396,380</b>	<b>\$ 652,493</b>	<b>\$ 468,082</b>
<b>LESS:</b>					
RESTRICTED	<u>615,557</u>	<u>704,623</u>	<u>396,380</u>	<u>652,493</u>	<u>468,082</u>
<b>UNASSIGNED</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

**CITY ATTORNEY GRANTS FUND  
OPERATING BUDGET**

FUNDS 2410-2430

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>FUND BALANCE BEGINNING</b>	<b>\$ 4,585</b>	<b>\$ 29,678</b>	<b>\$ 10,546</b>	<b>\$ (7,978)</b>	<b>\$ 9,032</b>
<b>REVENUE:</b>					
INTER-GOVERNMENTAL-ATTORNEY VICTIM/WITNESS	\$ -	\$ -	\$ 90,000	\$ 70,000	\$ 75,458
INTER-GOVERNMENTAL-DOMESTIC VIOLENCE UNIT	92,082	79,068	95,000	80,000	80,000
FINES & FORFEITS	49,361	45,469	45,000	46,000	46,000
INVESTMENT EARNINGS	302	-	-	10	-
INTERFUND TRANSFERS-GENERAL FUND	<u>191,484</u>	<u>152,985</u>	<u>315,000</u>	<u>290,000</u>	<u>385,300</u>
<b>TOTAL REVENUE</b>	<b>\$ 333,229</b>	<b>\$ 277,522</b>	<b>\$ 545,000</b>	<b>\$ 486,010</b>	<b>\$ 586,758</b>
<b>EXPENDITURES:</b>					
GRANT-ATTORNEY VICTIM/WITNESS	\$ -	\$ -	\$ 174,056	\$ 60,000	\$ 81,647
GRANT-DOMESTIC VIOLENCE UNIT	207,047	214,093	271,030	305,000	398,073
SURCHARGE-DOMESTIC VIOLENCE	<u>101,089</u>	<u>101,085</u>	<u>103,291</u>	<u>104,000</u>	<u>106,685</u>
<b>TOTAL EXPENDITURES</b>	<b>\$ 308,136</b>	<b>\$ 315,178</b>	<b>\$ 548,377</b>	<b>\$ 469,000</b>	<b>\$ 586,405</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 29,678</b>	<b>\$ (7,978)</b>	<b>\$ 7,169</b>	<b>\$ 9,032</b>	<b>\$ 9,385</b>
<b>LESS:</b>					
RESTRICTED	<u>29,678</u>	<u>(7,978)</u>	<u>7,169</u>	<u>9,032</u>	<u>9,385</u>
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**MUNICIPAL COURT GRANTS  
OPERATING BUDGET**

FUNDS 2450-2480, 7370-7380

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<u>\$ (54,483)</u>	<u>\$ (62,848)</u>	<u>\$ 12,227</u>	<u>\$ 48,439</u>	<u>\$ 25,504</u>
<b>REVENUE:</b>					
INTER-GOVERNMENTAL	\$ 407,594	\$ 404,495	\$ 524,867	\$ 390,000	\$ 516,006
INTEREST	<u>547</u>	<u>46</u>	<u>147</u>	<u>65</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<u><b>\$ 408,141</b></u>	<u><b>\$ 404,541</b></u>	<u><b>\$ 525,014</b></u>	<u><b>\$ 390,065</b></u>	<u><b>\$ 516,006</b></u>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 200,417	\$ 158,317	\$ 158,726	\$ 163,000	\$ 171,018
OPERATION & MAINTENANCE	<u>216,089</u>	<u>134,937</u>	<u>368,595</u>	<u>250,000</u>	<u>344,988</u>
<b>TOTAL EXPENDITURES</b>	<u><b>\$ 416,506</b></u>	<u><b>\$ 293,254</b></u>	<u><b>\$ 527,321</b></u>	<u><b>\$ 413,000</b></u>	<u><b>\$ 516,006</b></u>
<b>FUND BALANCE ENDING</b>	<u><b>\$ (62,848)</b></u>	<u><b>\$ 48,439</b></u>	<u><b>\$ 9,920</b></u>	<u><b>\$ 25,504</b></u>	<u><b>\$ 25,504</b></u>
<b>LESS:</b>					
RESTRICTED	<u>(62,848)</u>	<u>48,439</u>	<u>9,920</u>	<u>25,504</u>	<u>25,504</u>
<b>UNASSIGNED</b>	<u><b>\$ -</b></u>	<u><b>\$ -</b></u>	<u><b>\$ -</b></u>	<u><b>\$ -</b></u>	<u><b>\$ -</b></u>

**POLICE PROGRAMS (PAGE 1 OF 5)  
OPERATING BUDGET**

FUNDS 2490-2590,7080-7100, 7170-7200

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b><u>MONTANA BOARD OF CRIME CONTROL (FUND 2490)</u></b>					
FUND BALANCE BEGINNING	\$ 10,722	\$ 2,089	\$ 9,289	\$ 1,701	\$ 1,717
<b>REVENUE:</b>					
INTER-GOVERNMENTAL	\$ 42,375	\$ 33,379	\$ 60,123	\$ 47,184	\$ 35,000
INVESTMENT EARNINGS	42	6	42	15	-
<b>TOTAL REVENUE</b>	<b>\$ 42,417</b>	<b>\$ 33,385</b>	<b>\$ 60,165</b>	<b>\$ 47,199</b>	<b>\$ 35,000</b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 28,782	\$ 24,572	\$ 9,738	\$ 21,075	\$ 25,000
OPERATION & MAINTENANCE	22,268	9,201	50,385	26,108	10,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 51,050</b>	<b>\$ 33,773</b>	<b>\$ 60,123</b>	<b>\$ 47,183</b>	<b>\$ 35,000</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 2,089</b>	<b>\$ 1,701</b>	<b>\$ 9,331</b>	<b>\$ 1,717</b>	<b>\$ 1,717</b>
<hr/>					
<b><u>INTERNET CRIMES AGAINST CHILDREN-LOCAL DONATION (FUND 2520)</u></b>					
FUND BALANCE BEGINNING	\$ 353,111	\$ 176,150	\$ 41,650	\$ 36,810	\$ -
<b>REVENUE:</b>					
INTER-GOVERNMENTAL	\$ -	\$ -	\$ -	\$ -	\$ -
INVESTMENT EARNINGS	6,172	252	752	350	-
CONTRIBUTIONS / DONATIONS	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 6,172</b>	<b>\$ 252</b>	<b>\$ 752</b>	<b>\$ 350</b>	<b>\$ -</b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 5,017	\$ -	\$ -	\$ -	\$ -
OPERATION & MAINTENANCE	178,116	139,592	42,402	37,160	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 183,133</b>	<b>\$ 139,592</b>	<b>\$ 42,402</b>	<b>\$ 37,160</b>	<b>\$ -</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 176,150</b>	<b>\$ 36,810</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
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<b><u>INTERNET CRIMES AGAINST CHILDREN (FUND 2510)</u></b>					
FUND BALANCE BEGINNING	\$ (12,510)	\$ (3,645)	\$ 3,451	\$ (6,397)	\$ -
<b>REVENUE:</b>					
INVESTMENT EARNINGS	\$ 1	\$ -	\$ -	\$ -	\$ -
INTER-GOVERNMENTAL	19,688	423	7,869	6,397	-
<b>TOTAL REVENUE</b>	<b>\$ 19,689</b>	<b>\$ 423</b>	<b>\$ 7,869</b>	<b>\$ 6,397</b>	<b>\$ -</b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 2,747	\$ -	\$ -	\$ -	\$ -
OPERATION & MAINTENANCE	8,077	3,175	7,869	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 10,824</b>	<b>\$ 3,175</b>	<b>\$ 7,869</b>	<b>\$ -</b>	<b>\$ -</b>
<b>FUND BALANCE ENDING</b>	<b>\$ (3,645)</b>	<b>\$ (6,397)</b>	<b>\$ 3,451</b>	<b>\$ -</b>	<b>\$ -</b>

**POLICE PROGRAMS (PAGE 2 OF 5)  
OPERATING BUDGET**

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b><u>TRAFFIC SAFETY (FUND 2540)</u></b>					
FUND BALANCE BEGINNING	\$ 13,803	\$ 22,509	\$ 11,209	\$ 22,533	\$ 29,818
INVESTMENT EARNINGS	\$ 302	\$ 24	\$ 89	\$ 56	\$ -
INTER-GOVERNMENTAL	13,123	49,800	45,000	36,686	45,000
<b>TOTAL REVENUE</b>	<b>\$ 13,425</b>	<b>\$ 49,824</b>	<b>\$ 45,089</b>	<b>\$ 36,742</b>	<b>\$ 45,000</b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 4,719	\$ 49,800	\$ 10,000	\$ 14,457	\$ 45,000
OPERATION & MAINTENANCE	-	-	35,000	15,000	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,719</b>	<b>\$ 49,800</b>	<b>\$ 45,000</b>	<b>\$ 29,457</b>	<b>\$ 45,000</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 22,509</b>	<b>\$ 22,533</b>	<b>\$ 11,298</b>	<b>\$ 29,818</b>	<b>\$ 29,818</b>
<hr/>					
<b><u>JUSTICE ASSISTANCE GRANTS (FUND 2500)</u></b>					
FUND BALANCE BEGINNING	\$ (26,773)	\$ (26,773)	\$ -	\$ (42,749)	\$ 33,345
INVESTMENT EARNINGS	\$ 1	\$ 55	\$ -	\$ 70	\$ -
INTER-GOVERNMENTAL	57,581	133,946	98,434	162,418	70,000
<b>TOTAL REVENUE</b>	<b>\$ 57,582</b>	<b>\$ 134,001</b>	<b>\$ 98,434</b>	<b>\$ 162,488</b>	<b>\$ 70,000</b>
<b>EXPENDITURES:</b>					
OPERATION & MAINTENANCE	\$ 57,582	\$ 149,977	\$ 98,434	\$ 86,394	\$ 70,000
CAPITAL	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 57,582</b>	<b>\$ 149,977</b>	<b>\$ 98,434</b>	<b>\$ 86,394</b>	<b>\$ 70,000</b>
<b>FUND BALANCE ENDING</b>	<b>\$ (26,773)</b>	<b>\$ (42,749)</b>	<b>\$ -</b>	<b>\$ 33,345</b>	<b>\$ 33,345</b>
<hr/>					
<b><u>HIDTA-ONDCP (FUND 2550)</u></b>					
FUND BALANCE BEGINNING	\$ 19,593	\$ 9,613	\$ 67,013	\$ 21,261	\$ 21,271
INVESTMENT EARNINGS	\$ 4	\$ 15	\$ -	\$ 10	\$ -
INTER-GOVERNMENTAL	391,782	431,216	231,719	223,690	568,443
<b>TOTAL REVENUE</b>	<b>\$ 391,786</b>	<b>\$ 431,231</b>	<b>\$ 231,719</b>	<b>\$ 223,700</b>	<b>\$ 568,443</b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 120,586	\$ 101,439	\$ 132,795	\$ 115,370	\$ 153,443
OPERATION & MAINTENANCE	281,180	318,144	98,924	108,320	415,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 401,766</b>	<b>\$ 419,583</b>	<b>\$ 231,719</b>	<b>\$ 223,690</b>	<b>\$ 568,443</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 9,613</b>	<b>\$ 21,261</b>	<b>\$ 67,013</b>	<b>\$ 21,271</b>	<b>\$ 21,271</b>

**POLICE PROGRAMS (PAGE 3 OF 5)  
OPERATING BUDGET**

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b><u>DOWNTOWN CENTRAL BEAT OFFICER (FUND 2560)</u></b>					
FUND BALANCE BEGINNING	\$ 23,020	\$ 15,530	\$ 15,530	\$ 8,455	\$ 8,455
<b>REVENUE-CHARGES FOR SERVICE</b>					
CHARGES FOR SERVICE	\$ 151,914	\$ 157,212	\$ 160,486	\$ 160,486	\$ 258,144
<b>TOTAL REVENUE</b>	<b>\$ 151,914</b>	<b>\$ 157,212</b>	<b>\$ 160,486</b>	<b>\$ 160,486</b>	<b>\$ 258,144</b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 159,404	\$ 164,287	\$ 160,486	\$ 160,486	\$ 258,144
<b>TOTAL EXPENDITURES</b>	<b>\$ 159,404</b>	<b>\$ 164,287</b>	<b>\$ 160,486</b>	<b>\$ 160,486</b>	<b>\$ 258,144</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 15,530</b>	<b>\$ 8,455</b>	<b>\$ 15,530</b>	<b>\$ 8,455</b>	<b>\$ 8,455</b>

**POLICE DONATIONS (FUNDS 2590, 7090, 7190, 7200)**

FUND BALANCE BEGINNING	\$ 119,326	\$ 172,092	\$ 258,892	\$ 235,472	\$ 269,248
<b>REVENUE:</b>					
CHARGES FOR SERVICE	\$ 20,864	\$ 20,287	\$ 18,000	\$ 10,100	\$ 18,000
INVESTMENT EARNINGS	2,453	1,906	2,524	1,669	2,728
CONTRIBUTIONS / DONATIONS	78,366	167,055	80,000	102,176	155,000
<b>TOTAL REVENUE</b>	<b>\$ 101,683</b>	<b>\$ 189,248</b>	<b>\$ 100,524</b>	<b>\$ 113,945</b>	<b>\$ 175,728</b>
<b>EXPENDITURES:</b>					
OPERATION & MAINTENANCE	\$ 48,917	\$ 125,868	\$ 99,200	\$ 80,169	\$ 93,500
CAPITAL	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 48,917</b>	<b>\$ 125,868</b>	<b>\$ 99,200</b>	<b>\$ 80,169</b>	<b>\$ 93,500</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 172,092</b>	<b>\$ 235,472</b>	<b>\$ 260,216</b>	<b>\$ 269,248</b>	<b>\$ 351,476</b>

**SOCIAL HOST RESTITUTION (FUND 7080)**

FUND BALANCE BEGINNING	\$ 5	\$ 94	\$ 94	\$ 80	\$ 80
<b>REVENUE-FINES &amp; FORFEITS</b>	<b>\$ 289</b>	<b>\$ 300</b>	<b>\$ 450</b>	<b>\$ 200</b>	<b>\$ -</b>
<b>EXPENDITURES-OPERATION &amp; MAINTENANCE</b>	<b>\$ 200</b>	<b>\$ 314</b>	<b>\$ 450</b>	<b>\$ 200</b>	<b>\$ -</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 94</b>	<b>\$ 80</b>	<b>\$ 94</b>	<b>\$ 80</b>	<b>\$ 80</b>

**POLICE PROGRAMS (PAGE 4 OF 5)**

**OPERATING BUDGET**

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b><u>HOMELAND SECURITY (FUND 2580)</u></b>					
FUND BALANCE BEGINNING	\$ 16,466	\$ 17,529	\$ 5,329	\$ 19,451	\$ 19,471
<b>REVENUE:</b>					
INTER-GOVERNMENTAL	\$ 19,941	\$ 140,017	\$ 86,924	\$ 70,443	\$ 35,000
INVESTMENT EARNINGS	233	-	-	20	-
<b>TOTAL REVENUE</b>	<b>\$ 20,174</b>	<b>\$ 140,017</b>	<b>\$ 86,924</b>	<b>\$ 70,463</b>	<b>\$ 35,000</b>
<b>EXPENDITURES:</b>					
CAPITAL	\$ -	\$ 129,950	\$ 60,000	\$ 20,000	\$ -
OPERATION & MAINTENANCE	19,111	8,145	26,294	50,443	35,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 19,111</b>	<b>\$ 138,095</b>	<b>\$ 86,294</b>	<b>\$ 70,443</b>	<b>\$ 35,000</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 17,529</b>	<b>\$ 19,451</b>	<b>\$ 5,959</b>	<b>\$ 19,471</b>	<b>\$ 19,471</b>

**POLICE DRUG FORFEITURES (Funds 7170 & 7180)**

FUND BALANCE BEGINNING	\$ 847,052	\$ 914,894	\$ 907,694	\$ 1,314,583	\$ 1,224,444
<b>REVENUE:</b>					
FINES & FORFEITS	\$ 224,027	\$ 587,501	\$ 100,000	\$ 130,560	\$ 125,000
TRANSFER IN	-	-	-	-	-
INVESTMENT EARNINGS	14,607	1,762	4,084	150	5,400
<b>TOTAL REVENUE</b>	<b>\$ 238,634</b>	<b>\$ 589,263</b>	<b>\$ 104,084</b>	<b>\$ 130,710</b>	<b>\$ 130,400</b>
<b>EXPENDITURES:</b>					
OPERATION & MAINTENANCE	\$ 170,792	\$ 189,574	\$ 202,400	\$ 220,849	\$ 236,356
CAPITAL	-	-	-	-	282,857
<b>TOTAL EXPENDITURES</b>	<b>\$ 170,792</b>	<b>\$ 189,574</b>	<b>\$ 202,400</b>	<b>\$ 220,849</b>	<b>\$ 519,213</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 914,894</b>	<b>\$ 1,314,583</b>	<b>\$ 809,378</b>	<b>\$ 1,224,444</b>	<b>\$ 835,631</b>

**FUND 7100-POLICE SURCHARGE FOR TECHNOLOGY**

FUND BALANCE BEGINNING	\$ 8,990	\$ 16,360	\$ 16,632	\$ 16,566	\$ 16,621
<b>REVENUE:</b>					
FINES & FORFEITS	\$ 11,652	\$ 200	\$ -	\$ -	\$ -
INVESTMENT EARNINGS	122	6	16	55	-
<b>TOTAL REVENUE</b>	<b>\$ 11,774</b>	<b>\$ 206</b>	<b>\$ 16</b>	<b>\$ 55</b>	<b>\$ -</b>
<b>EXPENDITURES-OPERATION &amp; MAINTENANCE</b>	<b>\$ 4,404</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 16,360</b>	<b>\$ 16,566</b>	<b>\$ 16,648</b>	<b>\$ 16,621</b>	<b>\$ 16,621</b>

## POLICE PROGRAMS (PAGE 5 OF 5)

## TOTAL OPERATING BUDGET

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<u>\$ 1,372,806</u>	<u>\$ 1,316,443</u>	<u>\$ 1,336,784</u>	<u>\$ 1,627,767</u>	<u>\$ 1,624,471</u>
<b>REVENUE:</b>					
INTER-GOVERNMENTAL	\$ 544,490	\$ 788,781	\$ 530,069	\$ 546,818	\$ 753,443
CHARGES FOR SERVICE	172,778	177,499	178,486	170,586	276,144
FINES & FORFEITS	235,968	588,001	100,450	130,760	125,000
INVESTMENT EARNINGS	23,937	4,026	7,507	2,395	8,128
CONTRIBUTIONS / DONATIONS	78,366	167,055	80,000	102,176	155,000
INTERFUND TRANSFERS	-	-	-	-	-
<b>TOTAL REVENUE</b>	<u>\$ 1,055,539</u>	<u>\$ 1,725,362</u>	<u>\$ 896,512</u>	<u>\$ 952,735</u>	<u>\$ 1,317,715</u>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 321,255	\$ 340,098	\$ 313,019	\$ 311,388	\$ 481,587
OPERATION & MAINTENANCE	790,647	943,990	661,358	624,643	859,856
CAPITAL	-	129,950	60,000	20,000	282,857
<b>TOTAL EXPENDITURES</b>	<u>\$ 1,111,902</u>	<u>\$ 1,414,038</u>	<u>\$ 1,034,377</u>	<u>\$ 956,031</u>	<u>\$ 1,624,300</u>
<b>FUND BALANCE ENDING</b>	<u>\$ 1,316,443</u>	<u>\$ 1,627,767</u>	<u>\$ 1,198,919</u>	<u>\$ 1,624,471</u>	<u>\$ 1,317,886</u>
<b>FUND BALANCE ENDING-CHECKING</b>	<u>1,316,443</u>	<u>1,627,767</u>	<u>1,198,919</u>	<u>1,624,471</u>	<u>1,317,886</u>
<b>LESS:</b>					
RESTRICTED	<u>1,316,443</u>	<u>1,627,767</u>	<u>1,198,919</u>	<u>1,624,471</u>	<u>1,317,886</u>
<b>UNASSIGNED</b>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ -</u>	<u>\$ (0)</u>	<u>\$ 0</u>

**CITY-COUNTY LIBRARY FUND  
OPERATING BUDGET**

FUND 2600-2610, 2630

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>FUND BALANCE BEGINNING</b>	<b>\$ 2,939,243</b>	<b>\$ 3,484,598</b>	<b>\$ 4,098,053</b>	<b>\$ 4,000,822</b>	<b>\$ 4,281,424</b>
<b>REVENUE:</b>					
CITY TAXES	\$ 1,175,933	\$ 1,203,323	\$ 1,246,655	\$ 1,308,300	\$ 1,265,971
FEDERAL GRANT	156	156,698	-	-	-
COUNTY PROPERTY TAX	1,084,815	1,153,896	1,108,000	1,150,000	1,186,100
STATE GRANTS/AID	2,396		52,000	58,695	2,000
STATE REIMBURSEMENTS	500,245	514,357	470,704	470,704	541,366
CHARGES FOR SERVICE	10,792	5,788	14,075	7,950	14,550
FINES & FORFEITURES	37,440	12,616	59,000	10,000	17,500
INTEREST ON INVESTMENTS	50,107	3,432	553	1,000	6,521
DONATIONS/CONTRIBUTIONS	75,609	79,884	78,000	73,000	83,000
TRANSFER FR GENERAL FUND	1,059,902	1,082,896	1,121,989	1,218,606	1,139,373
SALE OF SURPLUS EQUIP	4,252	175	-	2,786	50
MISCELLANEOUS	5,207	38,010	31,250	11,770	31,200
<b>TOTAL REVENUE</b>	<b>\$ 4,006,853</b>	<b>\$ 4,251,075</b>	<b>\$ 4,182,226</b>	<b>\$ 4,312,811</b>	<b>\$ 4,287,631</b>
<b>EXPENDITURES:</b>					
ADMINISTRATION	\$ 575,383	\$ 719,221	\$ 633,903	\$ 666,655	\$ 766,794
FACILITIES	605,116	572,786	676,079	744,706	719,395
CIRCULATION	500,528	520,185	567,687	560,678	580,238
REFERENCE	504,680	498,345	532,012	585,147	510,272
YOUTH SERVICES	161,338	165,203	202,421	263,987	219,424
TECHNICAL PROCESS	242,155	249,992	272,291	261,548	282,917
OUTREACH SERVICES	232,633	249,858	258,426	161,291	276,368
SYSTEM ADMINISTRATION	340,091	441,720	444,759	438,743	452,460
LIBRARY RESOURCES	256,083	275,933	335,757	310,250	337,970
LIBRARY BOARD	2,114	663	5,020	2,335	5,020
INTERFUND TRANSFERS	41,377	40,945	36,869	36,869	43,705
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,461,498</b>	<b>\$ 3,734,851</b>	<b>\$ 3,965,224</b>	<b>\$ 4,032,209</b>	<b>\$ 4,194,563</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 3,484,598</b>	<b>\$ 4,000,822</b>	<b>\$ 4,315,055</b>	<b>\$ 4,281,424</b>	<b>\$ 4,374,492</b>
<b>LESS:</b>					
RESTRICTED	3,484,598	4,000,822	4,315,055	4,281,424	4,374,492
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**AMERICAN RESCUE PLAN ACT FUND  
OPERATING BUDGET**

FUND 2640

	ACTUAL FY 20	ACTUAL FY 21	APPROVED FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	\$ -	\$ -	\$ -	\$ -	\$ 14,000
<b>REVENUE:</b>					
INTER-GOVERNMENTAL	\$ -	\$ -	\$ -	\$ 7,000,000	\$ 8,940,314
INVESTMENT EARNINGS	-	-	-	14,000	14,933
<b>TOTAL REVENUE</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 7,014,000</u>	<u>\$ 8,955,247</u>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATION & MAINTENANCE	-	-	-	-	-
CAPITAL	-	-	-	7,000,000	-
TRANSFERS	-	-	-	-	8,969,247
<b>TOTAL EXPENDITURES</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 7,000,000</u>	<u>\$ 8,969,247</u>
<b>FUND BALANCE-ENDING</b>	\$ -	\$ -	\$ -	\$ 14,000	\$ -
<b>LESS:</b>					
RESTRICTED	-	-	-	14,000	-
<b>UNASSIGNED</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 1 OF 5)  
OPERATING BUDGET

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>COMMUNITY DEV BLOCK GRANTS(FUNDS 2900-2990)</b>					
<b>FUND BALANCE BEGINNING</b>	<b>\$ (42,772)</b>	<b>\$ 120,363</b>	<b>\$ 232,677</b>	<b>\$ 451,003</b>	<b>\$ 520,650</b>
<b>REVENUE:</b>					
HUD GRANTS	\$ 651,266	\$ 497,800	\$ 645,143	\$ 410,000	\$ 650,000
INTEREST ON LOANS	1,915	166	507	250	661
PROGRAM INCOME	226,285	412,587	100,000	346,757	-
SALE OF FIXED ASSETS	104,522	62,162	-	-	-
MISCELLANEOUS	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 983,988</b>	<b>\$ 972,715</b>	<b>\$ 745,650</b>	<b>\$ 757,007</b>	<b>\$ 650,661</b>
<b>EXPENDITURES:</b>					
PROJECTS	\$ 639,660	\$ 473,255	\$ 486,114	\$ 579,262	\$ 300,000
ADMINISTRATION	131,345	139,640	129,029	108,098	130,000
REHAB ADMINISTRATION	49,848	29,180	30,000	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 820,853</b>	<b>\$ 642,075</b>	<b>\$ 645,143</b>	<b>\$ 687,360</b>	<b>\$ 430,000</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 120,363</b>	<b>\$ 451,003</b>	<b>\$ 333,184</b>	<b>\$ 520,650</b>	<b>\$ 741,311</b>

**HOME PROGRAM (FUNDS 2800-2890)**

<b>FUND BALANCE BEGINNING</b>	<b>\$ 276,194</b>	<b>\$ (73,161)</b>	<b>\$ 101,107</b>	<b>\$ 54,674</b>	<b>\$ 147,897</b>
<b>REVENUE:</b>					
HUD GRANTS	\$ 179,859	\$ 219,432	\$ 334,548	\$ 45,000	\$ 600,000
INTEREST ON INVESTMENTS	-	468	1,670	-	675
PROGRAM INCOME	236,669	419,851	100,000	301,500	331,500
CHARGE FOR SERVICE	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 416,528</b>	<b>\$ 639,751</b>	<b>\$ 436,218</b>	<b>\$ 346,500</b>	<b>\$ 932,175</b>
<b>EXPENDITURES:</b>					
AFFORDABLE HOUSING PROJ ADMINISTRATION	\$ 655,781	\$ 385,150	\$ 196,490	\$ 187,719	\$ 444,533
FIRST TIME HOME BUYER ADM	20,683	47,327	28,058	28,058	76,967
	89,419	79,439	110,000	37,500	110,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 765,883</b>	<b>\$ 511,916</b>	<b>\$ 334,548</b>	<b>\$ 253,277</b>	<b>\$ 631,500</b>
<b>FUND BALANCE ENDING</b>	<b>\$ (73,161)</b>	<b>\$ 54,674</b>	<b>\$ 202,777</b>	<b>\$ 147,897</b>	<b>\$ 448,572</b>

COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 2 OF 5)  
OPERATING BUDGET

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b><u>VISTA ADMINISTRATION (FUND 2650, 2690)</u></b>					
FUND BALANCE BEGINNING	\$ 89,550	\$ (2,874)	\$ 54,538	\$ (5,347)	\$ 2,431
REVENUE					
GRANT	\$ 121,611	\$ 364,138	\$ 160,079	\$ 69,995	\$ 90,308
CHARGES FOR SERVICE	13,033	8,000	15,000	5,000	15,000
<b>TOTAL REVENUE</b>	<b>\$ 134,644</b>	<b>\$ 372,138</b>	<b>\$ 175,079</b>	<b>\$ 74,995</b>	<b>\$ 105,308</b>
EXPENDITURES-OPERATIONS & MAINTENANCE	\$ 227,068	\$ 374,611	\$ 174,956	\$ 67,217	\$ 105,250
FUND BALANCE ENDING	\$ (2,874)	\$ (5,347)	\$ 54,661	\$ 2,431	\$ 2,489

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**BILLINGS COMMUNITY CONNECT & HOMELESS PLAY (FUND 2720)**

FUND BALANCE BEGINNING	\$ 3,485	\$ 3,508	\$ 3,515	\$ 3,513	\$ 3,515
REVENUE:					
INTEREST ON INVESTMENTS	23	5	14	2	-
<b>TOTAL REVENUE</b>	<b>\$ 23</b>	<b>\$ 5</b>	<b>\$ 14</b>	<b>\$ 2</b>	<b>\$ -</b>
EXPENDITURES-OPERATIONS & MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -
FUND BALANCE ENDING	\$ 3,508	\$ 3,513	\$ 3,529	\$ 3,515	\$ 3,515

**COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 3 OF 5)  
OPERATING BUDGET**

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b><u>COMMUNITY DEVELOPMENT RENT (FUND 2740)</u></b>					
FUND BALANCE BEGINNING	\$ 13,462	\$ 20,110	\$ 22,602	\$ 17,095	\$ 17,095
REVENUE					
INTERGOVERNMENTAL REVENUE	\$ 59	\$ 12	\$ 41	\$ -	\$ -
TRANSFER IN	67,978	59,583	65,000	65,000	65,200
TOTAL REVENUE	\$ 68,037	\$ 59,595	\$ 65,041	\$ 65,000	\$ 65,200
EXPENDITURES-OPERATIONS & MAINT (RENT)	\$ 61,389	\$ 62,610	\$ 65,000	\$ 65,000	\$ 65,200
FUND BALANCE ENDING	\$ 20,110	\$ 17,095	\$ 22,643	\$ 17,095	\$ 17,095

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**GRANT WRITING/ ENVIRON REVIEW (FUND 2780)**

FUND BALANCE BEGINNING	\$ 818	\$ 888	\$ 888	\$ 888	\$ 888
REVENUE	\$ 70	\$ -	\$ -	\$ -	\$ -
EXPENDITURES-TRANSFER	\$ -	\$ -	\$ -	\$ -	\$ -
FUND BALANCE ENDING	\$ 888	\$ 888	\$ 888	\$ 888	\$ 888

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**CDBG-CV Grant (Fund 2790)**

FUND BALANCE BEGINNING	\$ -	\$ -	\$ -	\$ -	\$ -
REVENUE	\$ -	\$ -	\$ 909,126	\$ 118,912	\$ 1,291,321
PROJECTS	-	-	727,301	75,000	1,211,321
ADMINISTRATION	-	-	181,825	43,912	80,000
EXPENDITURES-TRANSFER	\$ -	\$ -	\$ 909,126	\$ 118,912	\$ 1,291,321
FUND BALANCE ENDING	\$ -	\$ -	\$ -	\$ -	\$ -

COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 4 OF 5)

OPERATING BUDGET

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<u>COUNCIL REVOLVING HOME LOAN FUND (FUND 2770)</u>					
FUND BALANCE BEGINNING	\$ 24,948	\$ 44,077	\$ 56,977	\$ 115,857	\$ 115,907
MISCELLANEOUS	\$ 20,211	\$ 91,799	\$ -	\$ 50	\$ -
EXPENDITURES-PROJECTS	\$ 1,082	\$ 20,019	\$ -	\$ -	\$ -
FUND BALANCE ENDING	\$ 44,077	\$ 115,857	\$ 56,977	\$ 115,907	\$ 115,907

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**COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 5 OF 5)**

**OPERATING BUDGET**

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 21</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b><u>TOTAL OF COMMUNITY DEVELOPMENT GRANT FUNDS</u></b>					
<b>FUND BALANCE BEGINNING</b>	<b>\$ 365,685</b>	<b>\$ 112,911</b>	<b>\$ 682,755</b>	<b>\$ 637,683</b>	<b>\$ 808,383</b>
<b>REVENUE:</b>					
INTER-GOVERNMENTAL	\$ 952,736	\$ 1,081,370	\$ 2,048,896	\$ 643,907	\$ 2,631,629
CHARGE FOR SERVICES	13,033	8,000	15,000	5,000	15,000
INTEREST ON INVESTMENTS	2,008	639	2,191	252	1,336
CONTRIBUTIONS / DONATIONS	-	-	-	-	-
SALE OF FIXED ASSETS	104,522	62,162	-	-	-
MISCELLANEOUS	483,165	924,237	200,000	648,307	331,500
TRANSFERS	68,037	59,595	65,041	65,000	65,200
<b>TOTAL REVENUE</b>	<b>\$ 1,623,501</b>	<b>\$ 2,136,003</b>	<b>\$ 2,331,128</b>	<b>\$ 1,362,466</b>	<b>\$ 3,044,665</b>
<b>EXPENDITURES:</b>					
PROJECTS	1,296,523	878,424	1,409,905	841,981	1,955,854
ADMINISTRATION	241,447	266,406	448,912	217,568	396,967
REHAB ADMINISTRATION	49,848	29,180	30,000	-	-
OPERATIONS & MAINTENANCE	288,457	437,221	239,956	132,217	170,450
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,876,275</b>	<b>\$ 1,611,231</b>	<b>\$ 2,128,773</b>	<b>\$ 1,191,766</b>	<b>\$ 2,523,271</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ 112,911</b>	<b>\$ 637,683</b>	<b>\$ 885,110</b>	<b>\$ 808,383</b>	<b>\$ 1,329,777</b>
LESS:					
RESTRICTED	112,911	637,683	885,110	808,383	1,329,777
<b>UNASSIGNED</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**PARKS PROGRAMS  
OPERATING BUDGET**

FUND 7690-7750, 7770

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<b><u>\$ 2,110,452</u></b>	<b><u>\$ 2,282,568</u></b>	<b><u>\$ 2,319,668</u></b>	<b><u>\$ 2,267,133</u></b>	<b><u>\$ 2,389,333</u></b>
<b>REVENUE:</b>					
<b>PARK ACQUISITION &amp; IMPROVEMENTS</b>					
INVESTMENT EARNINGS	\$ 39,364	\$ 3,249	\$ 9,342	\$ 200	\$ 4,427
INTER-GOVERNMENTAL	-	-	750	-	-
CONTRIBUTIONS-MISC	43,370	117,804	37,000	30,000	40,000
DOG PARK DONATIONS	-	-	-	-	-
TRANSFER IN	-	-	-	-	5,000
PAY IN LIEU PARK DEDICATION	84,080	-	70,000	128,200	70,000
SONGBIRD GARDEN	2,263	-	-	-	-
<b>KIWANIS-LICENSE PLATES</b>	-	1,822	1,500	800	1,500
<b>TRASH FOR TREES</b>	<u>18,139</u>	<u>18,074</u>	<u>6,000</u>	<u>5,000</u>	<u>3,000</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 187,216</u></b>	<b><u>\$ 140,949</u></b>	<b><u>\$ 124,592</u></b>	<b><u>\$ 164,200</u></b>	<b><u>\$ 123,927</u></b>
<b>EXPENDITURES:</b>					
<b>PARK ACQUISITION &amp; IMPROVEMENTS</b>					
OPERATIONS & MAINTENANCE	\$ 12,824	\$ 103,230	\$ 37,076	\$ 37,000	\$ 20,945
CAPITAL	-	-	-	-	-
BATTING CAGE FUND	11	-	-	-	-
TRANSFER OUT	1,048	45,000	-	-	-
<b>KIWANIS-LICENSE PLATES</b>	-	-	-	-	-
<b>SONGBIRD GARDEN</b>	1,058	10	-	-	-
<b>COTTONWOOD PARK</b>	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	125,000
<b>TRASH FOR TREES</b>	<u>159</u>	<u>8,144</u>	<u>13,000</u>	<u>5,000</u>	<u>4,500</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 15,100</u></b>	<b><u>\$ 156,384</u></b>	<b><u>\$ 50,076</u></b>	<b><u>\$ 42,000</u></b>	<b><u>\$ 150,445</u></b>
<b>FUND BALANCE ENDIN</b>	<b><u>\$ 2,282,568</u></b>	<b><u>\$ 2,267,133</u></b>	<b><u>\$ 2,394,184</u></b>	<b><u>\$ 2,389,333</u></b>	<b><u>\$ 2,362,815</u></b>
<b>LESS:</b>					
RESTRICTED	<u>2,282,568</u>	<u>2,267,133</u>	<u>2,394,184</u>	<u>2,389,333</u>	<u>2,362,815</u>
<b>UNASSIGNED</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

**DOWNTOWN REVOLVING LOAN PROGRAM  
OPERATING BUDGET**

FUND 7230

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<u>\$ 553,528</u>	<u>\$ 273,038</u>	<u>\$ 818,738</u>	<u>\$ 915,226</u>	<u>\$ 1,447,398</u>
<b>REVENUE:</b>					
INVESTMENT EARNINGS:					
INTEREST ON LOANS	\$ 86,104	\$ 62,552	\$ 76,000	\$ 30,000	\$ 50,000
MISCELLANEOUS-REPAYMENT OF LOANS	<u>101,981</u>	<u>605,087</u>	<u>150,000</u>	<u>530,000</u>	<u>150,000</u>
<b>TOTAL REVENUE</b>	<u>\$ 188,085</u>	<u>\$ 667,639</u>	<u>\$ 226,000</u>	<u>\$ 560,000</u>	<u>\$ 200,000</u>
<b>EXPENDITURES:</b>					
OPERATION & MAINTENANCE:					
CHARGES FOR SERVICE	\$ 18,875	\$ 25,451	\$ 28,827	\$ 27,828	\$ 21,787
LOANS	<u>449,700</u>	<u>-</u>	<u>400,000</u>	<u>-</u>	<u>800,000</u>
<b>TOTAL EXPENDITURES</b>	<u>\$ 468,575</u>	<u>\$ 25,451</u>	<u>\$ 428,827</u>	<u>\$ 27,828</u>	<u>\$ 821,787</u>
<b>FUND BALANCE ENDING</b>	<u>\$ 273,038</u>	<u>\$ 915,226</u>	<u>\$ 615,911</u>	<u>\$ 1,447,398</u>	<u>\$ 825,611</u>
<b>LESS:</b>					
RESTRICTED	<u>273,038</u>	<u>915,226</u>	<u>615,911</u>	<u>1,447,398</u>	<u>825,611</u>
<b>UNASSIGNED</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**CEMETERY IMPROVEMENTS FUND  
OPERATING BUDGET**

FUND 7020

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE - BEGINNING</b>	<b>\$ 167,396</b>	<b>\$ 188,933</b>	<b>\$ 206,133</b>	<b>\$ 214,542</b>	<b>\$ 188,042</b>
<b>REVENUE:</b>					
SALE OF LOTS	\$ 29,525	\$ 25,345	\$ 14,000	\$ 30,000	\$ 14,000
INTEREST ON INVESTMENTS	2,987	264	752	500	411
<b>TOTAL REVENUE</b>	<b>\$ 32,512</b>	<b>\$ 25,609</b>	<b>\$ 14,752</b>	<b>\$ 30,500</b>	<b>\$ 14,411</b>
<b>EXPENDITURES:</b>					
OPERATION & MAINTENANCE	\$ 10,975	\$ -	\$ 57,000	\$ 57,000	\$ -
CAPITAL	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 10,975</b>	<b>\$ -</b>	<b>\$ 57,000</b>	<b>\$ 57,000</b>	<b>\$ -</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ 188,933</b>	<b>\$ 214,542</b>	<b>\$ 163,885</b>	<b>\$ 188,042</b>	<b>\$ 202,453</b>
<b>LESS:</b>					
RESTRICTED	188,933	214,542	163,885	188,042	202,453
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**CEMETERY IMPROVEMENTS BUDGET NARRATIVE**

65% of the proceeds of graves and niches sold are placed in this fund to be used for the upgrades and improvements to Mountview Cemetery. City Council approves all funds used from this account for the betterment of the cemetery.

**Revenues**

No significant changes.

**Expenditures**

Expenditures are for improvements to Section 15, and pruning and removal of dangerous trees.

**Capital**

None

**TRAIL GRANT FUND  
OPERATING BUDGET**

FUND 2360

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE - BEGINNING</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>REVENUES:</b>					
INTERGOVERNMENTAL	\$ -	\$ -	\$ 4,036,380	\$ 4,036,380	\$ -
INVESTMENTS	-	-	-	-	138
CONTRIBUTIONS/DONATIONS	-	-	85,000	85,000	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,121,380</b>	<b>\$ 4,121,380</b>	<b>\$ 138</b>
<b>EXPENDITURES:</b>					
CAPITAL OUTLAY	\$ -	\$ -	\$ 4,121,380	\$ 4,121,380	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,121,380</b>	<b>\$ 4,121,380</b>	<b>\$ -</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 138</b>
<b>LESS:</b>					
RESTRICTED	-	-	-	-	138
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**ANIMAL CONTROL DONATIONS  
OPERATING BUDGET**

FUNDS 7120,7130,7150,7160

	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATE</b>	<b>PROPOSED</b>
	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 22</b>	<b>FY 23</b>
<b>FUND BALANCE BEGINNING</b>	<u>\$ 39,170</u>	<u>\$ 39,842</u>	<u>\$ 39,922</u>	<u>\$ 39,896</u>	<u>\$ 39,921</u>
<b>REVENUE:</b>					
INTEREST ON INVESTMENTS	\$ 672	\$ 54	\$ 156	\$ 25	\$ 62
DONATIONS:					
GENERAL	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<u>\$ 672</u>	<u>\$ 54</u>	<u>\$ 156</u>	<u>\$ 25</u>	<u>\$ 62</u>
<b>EXPENDITURES:</b>					
OPERATION AND MAINTENANCE					
GENERAL	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>FUND BALANCE ENDING</b>	<u>\$ 39,842</u>	<u>\$ 39,896</u>	<u>\$ 40,078</u>	<u>\$ 39,921</u>	<u>\$ 39,983</u>
<b>LESS:</b>					
COMMITTED	<u>39,842</u>	<u>39,896</u>	<u>40,078</u>	<u>39,921</u>	<u>39,983</u>
<b>UNASSIGNED</b>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

**STREET MAINTENANCE DISTRICTS FUND  
OPERATING BUDGET**

FUND 8010 & 8020

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<b>\$ 4,089,791</b>	<b>\$ 4,390,924</b>	<b>\$ 4,347,226</b>	<b>\$ 4,631,884</b>	<b>\$ 4,313,239</b>
<b>REVENUE:</b>					
SPECIAL ASSESSMENTS	\$ 9,174,521	\$ 9,590,564	\$ 9,391,000	\$ 9,420,000	\$ 14,935,000
INTEREST ON INVESTMENTS	<u>87,819</u>	<u>5,886</u>	<u>35,800</u>	<u>20,700</u>	<u>20,700</u>
<b>TOTAL REVENUE</b>	<b>\$ 9,262,340</b>	<b>\$ 9,596,450</b>	<b>\$ 9,426,800</b>	<b>\$ 9,440,700</b>	<b>\$ 14,955,700</b>
<b>EXPENDITURES:</b>					
OPERATION & MAINTENANCE	\$ 7,636,207	\$ 7,655,490	\$ 7,999,345	\$ 7,999,345	\$ 7,346,279
CAPITAL	-	-	-	-	6,025,000
TRANSFER TO GAS TAX FUND	<u>1,325,000</u>	<u>1,700,000</u>	<u>1,760,000</u>	<u>1,760,000</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<b>\$ 8,961,207</b>	<b>\$ 9,355,490</b>	<b>\$ 9,759,345</b>	<b>\$ 9,759,345</b>	<b>\$ 13,371,279</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 4,390,924</b>	<b>\$ 4,631,884</b>	<b>\$ 4,014,681</b>	<b>\$ 4,313,239</b>	<b>\$ 5,897,660</b>
<b>LESS:</b>					
RESTRICTED	<u>4,390,924</u>	<u>4,631,884</u>	<u>4,014,681</u>	<u>4,313,239</u>	<u>5,897,660</u>
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**STREET LIGHT MAINTENANCE DISTRICTS FUND  
OPERATING BUDGET**

FUND 8100

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>FUND BALANCE - BEGINNING</b>	<b><u>\$ 1,740,942</u></b>	<b><u>\$ 1,963,942</u></b>	<b><u>\$ 1,749,833</u></b>	<b><u>\$ 2,245,385</u></b>	<b><u>\$ 2,130,695</u></b>
<b>REVENUE:</b>					
INTEREST EARNINGS	\$ 30,361	\$ 18,892	\$ 30,000	\$ 5,000	\$ 5,000
SPECIAL ASSESSMENTS	2,473,083	2,441,811	2,500,000	2,336,799	2,400,000
REFUNDS/REIMBURSEMENTS	20,946	-	-	-	-
INTERGOVERNMENTAL	<u>-</u>	<u>530</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 2,524,390</u></b>	<b><u>\$ 2,461,233</u></b>	<b><u>\$ 2,530,000</u></b>	<b><u>\$ 2,341,799</u></b>	<b><u>\$ 2,405,000</u></b>
<b>EXPENDITURES:</b>					
OPERATIONS & MAINTENANCE	\$ 2,301,390	\$ 2,179,790	\$ 2,918,989	\$ 2,456,489	\$ 2,913,208
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 2,301,390</u></b>	<b><u>\$ 2,179,790</u></b>	<b><u>\$ 2,918,989</u></b>	<b><u>\$ 2,456,489</u></b>	<b><u>\$ 2,913,208</u></b>
<b>FUND BALANCE - ENDING</b>	<b><u>\$ 1,963,942</u></b>	<b><u>\$ 2,245,385</u></b>	<b><u>\$ 1,360,844</u></b>	<b><u>\$ 2,130,695</u></b>	<b><u>\$ 1,622,487</u></b>
<b>LESS:</b>					
RESTRICTED	<u>1,963,942</u>	<u>2,245,385</u>	<u>1,360,844</u>	<u>2,130,695</u>	<u>1,622,487</u>
<b>UNASSIGNED</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

**STORM SEWER FUND  
OPERATING BUDGET**

FUND 8400 & 2070

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<b><u>\$ 2,036,137</u></b>	<b><u>\$ 2,298,644</u></b>	<b><u>\$1,117,557</u></b>	<b><u>\$ 3,190,730</u></b>	<b><u>\$ 1,720,252</u></b>
<b>REVENUE:</b>					
SPECIAL ASSESSMENTS	\$ 4,574,083	\$ 4,748,236	\$ 4,700,000	\$ 4,800,000	\$ 5,100,000
INTEREST ON INVESTMENTS	44,754	2,364	45,800	15,296	15,500
LICENSES & PERMITS	800	-	3,000	1,000	500
OTHER	<u>2,904</u>	<u>13,654</u>	<u>1,452</u>	<u>10,402</u>	<u>5,610</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 4,622,541</u></b>	<b><u>\$ 4,764,254</u></b>	<b><u>\$ 4,750,252</u></b>	<b><u>\$ 4,826,698</u></b>	<b><u>\$ 5,121,610</u></b>
<b>EXPENDITURES:</b>					
OPERATIONS & MAINTENANCE	\$ 1,832,709	\$ 2,228,352	\$ 1,959,798	\$ 2,528,014	\$ 2,100,098
CAPITAL	1,529,325	643,816	2,090,000	2,754,162	3,585,000
TRANSFERS TO BOND AND INTEREST	<u>998,000</u>	<u>1,000,000</u>	<u>1,015,000</u>	<u>1,015,000</u>	<u>1,015,000</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 4,360,034</u></b>	<b><u>\$ 3,872,168</u></b>	<b><u>\$ 5,064,798</u></b>	<b><u>\$ 6,297,176</u></b>	<b><u>\$ 6,700,098</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 2,298,644</u></b>	<b><u>\$ 3,190,730</u></b>	<b><u>\$ 803,011</u></b>	<b><u>\$ 1,720,252</u></b>	<b><u>\$ 141,764</u></b>
<b>LESS:</b>					
RESTRICTED	<u>2,298,644</u>	<u>3,190,730</u>	<u>803,011</u>	<u>1,720,252</u>	<u>141,764</u>
<b>UNASSIGNED</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

**PARK MAINTENANCE DISTRICTS FUNDS  
OPERATING BUDGET**

FUND 8720

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE</b>	<b>\$ 1,029,717</b>	<b>\$ 1,368,079</b>	<b>\$ 1,686,079</b>	<b>\$ 1,609,906</b>	<b>\$ 1,766,440</b>
<b>REVENUE:</b>					
SPECIAL ASSESSMENTS	\$ 1,147,229	\$ 1,192,247	\$ 1,137,200	\$ 1,158,134	\$ 1,270,200
INTEREST EARNINGS	<u>16,417</u>	<u>1,213</u>	<u>4,046</u>	<u>400</u>	<u>2,321</u>
<b>TOTAL REVENUE</b>	<b>\$ 1,163,646</b>	<b>\$ 1,193,460</b>	<b>\$ 1,141,246</b>	<b>\$ 1,158,534</b>	<b>\$ 1,272,521</b>
<b>EXPENDITURES:</b>					
OPERATIONS & MAINTENANCE	\$ 825,284	\$ 951,633	\$ 1,043,400	\$ 1,002,000	\$ 1,236,341
<b>TOTAL EXPENDITURES</b>	<b>\$ 825,284</b>	<b>\$ 951,633</b>	<b>\$ 1,043,400</b>	<b>\$ 1,002,000</b>	<b>\$ 1,236,341</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 1,368,079</b>	<b>\$ 1,609,906</b>	<b>\$ 1,783,925</b>	<b>\$ 1,766,440</b>	<b>\$ 1,802,620</b>
<b>LESS:</b>					
RESTRICTED	<u>1,368,079</u>	<u>1,609,906</u>	<u>1,783,925</u>	<u>1,766,440</u>	<u>1,802,620</u>
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**PARK MAINTENANCE DISTRICTS BUDGET NARRATIVE**

The Park Maintenance District Division manages and maintains 36 developed community and neighborhood parks throughout Billings. The fund is used for management and maintenance of the parks, including irrigation systems and water services, turf management and maintenance, weed management, playground inspections and maintenance, trash removal, snow removal, tree and shrub care, and other services.

**Revenues**

Revenue is generated through assessments to property owners within each of the 36 districts. Revenues in four districts increased due to new parkland being added to existing districts. Districts that have a playground within the park will have an increase to establish a fund balance to replace the playgrounds as they near the end of their life cycle.

**Expenditures**

Expenditures have increased for FY 23.

**Capital**

None

**PARK DISTRICT 1  
OPERATING BUDGET**

FUND 8730

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE</b>	<b><u>\$ 3,582,687</u></b>	<b><u>\$ 4,401,315</u></b>	<b><u>\$ 5,056,335</u></b>	<b><u>\$ 4,784,551</u></b>	<b><u>\$ 4,577,208</u></b>
<b>REVENUE:</b>					
SPECIAL ASSESSMENTS	\$ 2,002,514	\$ 3,002,321	\$ 3,061,515	\$ 3,090,033	\$ 3,275,400
STATE GRANTS	170,000	10,641	-	198,503	-
TRANSFER IN REVENUE	-	45,000	-	-	-
MISCELLANEOUS	1,542	9,000	-	55,000	-
INTEREST EARNINGS	<u>65,273</u>	<u>8,982</u>	<u>15,561</u>	<u>2,100</u>	<u>8,341</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 2,239,329</u></b>	<b><u>\$ 3,075,944</u></b>	<b><u>\$ 3,077,076</u></b>	<b><u>\$ 3,345,636</u></b>	<b><u>\$ 3,283,741</u></b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 279,302	\$ 268,215	\$ 350,626	\$ 277,675	\$ 361,288
OPERATIONS & MAINTENANCE	194,860	1,198,737	1,332,517	1,191,211	1,596,440
CAPITAL	946,539	1,146,494	2,140,665	2,007,393	1,132,553
TRANSFER OUT	<u>-</u>	<u>79,262</u>	<u>76,700</u>	<u>76,700</u>	<u>328,460</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,420,701</u></b>	<b><u>\$ 2,692,708</u></b>	<b><u>\$ 3,900,508</u></b>	<b><u>\$ 3,552,979</u></b>	<b><u>\$ 3,418,741</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 4,401,315</u></b>	<b><u>\$ 4,784,551</u></b>	<b><u>\$ 4,232,903</u></b>	<b><u>\$ 4,577,208</u></b>	<b><u>\$ 4,442,208</u></b>
<b>LESS:</b>					
RESTRICTED	<u>4,401,315</u>	<u>4,784,551</u>	<u>4,232,903</u>	<u>4,577,208</u>	<u>4,442,208</u>
<b>UNASSIGNED</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

**PARK DISTRICT 1 BUDGET NARRATIVE**

Through the establishment and funding of the city-wide park maintenance district, deferred maintenance items in General Fund-Parks will be fixed and repaired; thus, improving the quality and enjoyment of these facilities for the public.

**Revenues**

Revenue comes from assessments to property owners within the city limits of Billings.

**Expenditures**

Expenditures in FY 23 are anticipated at \$3,879,938. Also, the Parks and Forestry Department's O&M expenditures were moved from the General Fund to Park District 1 Fund in FY21.

**Capital**

Capital projects for FY 23 include numerous projects throughout Billings, repairing and replacing items that have reached the end of their useful life.

**ARTERIAL STREET FEES FUND  
OPERATING BUDGET**

FUND 8450

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>FUND BALANCE BEGINNING</b>	<b><u>\$ 4,584,191</u></b>	<b><u>\$ 6,619,927</u></b>	<b><u>\$ 4,330,075</u></b>	<b><u>\$ 9,186,611</u></b>	<b><u>\$ 6,485,664</u></b>
<b>REVENUE:</b>					
SPECIAL ASSESSMENTS	\$ 4,474,983	\$ 4,630,401	\$ 4,600,000	\$ 4,650,000	\$ -
INTEREST ON INVESTMENTS	93,113	5,763	40,000	13,872	10,000
GRANTS-DOT	<u>-</u>	<u>-</u>	<u>7,620,385</u>	<u>-</u>	<u>7,620,385</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 4,568,096</u></b>	<b><u>\$ 4,636,164</u></b>	<b><u>\$ 12,260,385</u></b>	<b><u>\$ 4,663,872</u></b>	<b><u>\$ 7,630,385</u></b>
<b>EXPENDITURES:</b>					
OPERATION & MAINTENANCE	\$ 991,083	\$ 247,517	\$ 168,968	\$ 171,206	\$ 164,999
CAPITAL	<u>1,541,277</u>	<u>1,821,963</u>	<u>13,817,000</u>	<u>7,193,613</u>	<u>13,951,050</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 2,532,360</u></b>	<b><u>\$ 2,069,480</u></b>	<b><u>\$ 13,985,968</u></b>	<b><u>\$ 7,364,819</u></b>	<b><u>\$ 14,116,049</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 6,619,927</u></b>	<b><u>\$ 9,186,611</u></b>	<b><u>\$ 2,604,492</u></b>	<b><u>\$ 6,485,664</u></b>	<b><u>\$ -</u></b>
<b>LESS:</b>					
RESTRICTED	-	-	-	-	-
COMMITTED	<u>6,619,927</u>	<u>9,186,611</u>	<u>2,604,492</u>	<u>6,485,664</u>	<u>-</u>
<b>UNASSIGNED</b>	<b><u><u>\$ -</u></u></b>	<b><u><u>\$ -</u></u></b>	<b><u><u>\$ -</u></u></b>	<b><u><u>\$ -</u></u></b>	<b><u><u>\$ -</u></u></b>

**AMEND PARK FUND  
OPERATING BUDGET**

FUND 7580

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<b>\$ 242,777</b>	<b>\$ 255,358</b>	<b>\$ 263,358</b>	<b>\$ 250,372</b>	<b>\$ 233,372</b>
<b>REVENUE:</b>					
PARK SERVICES	\$ 20,240	\$ 6,106	\$ 20,000	\$ 18,000	\$ 25,000
INTEREST ON INVESTMENTS	4,231	354	1,011	1,000	448
<b>TOTAL REVENUE</b>	<b>\$ 24,471</b>	<b>\$ 6,460</b>	<b>\$ 21,011</b>	<b>\$ 19,000</b>	<b>\$ 25,448</b>
<b>EXPENDITURES:</b>					
OPERATIONS & MAINT.	\$ 2,959	\$ 10,221	\$ 35,976	\$ 34,000	\$ 26,018
TRANSFER-GENERAL FUND	8,931	1,225	4,500	2,000	5,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 11,890</b>	<b>\$ 11,446</b>	<b>\$ 40,476</b>	<b>\$ 36,000</b>	<b>\$ 31,018</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 255,358</b>	<b>\$ 250,372</b>	<b>\$ 243,893</b>	<b>\$ 233,372</b>	<b>\$ 227,802</b>
<b>LESS:</b>					
COMMITTED	255,358	250,372	243,893	233,372	227,802
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**AMEND PARK FUND BUDGET NARRATIVE**

This fund was established to support Amend Park. The interest earnings are transferred to the General Fund annually. The other revenue is used to help maintain Amend Park.

**Revenues**

Revenue is decreasing because it is being allocated to other funds.

**Expenditures**

No significant changes.

**Capital**

None

**BALLFIELD / STADIUM DONATION FOR CAPITAL MAINTENANCE FUND  
OPERATING BUDGET**

FUNDS 7680

	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATE</b>	<b>PROPOSED</b>
	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 22</b>	<b>FY 23</b>
<b>FUND BALANCE BEGINNING</b>	<b><u>\$ 268,729</u></b>	<b><u>\$ 331,179</u></b>	<b><u>\$ 366,379</u></b>	<b><u>\$ 372,308</u></b>	<b><u>\$ 434,324</u></b>
<b>REVENUE:</b>					
<b>PARK REPAIRS AND MAINTENANCE</b>					
INTEREST ON INVESTMENTS	\$ 7,512	\$ 437	\$ 1,270	\$ 500	\$ 695
LEASE - MUSTANGS	60,000	60,000	60,000	60,000	60,000
TRANSFERS	-	-	-	-	-
CONTRIBUTIONS	<u>300</u>	<u>1,200</u>	<u>100</u>	<u>2,200</u>	<u>500</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 67,812</u></b>	<b><u>\$ 61,637</u></b>	<b><u>\$ 61,370</u></b>	<b><u>\$ 62,700</u></b>	<b><u>\$ 61,195</u></b>
<b>EXPENDITURES:</b>					
<b>PARK REPAIRS AND MAINTENANCE</b>					
OPERATIONS & MAINTENANCE	<u>\$ 5,362</u>	<u>\$ 20,508</u>	<u>\$ 686</u>	<u>\$ 684</u>	<u>\$ 121,279</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 5,362</u></b>	<b><u>\$ 20,508</u></b>	<b><u>\$ 686</u></b>	<b><u>\$ 684</u></b>	<b><u>\$ 121,279</u></b>
<b>FUND BALANCE ENDING</b>	<b>\$ 331,179</b>	<b>\$ 372,308</b>	<b>\$ 427,063</b>	<b>\$ 434,324</b>	<b>\$ 374,240</b>
<b>LESS:</b>					
COMMITTED	<u>331,179</u>	<u>372,308</u>	<u>427,063</u>	<u>434,324</u>	<u>374,240</u>
<b>UNASSIGNED</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

**BALLFIELD/STADIUM DONATION BUDGET NARRATIVE**

This fund accounts for donations to fund future capital maintenance for the ball field and stadium.

**Revenues**

No significant changes.

**Expenditures**

No significant changes.

**Capital**

None

**ROAD MAINTENANCE FUND  
OPERATING BUDGET**

FUND 8060

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<u>\$ 11,524</u>	<u>\$ 14,337</u>	<u>\$ 16,752</u>	<u>\$ 16,819</u>	<u>\$ 19,299</u>
<b>REVENUE:</b>					
SPECIAL ASSESSMENTS	\$ 2,793	\$ 2,823	\$ 2,875	\$ 2,900	\$ 2,875
INTEREST ON INVESTMENT	<u>188</u>	<u>19</u>	<u>56</u>	<u>-</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<u>\$ 2,981</u>	<u>\$ 2,842</u>	<u>\$ 2,931</u>	<u>\$ 2,900</u>	<u>\$ 2,875</u>
<b>EXPENDITURES:</b>					
<b>TOTAL EXPENDITURES</b>	<u>\$ 168</u>	<u>\$ 360</u>	<u>\$ 417</u>	<u>\$ 420</u>	<u>\$ 584</u>
<b>FUND BALANCE ENDING</b>	<u>\$ 14,337</u>	<u>\$ 16,819</u>	<u>\$ 19,266</u>	<u>\$ 19,299</u>	<u>\$ 21,590</u>
<b>LESS:</b>					
RESTRICTED	<u>14,337</u>	<u>16,819</u>	<u>19,266</u>	<u>19,299</u>	<u>21,590</u>
<b>UNASSIGNED</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**SIDEWALK HAZARD  
OPERATING BUDGET**

FUND 2080

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<u>\$ 91,346</u>	<u>\$ 92,517</u>	<u>\$ 24,800</u>	<u>\$ 80,646</u>	<u>\$ 74,646</u>
<b>REVENUE:</b>					
SPECIAL ASSESSMENTS	\$ 25,434	\$ 19,649	\$ 60,000	\$ 30,000	\$ 12,000
CHARGE FOR SERVICES	4,710	5,242	12,000	6,000	63,154
INTEREST ON INVESTMENTS	935	161	147	200	200
TRANSFERS	<u>-</u>	<u>-</u>	<u>85,000</u>	<u>50,000</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<u>\$ 31,079</u>	<u>\$ 25,052</u>	<u>\$ 157,200</u>	<u>\$ 86,200</u>	<u>\$ 75,354</u>
<b>EXPENDITURES:</b>					
OPERATION & MAINTENANCE	<u>29,908</u>	<u>36,923</u>	<u>182,000</u>	<u>92,200</u>	<u>150,000</u>
<b>TOTAL EXPENDITURES</b>	<u>\$ 29,908</u>	<u>\$ 36,923</u>	<u>\$ 182,000</u>	<u>\$ 92,200</u>	<u>\$ 150,000</u>
<b>FUND BALANCE ENDING</b>	<b>\$ 92,517</b>	<b>\$ 80,646</b>	<b>\$ -</b>	<b>\$ 74,646</b>	<b>\$ -</b>
<b>LESS:</b>					
RESTRICTED:					
OTHER PROJECTS	<u>92,517</u>	<u>80,646</u>	<u>-</u>	<u>74,646</u>	<u>-</u>
<b>UNASSIGNED</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**BALLPARK REPAIR FUND  
OPERATING BUDGET**

FUNDS 7670

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<u>\$ 61,128</u>	<u>\$ 92,301</u>	<u>\$ 117,801</u>	<u>\$ 119,260</u>	<u>\$ 146,760</u>
<b>REVENUE:</b>					
<b>PARK REPAIRS AND MAINTENANCE</b>					
TRANSFERS	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
INTEREST EARNINGS	<u>1,185</u>	<u>103</u>	<u>361</u>	<u>500</u>	<u>223</u>
<b>TOTAL REVENUE</b>	<u>\$ 31,185</u>	<u>\$ 30,103</u>	<u>\$ 30,361</u>	<u>\$ 30,500</u>	<u>\$ 30,223</u>
<b>EXPENDITURES:</b>					
<b>PARK REPAIRS AND MAINTENANCE</b>					
OPERATIONS & MAINTENANCE	\$ 12	\$ 3,144	\$ 30,368	\$ 3,000	\$ 30,744
<b>TOTAL EXPENDITURES</b>	<u>\$ 12</u>	<u>\$ 3,144</u>	<u>\$ 30,368</u>	<u>\$ 3,000</u>	<u>\$ 30,744</u>
<b>FUND BALANCE ENDING</b>	\$ 92,301	\$ 119,260	\$ 117,794	\$ 146,760	\$ 146,239
<b>LESS:</b>					
COMMITTED	<u>92,301</u>	<u>119,260</u>	<u>117,794</u>	<u>146,760</u>	<u>146,239</u>
<b>UNASSIGNED</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**BALLPARK REPAIR FUND BUDGET NARRATIVE**

This fund accounts for regular maintenance to the ball field and stadium.

**Revenues**

No significant changes.

**Expenditures**

No significant changes.

**Capital**

None

# Debt Service Funds

**SPECIAL IMPROVEMENT DISTRICTS FUNDS  
OPERATING BUDGET**

FUND 2300, & 8200-8340

	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATE</b>	<b>PROPOSED</b>
	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 22</b>	<b>FY 23</b>
<b>FUND BALANCE BEGINNING</b>	<b><u>\$ 3,023,682</u></b>	<b><u>\$ 3,304,654</u></b>	<b><u>\$ 3,335,554</u></b>	<b><u>\$ 3,254,065</u></b>	<b><u>\$ 1,494,865</u></b>
<b>REVENUES:</b>					
SPECIAL ASSESSMENTS	\$ 868,398	\$ 834,206	\$ 752,000	\$ 856,000	\$ 908,000
INTEREST ON INVESTMENTS	44,765	3,582	9,976	3,200	6,010
TRANSFER	<u>53,947</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 967,110</u></b>	<b><u>\$ 837,788</u></b>	<b><u>\$ 761,976</u></b>	<b><u>\$ 859,200</u></b>	<b><u>\$ 914,010</u></b>
<b>EXPENDITURES:</b>					
ARBITRAGE COST	\$ 6,200	\$ 37,152	\$ 95,200	\$ 15,500	\$ 52,700
PRINCIPAL	\$ 505,234	\$ 664,190	\$ 525,000	\$ 780,000	\$ 880,000
INTEREST AND FISCAL CHARGES	174,704	184,335	169,600	220,200	305,200
TRANSFER	-	-	2,100,000	1,600,000	-
PAYING AGENT FEE	<u>-</u>	<u>2,700</u>	<u>3,200</u>	<u>2,700</u>	<u>3,200</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 686,138</u></b>	<b><u>\$ 888,377</u></b>	<b><u>\$ 2,893,000</u></b>	<b><u>\$ 2,618,400</u></b>	<b><u>\$ 1,241,100</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 3,304,654</u></b>	<b><u>\$ 3,254,065</u></b>	<b><u>\$ 1,204,530</u></b>	<b><u>\$ 1,494,865</u></b>	<b><u>\$ 1,167,775</u></b>
<b>LESS:</b>					
RESTRICTED	<u>3,304,654</u>	<u>3,254,065</u>	<u>1,204,530</u>	<u>1,494,865</u>	<u>1,167,775</u>
<b>UNASSIGNED</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

**SPECIAL IMPROVEMENT DISTRICTS FUNDS**

When a new Special Improvement District (SID) is created, the City sells bonds to cover the construction cost of improvements. That construction cost is covered in the capital project funds. In the following years, the benefiting citizens are billed for that year's portion of the (SID) costs. When the money comes in, the City calls the bonds that were issued to fund the construction. Included in the fund balance is the SID Revolving Fund. This fund is available to "loan" money to SIDs for which tax payments are not received timely enough to make the bond payments when due.

Principal payments are due July 1st of the following fiscal year; therefore, revenue needs to be budgeted the fiscal year prior to the actual principal payment.

**Revenues and Expenditures**

Expenditures are dependent upon debt service required payments and actual assessment collections.

**2004A SERIES STREET IMPROVEMENTS  
OPERATING BUDGET**

FUND 3130

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>FUND BALANCE BEGINNING</b>	<b><u>\$ 386,081</u></b>	<b><u>\$ 405,578</u></b>	<b><u>\$ 384,453</u></b>	<b><u>\$ 381,929</u></b>	<b><u>\$ 364,180</u></b>
<b>REVENUE:</b>					
PROPERTY TAXES	\$ 363,266	\$ 324,754	\$ 326,050	\$ 334,945	\$ 348,830
INTEREST ON INVESTMENTS	<u>2,573</u>	<u>219</u>	<u>405</u>	<u>120</u>	<u>150</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 365,839</u></b>	<b><u>\$ 324,973</u></b>	<b><u>\$ 326,455</u></b>	<b><u>\$ 335,065</u></b>	<b><u>\$ 348,980</u></b>
<b>EXPENDITURES:</b>					
PRINCIPAL 2012 REFUNDING	\$ 290,000	\$ 300,000	\$ 310,000	\$ 310,000	\$ 320,000
FISCAL CHARGES	-		3,600	3,600	3,600
INTEREST 2012 REFUNDING	52,500	43,650	34,500	34,500	25,050
FISCAL AGENT FEES	350	350	350	350	350
COST ALLOCATION PLAN	<u>3,492</u>	<u>4,622</u>	<u>4,364</u>	<u>4,364</u>	<u>2,908</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 346,342</u></b>	<b><u>\$ 348,622</u></b>	<b><u>\$ 352,814</u></b>	<b><u>\$ 352,814</u></b>	<b><u>\$ 351,908</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 405,578</u></b>	<b><u>\$ 381,929</u></b>	<b><u>\$ 358,094</u></b>	<b><u>\$ 364,180</u></b>	<b><u>\$ 361,252</u></b>
<b>LESS:</b>					
RESTRICTED	<u>405,578</u>	<u>381,929</u>	<u>358,094</u>	<u>364,180</u>	<u>361,252</u>
<b>UNASSIGNED</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

**STORM SEWER DEBT FUND  
OPERATING BUDGET**

FUND 3350-3360

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>FUND BALANCE BEGINNING</b>	<b><u>\$ 1,816,083</u></b>	<b><u>\$ 1,823,444</u></b>	<b><u>\$ 1,833,250</u></b>	<b><u>\$ 1,817,686</u></b>	<b><u>\$ 1,826,049</u></b>
<b>REVENUE:</b>					
INTEREST ON INVESTMENTS	\$ 19,911	\$ 2,877	\$ 4,200	\$ 1,600	\$ 1,907
TRANS.STORM SEW. OPER.	<u>998,000</u>	<u>1,000,000</u>	<u>1,015,000</u>	<u>1,015,000</u>	<u>1,015,000</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 1,017,911</u></b>	<b><u>\$ 1,002,877</u></b>	<b><u>\$ 1,019,200</u></b>	<b><u>\$ 1,016,600</u></b>	<b><u>\$ 1,016,907</u></b>
<b>EXPENDITURES:</b>					
PRINCIPAL					
2013 STORM SEWER	\$ 180,000	\$ 185,000	\$ 190,000	\$ 190,000	\$ 195,000
2015 STORM SEWER	380,000	390,000	400,000	400,000	420,000
INTEREST					
2013 STORM SEWER	146,850	141,375	135,750	135,750	129,975
2015 STORM SEWER	295,244	283,694	269,844	269,844	251,344
FISCAL AGENT FEES	700	350	700	700	700
OPERATION AND MAINTENANCE	3,100	2,600	6,200	6,200	6,200
COST ALLOCATION PLAN	<u>4,655</u>	<u>5,616</u>	<u>5,743</u>	<u>5,743</u>	<u>4,294</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,010,549</u></b>	<b><u>\$ 1,008,635</u></b>	<b><u>\$ 1,008,237</u></b>	<b><u>\$ 1,008,237</u></b>	<b><u>\$ 1,007,513</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 1,823,444</u></b>	<b><u>\$ 1,817,686</u></b>	<b><u>\$ 1,844,213</u></b>	<b><u>\$ 1,826,049</u></b>	<b><u>\$ 1,835,443</u></b>
<b>LESS:</b>					
RESTRICTED	<u>1,823,444</u>	<u>1,817,686</u>	<u>1,844,213</u>	<u>1,826,049</u>	<u>1,835,443</u>
<b>UNASSIGNED</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

**SIDEWALK AND CURB DISTRICTS FUND  
OPERATING BUDGET**

FUND 8500-8690 & 8800-8990

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<b>\$ 409,571</b>	<b>\$ 452,415</b>	<b>\$ 432,466</b>	<b>\$ 362,373</b>	<b>\$ 482,423</b>
<b>REVENUE:</b>					
SPECIAL ASSESSMENTS	\$ 464,077	\$ 410,750	\$ 500,000	\$ 587,000	\$ 583,000
INTEREST ON INVESTMENTS	10,310	(3,833)	500	300	300
TRANSFER	2,604	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 476,991</b>	<b>\$ 406,917</b>	<b>\$ 500,500</b>	<b>\$ 587,300</b>	<b>\$ 583,300</b>
<b>EXPENDITURES:</b>					
PRINCIPAL	\$ 317,500	\$ 388,500	\$ 375,000	\$ 350,000	\$ 372,000
INTEREST AND FISCAL CHARGES	109,747	106,259	120,000	105,000	140,000
OTHER CONTRACT SERVICES	6,200	1,500	18,600	11,200	14,300
FEES	700	700	1,400	1,050	1,400
TRANSFERS OUT	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 434,147</b>	<b>\$ 496,959</b>	<b>\$ 515,000</b>	<b>\$ 467,250</b>	<b>\$ 527,700</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 452,415</b>	<b>\$ 362,373</b>	<b>\$ 417,966</b>	<b>\$ 482,423</b>	<b>\$ 538,023</b>
<b>LESS:</b>					
RESTRICTED	452,415	362,373	417,966	482,423	538,023
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**SERIES 2015 REFUNDING BASEBALL FIELD & STADIUM FUND  
OPERATING BUDGET**

FUND 3120

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>FUND BALANCE BEGINNING</b>	<b>\$ 934,565</b>	<b>\$ 939,004</b>	<b>\$ 879,804</b>	<b>\$ 884,144</b>	<b>\$ 827,664</b>
<b>REVENUE:</b>					
PROPERTY TAXES	\$ 758,208	\$ 704,445	\$ 701,113	\$ 700,810	\$ 747,185
INTEREST ON INVESTMENTS	<u>6,481</u>	<u>437</u>	<u>819</u>	<u>400</u>	<u>250</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 764,689</u></b>	<b><u>\$ 704,882</u></b>	<b><u>\$ 701,932</u></b>	<b><u>\$ 701,210</u></b>	<b><u>\$ 747,435</u></b>
<b>EXPENDITURES:</b>					
PRINCIPAL	\$ 565,000	\$ 580,000	\$ 590,000	\$ 590,000	\$ 605,000
INTEREST	184,300	172,850	158,200	158,200	140,275
PAYING AGENT FEE	350	350	350	350	350
FISCAL CHARGES	<u>10,600</u>	<u>6,542</u>	<u>9,500</u>	<u>9,140</u>	<u>8,418</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 760,250</u></b>	<b><u>\$ 759,742</u></b>	<b><u>\$ 758,050</u></b>	<b><u>\$ 757,690</u></b>	<b><u>\$ 754,043</u></b>
<b>FUND BALANCE ENDING</b>	<b>\$ 939,004</b>	<b>\$ 884,144</b>	<b>\$ 823,686</b>	<b>\$ 827,664</b>	<b>\$ 821,056</b>
<b>LESS:</b>					
RESTRICTED	<u>939,004</u>	<u>884,144</u>	<u>823,686</u>	<u>827,664</u>	<u>821,056</u>
<b>UNASSIGNED</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

**2021 SERIES LIBRARY  
OPERATING BUDGET**

FUND 3040

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>FUND BALANCE BEGINNING</b>	<b><u>\$ 1,102,735</u></b>	<b><u>\$ 1,138,405</u></b>	<b><u>\$ 9,576,155</u></b>	<b><u>\$ 9,583,221</u></b>	<b><u>\$ 1,213,387</u></b>
<b>REVENUE:</b>					
PROPERTY TAXES	\$ 929,866	\$ 1,109,126	\$ 1,101,750	\$ 750,000	\$ 637,368
DONATIONS	300,000	300,000	300,000	300,000	-
LOAN PROCEEDS	-	8,330,177			-
INTEREST ON INVESTMENTS	<u>7,979</u>	<u>930</u>	<u>1,556</u>	<u>1,000</u>	<u>1,060</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 1,237,845</u></b>	<b><u>\$ 9,740,233</u></b>	<b><u>\$ 1,403,306</u></b>	<b><u>\$ 1,051,000</u></b>	<b><u>\$ 638,428</u></b>
<b>EXPENDITURES:</b>					
PRINCIPAL	\$ 825,000	\$ 840,000	\$ 8,215,000	\$ 9,075,000	\$ 735,000
INTEREST AND FISCAL CHARGES	376,825	453,367	220,793	345,134	272,244
FISCAL AGENT FEES	<u>350</u>	<u>2,050</u>	<u>2,000</u>	<u>700</u>	<u>700</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,202,175</u></b>	<b><u>\$ 1,295,417</u></b>	<b><u>\$ 8,437,793</u></b>	<b><u>\$ 9,420,834</u></b>	<b><u>\$ 1,007,944</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 1,138,405</u></b>	<b><u>\$ 9,583,221</u></b>	<b><u>\$ 2,541,668</u></b>	<b><u>\$ 1,213,387</u></b>	<b><u>\$ 843,871</u></b>
<b>LESS:</b>					
RESTRICTED	<u>1,138,405</u>	<u>9,583,221</u>	<u>2,541,668</u>	<u>1,213,387</u>	<u>843,871</u>
<b>UNASSIGNED</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

# Capital Projects Funds

**URBAN RENEWAL PROPERTY ACQUISITION FUND  
OPERATING BUDGET**

FUND 4280

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>FUND BALANCE BEGINNING</b>	<b>\$ 244,030</b>	<b>\$ 235,041</b>	<b>\$ 226,641</b>	<b>\$ 223,683</b>	<b>\$ 223,323</b>
<b>REVENUE:</b>					
INTEREST ON INVESTMENTS	\$ 951	64	\$ 186	\$ 10	\$ 67
MISCELLANEOUS	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<b>\$ 951</b>	<b>\$ 64</b>	<b>\$ 186</b>	<b>\$ 10</b>	<b>\$ 67</b>
<b>EXPENDITURES:</b>					
OPERATIONS & MAINTENANCE	\$ 9,940	\$ 11,422	\$ 12,570	\$ 370	\$ 12,570
LAND & IMPROVEMENTS	<u>-</u>	<u>-</u>	<u>50,000</u>	<u>-</u>	<u>50,000</u>
<b>TOTAL EXPENDITURES</b>	<b>\$ 9,940</b>	<b>\$ 11,422</b>	<b>\$ 62,570</b>	<b>\$ 370</b>	<b>\$ 62,570</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 235,041</b>	<b>\$ 223,683</b>	<b>\$ 164,257</b>	<b>\$ 223,323</b>	<b>\$ 160,820</b>
<b>LESS:</b>					
RESTRICTED	<u>235,041</u>	<u>223,683</u>	<u>164,257</u>	<u>223,323</u>	<u>160,820</u>
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**SIDEWALK AND CURB DISTRICTS FUND  
OPERATING BUDGET**

FUNDS 4340

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>FUND BALANCE BEGINNING</b>	<b>\$ (191,607)</b>	<b>\$ (203,792)</b>	<b>\$ -</b>	<b>\$ (487,460)</b>	<b>\$ (1,253)</b>
<b>REVENUE:</b>					
INTEREST EARNINGS	\$ 913	\$ -	\$ -	\$ -	\$ 1,253
PRIVATE CONTRIBUTIONS	-	67,101	-	-	-
SALE OF BONDS	<u>205,000</u>	<u>317,102</u>	<u>1,570,600</u>	<u>3,511,948</u>	<u>2,599,275</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 205,913</u></b>	<b><u>\$ 384,203</u></b>	<b><u>\$ 1,570,600</u></b>	<b><u>\$ 3,511,948</u></b>	<b><u>\$ 2,600,528</u></b>
<b>EXPENDITURES:</b>					
OPERATIONS & MAINTENANCE	\$ 10,400	\$ -	\$ -	\$ -	\$ -
BOND ISSUANCE COSTS	8,000	21,000	23,600	13,000	25,000
CONST-SIDEWALK BY CITY	197,093	646,871	1,547,000	3,012,741	2,574,275
TRANSFER OTHER FUNDS	<u>2,605</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 218,098</u></b>	<b><u>\$ 667,871</u></b>	<b><u>\$ 1,570,600</u></b>	<b><u>\$ 3,025,741</u></b>	<b><u>\$ 2,599,275</u></b>
<b>FUND BALANCE ENDING</b>	<b>\$ (203,792)</b>	<b>\$ (487,460)</b>	<b>\$ -</b>	<b>\$ (1,253)</b>	<b>\$ -</b>
LESS: RESTRICTED	<u>(203,792)</u>	<u>(487,460)</u>	<u>-</u>	<u>(1,253)</u>	<u>-</u>
<b>UNASSIGNED</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

**SPECIAL IMPROVEMENT DISTRICT FUNDS  
OPERATING BUDGET**

FUND 4500

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<u>\$ 53,947</u>	<u>\$ 703,247</u>	<u>\$ -</u>	<u>\$ 308,573</u>	<u>\$ -</u>
<b>REVENUE:</b>					
INTEREST EARNINGS	\$ 2,214	\$ 1,472	\$ -	\$ -	\$ -
PRIVATE CONTRIBUTIONS	852,945	523,178	-	-	-
SALE OF BONDS	<u>652,000</u>	<u>1,133,316</u>	<u>2,815,200</u>	<u>3,768,733</u>	<u>2,808,000</u>
<b>TOTAL REVENUE</b>	<u><b>\$ 1,507,159</b></u>	<u><b>\$ 1,657,966</b></u>	<u><b>\$ 2,815,200</b></u>	<u><b>\$ 3,768,733</b></u>	<u><b>\$ 2,808,000</b></u>
<b>EXPENDITURES:</b>					
BOND ISSUANCE COSTS	\$ 7,500	\$ 22,000	\$ 48,000	\$ 48,000	\$ 48,000
REFUNDS	-	58,000	-	-	-
CONST-ROADS/STREET/PARKING	796,412	1,972,640	2,767,200	4,029,306	2,760,000
TRANSFER OTHER FUNDS	<u>53,947</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<u><b>\$ 857,859</b></u>	<u><b>\$ 2,052,640</b></u>	<u><b>\$ 2,815,200</b></u>	<u><b>\$ 4,077,306</b></u>	<u><b>\$ 2,808,000</b></u>
<b>FUND BALANCE ENDING</b>	<u><b>\$ 703,247</b></u>	<u><b>\$ 308,573</b></u>	<u><b>\$ -</b></u>	<u><b>\$ -</b></u>	<u><b>\$ -</b></u>
LESS:					
RESTRICTED	<u>703,247</u>	<u>308,573</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>UNASSIGNED</b>	<u><b>\$ -</b></u>	<u><b>\$ -</b></u>	<u><b>\$ -</b></u>	<u><b>\$ -</b></u>	<u><b>\$ -</b></u>

**CITY HALL CONSTRUCTION FUND  
OPERATING BUDGET**

FUND 4940

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE - BEGINNING</b>	\$ -	\$ -	\$ -	\$ -	\$ 9,927,490
<b>REVENUES:</b>					
TRANSFER OTHER FUNDS	\$ -	\$ -	\$ 11,600,000	\$ 23,500,000	\$ 9,278,373
GEN. OBLIGATION BONDS	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,600,000</b>	<b>\$ 23,500,000</b>	<b>\$ 9,278,373</b>
<b>EXPENDITURES:</b>					
OPERATION & MAINTENANCE	\$ -	\$ -	\$ -	\$ 125,862	\$ -
CAPITAL OUTLAY	-	-	11,600,000	13,446,648	14,681,433
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,600,000</b>	<b>\$ 13,572,510</b>	<b>\$ 14,681,433</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,927,490</b>	<b>\$ 4,524,430</b>
<b>LESS:</b>					
RESTRICTED	-	-	-	9,927,490	4,524,430
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**FACILITY CONSTRUCTION FUND BUDGET NARRATIVE**

Estimated costs for relocation of City Hall and Justice Center.

**CAPITAL REPLACEMENT FUND  
OPERATING BUDGET**

FUND 6400 - 6410

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE - BEGINNING</b>	<b>\$ 6,937,914</b>	<b>\$ 7,160,990</b>	<b>\$ 6,774,591</b>	<b>\$ 6,796,871</b>	<b>\$ 5,666,748</b>
<b>REVENUES:</b>					
TRANSFERS IN	\$ 1,674,404	\$ 1,738,897	\$ 1,863,206	\$ 1,863,206	\$ 1,892,208
INTEREST EARNINGS	121,447	9,623	28,457	15,000	11,141
REFUNDS/REIMBURSEMENTS	-	-	1,128	-	1,126
SALE OF EQUIPMENT	42,133	31,298	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 1,837,984</b>	<b>\$ 1,779,818</b>	<b>\$ 1,892,791</b>	<b>\$ 1,878,206</b>	<b>\$ 1,904,475</b>
<b>EXPENDITURES:</b>					
CHARGE FOR SERVICES	\$ 1,992	\$ 2,376	\$ 3,255	\$ 1,953	\$ 2,615
TECHNOLOGY EQUIPMENT	569,959	-	-	-	-
CAPITAL	1,042,957	2,141,561	1,790,072	3,006,376	1,045,398
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,614,908</b>	<b>\$ 2,143,937</b>	<b>\$ 1,793,327</b>	<b>\$ 3,008,329</b>	<b>\$ 1,048,013</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ 7,160,990</b>	<b>\$ 6,796,871</b>	<b>\$ 6,874,055</b>	<b>\$ 5,666,748</b>	<b>\$ 6,523,210</b>
LESS:					
COMMITTED	7,160,990	6,796,871	6,874,055	5,666,748	6,523,210
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**DOG PARK CONSTRUCTION FUND  
OPERATING BUDGET**

FUND 4990

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE - BEGINNING</b>	<u>\$ 4,629</u>	<u>\$ 21,828</u>	<u>\$ 4,973</u>	<u>\$ 4,973</u>	<u>\$ 4,973</u>
<b>REVENUES:</b>					
LOCAL CONTRIBUTIONS	\$ 17,199	\$ 27,230	\$ 10,000	\$ 100	\$ 5,000
CENTENNIAL PK CONTR	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<u>\$ 17,199</u>	<u>\$ 27,230</u>	<u>\$ 10,000</u>	<u>\$ 100</u>	<u>\$ 5,000</u>
<b>EXPENDITURES:</b>					
CAPITAL OUTLAY	\$ -	\$ 44,085	\$ 10,000	\$ 100	\$ 5,000
<b>TOTAL EXPENDITURES</b>	<u>\$ -</u>	<u>\$ 44,085</u>	<u>\$ 10,000</u>	<u>\$ 100</u>	<u>\$ 5,000</u>
<b>FUND BALANCE - ENDING</b>	<b>\$ 21,828</b>	<b>\$ 4,973</b>	<b>\$ 4,973</b>	<b>\$ 4,973</b>	<b>\$ 4,973</b>
LESS:					
RESTRICTED	<u>21,828</u>	<u>4,973</u>	<u>4,973</u>	<u>4,973</u>	<u>4,973</u>
<b>UNASSIGNED</b>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

# Enterprise Funds

**WATER FUND  
OPERATING BUDGET**

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

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>WORKING CAPITAL - BEGINNING</b>	<b><u>\$ 45,028,333</u></b>	<b><u>\$ 39,916,842</u></b>	<b><u>\$ 29,920,494</u></b>	<b><u>\$ 46,359,048</u></b>	<b><u>\$ 41,381,450</u></b>
<b>REVENUES:</b>					
WATER SALES	\$ 24,259,364	\$ 28,570,077	\$ 27,202,700	\$ 26,382,950	\$ 27,018,950
FIRE HYDRANT CHARGES	422,730	446,249	430,000	440,000	440,000
WATER SERVICE LINE INS.	461,306	467,634	526,000	440,000	440,000
OTHER CHARGES FOR SERV.	406,006	414,452	387,000	399,000	404,300
LATE PAYMENT CHARGES	25,730	28,207	35,000	35,000	35,000
SYSTEM DEVELOPMENT FEE	880,074	1,701,909	1,300,000	1,800,000	1,500,000
STATE FEE	62,162	62,410	62,000	62,883	63,000
CONTRIBUTIONS-DONATIONS	188,782	286,272	-	-	-
ARPA GRANT	-	-	-	2,000,000	17,607,145
MISCELLANEOUS	91,404	11,914	7,200	103,200	13,000
TRANSFERS IN	4,500	6,950	-	-	-
SALE OF EQUIPMENT/LAND	13,559	-	-	-	-
SRF LOAN REVENUE	-	-	72,000,000	-	97,000,000
INTEREST ON INVESTMENTS	<u>690,427</u>	<u>55,725</u>	<u>272,000</u>	<u>(4,011)</u>	<u>59,650</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 27,506,044</u></b>	<b><u>\$ 32,051,799</u></b>	<b><u>\$ 102,221,900</u></b>	<b><u>\$ 31,659,022</u></b>	<b><u>\$ 144,581,045</u></b>
<b>EXPENSES:</b>					
ADMINISTRATION	\$ 1,987,650	\$ 2,342,817	\$ 2,579,716	\$ 2,842,104	\$ 2,742,005
FISCAL SERVICES	1,549,716	2,302,174	322,515	327,400	331,449
TREATMENT PLANT	5,656,655	5,898,576	6,251,287	6,712,269	6,971,408
DISTRIB/COLLECT/METERS	3,471,908	3,149,897	4,002,685	4,437,824	4,494,221
CAPITAL	16,564,035	9,479,395	90,938,618	19,152,148	126,911,207
WATER SERVICE INS. PROG	612,142	254,314	350,000	394,875	350,000
BOND PRINCIPAL	-	-	3,620,000	2,100,000	5,900,000
BOND INTEREST	<u>616,911</u>	<u>560,723</u>	<u>2,150,000</u>	<u>670,000</u>	<u>2,440,000</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 30,459,017</u></b>	<b><u>\$ 23,987,896</u></b>	<b><u>\$ 110,214,821</u></b>	<b><u>\$ 36,636,620</u></b>	<b><u>\$ 150,140,290</u></b>
W.C. CHANGES NOT BUDGETED	<u>(2,158,518)</u>	<u>(1,621,697)</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>WORKING CAPITAL - ENDING</b>	<b><u>\$ 39,916,842</u></b>	<b><u>\$ 46,359,048</u></b>	<b><u>\$ 21,927,573</u></b>	<b><u>\$ 41,381,450</u></b>	<b><u>\$ 35,822,205</u></b>
<b>LESS OPERATING RESERVE</b>	<b><u>3,417,000</u></b>	<b><u>3,646,000</u></b>	<b><u>3,646,000</u></b>	<b><u>3,524,516</u></b>	<b><u>4,020,000</u></b>
<b>LESS SRF LOAN RESERVE</b>	<b><u>1,386,571</u></b>	<b><u>1,386,571</u></b>	<b><u>1,385,000</u></b>	<b><u>1,385,000</u></b>	<b><u>1,385,000</u></b>
<b>AVAILABLE WORKING CAPITAL</b>	<b><u>\$ 35,113,271</u></b>	<b><u>\$ 41,326,477</u></b>	<b><u>\$ 16,896,573</u></b>	<b><u>\$ 36,471,934</u></b>	<b><u>\$ 30,417,205</u></b>

**WASTEWATER FUND  
OPERATING BUDGET**

FUNDS 5120,5130,5180,5190,4210

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>WORKING CAPITAL - BEGINNING</b>	<b><u>\$ 44,535,860</u></b>	<b><u>\$ 34,232,430</u></b>	<b><u>\$ 22,668,084</u></b>	<b><u>\$ 34,689,881</u></b>	<b><u>\$ 20,131,087</u></b>
<b>REVENUES:</b>					
WASTEWATER CHARGES	\$ 19,655,173	\$ 20,546,771	\$ 20,443,600	\$ 20,147,200	\$ 20,621,200
PERMITS	50,740	70,620	55,000	65,000	65,000
OTHER CHARGES FOR SERV.	306,128	289,730	268,920	265,703	315,750
WHOLESALE SURCHARGE	78,007	86,967	76,000	80,000	82,000
LATE PAYMENT CHARGES	38,607	43,835	40,000	45,000	45,000
SYSTEM DEVELOPMENT FEE	933,650	1,736,706	1,200,000	1,900,000	1,700,000
STATE FEE	52,116	53,070	45,000	50,000	50,000
CONTRIBUTIONS/DONATIONS	169,580	30,145	-	-	-
ARPA GRANT	-	-	-	2,000,000	-
MISCELLANEOUS	75,150	104,388	-	3,812	-
SALE OF EQUIPMENT	1,092	11,466	-	-	-
INTEREST ON INVESTMENTS	<u>752,122</u>	<u>46,624</u>	<u>240,000</u>	<u>1,989</u>	<u>51,000</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 22,112,365</u></b>	<b><u>\$ 23,020,322</u></b>	<b><u>\$ 22,368,520</u></b>	<b><u>\$ 24,558,704</u></b>	<b><u>\$ 22,929,950</u></b>
<b>EXPENSES:</b>					
ADMINISTRATION	\$ 1,597,080	\$ 2,054,261	\$ 1,862,847	\$ 2,076,347	\$ 1,707,227
FISCAL SERVICES	378,393	489,310	72,488	73,783	75,933
TREATMENT PLANT	5,514,059	5,322,669	6,188,005	7,719,595	5,955,621
COLLECTION SYSTEM	1,452,908	1,508,609	1,647,699	1,636,310	1,750,421
ENVIRONMENTAL AFFAIRS	503,515	453,945	483,922	402,301	503,889
REPLACEMENT EXPEND.	17,887,136	7,832,987	16,519,103	21,834,509	15,893,972
BOND PRINCIPAL	-	-	2,705,000	2,705,000	2,670,000
BOND INTEREST	<u>2,329,552</u>	<u>2,237,107</u>	<u>2,669,653</u>	<u>2,669,653</u>	<u>2,705,000</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 29,662,643</u></b>	<b><u>\$ 19,898,888</u></b>	<b><u>\$ 32,148,717</u></b>	<b><u>\$ 39,117,498</u></b>	<b><u>\$ 31,262,063</u></b>
W.C. CHANGES NOT BUDGETED	<u>(2,753,152)</u>	<u>(2,663,983)</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>WORKING CAPITAL - ENDING</b>	<b><u>\$ 34,232,430</u></b>	<b><u>\$ 34,689,881</u></b>	<b><u>\$ 12,887,887</u></b>	<b><u>\$ 20,131,087</u></b>	<b><u>\$ 11,798,974</u></b>
<b>LESS OPERATING RESERVE</b>	<b>1,575,000</b>	<b>1,845,000</b>	<b>1,845,000</b>	<b>1,833,946</b>	<b>1,800,000</b>
<b>LESS SRF LOAN RESERVE</b>	<b><u>1,444,291</u></b>	<b><u>1,444,526</u></b>	<b><u>1,445,000</u></b>	<b><u>1,445,000</u></b>	<b><u>1,445,000</u></b>
<b>AVAILABLE WORKING CAPITAL</b>	<b><u>\$ 31,213,139</u></b>	<b><u>\$ 31,400,355</u></b>	<b><u>\$ 9,597,887</u></b>	<b><u>\$ 16,852,141</u></b>	<b><u>\$ 8,553,974</u></b>

**PARKING FUND  
OPERATING BUDGET**

FUND 5210

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>WORKING CAPITAL - BEGINNING</b>	<b>\$ 200,811</b>	<b>\$ 265,390</b>	<b>\$ 411,495</b>	<b>\$ 341,322</b>	<b>\$ 739,909</b>
<b>REVENUES:</b>					
PARKING METER INCOME	\$ 412,153	\$ 427,621	\$ 440,150	\$ 442,892	\$ 451,250
VIOLATIONS	78,104	75,141	95,000	93,010	100,000
SURFACE LOTS	38,380	40,489	42,550	39,687	40,250
PARK 1 - GARAGE	265,368	242,601	283,950	259,782	262,250
PARK 1 - STORE RENTAL	56,486	56,850	56,550	58,380	56,850
PARK 2	474,557	475,946	477,325	572,259	571,063
PARK 3	210,203	240,848	222,300	280,799	279,330
EMPIRE PARKING GARAGE	195,921	204,784	204,000	216,068	222,350
INVESTMENT EARNINGS	9,677	717	2,281	1,391	1,421
ELECT CAR CHARGING GRANT	-	25,500	-	-	-
CARES GRANT	-	1,260	-	-	-
VEHICLE PERMITS	-	-	-	11,012	22,289
TIF TRANSFER	100,000	100,000	130,000	130,000	130,000
MISC. REVENUE	14,133	5,698	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 1,854,982</b>	<b>\$ 1,897,455</b>	<b>\$ 1,954,106</b>	<b>\$ 2,105,280</b>	<b>\$ 2,137,053</b>
<b>EXPENSES:</b>					
ADMINISTRATION	\$ 233,241	\$ 317,652	\$ 259,933	\$ 256,373	\$ 265,743
ENFORCEMENT	226,469	260,569	289,382	290,878	262,548
METER COLLECT. & MAINT.	221,500	380,865	227,584	223,287	227,629
SURFACE LOTS	20,981	16,770	25,304	20,494	25,010
PARK 1 - GARAGE	129,960	133,485	162,476	148,620	163,387
PARK 1 - STORE RENTAL	19,185	19,176	21,880	13,949	21,910
PARK 2	321,339	326,394	288,752	280,835	298,066
PARK 3	135,638	138,964	251,090	239,141	249,920
EMPIRE PARKING GARAGE	129,304	126,140	131,814	113,044	134,630
DEBT SERVICE-PRINCIPAL	-	-	162,154	-	169,459
DEBT SERVICE-INTEREST	103,233	96,364	93,629	93,629	86,324
CONSTRUCTION & CAPITAL	98,800	-	26,443	26,443	-
<b>TOTAL EXPENSES</b>	<b>\$ 1,639,650</b>	<b>\$ 1,816,379</b>	<b>\$ 1,940,441</b>	<b>\$ 1,706,693</b>	<b>\$ 1,904,626</b>
WORKING CAP. CHANGES NOT BUDGETED	(150,753)	(5,144)	-	-	-
<b>WORKING CAPITAL - ENDING</b>	<b>\$ 265,390</b>	<b>\$ 341,322</b>	<b>\$ 425,160</b>	<b>\$ 739,909</b>	<b>\$ 972,336</b>
<b>LESS OPERATING RESERVE</b>	<b>230,019</b>	<b>275,202</b>	<b>265,000</b>	<b>254,000</b>	<b>264,000</b>
<b>AVAILABLE WORKING CAPITAL</b>	<b>\$ 35,371</b>	<b>\$ 66,120</b>	<b>\$ 160,160</b>	<b>\$ 485,909</b>	<b>\$ 708,336</b>

**SOLID WASTE FUND  
OPERATING BUDGET**

FUNDS 5410,5420,5440,5450

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>WORKING CAPITAL - BEGINNING</b>	<b><u>\$ 34,933,405</u></b>	<b><u>\$ 21,690,527</u></b>	<b><u>\$ 10,777,267</u></b>	<b><u>\$ 15,460,105</u></b>	<b><u>\$ 12,548,212</u></b>
<b>REVENUES:</b>					
GARBAGE COLLECTION-RES	\$ 5,609,814	\$ 5,856,028	\$ 5,700,000	\$ 5,700,000	\$ 5,930,000
GARBAGE COLLECTION-COMM	4,388,734	4,585,072	4,530,000	4,600,000	4,760,000
COLLECTION-BILLED	1,044,240	1,218,881	1,160,000	1,360,000	1,440,000
LANDFILL CHARGES	5,701,658	6,039,774	5,675,000	6,388,540	6,675,000
MISC CHARGE FOR SERVICES	72,569	72,579	67,000	79,204	80,000
SURCHARGES	13,510	17,555	16,000	19,000	20,000
INTEREST ON INVSTMNT/LOANS	618,674	44,609	162,000	78,036	96,781
SALE OF SURPLUS EQUIP/LAND	17,047	92,843	-	-	-
CARES GRANT	-	1,329	-	-	-
REFUNDS/REIMBURSEMENTS	<u>90,628</u>	<u>14,770</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 17,556,874</u></b>	<b><u>\$ 17,943,440</u></b>	<b><u>\$ 17,310,000</u></b>	<b><u>\$ 18,224,780</u></b>	<b><u>\$ 19,001,781</u></b>
<b>EXPENSES:</b>					
ADMINISTRATION	\$ 1,398,029	\$ 1,987,427	\$ 1,553,600	\$ 1,612,416	\$ 1,562,906
COLLECTION	9,537,267	8,429,186	10,003,766	11,629,466	11,687,639
LANDFILL	<u>19,288,619</u>	<u>14,248,676</u>	<u>13,172,301</u>	<u>7,894,791</u>	<u>15,201,896</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 30,223,915</u></b>	<b><u>\$ 24,665,289</u></b>	<b><u>\$ 24,729,667</u></b>	<b><u>\$ 21,136,673</u></b>	<b><u>\$ 28,452,441</u></b>
WORKING CAP. CHANGES NOT BUDGETED	<u>(575,837)</u>	<u>491,427</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>WORKING CAPITAL - ENDING</b>	<b><u>\$ 21,690,527</u></b>	<b><u>\$ 15,460,105</u></b>	<b><u>\$ 3,357,600</u></b>	<b><u>\$ 12,548,212</u></b>	<b><u>\$ 3,097,552</u></b>
<b>LESS OPERATING RESERVE</b>	<b>4,377,000</b>	<b>4,377,000</b>	<b>5,260,000</b>	<b>5,051,280</b>	<b>5,883,000 *</b>
<b>LESS DEBT RESERVE</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>AVAILABLE WORKING CAPITAL</b>	<b><u>\$ 17,313,527</u></b>	<b><u>\$ 11,083,105</u></b>	<b><u>\$ (1,902,400)</u></b>	<b><u>\$ 7,496,932</u></b>	<b><u>\$ (2,785,448)</u></b>

*\*The reserve for solid waste was established at 44% of operating revenues which was the amount needed when solid waste collection fees were billed on the annual tax statement and revenues were only received twice per year. The fees are now billed on the monthly utility bill and the reserve needs to be modified to 22%. This will result in FY23 reserves needed as \$2,943,030 and the available working capital as \$154,522 .*

**AIRPORT FUND  
OPERATING BUDGET**

FUNDS 5600-5690 & 4050-4090

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>WORKING CAPITAL - BEGINNING</b>	<b><u>\$ 15,711,073</u></b>	<b><u>\$ 17,127,642</u></b>	<b><u>\$ 19,423,364</u></b>	<b><u>\$ 19,423,364</u></b>	<b><u>\$ 24,608,729</u></b>
<b>REVENUES:</b>					
CHARGE FOR SERVICES	\$ 9,272,659	\$ 8,495,665	\$ 8,643,444	\$ 9,457,970	\$ 10,159,247
FEDERAL/STATE GRANT REVENUE	7,646,563	13,060,034	9,523,603	15,800,000	15,700,000
PFC REVENUE	1,247,859	1,222,713	850,000	970,000	1,500,000
CFC REVENUE	668,280	539,577	726,401	567,000	700,000
CONTRIBUTIONS	-	-	-	-	-
INVESTMENT INTEREST	271,239	23,415	70,736	1,000	41,196
SALE OF EQUIPMENT/LAND	-	-	-	-	-
ARPA GRANT	1,556,991	3,193,804	-	3,326,000	3,000,000
BOND REVENUE	-	-	8,000,000	-	2,000,000
SHORT-TERM BORROWING	-	-	-	-	-
REFUNDS/REIMBURSEMENTS	<u>147,212</u>	<u>48,472</u>	<u>44,200</u>	<u>87,000</u>	<u>166,190</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 20,810,803</u></b>	<b><u>\$ 26,583,680</u></b>	<b><u>\$ 27,858,384</u></b>	<b><u>\$ 30,208,970</u></b>	<b><u>\$ 33,266,633</u></b>
<b>EXPENSES:</b>					
ADMINISTRATION	\$ 1,534,512	\$ 2,017,191	\$ 1,975,347	\$ 1,412,016	\$ 2,003,894
BUILDING MAINTENANCE	1,989,754	1,836,608	1,990,598	1,911,300	2,147,695
AIRFIELD MAINTENANCE	1,312,922	1,250,196	1,496,489	1,383,420	1,628,464
AIRPORT POLICE	901,071	781,987	980,250	932,426	982,428
AIRCRAFT RESCUE FIREFIGHTING	1,176,781	1,170,581	1,288,062	1,152,517	1,263,744
BUSINESS PARK	171,738	152,719	201,547	183,226	213,755
CAR RENTAL FUELING	275,785	194,386	269,361	198,000	270,000
CAR WASH FACILITY O&M	234,733	143,808	204,578	165,000	201,351
AIRPORT AIP GRANT PROJECTS	10,068,363	15,256,766	14,702,338	15,000,000	16,099,817
AIRPORT PFC PROJECTS	-	1,600,000	-	1,400,000	1,500,000
AIRPORT CFC PROJECTS	87,765	-	-	-	-
CAPITAL OUTLAY	474,010	584,611	2,051,036	900,000	1,452,000
BOND ISSUE COSTS	-	313,611	-	-	-
DEBT SERVICE-PRINCIPAL	-	-	265,000	265,000	275,000
DEBT SERVICE-INTEREST	<u>259,472</u>	<u>156,770</u>	<u>338,640</u>	<u>120,700</u>	<u>128,600</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 18,486,906</u></b>	<b><u>\$ 25,459,234</u></b>	<b><u>\$ 25,763,246</u></b>	<b><u>\$ 25,023,605</u></b>	<b><u>\$ 28,166,748</u></b>
WORKING CAPITAL CHANGES NOT BUDGETED:	<u>(907,328)</u>	<u>(349,177)</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>WORKING CAPITAL - ENDING</b>	<b><u>\$ 17,127,642</u></b>	<b><u>\$ 17,902,911</u></b>	<b><u>\$ 21,518,502</u></b>	<b><u>\$ 24,608,729</u></b>	<b><u>\$ 29,708,614</u></b>
<b>LESS OPERATING RESERVE</b>	<b><u>1,343,000</u></b>	<b><u>1,343,000</u></b>	<b><u>1,429,000</u></b>	<b><u>1,480,000</u></b>	<b><u>1,480,000</u></b>
<b>LESS REVENUE BOND RESERVE</b>	<b><u>2,688,344</u></b>	<b><u>2,425,000</u></b>	<b><u>2,671,044</u></b>	<b><u>2,425,000</u></b>	<b><u>2,425,000</u></b>
<b>AVAILABLE WORKING CAPITAL</b>	<b><u>\$ 13,096,298</u></b>	<b><u>\$ 14,134,911</u></b>	<b><u>\$ 17,418,458</u></b>	<b><u>\$ 20,703,729</u></b>	<b><u>\$ 25,803,614</u></b>

**TRANSIT FUND  
OPERATING BUDGET**

FUNDS 5710,5720,4110,4120,2040

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>WORKING CAPITAL - BEGINNING</b>	<b>\$ 1,837,383</b>	<b>\$ 3,860,774</b>	<b>\$ 4,812,647</b>	<b>\$ 5,011,999</b>	<b>\$ 7,070,709</b>
<b>REVENUES:</b>					
STATE AND FEDERAL GRANTS	\$ 3,997,054	\$ 3,041,348	\$ 3,590,624	\$ 4,919,583	\$ 5,309,844
FTA CAPITAL GRANT	442,005	334,765	6,910,987	5,422,404	4,024,578
TAX REVENUE	2,350,880	2,396,685	2,492,962	2,510,559	2,531,644
INTER GOVERNMENTAL	477,132	492,102	498,976	498,976	514,532
OPERATING REVENUES	632,015	578,428	648,410	634,718	771,550
INTEREST ON INVESTMENTS	38,262	3,769	10,097	(14,500)	7,070
MISCELLANEOUS	86,237	17,465	750	6,276	7,050
SALE SURPLUS EQUIP	662	-	9,300	-	5,649
<b>TOTAL REVENUE</b>	<b>\$ 8,024,247</b>	<b>\$ 6,864,562</b>	<b>\$ 14,162,106</b>	<b>\$ 13,978,016</b>	<b>\$ 13,171,917</b>
<b>EXPENSES:</b>					
ADMINISTRATION	\$ 584,186	\$ 1,024,059	\$ 565,362	\$ 651,038	\$ 630,858
OPERATIONS/DRIVERS	2,116,910	2,100,026	2,955,119	2,300,102	2,738,106
OPERATIONS/NON-DRIVERS	698,474	839,901	484,394	498,087	476,329
MAINTENANCE	888,805	807,845	1,090,571	971,414	1,089,362
MARKETING	20,075	20,922	63,147	50,100	103,701
PARATRANSIT	1,338,255	1,072,355	711,332	989,912	1,096,685
DOWNTOWN TRANSFER CNTR	30,968	82,320	19,130	28,180	19,130
CAPITAL-LOCAL	-	-	-	-	-
CAPITAL - FEDERAL	442,675	130,864	7,578,554	6,430,473	4,921,348
O & M - LOCAL	-	112,863	7,000	-	-
<b>TOTAL EXPENSES</b>	<b>\$ 6,120,348</b>	<b>\$ 6,191,155</b>	<b>\$ 13,474,609</b>	<b>\$ 11,919,306</b>	<b>\$ 11,075,519</b>
WORKING CAP. CHANGES NOT BUDGETED	119,492	477,818	-	-	-
<b>WORKING CAPITAL - ENDING</b>	<b>\$ 3,860,774</b>	<b>\$ 5,011,999</b>	<b>\$ 5,500,144</b>	<b>\$ 7,070,709</b>	<b>\$ 9,167,107</b>
<b>LESS OPERATING RESERVE</b>	<b>904,000</b>	<b>904,000</b>	<b>1,000,000</b>	<b>896,000</b>	<b>1,046,000</b>
<b>AVAILABLE WORKING CAPITAL</b>	<b>\$ 2,956,774</b>	<b>\$ 4,107,999</b>	<b>\$ 4,500,144</b>	<b>\$ 6,174,709</b>	<b>\$ 8,121,107</b>

# Internal Service Funds

**FLEET SERVICES FUND  
OPERATING BUDGET**

FUND 6010

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>WORKING CAPITAL - BEGINNING</b>	<b>\$ 1,319,932</b>	<b>\$ 1,498,162</b>	<b>\$ 1,195,428</b>	<b>\$ 1,428,187</b>	<b>\$ 1,516,169</b>
<b>REVENUES:</b>					
FLEET SERVICES	\$ 1,902,803	\$ 1,817,672	\$ 2,017,357	\$ 1,925,000	\$ 1,999,807
COURIER	38,820	39,972	40,750	40,752	40,750
INTEREST EARNINGS	23,990	2,039	6,910	-	3,750
INTERGOVERNMENTAL	25,461	98,366	-	-	-
MISCELLANEOUS	<u>14,489</u>	<u>19,508</u>	<u>18,000</u>	<u>18,000</u>	<u>18,000</u>
<b>TOTAL REVENUE</b>	<b>\$ 2,005,563</b>	<b>\$ 1,977,557</b>	<b>\$ 2,083,017</b>	<b>\$ 1,983,752</b>	<b>\$ 2,062,307</b>
<b>EXPENSES:</b>					
PERSONAL SERVICES	\$ 1,608,337	\$ 1,855,927	\$ 1,538,350	\$ 1,400,000	\$ 1,546,818
OPERATION & MAINTENANCE	257,020	352,361	387,693	380,000	403,238
CAPITAL	25,072	-	21,470	20,000	-
TRANSFERS OUT	<u>103,269</u>	<u>107,129</u>	<u>95,770</u>	<u>95,770</u>	<u>95,769</u>
<b>TOTAL EXPENSES</b>	<b>\$ 1,993,698</b>	<b>\$ 2,315,417</b>	<b>\$ 2,043,283</b>	<b>\$ 1,895,770</b>	<b>\$ 2,045,825</b>
WORKING CAP. CHANGES NOT BUDGETED	<u>166,365</u>	<u>267,885</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>WORKING CAPITAL - ENDING</b>	<b>\$ 1,498,162</b>	<b>\$ 1,428,187</b>	<b>\$ 1,235,162</b>	<b>\$ 1,516,169</b>	<b>\$ 1,532,651</b>
LESS OPERATING RESERVE	<u>\$ 690,182</u>	<u>\$ 817,067</u>	<u>\$ 712,636</u>	<u>\$ 658,600</u>	<u>\$ 721,521</u>
<b>AVAILABLE WORKING CAPITAL</b>	<b>\$ 807,980</b>	<b>\$ 611,120</b>	<b>\$ 522,526</b>	<b>\$ 857,569</b>	<b>\$ 811,130</b>

**CENTRAL SERVICES FUND  
OPERATING BUDGET**

FUND 6050

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>WORKING CAPITAL-BEGINNING</b>	<b>\$ 200,071</b>	<b>\$ 201,374</b>	<b>\$ 242,477</b>	<b>\$ 230,438</b>	<b>\$ 217,355</b>
<b>REVENUES:</b>					
MAIL SERVICE	\$ 66,061	\$ 63,397	\$ 68,000	\$ 60,420	\$ 66,000
DUPLICATION	46,577	50,429	50,228	46,028	47,619
INTEREST EARNINGS	<u>3,541</u>	<u>300</u>	<u>855</u>	<u>20</u>	<u>454</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 116,179</u></b>	<b><u>\$ 114,126</u></b>	<b><u>\$ 119,083</u></b>	<b><u>\$ 106,468</u></b>	<b><u>\$ 114,073</u></b>
<b>EXPENSES:</b>					
MAIL SERVICE	\$ 66,060	\$ 63,395	\$ 68,000	\$ 60,420	\$ 66,000
CAPITAL OUTLAY	\$ -	\$ -	\$ 41,837	\$ 35,000	\$ 28,028
DUPLICATION	<u>62,132</u>	<u>21,667</u>	<u>31,819</u>	<u>24,131</u>	<u>30,470</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 128,192</u></b>	<b><u>\$ 85,062</u></b>	<b><u>\$ 141,656</u></b>	<b><u>\$ 119,551</u></b>	<b><u>\$ 124,498</u></b>
WORKING CAP. CHANGES NOT BUDGETED	<u>13,316</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>WORKING CAPITAL-ENDING</b>	<b><u>\$ 201,374</u></b>	<b><u>\$ 230,438</u></b>	<b><u>\$ 219,904</u></b>	<b><u>\$ 217,355</u></b>	<b><u>\$ 206,930</u></b>

**INFORMATION TECHNOLOGY FUND  
OPERATING BUDGET**

FUND 6200

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>WORKING CAPITAL-BEGINNING</b>	<u>\$ 587,147</u>	<u>\$ 616,118</u>	<u>\$ 695,831</u>	<u>\$ 604,562</u>	<u>\$ 618,622</u>
<b>REVENUES:</b>					
CHARGE FOR SERVICES	\$ 2,469,702	\$ 2,479,130	\$ 2,960,674	\$ 2,809,960	\$ 3,452,746
INTEREST EARNINGS	16,307	1,348	3,626	100	1,644
INTERGOVERNMENTAL	52,748	169,972	-	-	-
OTHER	<u>73,289</u>	<u>50,651</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<u><b>\$ 2,612,046</b></u>	<u><b>\$ 2,701,101</b></u>	<u><b>\$ 2,964,300</b></u>	<u><b>\$ 2,810,060</b></u>	<u><b>\$ 3,454,390</b></u>
<b>EXPENSES:</b>					
PERSONAL SERVICES	\$ 2,099,462	\$ 2,137,201	\$ 2,028,686	\$ 1,950,000	\$ 2,175,659
OPERATIONS & MAINTENANCE	585,531	677,474	913,084	810,000	1,203,115
CAPITAL	39,856	-	40,000	36,000	127,500
TRANSFER OUT	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL EXPENSES</b>	<u><b>\$ 2,724,849</b></u>	<u><b>\$ 2,814,675</b></u>	<u><b>\$ 2,981,770</b></u>	<u><b>\$ 2,796,000</b></u>	<u><b>\$ 3,506,274</b></u>
WORKING CAP. CHANGES NOT BUDGETED	<u>141,774</u>	<u>102,018</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>WORKING CAPITAL - ENDING</b>	<u><b>\$ 616,118</b></u>	<u><b>\$ 604,562</b></u>	<u><b>\$ 678,361</b></u>	<u><b>\$ 618,622</b></u>	<u><b>\$ 566,738</b></u>
LESS OPERATING RESERVE	<u>671,248</u>	<u>703,669</u>	<u>735,443</u>	<u>690,000</u>	<u>844,694</u>
<b>AVAILABLE WORKING CAPITAL</b>	<u><b>\$ (55,130)</b></u>	<u><b>\$ (99,107)</b></u>	<u><b>\$ (57,082)</b></u>	<u><b>\$ (71,378)</b></u>	<u><b>\$ (277,956)</b></u>

**CITY HEALTH BENEFITS FUND  
OPERATING BUDGET**

FUND 6270

	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATE</b>	<b>PROPOSED</b>
	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 22</b>	<b>FY 23</b>
<b>WORKING CAPITAL - BEGINNING</b>	<b><u>\$ 8,579,048</u></b>	<b><u>\$ 8,702,021</u></b>	<b><u>\$ 10,357,521</u></b>	<b><u>\$ 9,617,432</u></b>	<b><u>\$ 8,070,253</u></b>
<b>REVENUES:</b>					
INVESTMENT EARNINGS	\$ 160,111	\$ 14,532	\$ 41,044	\$ (7,000)	\$ 20,382
CHARGES FOR SERVICE:					
CITY CONTRIBUTION HEALTH	9,170,523	9,091,432	9,250,000	9,150,000	9,250,000
CITY CONTRIBUTION LIFE \$5,000	11,158	11,567	12,000	11,600	12,000
CITY CONTRIBUTION DENTAL	130,479	141,383	125,000	148,000	125,000
EMPLOYEE FLEX CONTRIB.	421,775	395,269	440,000	325,000	440,000
EMPLOYEE DENTAL CONTRIB	524,207	596,214	350,000	630,000	350,000
EMPLOYEE HEALTH CONTRIB.	1,328,636	1,273,086	1,780,000	1,270,000	1,780,000
RETIREE/COBRA CONTRIB	858,195	875,896	938,000	860,000	938,000
CLAIM OVERPAYMENTS	77,766	150,725	65,000	75,000	65,000
PRESCRIPTION DRUG REBATE	559,548	453,616	400,000	800,000	400,000
STOP LOSS REIMBURSEMENTS	445,669	396,845	200,000	425,000	200,000
OTHER	2,805	(1,200)	-	-	-
<b>TOTAL REVENUE</b>	<b><u>\$ 13,690,872</u></b>	<b><u>\$ 13,399,365</u></b>	<b><u>\$ 13,601,044</u></b>	<b><u>\$ 13,687,600</u></b>	<b><u>\$ 13,580,382</u></b>
<b>EXPENSES:</b>					
PERSONAL SERVICES:					
HEALTH INCENTIVES	\$ 43,700	\$ 34,200	\$ 50,000	\$ 460,000	\$ 50,000
OPERATION AND MAINTENANCE:					
HEALTH CLAIMS	10,926,818	9,781,795	11,984,000	12,000,000	12,533,520
LIFE INSURANCE PREMIUMS	11,140	10,377	12,000	10,900	12,000
DENTAL CLAIMS	632,642	701,414	756,000	700,000	778,680
FLEX PLAN CLAIMS	421,558	395,269	440,000	325,000	440,000
125K FLEX ADMIN. CHGS.	16,009	13,470	27,300	13,000	27,300
HEALTH/DENTAL ADMIN. CHGS.	328,239	329,635	384,000	392,000	395,520
EMPLOYEE ASSISTANCE PROGRAM	20,340	27,480	10,000	22,000	25,000
FIDUCIARY LIABILITY INS.	3,620	3,667	5,000	3,667	5,000
ACA ADMIN. CHGS	21,317	20,620	27,810	30,000	28,646
STOP LOSS PREMIUM	641,687	671,343	911,000	810,000	950,000
H.S.A. ADMIN. FEES	13,412	13,934	10,000	15,000	15,000
VSP ADMIN FEES	3,222	6,518	6,500	6,720	7,000
WELLNESS EVENTS	5,053	3,645	10,000	4,000	10,000
CONSULTANT SERVICES	94,500	74,625	144,200	95,000	125,000
NURSE/SCREENING PROGRAM	131,253	162,701	155,000	220,000	185,000
CARE LINK SERVICES	56,361	28,817	60,000	20,000	30,000
COST ALLOCATION / OTHER	197,028	204,444	212,495	107,492	190,987
<b>TOTAL EXPENSES</b>	<b><u>\$ 13,567,899</u></b>	<b><u>\$ 12,483,954</u></b>	<b><u>\$ 15,205,305</u></b>	<b><u>\$ 15,234,779</u></b>	<b><u>\$ 15,808,653</u></b>
<b>WORKING CAPITAL - ENDING</b>	<b><u>\$ 8,702,021</u></b>	<b><u>\$ 9,617,432</u></b>	<b><u>\$ 8,753,260</u></b>	<b><u>\$ 8,070,253</u></b>	<b><u>\$ 5,841,982</u></b>

**CENTRAL TELEPHONE SERVICES FUND  
OPERATING BUDGET**

FUND 6060

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>WORKING CAPITAL-BEGINNING</b>	<b>\$ 627,441</b>	<b>\$ 356,398</b>	<b>\$ 221,656</b>	<b>\$ 284,301</b>	<b>\$ 289,901</b>
<b>REVENUES:</b>					
CHARGE FOR SERVICES	\$ 432,612	\$ 432,384	\$ 425,266	\$ 425,500	\$ 454,828
INTERGOVERNMENTAL	2,753	10,453	-	-	-
INTEREST EARNINGS	9,636	500	1,473	100	753
<b>TOTAL REVENUE</b>	<b>\$ 445,001</b>	<b>\$ 443,337</b>	<b>\$ 426,739</b>	<b>\$ 425,600</b>	<b>\$ 455,581</b>
<b>EXPENSES:</b>					
PERSONAL SERVICES	\$ 162,728	\$ 211,378	\$ 167,853	\$ 160,000	\$ 167,370
OPERATIONS & MAINTENANCE	266,787	254,351	273,739	260,000	277,776
CAPITAL	323,109	82,904	-	-	20,000
<b>TOTAL EXPENSES</b>	<b>\$ 752,624</b>	<b>\$ 548,633</b>	<b>\$ 441,592</b>	<b>\$ 420,000</b>	<b>\$ 465,146</b>
WORKING CAP. CHANGES NOT BL	36,580	33,199	-	-	-
<b>WORKING CAPITAL-ENDING</b>	<b>\$ 356,398</b>	<b>\$ 284,301</b>	<b>\$ 206,803</b>	<b>\$ 289,901</b>	<b>\$ 280,336</b>
LESS OPERATING RESERVE	34,361	37,258	35,327	33,600	35,612
<b>AVAILABLE WORKING CAPITAL</b>	<b>\$ 322,037</b>	<b>\$ 247,043</b>	<b>\$ 171,476</b>	<b>\$ 256,301</b>	<b>\$ 244,724</b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	PROPOSED FY 23
TELECOMMUNICATIONS SYSTEM MANAGER	1.0	1.0	1.0	1.0
IT DIRECTOR	0.1	0.1	0.1	0.1
IT SECURITY ENGINEER	0.1	0.1	0.1	0.1
IT ADMINISTRATIVE SUPPORT II	-	-	0.1	0.2
<b>TOTAL</b>	<b>1.2</b>	<b>1.2</b>	<b>1.3</b>	<b>1.4</b>

**RADIO COMMUNICATIONS FUND  
OPERATING BUDGET**

FUND 6070

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>WORKING CAPITAL-BEGINNING</b>	<b><u>\$ 590,613</u></b>	<b><u>\$ 648,604</u></b>	<b><u>\$ 760,988</u></b>	<b><u>\$ 750,828</u></b>	<b><u>\$ 328,306</u></b>
<b>REVENUES:</b>					
CHARGES FOR SERVICE	\$ 270,264	\$ 310,884	\$ 302,558	\$ 302,568	\$ 299,969
INTEREST EARNINGS	10,284	1,062	2,806	100	1,522
OTHER	<u>25</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 280,573</u></b>	<b><u>\$ 311,946</u></b>	<b><u>\$ 305,364</u></b>	<b><u>\$ 302,668</u></b>	<b><u>\$ 301,491</u></b>
<b>EXPENSES</b>					
OPERATIONS & MAINTENANCE	\$ 222,582	\$ 209,722	\$ 281,875	\$ 225,190	\$ 292,179
CAPITAL	<u>-</u>	<u>-</u>	<u>-</u>	<u>500,000</u>	<u>-</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 222,582</u></b>	<b><u>\$ 209,722</u></b>	<b><u>\$ 281,875</u></b>	<b><u>\$ 725,190</u></b>	<b><u>\$ 292,179</u></b>
<b>WORKING CAPITAL-ENDING</b>	<b><u>\$ 648,604</u></b>	<b><u>\$ 750,828</u></b>	<b><u>\$ 784,477</u></b>	<b><u>\$ 328,306</u></b>	<b><u>\$ 337,618</u></b>

**PROPERTY INSURANCE FUND  
OPERATING BUDGET**

FUND 6300

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>WORKING CAPITAL-BEGINNING</b>	<u>\$ 1,937,854</u>	<u>\$ 1,365,028</u>	<u>\$ 1,022,249</u>	<u>\$ 860,405</u>	<u>\$ 713,833</u>
<b>REVENUES:</b>					
CHARGE FOR SERVICES	\$ 1,811,291	\$ 2,066,500	\$ 2,523,228	\$ 2,523,228	\$ 2,635,935
INTEREST EARNINGS	23,037	673	1,879	200	918
OTHER	<u>159</u>	<u>6,487</u>	<u>-</u>	<u>500</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<u>\$ 1,834,487</u>	<u>\$ 2,073,660</u>	<u>\$ 2,525,107</u>	<u>\$ 2,523,928</u>	<u>\$ 2,636,853</u>
<b>EXPENSES:</b>					
PERSONAL SERVICES	\$ 117,144	\$ 131,095	\$ 112,421	\$ 110,500	\$ 116,364
OPERATIONS & MAINTENANCE	<u>2,298,564</u>	<u>2,458,166</u>	<u>2,566,538</u>	<u>2,560,000</u>	<u>3,002,349</u>
<b>TOTAL EXPENSES</b>	<u>\$ 2,415,708</u>	<u>\$ 2,589,261</u>	<u>\$ 2,678,959</u>	<u>\$ 2,670,500</u>	<u>\$ 3,118,713</u>
WORKING CAP. CHANGES NOT BUDGETED	8,395	10,978	-	-	-
<b>WORKING CAPITAL - ENDING</b>	<u>\$ 1,365,028</u>	<u>\$ 860,405</u>	<u>\$ 868,397</u>	<u>\$ 713,833</u>	<u>\$ 231,973</u>
LESS OPERATING RESERVE	<u>773,027</u>	<u>828,564</u>	<u>857,267</u>	<u>854,560</u>	<u>997,988</u>
<b>AVAILABLE WORKING CAPITAL</b>	<u>\$ 592,001</u>	<u>\$ 31,841</u>	<u>\$ 11,130</u>	<u>\$ (140,727)</u>	<u>\$ (766,015)</u>

**PROPERTY INSURANCE BUDGET NARRATIVE**

The property insurance fund is a City-wide internal service fund that accounts for revenues and expenditures associated with property and liability insurance. Each department receives charges for their share of the insurance.

**FACILITIES MANAGEMENT FUND  
OPERATING BUDGET**

FUNDS 6500-6540

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>WORKING CAPITAL-BEGINNING</b>	<b>\$ 509,799</b>	<b>\$ 1,116,701</b>	<b>\$ 4,414,783</b>	<b>\$ 4,174,140</b>	<b>\$ 3,302,212</b>
<b>REVENUES:</b>					
CHARGE FOR SERVICES - ADMIN	\$ 33,405	\$ 33,405	\$ 113,381	\$ 113,381	\$ 116,898
CHARGE FOR SERVICES - STILLWATER	-	-	-	251,625	395,718
RENTS - BOC	757,063	782,682	832,602	836,606	828,488
CHARGE FOR SERVICES - ANIMAL SHEL	-	-	-	-	34,162
CHARGE FOR SERVICES - N 27TH	559,884	559,884	576,683	577,342	593,983
GRANT INCOME	41,287	98,792	-	-	-
MISCELLANEOUS	29,484	3,200,235	20,000	10,000	-
INTEREST EARNINGS	23,430	5,820	12,000	(2,939)	9,202
TRANSFER IN	817,444	532,057	532,057	532,057	532,058
<b>TOTAL REVENUE</b>	<b>\$ 2,261,997</b>	<b>\$ 5,212,875</b>	<b>\$ 2,086,723</b>	<b>\$ 2,318,072</b>	<b>\$ 2,510,509</b>
<b>EXPENSES:</b>					
ADMINISTRATION	\$ 175,414	\$ 482,865	\$ 3,055,697	\$ 2,000,000	\$ 1,812,280
STILLWATER BUILDING	-	-	-	-	426,000
BOC	614,791	749,501	1,321,305	790,000	1,328,448
ANIMAL SHELTER	-	-	-	-	25,000
N 27TH	378,716	419,210	466,878	400,000	374,453
BABCOCK THEATRE	47,086	42,425	50,000	-	-
<b>TOTAL EXPENSES</b>	<b>\$ 1,216,007</b>	<b>\$ 1,694,001</b>	<b>\$ 4,893,880</b>	<b>\$ 3,190,000</b>	<b>\$ 3,966,181</b>
WORKING CAP. CHANGES NOT BUDGETED	(439,088)	(461,435)	-	-	-
<b>WORKING CAPITAL-ENDING</b>	<b>\$ 1,116,701</b>	<b>\$ 4,174,140</b>	<b>\$ 1,607,626</b>	<b>\$ 3,302,212</b>	<b>\$ 1,846,540</b>
LESS OPERATING RESERVE	97,281	135,520	391,510	255,200	317,294
<b>AVAILABLE WORKING CAPITAL</b>	<b>\$ 1,019,420</b>	<b>\$ 4,038,620</b>	<b>\$ 1,216,116</b>	<b>\$ 3,047,012</b>	<b>\$ 1,529,246</b>

**PUBLIC WORKS ADMINISTRATION  
OPERATING BUDGET**

FUND 6600

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>WORKING CAPITAL-BEGINNING</b>	<u>\$ 122,619</u>	<u>\$ 375,197</u>	<u>\$ 465,523</u>	<u>\$ 615,971</u>	<u>\$ 710,542</u>
<b>REVENUES:</b>					
CHARGE FOR SERVICES	3,027,147	2,888,837	2,794,409	2,794,409	2,924,130
INTERGOVERNMENTAL		97,969	-	-	-
INVESTMENT EARNINGS	<u>8,247</u>	<u>935</u>	<u>3,000</u>	<u>2,000</u>	<u>2,000</u>
<b>TOTAL REVENUE</b>	<u><b>\$ 3,035,394</b></u>	<u><b>\$ 2,987,741</b></u>	<u><b>\$ 2,797,409</b></u>	<u><b>\$ 2,796,409</b></u>	<u><b>\$ 2,926,130</b></u>
<b>EXPENSES:</b>					
PERSONAL SERVICES	\$ 2,070,797	\$ 1,979,242	\$ 1,744,661	\$ 1,708,838	\$ 1,937,779
OPERATIONS & MAINTENANCE	1,064,412	931,497	1,042,273	980,042	1,060,560
CAPITAL	<u>13,321</u>	<u>9,245</u>	<u>-</u>	<u>12,958</u>	<u>12,000</u>
<b>TOTAL EXPENSES</b>	<u><b>\$ 3,148,530</b></u>	<u><b>\$ 2,919,984</b></u>	<u><b>\$ 2,786,934</b></u>	<u><b>\$ 2,701,838</b></u>	<u><b>\$ 3,010,339</b></u>
WORKING CAP. CHANGES NOT BUDGETED	<u>365,714</u>	<u>173,017</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>WORKING CAPITAL-ENDING</b>	<u><b>\$ 375,197</b></u>	<u><b>\$ 615,971</b></u>	<u><b>\$ 475,998</b></u>	<u><b>\$ 710,542</b></u>	<u><b>\$ 626,333</b></u>
LESS OPERATING RESERVE	<u>250,817</u>	<u>232,859</u>	<u>222,955</u>	<u>215,110</u>	<u>239,867</u>
<b>AVAILABLE WORKING CAPITAL</b>	<u><b>\$ 124,380</b></u>	<u><b>\$ 383,112</b></u>	<u><b>\$ 253,043</b></u>	<u><b>\$ 495,432</b></u>	<u><b>\$ 386,466</b></u>

FUND 6700

**PUBLIC WORKS ENGINEERING  
OPERATING BUDGET**

	<b>ACTUAL FY 20</b>	<b>ACTUAL FY 21</b>	<b>BUDGET FY 22</b>	<b>ESTIMATE FY 22</b>	<b>PROPOSED FY 23</b>
<b>WORKING CAPITAL-BEGINNING</b>	<u>\$ 153,218</u>	<u>\$ 124,650</u>	<u>\$ 279,854</u>	<u>\$ 234,065</u>	<u>\$ 279,833</u>
<b>REVENUES:</b>					
SPECIAL ASSESSMENTS	\$ 26,213	\$ 54,751	\$ 50,000	\$ 50,000	\$ 55,000
LICENSES & PERMITS	118,608	128,177	123,500	152,000	134,000
CHARGE FOR SERVICES	2,883,231	2,923,873	3,075,510	3,086,510	3,326,256
INTERGOVERNMENTAL	-	132,100	-	-	-
INVESTMENT EARNINGS	5,003	186	4,000	75	1,000
MISCELLANEOUS	<u>500</u>	<u>949</u>	<u>-</u>	<u>2,147</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<u>\$ 3,033,555</u>	<u>\$ 3,240,036</u>	<u>\$ 3,253,010</u>	<u>\$ 3,290,732</u>	<u>\$ 3,516,256</u>
<b>EXPENSES:</b>					
PERSONAL SERVICES	\$ 2,395,146	\$ 2,657,747	\$ 2,520,635	\$ 2,444,549	\$ 2,594,589
OPERATIONS & MAINTENANCE	739,201	641,037	709,059	742,159	767,836
CAPITAL	<u>-</u>	<u>25,359</u>	<u>56,957</u>	<u>58,256</u>	<u>75,985</u>
<b>TOTAL EXPENSES</b>	<u>\$ 3,134,347</u>	<u>\$ 3,324,143</u>	<u>\$ 3,286,651</u>	<u>\$ 3,244,964</u>	<u>\$ 3,438,410</u>
WORKING CAP. CHANGES NOT BUDGETED	<u>72,224</u>	<u>193,522</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>WORKING CAPITAL-ENDING</b>	<u>\$ 124,650</u>	<u>\$ 234,065</u>	<u>\$ 246,213</u>	<u>\$ 279,833</u>	<u>\$ 357,679</u>
LESS OPERATING RESERVE	<u>313,676</u>	<u>329,878</u>	<u>322,969</u>	<u>318,671</u>	<u>336,243</u>
<b>AVAILABLE WORKING CAPITAL</b>	<u>\$ (189,026)</u>	<u>\$ (95,813)</u>	<u>\$ (76,756)</u>	<u>\$ (38,838)</u>	<u>\$ 21,437</u>

# Permanent Fund

**CEMETERY PERPETUAL CARE FUND  
OPERATING BUDGET**

FUNDS 7010 & 7030

	ACTUAL FY 20	ACTUAL FY 21	BUDGET FY 22	ESTIMATE FY 22	PROPOSED FY 23
<b>FUND BALANCE BEGINNING</b>	<b>\$ 744,329</b>	<b>\$ 747,414</b>	<b>\$ 766,714</b>	<b>\$ 765,418</b>	<b>\$ 789,168</b>
<b>REVENUE:</b>					
PERPETUAL CARE FEES	\$ 17,369	\$ 20,642	\$ 14,750	\$ 25,500	\$ 15,750
INTEREST ON INVESTMENTS	<u>13,041</u>	<u>1,040</u>	<u>2,985</u>	<u>750</u>	<u>1,444</u>
<b>TOTAL REVENUE</b>	<b>\$ 30,410</b>	<b>\$ 21,682</b>	<b>\$ 17,735</b>	<b>\$ 26,250</b>	<b>\$ 17,194</b>
<b>EXPENDITURES:</b>					
TRANSFER-GENERAL FUND	\$ 27,325	\$ 3,678	\$ 5,600	\$ 2,500	\$ 5,600
<b>TOTAL EXPENDITURES</b>	<b>\$ 27,325</b>	<b>\$ 3,678</b>	<b>\$ 5,600</b>	<b>\$ 2,500</b>	<b>\$ 5,600</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 747,414</b>	<b>\$ 765,418</b>	<b>\$ 778,849</b>	<b>\$ 789,168</b>	<b>\$ 800,762</b>
<b>LESS:</b>					
NONSPENDABLE	<u>747,414</u>	<u>765,418</u>	<u>778,849</u>	<u>789,168</u>	<u>800,762</u>
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**CEMETERY PERPETUAL CARE FUND BUDGET NARRATIVE**

City ordinance requires 35% of the proceeds from the sale of grave lots and mausoleum spaces to be placed in this fund and maintained for perpetuity. The interest income generated by this fund is transferred yearly into the General Fund to be used for care of the cemetery.



**City Council Work Session**

**Date:** 05/02/2022  
**Title:** FY2023 Departmental Budget Presentations  
**Presented by:** Andy Zoeller, Finance Director  
**Department:** Finance  
**Presentation:** Yes  
**Legal Review** Not Applicable

**RECOMMENDATION**

Staff will be present to provide FY23 departmental budget information to City Council. Council action will occur in June at a regular City Council meeting.

**BACKGROUND (Consistency with Adopted Plans and Policies, if applicable)**

Council will receive information about the FY23 budget over multiple work sessions. See attached presentations. Each department has provided an overview of their proposed FY2023 budget. The entire proposed FY23 budget can be found online at [www.billingsmt.gov/finance](http://www.billingsmt.gov/finance). City Council will receive information from the following departments on May 2, 2022:

Department Budget Presentation	Overview		Start Time	End Time
	Page in FY23 Budget Book	Time for Presentation & Q&A		
Admin	17	30	5:30	6:00
Mayor/City Council	41	15	6:00	6:15
Finance	65	15	6:15	6:30
HR	87	20	6:30	6:50
Legal	101	45	6:55	7:40
COUNCIL RECESS		10	7:40	7:50
Library	106	30	7:55	8:25

**ALTERNATIVES**

No Council action will be required at this meeting. Final adoption for the FY2023 budget is planned for a regular meeting in June.

**FISCAL EFFECTS**

The total FY23 proposed budget is \$503,586,849, and an overview can be found on pages 1-14 of the proposed FY2023 budget. [www.billingsmt.gov/finance](http://www.billingsmt.gov/finance)

**Attachments**

- Council, Admin, Finance, HR budget presentations
- Legal budget presentation
- Library budget presentation

Mayor/Council  
Administration  
Finance  
Human Resources

FY2023 Proposed Budget



# Administration

- Total budget \$10,070,835 (Operating & ARPA)
- Total Operating Budget \$1,130,521
- Additional Staffing for City Clerk Records Manager



## STAFFING AUTHORIZATION

POSITION	BUDGET FY22	PROPOSED FY23
CITY ADMINISTRATOR	1.0	1.0
ASSISTANT CITY ADMINISTRATOR	1.0	1.0
PUBLIC INFORMATION OFFICER	1.0	1.0
EXECUTIVE SECRETARY	1.0	1.0
RECORDS MANAGER	-	1.0
CITY CLERK	1.0	1.0
DEPUTY CITY CLERK	<u>1.0</u>	<u>1.0</u>
<b>TOTAL</b>	<b><u>6.0</u></b>	<b><u>7.0</u></b>

# Mayor & City Council

Total budget \$ 349,143

\$27,551 Increase in  
compensation for entire FY23

\$25,000 Council Contingency  
funds

# General Fund

# Non-Departmental

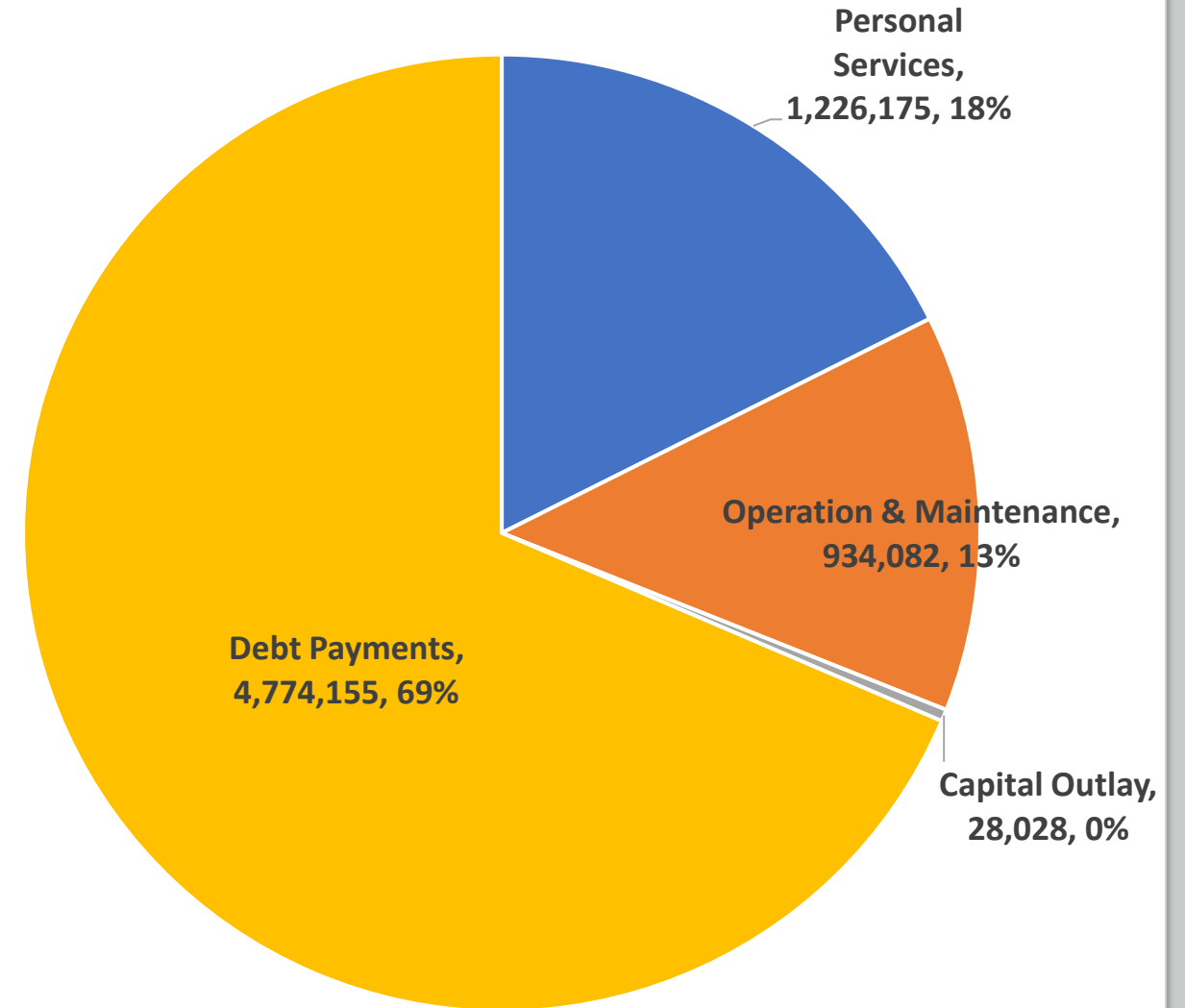
Total budget \$25,076,490

## Includes:

- \$21,807,636 To PS Fund
- \$1,139,373 To the Library (Interlocal Agreement)
- \$800,000 For Mental Health & Substance Abuse (MJ Tax Revenue & PSML)
- \$1,148,000 for Elections, Channel 7, GFPS Insurance Premiums, & Publication of Notices

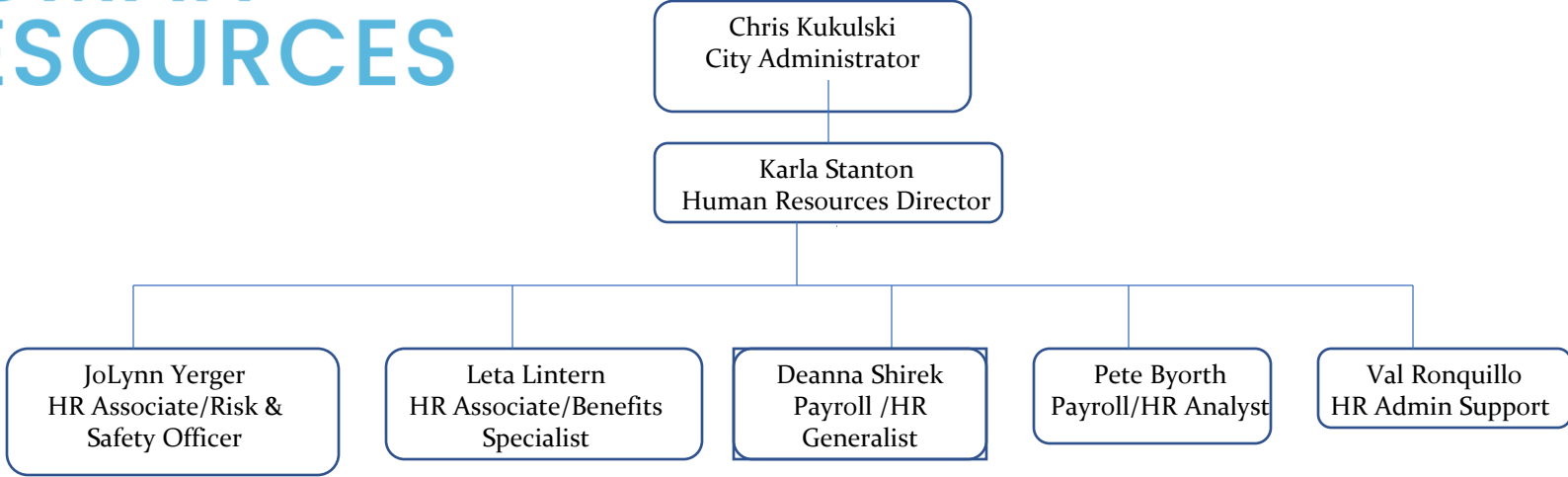
# Finance

- Total budget \$15,828,374
- GF Operating \$1,945,119
- 12 FTE's
  - Business Licenses, Accounts Payable, Accounting, Budgeting, Debt, Tax, Grant Administration, and Purchasing



# New Programs & Staffing Requests

- Cost of Services Study
  - \$125,000 for a Cost of Services Study
  - Council Priority “Build a high-performance organization”
    - Better understand the cost of delivering city services
- Grants Coordinator/Admin
  - Additional FTE for Grant Administration and Coordination across the City
  - Review opportunities for external funding opportunities
  - Future funding from admin fees from grants

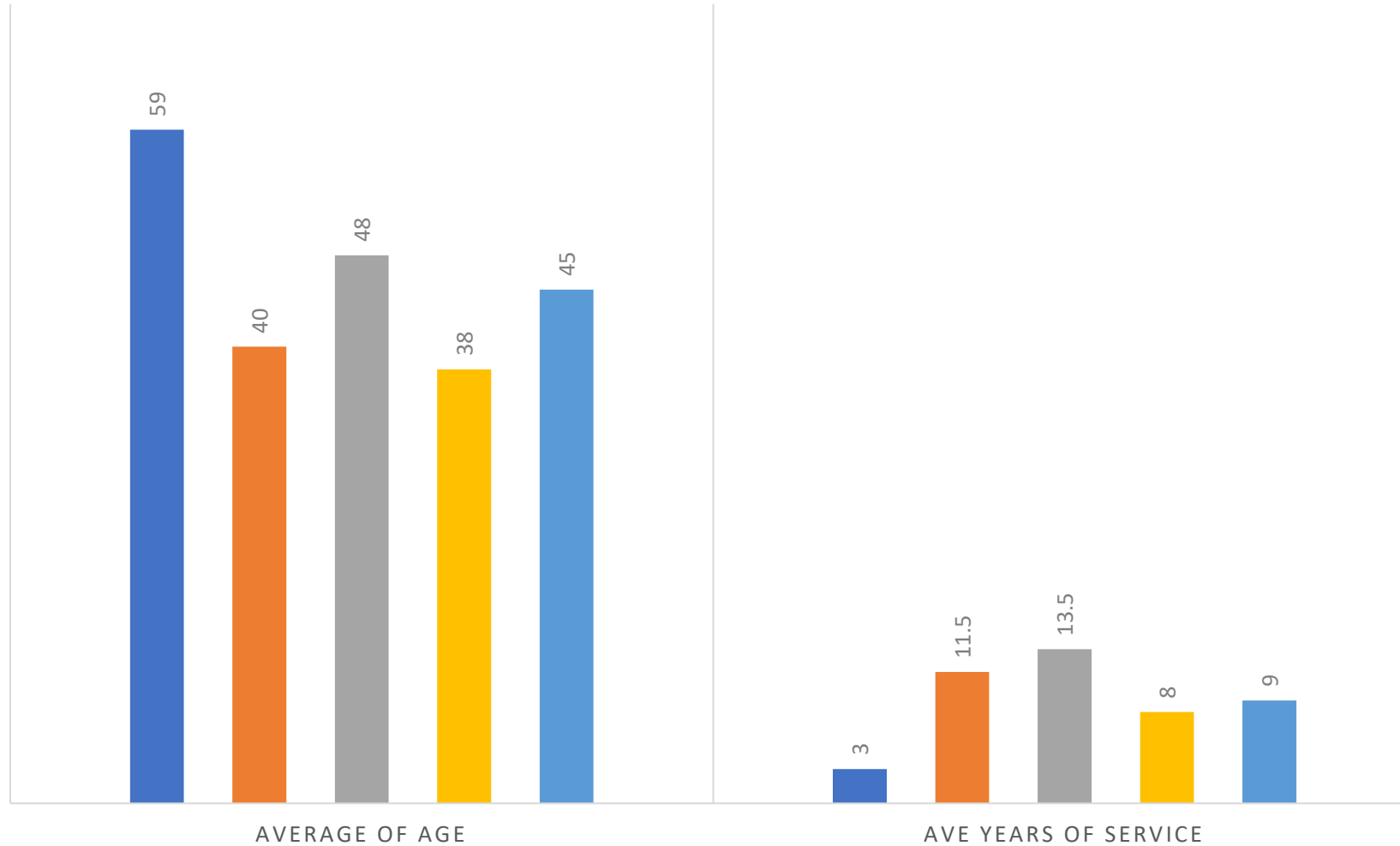


### Responsibilities

- Benefits Administration
- Customer Service
- Employee Discipline Procedures
- Payroll
- Collective Bargaining Agreements
- Training
- Workers' Compensation
- Liability Insurance
- Recruitment/Selection
- Policies
- Property Insurance
- Drug & Alcohol Procedures Program Management
- FMLA Administration
- Workplace Investigations
- Federal, State & Local
- Grievance/Arbitration
- Law Compliance & Reporting

# Average Age and Years of Service

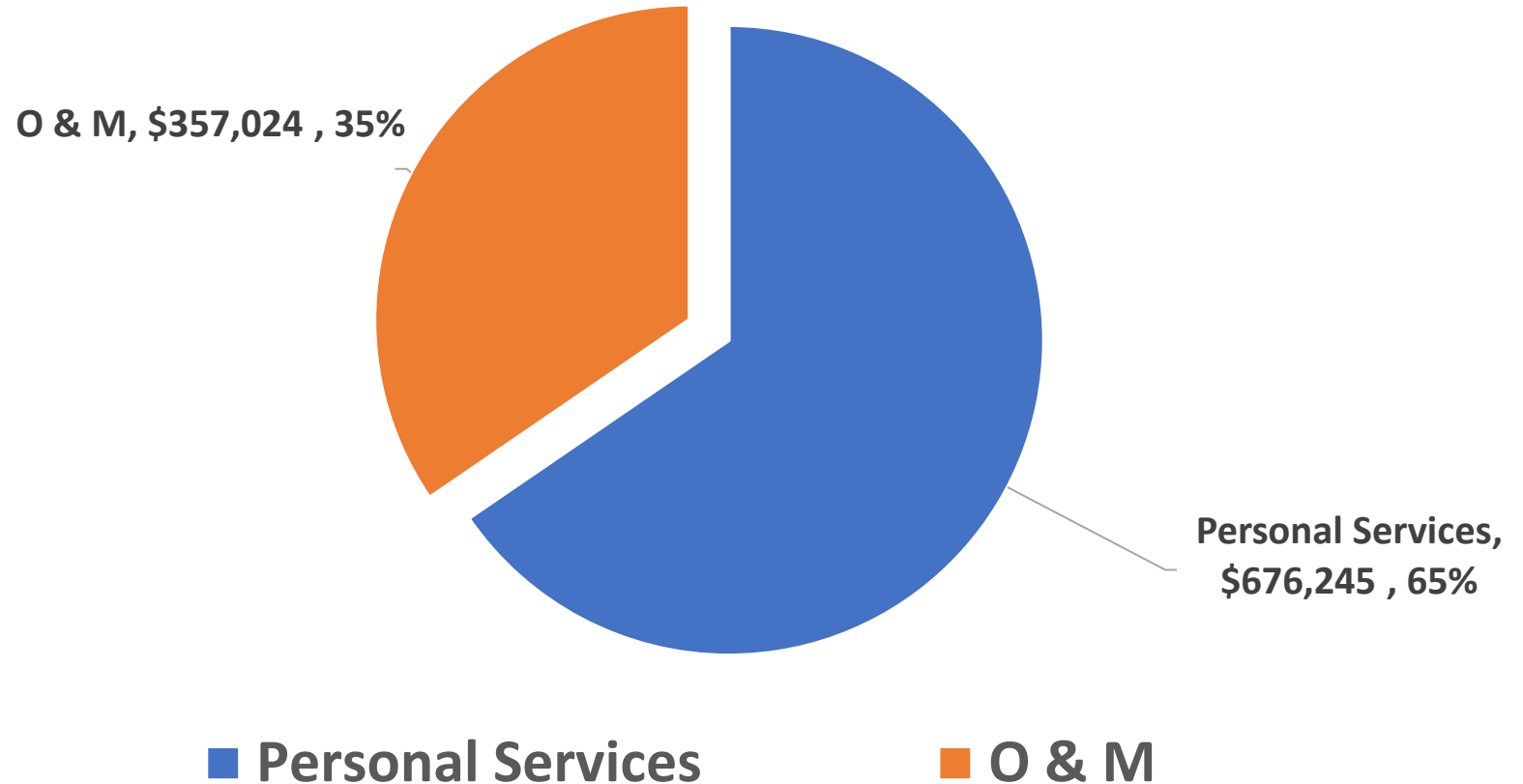
■ Mayor/Council ■ Fire ■ Non-Bargaining ■ Police ■ Teamster



# Human Resources Expenditures

Includes amounts for:

- IT Charges
- Facility Charges
- Time Tracking Software
- Consultant Services
- Insurance Premiums
- Employee Assistance Programs



# Human Resources Costs

## Fiscal Year 2023 Budget – \$ 1,033,269

### **Personal Services**                      **\$ 676,245**

Requesting an additional Payroll/HR Analyst –  
Cost is \$76,142 with office equipment.

### **O & M**    **\$ 357,024**

IT Charge For Services	\$ 86,563
Contract Software Maintenance	\$ 78,000
Fiduciary & Cyber Security Ins.	\$ 37,070
Management Asst. Program	\$ 29,150
City Hall Facility Management	\$ 25,818

# Health & Dental Insurance Plan

■ Health/Rx Claims	\$ 12,533,520
■ Dental Claims	\$ 778,680
■ Stop Loss Premium	\$ 950,000
■ Third Party Admin. Fees	\$ 395,520

# Liability and Property Program

Liability Insurance Premium \$ 1,505,000

- Self-Insured Liability \$ 500,000

Property Insurance Premium \$ 835,000

- Self-Insured Property \$ 310,000

## **Risk Management**

- Monitor City Incidents/Accidents
- Review & Process Property/Liability Claims
- Monitor Workers' Compensation Cases
- Administer the City's Safety Program
- Administer the City's CDL and FTA Program
- Administer the City's Random Drug/Alcohol Testing Programs for all Employees

# Accomplishments

Negotiated Police and Teamsters CBA's

Updated City Job Descriptions

Healthy IS Wellness Program

Efficiencies through virtual meetings, electronic exit packets and personnel requests

# Challenges

- On-going training
- NovaTime Electronic Timekeeping Implementation
- COVID19 – PSL/FMLA Admin
  - 7/1/20-6/30/21 448 cases
  - 7/1/21-12/31/21 193 cases
  - 1/1/22-4/12/22 74 cases
- Electronic timekeeping implementation
- Recruitment and retention
- Digital Imaging of files

**QUESTIONS?**

# CITY ATTORNEY'S OFFICE

## FY 2023 BUDGET

**Gina Dahl, City Attorney**

**May 2, 2022**

**City Council Work Session**

# City Attorney

Assistant City Attorney

2 Deputy City Attorneys (Civil Division)

6 Deputy City Attorneys (Criminal Division)

4 Victim/Witness Specialists

5 Administrative Support

TOTAL CURRENT STAFFING LEVEL

## 3 Deputy City Attorneys

- Criminal Division

## 4 Support Staff

- some combination of legal assistants, paralegals, VW Specialists
- Code Enforcement component - paralegal

**2021 PUBLIC SAFETY MILL LEVY  
PROPOSAL**



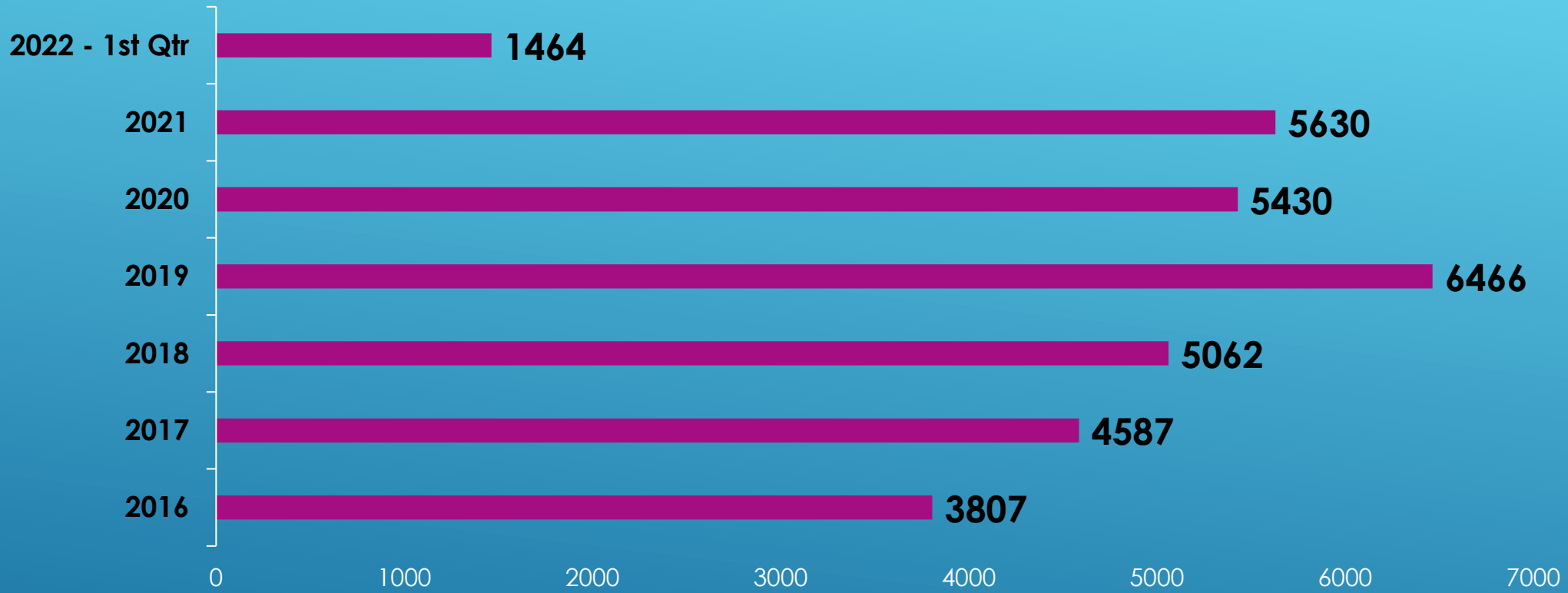
Position	FY22	FY23 - PROPOSED	change
City Attorney	1	1	
Assistant City Attorney	1	1	
Civil Deputy City Attorney	2	2	
Criminal Deputy Attorney	6	2	+2
Victim-Witness Specialist	4	5	+1
Legal Secretary	1	1	
Administrative Support	3	3	
Paralegal	1	1	
<b>Total FTEs</b>	<b>19</b>	<b>22</b>	<b>+3</b>

# PROPOSED INCREASE IN STAFFING FOR FY 2023

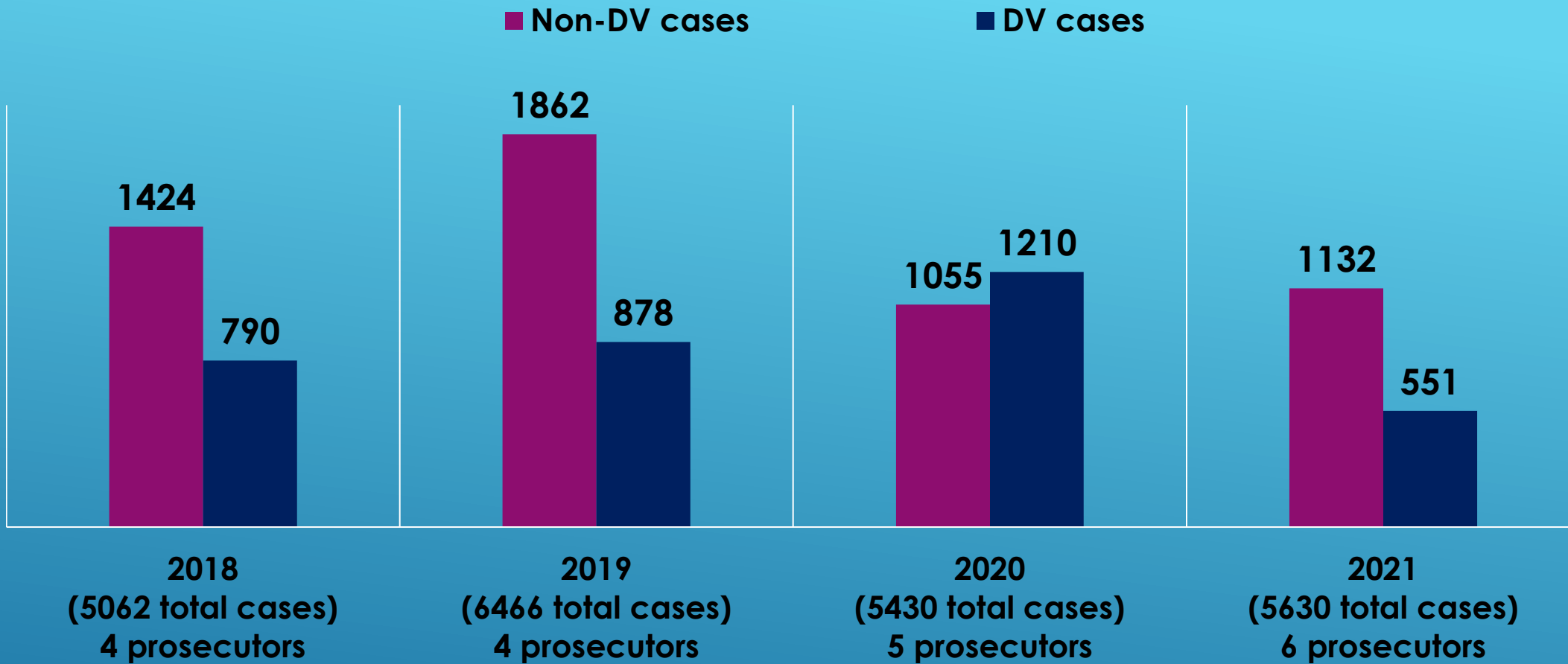
	<b>2020</b>	<b>2021</b>
<b>New Cases Opened</b>	<b>5430</b>	<b>5630</b>
<b>Cases Reviewed for Charges/Warrants</b>	<b>1579</b>	<b>2367</b>
<b>Cases Reviewed for Revocation of Sentence</b>	<b>2181</b>	<b>2311</b>

## **CRIMINAL DIVISION – CASES OPENED**

## Total Criminal and Traffic Cases



**CRIMINAL CASES OPENED  
2016 - 2022**

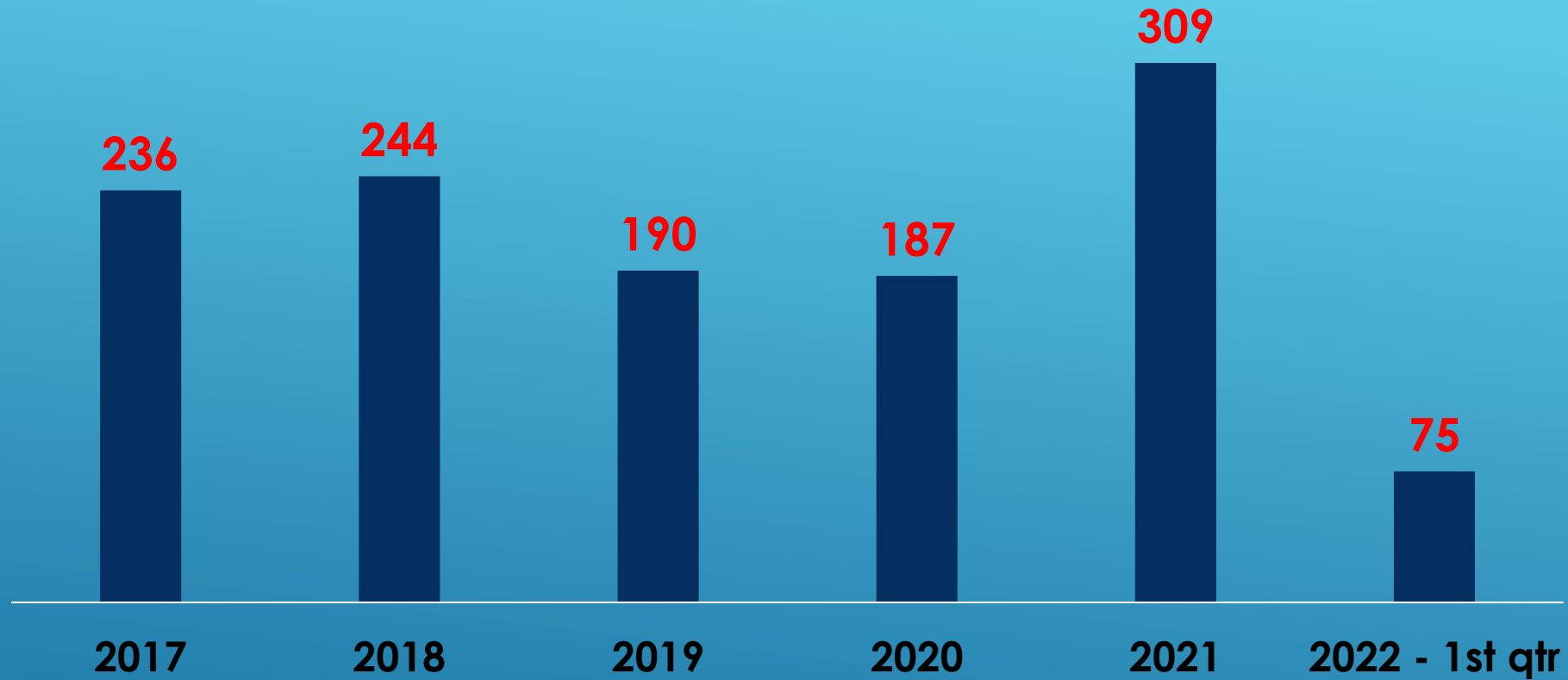


# CASELOAD PER PROSECUTOR

<b>Year</b>	<b>Total DV Cases Received</b>	<b>Total DV Cases Filed</b>	<b>% of Referred DV Cases Filed</b>
<b>2015</b>	<b>575</b>	<b>515</b>	<b>89.50%</b>
<b>2016</b>	<b>824</b>	<b>583</b>	<b>70.70%</b>
<b>2017</b>	<b>875</b>	<b>575</b>	<b>65.70%</b>
<b>2018</b>	<b>790</b>	<b>490</b>	<b>62.02%</b>
<b>2019</b>	<b>878</b>	<b>500</b>	<b>56.90%</b>
<b>2020</b>	<b>1,210</b>	<b>565</b>	<b>46.69%</b>
<b>2021</b>	<b>1,101</b>	<b>786</b>	<b>71.38%</b>

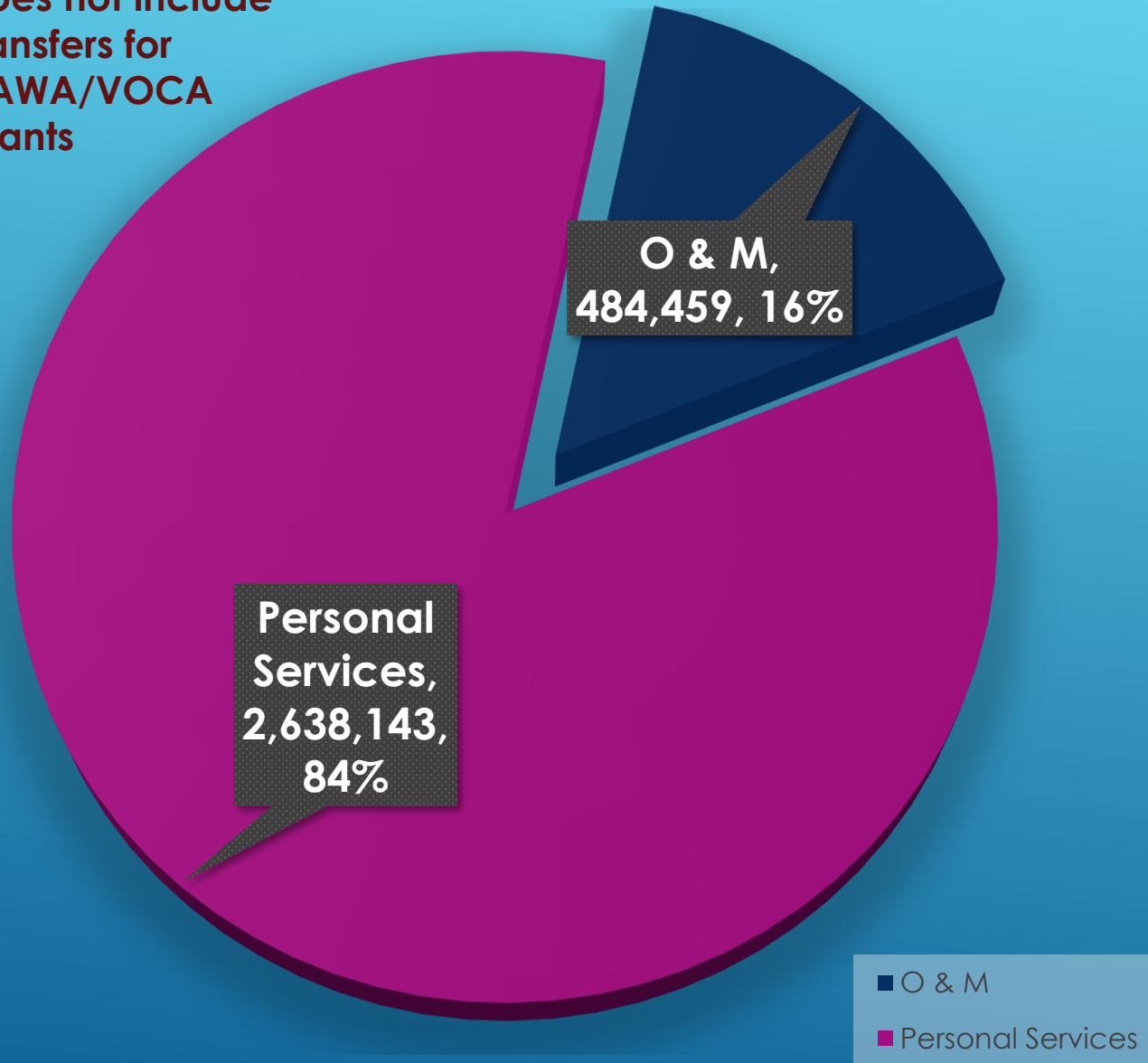
# **DOMESTIC VIOLENCE CASES REFERRED VS. CASES FILED**

## Public Records Requests



**PUBLIC RECORDS REQUESTS**

Does not include transfers for VAWA/VOCA grants



## PROPOSED BUDGETED EXPENDITURES FY 2023

**Overall increase of \$481,578 compared to Adopted FY 2022 Budget**

### Additional Funding Sources:

- **Grant Revenue - \$155,458**
- **Fines/Forfeitures - \$46,000**

## Now - FY 2023

- 1-2 Prosecutors
- 1 Victim/Witness Specialist (hired)

## Next 2-3 years

- determine needs for support staff
  - legal assistants
  - Paralegals
  - V/W specialists
- hire remaining prosecutor[s]

**PLAN FOR IMPLEMENTATION OF PSML**

## Challenges:

- Office space
- Workforce shortage

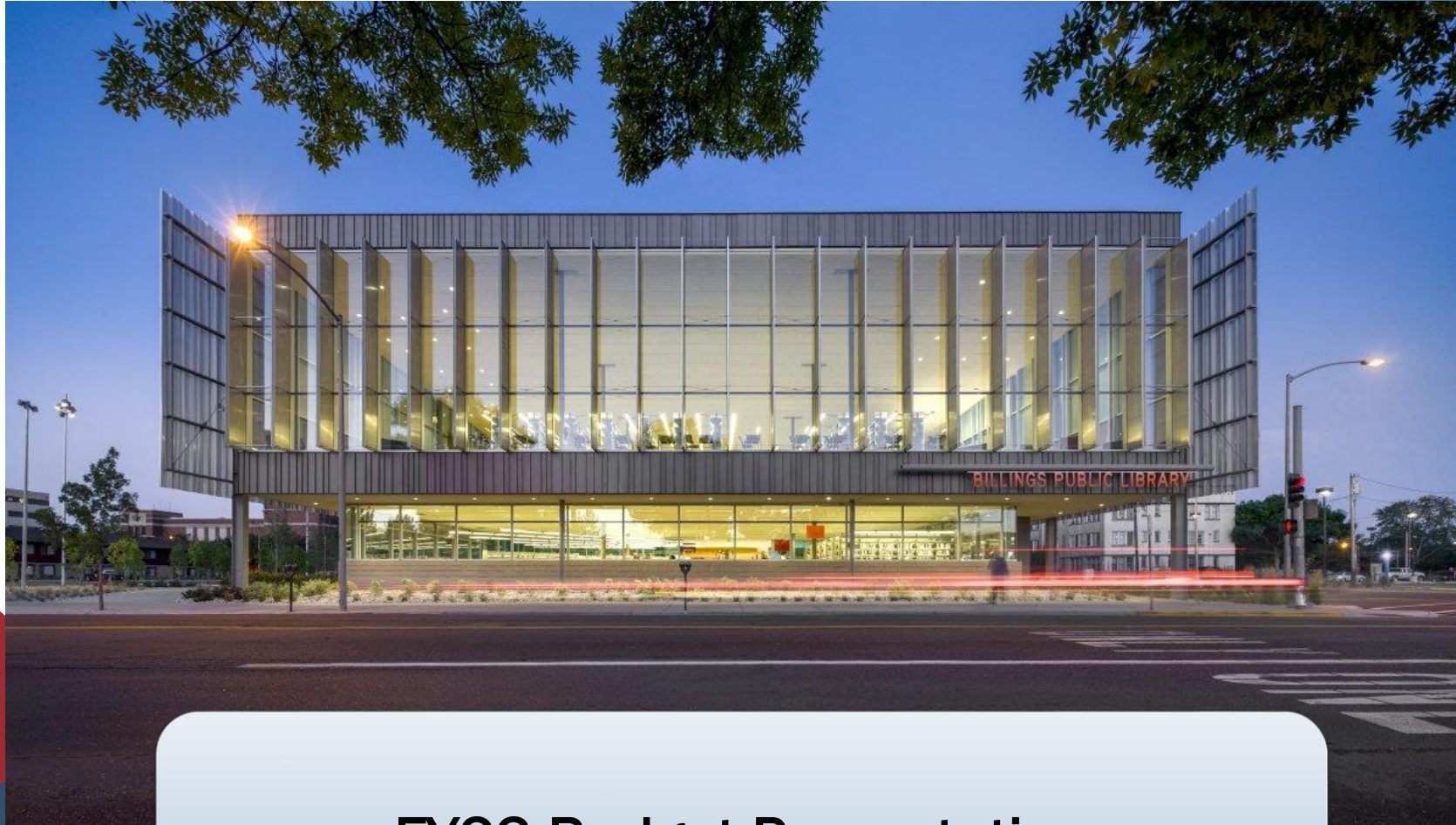
**PLAN FOR IMPLEMENTATION OF PSML**

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QUESTIONS?





## FY23 Budget Presentation





**496,543**

Items checked out  
of the Library



**117,732**

Utilization of Space:  
Library Programs  
Community Groups  
Council Meetings



**1,100+**

Locations visited by  
Bookmobiles & Bike  
Library

## Serving the community in new ways



**540**

Library Programs  
(in-person & remote)



**329,874**

Downloads + views from  
online resources



**24/7**

Service with BPL  
Library Express Locker

# Meeting the demand for internet access



**10,247**

Library Computer & Wi-Fi  
sessions

**40** hotspots available

**399** checkouts

**134,064** hours of internet

## FY22 BUDGET EXPENDITURES

Excluding personal services and uncontrollable costs, there are no significant changes to the FY23 operations and maintenance budget from the FY22 budget.

## FUND BALANCE FY23 PROJECTION

Projected FY23 Fund Balance	\$4,281,424
FY23 projected revenues	\$4,287,631
FY23 projected expenses	\$4,194,563
Less Obligated Cash Reserves	
25% of Current Year Expenditures	\$1,048,641
Payout (Sick/Vacation & Retirement)	\$100,000
Building Maintenance Fund	\$500,000
Unobligated Available Cash	\$2,725,851

# REVENUE

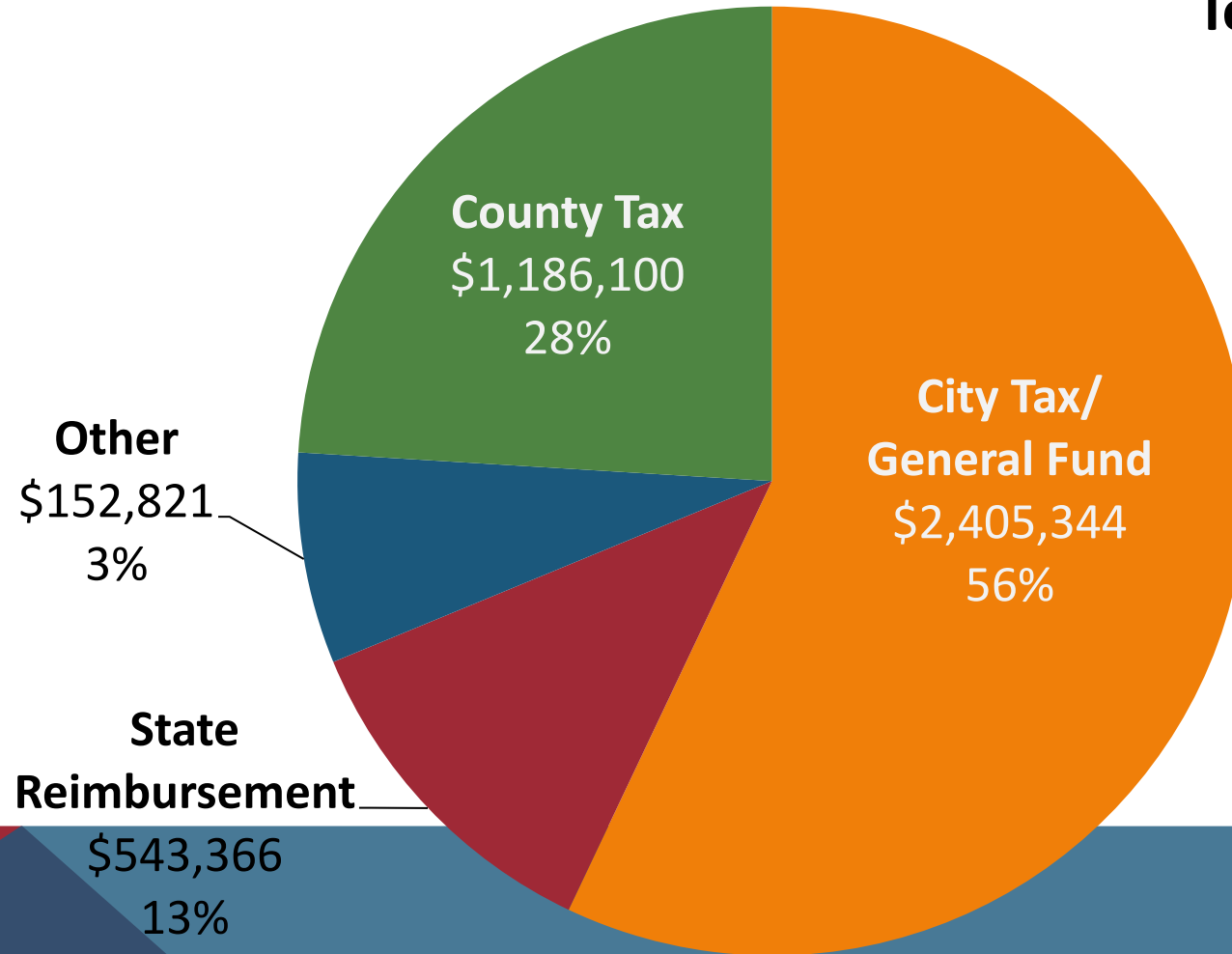


The FY23 estimated revenue is \$4,287,631.

The largest revenue change is projected increases in City/County Property Tax Revenues (\$89,214).

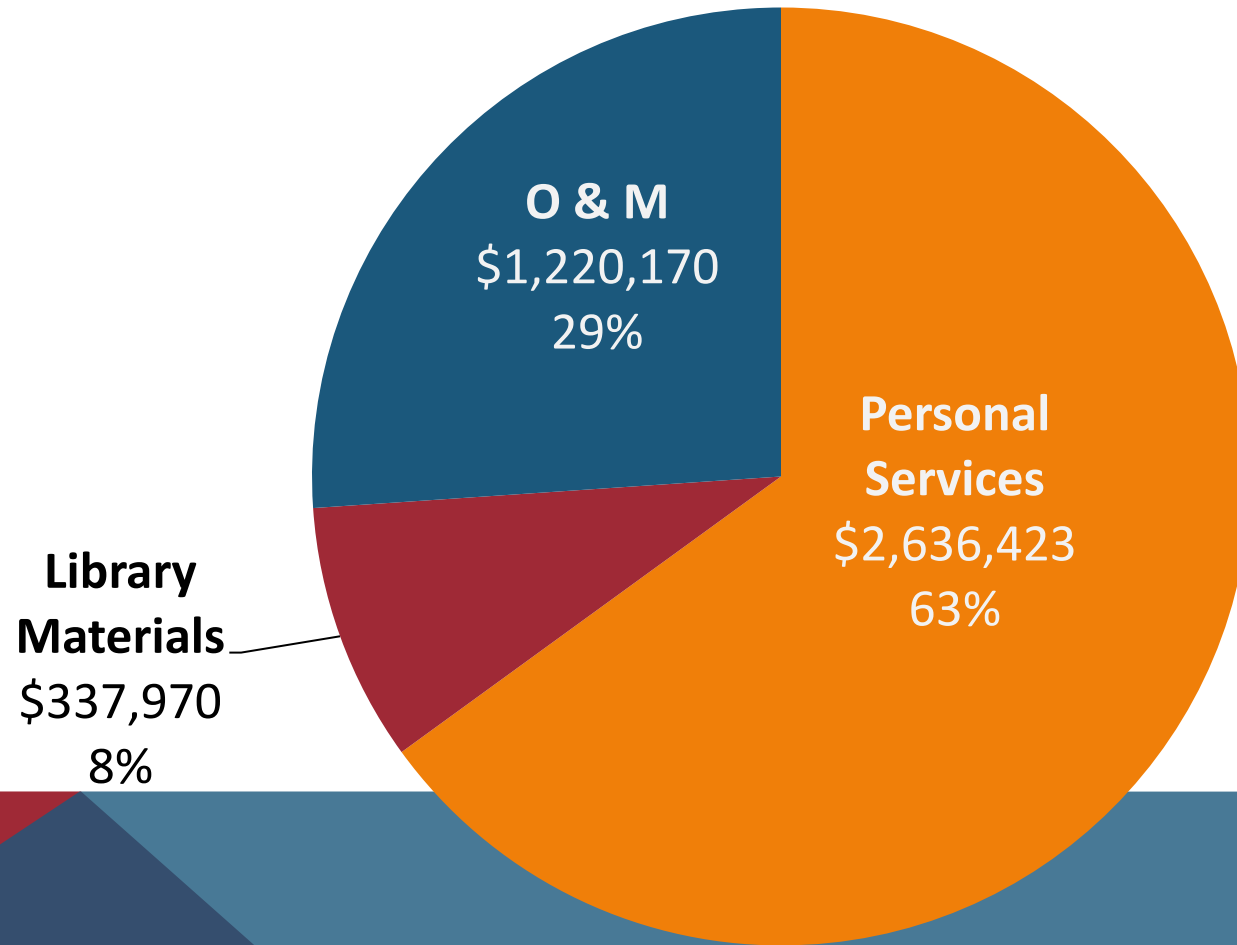
# REVENUE

**Total Revenue:  
\$4,287,631**



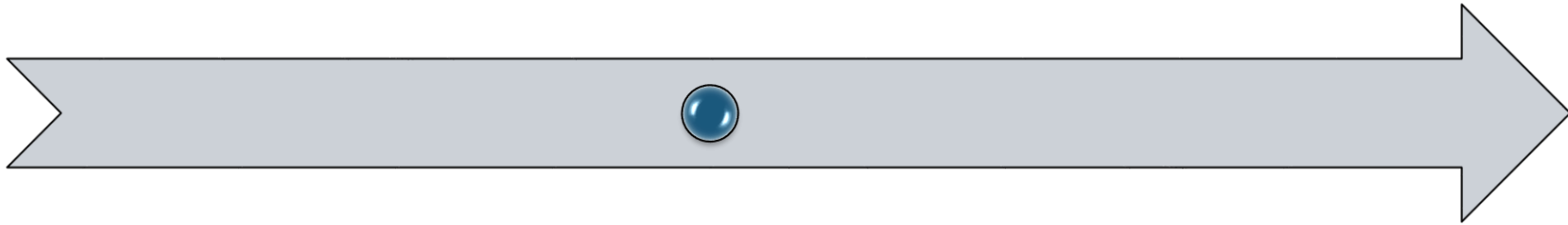
# EXPENDITURES

**Total  
Expenditures:  
\$4,194,563**



# CAPITAL

There are no capital requests



# BILLINGS PUBLIC LIBRARY

