

May 1, 2023 City Council Work Session Q&A

Question: What internal Charges for Services are paid for from tax revenue?

Answer: Internal Charge for Service Revenue consists of budgeted revenue that is charged to departments rather than outside users. This includes Fleet, IT, and Facilities. The amount of revenue that is generated from tax supported services is \$5.3 million (Admin, Mayor & Council, PRPL, Finance, HR, Legal, Court, etc.). The total revenue that is generated to support those services is \$14.8 million.

Question: What is the value of 1 mill, what does it cost the median home, and what is the median home value?

Answer: The budget is built on the assumption that 1 mill will generate \$263,000 in tax revenue, will cost the median home \$3.75 per year per mill, and the median home value is assumed to be \$277,800, which is 19% higher than the current median home value. This is because property tax valuations are assumed to increase somewhere between 19% - 29%.

Question: How much cash on hand is in our Tax Increment Districts?

Answer: The budget pages for each Tax Increment fund shows actual fund balance for each district (proposed budget pages 247-249) for FY21 & FY22 and estimated fund balance for FY23 & FY24. Fund balance is not the same as cash on hand, but it is largely made up of cash on hand. Current cash on hand in each district is the following:

Downtown - \$2,117,046.59

South - \$5,603,436.22

East - \$1,344,168.38

Question: I'd like to see information on the Mental Health and Substance Abuse dollars from the PSML.

Answer:

During the May 1st work session there were many questions asked about the Public Safety Mill Levy that has been set aside for addressing the causes of crime related to Mental Health and Substance Abuse. I wanted to provide additional information so there is more understanding about what was budgeted and what is available.

First, the Public Safety Fund (page 246 of the FY24 proposed budget) includes the revenue and expenses associated with these funds. This is reported this way because the mill levy authorizing this was from the Public Safety Mill Levy. The Council amendment that was adopted as part of the FY23 budget said the following:

“The revenue generated from those mills, plus \$400K of the anticipated cannabis tax revenues should be placed in an accounting fund explicitly designed for improving public safety and reducing crime in our community through programs addressing substance abuse, mental and behavioral health, housing essential to public safety, and related support services.”

As a result of this action, the Finance department established the accounting fund 1510 to track these funds separately from the other Public Safety Funds in 1500. However, with respect to budgeting and financial reporting, these have been combined.

Below I have provided some charts showing, in more detail, the FY24 budget by fund number (1500 & 1510), which you can see combine to the total provided for the Public Safety Fund in the proposed budget.

Additionally, there were questions related to the potential ending fund balance as a result of unused budget in this fund. The money that has been collected from these mills and marijuana revenue will remain in the 1510 fund, consistent with Councils direction, will be used for reducing crime in our community through the approved programs. As such, I've also provided estimates on what revenue and expenses we should expect to see in FY23 related to this fund.

FY 2024 Public Safety Fund Budget Detail

PUBLIC SAFETY FUND	1500	1510	TOTAL PS FUND
Revenue			
Taxes (property & marijuana)	30,120,042	821,971	30,942,013
Charge for Service	2,607,756		2,607,756
Fines And Forfeitures	34,800		34,800
Intergovernmental	3,796,880		3,796,880
Investment Earnings	4,400	600	5,000
License And Permits	34,200		34,200
Other Financing	110		110
Transfer In	19,606,749		19,606,749
Miscellaneous	52,100	65,000	117,100
Revenue Total	56,257,037	887,571	57,144,608
Expense			
Personal Services	45,438,655	153,130	45,591,785
Operation and Maintenance	8,070,786	700,600	8,771,386
Capital Outlay	579,734		579,734
Debt Service	312,294		133,205
Transfer Out	1,855,568		1,855,568
Expense Total	56,257,037	853,730	57,110,767

This table shows the FY24 budget by accounting fund. Currently there is \$33,841 more budgeted revenue than budgeted expenses in the 1510 fund. I noticed while preparing this table that I only assumed levying property tax revenue of \$452,971 and receiving marijuana revenue of \$369,000. The property tax amount equals about 1.72 mills, (assuming 1 mill equals \$263,000). This is less than the total 2 mills that had been approved in FY23 as I had originally assumed a 5% increase in tax revenue when preparing the FY24 budget.

**FY2023 Budget and Estimated Actual Mental
Health and Substance Abuse Dollars**

PUBLIC SAFETY FUND (MH/SA) Portion	Budget	Estimated Actual
Revenue		
Property Taxes	432,452	431,558
Marijuana Taxes	432,500	163,683
Investment Earnings	0	0
Revenue Total	864,952	595,241
Expense		
Personal Services	133,600	0
Operation and Maintenance	596,400	185,500
Capital Outlay	70,000	61,237
Expense Total	800,000	246,737

By Program	Budget	Estimated Actual
Expense		
Crisis Response Units	237,530	70,237
Low-Barrier Shelter	221,250	164,000
Montana Rescue Mission	76,700	0
Substance Abuse Connect	0	10,000
Drug and Alcohol Symposium	0	2,500
Undefined	264,520	0
Expense Total	800,000	246,737

These tables show the FY23 budgeted and estimated actual funds for Mental Health and Substance Abuse. The top table shows by revenue and expense classification and the bottom table shows the expenses by program. In FY23 the City Council authorized utilization of \$200,000 of marijuana tax revenue to be used towards the new city hall project. As such, you will notice that the anticipated actual marijuana revenue is quite a bit less than what was budgeted. At this point in time we have not received the final pay request for the Low Barrier Shelter, which is the largest unknown amount remaining to be paid from the FY23 budget.

Based upon these estimates it is likely that we will end the fiscal year with \$348,504 in unused ending fund balance.

May 9, 2023 City Council Work Session

Police Department

Question: How many E-Cite systems should we be looking to implement, how much are they?

Answer: E-Cite program much further along than I realized. We have 40 ordered and 3 more will outfit the fleet. Includes software, hardware, licensing. There is a balance in the E-cite fund. Usage at your discretion.

Question: What is the “next” best thing in law enforcement technology and training that we should implement?

Answer: Stand-alone training complex that can accommodate all scenarios the PD faces. Classrooms, mat room for defensive tactics, hallways, stairs, K-9, EOD, SWAT. Large space for indoor vehicle stops.

Increased training/supply budget to support advanced training/bring in outside trainers.

Increased technology budget to support existing equipment and increasing costs.

FTE assigned to 911 center. Create a Crime Information Center to give real-time information to officers responding to calls. Will provide intelligence support for detectives on crime scenes.

New FTE. A full-time range master will save on significant overtime, better manage supplies, allow personnel to remain on shift.,

New FTE. Hire civilian background investigators. That will save overtime and in-lieu time of officers pulled off their shift to conduct backgrounds. Much cheaper and probably a full time job.

Legal

Question: How many unfiled charges or warrants do we have right now?

Answer: Currently, the unfiled cases total 685 to date. This is only a snapshot taken on this day (May 11, 2023), but the breakdown of these cases is as follows:

DV unfiled cases referred in 2022:	349
DV unfiled cases referred in 2023:	141
Non-DV unfiled cases pre-2023:	49
Non-DV unfiled cases referred in 2023:	<u>146</u>
Total:	685

Court

Question How do our recidivism rates compare to other treatment courts? Can we improve it?

Answer: According to the National Center for DWI Courts, courts across the Nation reduce recidivism by 60%. Here in Montana the latest data shows that Montana drug courts are around 68.2%, higher than

the national average. The latest data gathered for 2023 puts the Billings Adult Municipal Treatment Courts above that average both nationally and at State level.

There is always room for improvements. Currently and historically our least successful court is our co-occurring court which deals with individuals that have both mental illness and addiction. We are seeing a higher number of individuals in the courts and jails with more severe mental illnesses like schizophrenia and bi-polar. Billings Municipal Treatment Court is the only co-occurring court in Billings and the surrounding area. We have just partnered with the Mental Health Center for treatment needs. Sometime an individual's mental health keeps them from succeeding in a traditional treatment court setting that is mainly focusing on the addiction. The shift to the Mental Health Center for these co-occurring participants may be the missing piece to their success in the program.

Question: Do we know the recidivism rates after 5 years with our treatment courts?

Answer:

2016-2021

DUI Court- 89 participants: 65 were successful and 24 were unsuccessful in the program.

DUI COURT - **Successful Completion** had a much lower **re-offense** rate during this time period with 15 of the 65 graduates convicted of a new crime or 23%. Conversely 77% of those did not.

DUI COURT - **Unsuccessful Completion** had a much higher **re-offense** rate during this time period with 20 of the 24 unsuccessful participants being convicted of a new crime or 83%. Conversely 17% of those did not.

Drug Court- 41 participants: 15 were successful and 26 were unsuccessful in the program.

Drug COURT - **Successful Completion** had a much lower **re-offense** rate during this time period with 3 of the 15 graduates convicted of a new crime or 17%. Conversely 83% of those did not.

Drug COURT - **Unsuccessful Completion** had a much higher **re-offense** rate during this time period with 19 of the 26 unsuccessful participants being convicted of a new crime or 73%. Conversely 27% of those did not.

Co-Occurring Court- 60 participants: 26 were successful and 34 were unsuccessful in the program.

Co-OccurringCOURT - **Successful Completion** had a much lower **re-offense** rate during this time period with 2 of the 26 graduates convicted of a new crime or 7%. Conversely 93% of those did not.

Co-OccurringCOURT - **Unsuccessful Completion** had a much higher **re-offense** rate during this time period with 20 of the 34 unsuccessful participants being convicted of a new crime or 58%. Conversely 42% of those did not.

Question: How do we increase participation in treatment court?

Answer: **Currently we are dealing with offenders receiving things like house arrest and sheriff's labor detail in lieu of jail time. Reduced or no jail time is 96% of the reason that participants come into a drug

court initially. When you take away the threat of Jail, due to overcrowding it makes a big impact on participation in treatment courts, especially misdemeanor courts.

There is a lot of time and effort put forth by the individuals who choose Treatment Court over a traditional. We are looking to provide more incentives for those that choose treatment court. Currently here are some of the ones that we are providing- court paying ½ monitoring fees (probation), fines reduced, driving privileges back sooner, bus passes to get them to appointment and treatment, gas cards, food cards, funding to help with emergency childcare. **Some of these incentives are only temporary due to funding.**

We recently did a phase restructure for the program, decreasing the number of days in the program from 14 months to 1 year, to align more with the court's jurisdiction.

We are doing telehealth with the surrounding areas for those without treatment court access. We are sending letters to the jail for those inmates with qualifying charges and who may benefit from the program.

We have also done presentations with OPD, reached out to private attorneys, updated the cities web page, and made it easier for anyone to get or be referred to the courts.

May 15, 2023 City Council Work Session

Facilities

Question: The overview states that there is a decrease in Personal Services of \$36,141.27 but the budget shows an increase of \$53,372, why don't these match?

Answer: This appears to be an error in the overview, an amount that was not updated before finalizing for Council. The Personal Services amount in Facilities is increasing \$53,372, as indicated on the budgeted expenditures chart on page 26.

Question: I would like to see additional information on the staffing requests, specifically those related to the additional position for Fire Station maintenance.

Answer:

Staffing Request

Facilities Maintenance Support II that is budgeted and submitted on Budget Overview is for the Facilities Division component that manages BOC, City Hall (existing and future), and YVAS.

FY23 staffing was 8.3. Facilities Superintendent role was eliminated. Facilities Manager went from 0.3 to 1.0 as Jessica Fust who was in that position as 0.3 is now solely staffed as Building Official (former role was Building Official at 0.7 and Facilities Manager at 0.3). John Caterino is now the 1.0 Facilities Manager. This reorg happened in January 2023.

Facilities Maintenance Support II role had a staff that retired in December 2022, and that role was reclassified to Facilities Maintenance Support I, hence 3.0 in FY23 and 4.0 in FY24. Additionally, one of the other Facilities Maintenance Support II was reclassified to Lead Facilities Maintenance Technician. As such, we moved from 3.0 Facilities Maintenance Support II to 1.0 in January of 2023.

This aligns with current staffing level at 8.0 staff with a requested additional Facilities Maintenance Support II for FY24 totaling 9.0 staff.

Facilities Maintenance Support II that is an additional new request is for the Fire Department but will be managed by Facilities Division. This is a new position that will be created. Multiple staff currently fulfill this role: firemen, Battalion Chief, Assistant Fire Chief, Facilities Specialist, Facilities Manager. These roles triage issues and mobilize vendors as needed. The creation of this Maintenance Support II would fulfill that City Staff and vendor role for triage and repairs.

With this additional Facilities Maintenance Support II FTE request Facilities would be at 10.0 proposed for FY24.

Airport

Question: The projects in the FY24 budget does not appear to match the projects laid out in the FY24 CIP. Please provide additional information showing which projects have been moved around.

Answer: The table below shows the projects that are included in the FY24 Budget and how they align with the FY24 CIP:

Project Name	FY 2024	FY2024 CIP	FY2024 Budget	Justification
Fuel Farm Expansion	100,000	x		Postponed – Moved to FY25 while new FBO (Beacon) is completing their fuel farm implementation.
Move East Stair Tower to Open Up Ticketing Lobby	800,000	x		Postponed – Moved to FY27 to allow completion of Airport Master Plan to determine additional Terminal improvements.
Reconstruct the Commercial Air Carrier Parking Ramp	3,333,000	x		Postponed – Prioritized Ramp Replacement Schedule 4 to support new Concourse B use. For operations reasons, cannot have multiple ramp projects ongoing and impacted simultaneously.
Remodel Ticket Counters	100,000	x		Removed – Will include in future Terminal redevelopment based on Master Plan recommendations..
Terminal Building Expansion Construction	6,000,000	x		Advanced - Funded in FY23.
Terminal Access Road Rehab	300,000	x		Modified – Moved FY25 funding to FY24.
Airport Master Plan Update	800,000		x	Advanced - Included in the CIP as a FY25 project; moved to FY24 to begin the master planning process sooner.
Mid-Field Service Road	400,000		x	Advanced - Relocation of road required for new FBO (Beacon) hangar and ramp development, currently underway.
Cargo Ramp	1,800,000		x	Advanced – Required to facilitate existing cargo pad reconstruction.
Ramp Replacement (Sch 4)	2,850,000		x	Advanced - Prioritized Ramp Replacement Schedule 4 to support new Concourse B use. For operations reasons, cannot have multiple ramp projects ongoing and impacted simultaneously.
Terminal Access Road Rehab	1,388,000		x	Modified – Moved FY25 funding to FY24.
Upgrade Regulators in Airfield Lighting Vault	175,000		x	New – Identified potential for failure of these critical components.
IP-9 Window Replacement	200,000		x	Advanced – Identified need to move up window replacement project in leased building.

Question: How are destinations for the SCASDI grant selected?

Answer: I worked with community groups and the Chamber of Commerce air service development committee to prioritize top unserved markets for the SCASDP grant application. Significant community support was needed to raise \$750,000 in private sector local match funding for the grant. The airport is not allowed to use airport-generated revenue for revenue guarantee to airlines (see attached explanation of top unserved markets).

Question: Please provide corrected staffing sheet for Airport.

Answer: The staffing table included in the proposed budget did not demonstrate the additional FTE for the Airport Police Officer. An updated chart is provided below:

AIRPORT STAFFING AUTHORIZATION				
POSITION	ACTUAL FY 21	ACTUAL FY 22	BUDGET FY 23	PROPOSED FY 24
AVIATION & TRANSIT DIRECTOR	0.8	0.8	0.8	0.8
ASSISTANT AVIATION DIRECTOR	0.9	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	0.5
IT SPECIALIST	-	-	1.0	1.0
AIRPORT POLICE SUPERVISOR	1.0	1.0	1.0	1.0
AIRPORT POLICE OFFICERS	8.0	8.0	8.0	9.0
POLICE SUPPORT SPECIALIST	1.0	1.0	1.0	1.0
ARFF/AIRFIELD MAINT. WORKER	14.0	15.0	15.0	16.0
EQUIPMENT OPER/MAINT. WORKER	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>
TOTAL	<u>54.7</u>	<u>55.2</u>	<u>56.2</u>	<u>57.2</u>

Transit

Question: Provide updated staffing sheet and information on the 5 additional FTE’s in the FY24 budget that were not present in the originally adopted FY23 budget.

Answer: On November 11, 2022, the City Council approved the Transit Development Plan. The staff memo, and approved plan, indicated that “Full implementation is estimated to require an additional five (5) Transit Operator positions and will result in the addition of over 250,000 revenue miles annually”.

With the adoption of the plan and intended implementation beginning in FY23, Transit is intending to begin filling these positions so that implementation can begin in July 2023. These positions were not included in the total FTE chart as newly requested FY24 positions, as they were part of the Transit Development Plan approved mid-year FY23.

The staffing sheet included in the FY24 proposed budget was not updated to reflect the 5 FTE, but the estimated expenditure amounts are correct and do include these positions. The correct staffing sheet is provided below.

TRANSIT STAFFING AUTHORIZATION

POSITION	ACTUAL FY 21	ACTUAL FY 22	BUDGET FY 23	PROPOSED FY 24
AVIATION & TRANSIT DIRECTOR	0.2	0.2	0.2	0.2
ASSISTANT AVIATION DIRECTOR	0.1	0.1	0.1	0.1
TRANSIT MANAGER	1.0	1.0	1.0	1.0
TRANSIT SUPERVISOR	3.0	4.0	3.0	2.0
ROAD SUPERVISOR	-	-	2.0	3.0
MARKETING SPECIALIST	-	0.5	0.5	0.5
TRANSIT PLANNING & DEVELOPMENT COORD.	1.0	-	1.0	1.0
PC SUPPORT SPECIALIST	-	-	0.5	0.5
TRANSIT/PARATRANSIT OPERATORS	34.0	34.0	41.0	46.0
ADMINISTRATIVE SUPPORT III	1.0	1.0	1.0	1.0
TRANSIT SERVICE WORKER	1.0	2.0	1.0	1.0
MECHANIC II	2.0	2.0	3.0	3.0
MECHANIC I	1.0	1.0	-	-
ADMINISTRATIVE SUPPORT I	1.0	-	-	-
PARATRANSIT COORDINATOR	1.0	-	-	-
FACILITIES MAINT MECHANIC	-	-	1.0	1.0
ON CALL TRANSIT/PARATRANS OPR	6.3	6.3	-	-
LEAD TRANSIT SERVICES DISPATCHER	1.0	-	-	-
TRANSIT SERVICES DISPATCHER	<u>2.0</u>	<u>4.0</u>	<u>4.0</u>	<u>4.0</u>
TOTAL	<u>55.6</u>	<u>56.1</u>	<u>59.3</u>	<u>64.3</u>

May 16, 2023 City Council Work Session

Building

Question: Can you provide a fee comparison schedule and calculation for building permits?

Question: Can we reduce building permits by a specific building type, or does it have to be equal across all sectors?

PRPL

Question: Can you provide information on the senior services activities and costs?

Answer: 3% (\$296,367) of the overall Parks and Recreation FY24 budget provides over 350 senior adults weekly access to a variety of wellness programs and activities at the Community and Senior Center. The focus is to provide and enhance programs that benefit the physical, mental and emotional well-being of seniors in our community. The Parks and Recreation website outlines the variety of wellness and fitness programs for seniors and can be viewed by clicking this link

<https://www.billingsparks.org/programs/program-directory/> then selecting **Adults 55+** and **Fitness Programs**. In addition, staff offers other programs and related services including Discovering Nutrition, Cooking for 1 or 2, and Healthy Cooking on a Budget, as well as many social games and activities such as Pinochle, Bingo, Scrabble, Shanghai Rummy, Oil Painting, Watercolor Painting and Woodcarving. Most activities do require a nominal fee to participate, which helps cover the direct costs associated with each activity. The Department implemented a Senior Scholarship fund in 2017 to assist those who would otherwise not be able to afford the registration fees.

In 2022 enrollment increased by 35% in wellness and fitness programming for seniors. Some of that increase is due to our growing partnership with the Adult Resource Alliance of Yellowstone County. The City's Recreation Staff provides the expertise and leadership to expand current programming to both Alliance locations, 935 Lake Elmo Drive and 1505 Ave. D, making the wellness programs more accessible for those in the Heights and on the Westend. The City's Recreation & Wellness Specialist holds licenses and certifications in all areas of senior fitness and wellness programming and the Recreation and Wellness Support staff is certified in senior fitness and yoga.

Question: Will there be any adjustments to Recreation fees to fund this years budget?

Answer: We have started to implement fee increases for programs this summer and are reflected in the FY24 Revenue Budget. We will continue to do so over the course of the year and will bring a Fee Adjustment resolution to Council later this year for pool admission fees, shelters, permits, etc.

Planning, Community Development, and Code Enforcement

Question: What are the number of zone changes from the past few years compared to more recent, have we seen a reduction as a result of the ReCode?

Answer: The adoption of Project Re:Code was not reduce the number of zone changes although I know previous CM Ewalt had hoped this might be the case. Zone changes by nature will always be a consistent

application type as property is redeveloped into new uses. Zoning codes cannot anticipate all future uses, especially as land is redeveloped and annexed into the City of Billings. Zone changes are part of the land entitlement process and it is expected this application type will continue especially with the growth and housing pressures our community is facing.

Project Re:Code has reduced the number of special reviews and variance but not by drastic measures. Variances have declined slightly. This is likely because many previously nonconforming lots are no longer non-conforming. No longer having requirements like minimum lot size and increases in allowable lot coverage are likely influencing this. However, like anything, old requests are replaced with new requests. With stricter site design requirements we are seeing some variances still for setbacks, garage location, etc.

Special reviews have declined. This is likely because the catch all Community Commercial zone no longer exists and there are more appropriate zones for proposed uses. Meaning people are seeking zones that allow a development type by right and following use standards.

Year	Zone Change	Special Review	Variance
2017	11	9	23
2018	10	12	20
2019	2	8	14
2020	12	7	18
2021	18	5	16
2022	16	1	17
2023	9	3	13