

****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 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.)* Channel 7 or Channel 978 - TDS Fiber.
 - Online at www.comm7tv.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 and click on "Watch Meetings Online" on the homepage.
 - In-Person.

Citizens may submit public comment via the following methods:

- Mail: City Clerk, P.O. Box 1178, Billings, MT 59103
- Email: 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

Please contact Denise Bohlman, City Clerk, at bohlmand@billingsmt.gov, or at 406.657.8210, with any questions.



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

**CITY COUNCIL
REGULAR BUSINESS MEETING**

COUNCIL CHAMBERS

**AGENDA
JUNE 10, 2024**

5:30 P.M.

CALL TO ORDER: Mayor Cole

PLEDGE OF ALLEGIANCE: Mayor Cole

INVOCATION: Councilmember Rupsis

ROLL CALL: Councilmembers present on roll call were: ☐ Shaw, ☐ Gulick, ☐ Neese, ☐ Owen, ☐ Joy,
☐ Kennedy, ☐ Aspenlieder, ☐ Tidswell, ☐ Boyett, ☐ Rupsis

MINUTES: May 28, 2024

COURTESIES:

PROCLAMATIONS:

COUNCIL REPORTS:

ADMINISTRATOR REPORTS - CHRIS KUKULSKI

PUBLIC COMMENT on "NON-PUBLIC HEARING" Agenda Items: 1 ONLY. Speaker sign-in required.
(Comments are limited to three (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. Comments on items listed as public hearing items will be heard ONLY during the designated public hearing time for each respective item. For items not on this agenda, public comment will be taken at the end of the agenda.)

1. CONSENT AGENDA -- Separations:

A. Bid Awards:

- 1. W.O. 23-45: Street and Traffic Remote Breakroom.** (Opened 5/7/24) Recommend Yellowstone Basin Construction.
- 2. W.O. 23-45: Street and Traffic Remote Salt Storage Building.** (Opened 5/7/24) Recommend Greystone Construction.

B. Amendment to Subdivision Improvement Agreement for Whisper Ridge Subdivision.

C. Donations to the Public Library from Town Pump Charitable Foundation and Friends of the Library.

D. Preliminary Plat Extension for High Sierra Subdivision, 20th Filing.

E. Final Plat of Zimmerman Home Place Subdivision, 4th Filing.

F. Second/Final Reading Ordinance for Zone Change 1041: text amendments to zoning regulations.

G. Second/Final Reading Ordinance for Zone Change 1047: located on the west end of Rimrock Road.

H. Bills for the Weeks of:

1. May 6, 2024
2. May 13, 2024

Recommended Motion: I move to approve the items of the Consent Agenda as submitted, with the exception of items moved for separation.

REGULAR AGENDA:

2. **PUBLIC HEARING AND RESOLUTION** approving and adopting the FY25 budget. Staff recommends approval.

Recommended Motion: Having conducted a public hearing, considered written and spoken public testimony, I move to approve a Resolution approving and adopting the FY25 budget, as recommended by staff.

3. **PUBLIC HEARING AND RESOLUTION** to donate property to Phase II Homeowners Association in Whisper Ridge Subdivision. Staff recommends approval.

Recommended Motion: Having conducted a public hearing, considered written and spoken public testimony, I move to approve a Resolution to donate property to Phase II Homeowners Association in Whisper Ridge Subdivision, as recommended by staff.

4. **PUBLIC HEARING AND RESOLUTION** approving and adopting the water resale rate. Staff recommends approval.

Recommended Motion: Having conducted a public hearing, considered written and spoken public testimony, I move to approve a Resolution approving and adopting the water resale rate, as recommended by staff.

5. **PUBLIC HEARING AND RESOLUTION** setting FY25 Storm Sewer fee rates. Staff recommends approval.

Recommended Motion: Having conducted a public hearing, considered written and spoken public testimony, I move to approve a Resolution setting FY25 Storm Sewer fee rates, as recommended by staff.

6. **PUBLIC HEARING AND FIRST READING ORDINANCE** amending Billings, Montana City Code (BMCC), Article 22-800, Storm Sewers, as recommended by staff.

Recommended Motion: Having conducted a public hearing, considered written and spoken public testimony, I move to approve First Reading Ordinance amending BMCC, Article 22-800, Storm Sewers, recommended by staff.

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.)*

COUNCIL INITIATIVES:

ADJOURN:

Council Chambers are readily accessible to individuals with physical disabilities.

For more information or to make requests for special arrangements, please contact the City Clerk's Office at 657-8210 or e-mail bohlmand@billingsmt.gov, 72 hours prior to the meeting date.

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**\* Quasi-Judicial** -- *Caution must be exercised concerning any potential ex parte communications with interested parties. This policy-making body may exercise approval or other adjudication authority which is "judicial" because it directly affects the legal rights of a person.*



**City Council Regular**

**Date:** 06/10/2024  
**Title:** W.O. 23-45: Street & Traffic Remote Breakroom, Bid Award  
**Presented by:** Debi Meling  
**Department:** Public Works  
**Presentation:** No  
**Legal Review:** Not Applicable  
**Project Number:** N/A

**RECOMMENDATION**

Staff recommends the City Council award a contract to Yellowstone Basin Construction for WO 23-45: Street & Traffic Remote Breakroom, in the amount of \$325,103.

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

The FY24 Capital Improvement Plan and FY24 budget both include the construction of two additional structures at an existing PW site located off of Airport Road and east of the newly built NorthWestern Energy sub-station. The new structures include a new salt storage building and a breakroom addition to the existing shop building. This contract is for the breakroom addition.

Street and Traffic staff take allowed breaks while they are working in the field, but currently the only facility available close to the Heights and northern part of the city is a portable restroom located at the Airport Road site, which is not practical during cold winter conditions. Traveling back to existing city facilities can be a substantial distance from where staff are working, resulting in inefficiencies. Adding the breakroom saves about 40 bathroom breaks per 12-hour shift. The new breakroom will be constructed as an addition to the existing shop building at the Street and Traffic site, south of the airport. It will include a unisex restroom, cupboards/counters, a sink, space for a refrigerator, and tables and chairs to accommodate 12-14 employees. There is no water or sewer service at this site, so the breakroom will utilize a cistern for potable water and an underground holding tank for sanitary sewer. There is already an electrical service at this location. This contract includes upgrading the electrical service for the breakroom, as well as extending electrical service to the new salt storage building. One end of the breakroom addition will include a separate room to be used for training and testing as part of the Public Works CDL (Commercial Drivers License) certification program. In addition, personnel from other work groups will be able to utilize the breakroom when they are working in the area.

The new salt storage building will provide storage of salt and other materials used for street maintenance. This building is being contracted separately from the breakroom, and is being presented for Council approval as a separate item on this agenda.

W.O. 23-45 was advertised April 12, April 19, April 26, and May 3, 2024, in the *Yellowstone County News* and on the City's website. Bids were opened May 7, 2024. Four bids were received. Yellowstone Basin Construction submitted the lowest responsible bid.

**ALTERNATIVES**

City Council may:

- Award a construction contract to Yellowstone Basin Construction for the amount of \$325,103; or
- Not award a contract and reject all bids. If the bid is not awarded, Street & Traffic personnel will continue operating without a remote breakroom and restroom facilities, resulting in reduced productivity due to having increased travel time to other city facilities to take breaks.

**FISCAL EFFECTS**

The following bids were received:

| Bidder (Contractor)            | TOTAL Bid Amount |
|--------------------------------|------------------|
| Yellowstone Basin Construction | \$325,103.00     |
| Golden Eagle Construction      | \$343,000.00     |
| TW Ridley                      | \$346,300.00     |
| Diamond Construction           | \$402,350.00     |

The breakroom and the salt/sand storage facility project was budgeted in FY24 using Street Maintenance District #2 Funds in the amount of \$950,000. There are adequate funds to award this contract.

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**City Council Regular**

**Date:** 06/10/2024  
**Title:** W.O. 23-45: Street & Traffic Remote Salt Storage Building, Contract Award  
**Presented by:** Debi Meling  
**Department:** Public Works  
**Presentation:** No  
**Legal Review:** Not Applicable  
**Project Number:** N/A

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**RECOMMENDATION**

Staff recommends the City Council award a contract to Greystone Construction for WO 23-45: Street & Traffic Remote Salt Storage Building, in the amount of \$467,755.

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

The FY24 Capital Improvement Plan and FY24 budget both include the construction of two additional structures at its existing site located off of Airport Road and east of the newly built NorthWestern Energy sub-station. The new structures include a new salt storage building and a breakroom addition to the existing shop building. This contract is for the salt storage building. A separate contract for the breakroom addition is being submitted for Council approval as a separate item on this agenda.

The Street and Traffic Division currently has only one large enclosed building that stores various materials used for street maintenance. This building is located at the BOC (Billings Operations Center). There is no building to provide sufficient remote storage of materials, which creates inefficiencies in trying to maintain roads that are a substantial distance from the BOC, i.e. in the Heights. A new storage building at this remote site will improve the resiliency of Street & Traffic operations by increasing their overall storage capacity by over 40% for the sand and salt mixtures. During large storm events, they will have more material on hand, removing the potential of having to wait for a long delivery of additional materials. This will allow Street & Traffic to provide the expected level of service when the roads need it most.

This contract provides for the procurement and installation of a 65-foot X 98-foot structure designed to store road maintenance materials. It has steel trusses supported by concrete pier foundations and covered with a high-strength polyethylene fabric. There are panels around the inside perimeter for materials to be piled against and to maximize the storage capacity. A row of panels is also used to separate the space into two storage bins, allowing different materials to be stored inside. The building will have overhead lights and outlets available to plug in equipment during cold conditions.

Public Works is using a Sourcewell cooperative contract for the purchase to maximize the available budget and achieve a schedule to have the building available for operations for the 2024-2025 winter.

**ALTERNATIVES**

City Council may:

- Award a construction contract to Greystone Construction for the amount of \$467,755; or
- Not award a contract, which will result in Street & Traffic continuing to operate without a remote storage facility and having to travel more than twice the distance to obtain road maintenance materials from the BOC.

**FISCAL EFFECTS**

The breakroom and salt/sand storage facility project was budgeted in FY24 using Street Maintenance District #2 Funds in the amount of \$950,000. There are adequate funds available to award this contract.

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## City Council Regular

**Date:** 06/10/2024  
**Title:** Amendment to Whisper Ridge Subdivision SIA  
**Presented by:** David Green  
**Department:** Planning & Community Services  
**Presentation:** No  
**Legal Review:** No  
**Project Number:** N/A

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### RECOMMENDATION

Staff recommends the City Council approve the proposed Amendment to Whisper Ridge Subdivision SIA.

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

On May 3, 2024, Planning received a request to amend the storm water section of the SIA for Whisper Ridge Subdivision. The agreement in the original SIA regarding the storm water pond, states the maintenance is to be done by The City of Billings. With the proposed amendment to the SIA, the Whisper Ridge Subdivision, Phase II, homeowners association (HOA) will be responsible for the maintenance of the storm water pond. The only change to the SIA is who maintains the storm water pond. The rest of the existing SIA stands as originally agreed with the existing Waiver. See Attachment, Proposed Amendments to SIA.

City of Billings Subdivision Regulations outline the procedure required to submit and process a proposed amendment to final documents. Below is the section and requirements for amending final documents.

### Section 23-1103. Corrections or Vacations of Recorded Final Plats and Supporting Documents.

B. Corrections to a recorded Subdivision Improvements Agreement (SIA) or other supporting document of the final plat to which the City Council is party, may be submitted provided that they do not significantly alter the original approval. Requests to alter a recorded SIA or supporting document shall follow these procedures:

1. A written request to amend the recorded document shall be submitted to the Planning Department.
2. The request will be circulated for review by the agencies affected by the proposed amendment. The Planning Department will, in consultation with the affected agencies, submit a recommendation to the City Council.
3. A public hearing may be required based on the information received by the reviewing agencies. Notice of the public hearing shall be given in accordance with these regulations.
4. The City Council may approve the request if it does not significantly alter the original approval and does not conflict with the review criteria set forth in these regulations.

The City of Billings Engineering division and the applicant have agreed the HOA will maintain the storm water pond. A public hearing was not required for this amendment as it only changes who maintains the storm water pond. See Attachment, Requesting Amendments to the SIA.

### ALTERNATIVES

City Council may:

- Approve; or,
- Not Approve

### FISCAL EFFECTS

Approval or denial of the proposed SIA change will not have an effect on the Planning Division budget.

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### Attachments

Requesting Amendments to the SIA  
Proposed Amendments to SIA  
Signed Amendments to SIA

## MEMORANDUM

**To:** Dave Green, City of Billings Public Works  
**From:** Dominic Neameyer, PE  
**Date:** 5/6/2024  
**Reference:** Whisper Ridge SIA Revisions

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On behalf of Buscher Construction & Development, I am requesting modifications to the Subdivision Improvement Agreement (SIA) for the Whisper Ridge Subdivision. The modification to the SIA creates a Homeowners' Association for phase two of the subdivision. The necessity of this modification is to alleviate the City of Billings of management and maintenance of the storm water detention lot, which the HOA will be responsible for.

## **V. STORM DRAINAGE**

All storm drainage improvements shall comply with the provisions of Section 23-407, BMCC, and the provisions of the City of Billings Stormwater Management Manual, February 2011. Because the City of Billings storm drain system is not available in the area of the subdivision, stormwater will be handled on site through surface flow on the streets, inlets, and piping and will be routed to a stormwater detention pond in the southwest corner and along the south end of Lots 2 through 8, inclusive, Block 1. City and Subdivider agree these ponds will be located on City of Billings right-of-way and will be maintained by the City of Billings. located on Lot 7, Block 2. City and Subdivider agree the pond will be owned and maintained by the Whisper Ridge Subdivision Phase II Homeowners Associations (HOA). The Whisper Ridge Subdivision Phase II Homeowners Association will only include the lots located within Phase II. Phase I lots, including Lots 1 and 2, Block 1 and Lots 1 and 2, Block 3, are not included in the HOA. A discharge to Rimrock Road in accordance with the City of Billings Stormwater Management Manual shall be allowed. All stormwater facilities will be designed in accordance with the City of Billings Stormwater Management Manual and will be reviewed and approved by the City Engineering Department.

## **VIII. LEGAL PROVISIONS**

- A.** Subdivider agrees to guarantee all public improvements for a period of ~~one~~ **two** years from the date of final acceptance by the City of Billings.
- C.** The covenants, agreements, and all statements in this agreement apply to and shall be binding on the heirs, personal representatives, successors, and assigns **and transferees** of the respective parties.

Return to:  
Sanderson Stewart  
1300 North Transtech Way  
Billings, MT 59102

## **MODIFICATION OF SUBDIVISION IMPROVEMENTS AGREEMENT WHISPER RIDGE SUBDIVISION**

This Modification of Subdivision Improvements Agreement (this "Modification") is made this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the following:

**BUSCHER CONSTRUCTION AND DEVELOPMENT, INC** and **CRESTVIEW HOLDINGS, INC.** whose address for the purpose of this agreement is 3671 Spalding Avenue; Billings, MT 59106, hereinafter referred to as "Subdivider"

**THE WILLOWS AT WHISPER RIDGE** whose address for the purpose of this agreement is \_\_\_\_\_,

**IAN AND ASHLEY NIELSON** whose address for the purpose of this agreement is 5016 Audubon Way; Billings, MT 59106, and **STEPHEN AND CAITLIN FRIEDMAN** whose address for the purpose of this agreement is 5003 Audubon Way; Billings, MT 59106; hereinafter collectively referred to as "Existing Private Homeowners".

The **CITY OF BILLINGS**, Billings, Montana, hereinafter referred to as "City."

### **WITNESSETH:**

**WHEREAS**, the plat of Whisper Ridge Subdivision (the "Subdivision"), located in the City of Billings, Yellowstone County, Montana, is subject to the terms of that certain Subdivision Improvements Agreement by and between the Subdivider and City recorded April 15, 2005, under Document No. 3638254, in the office of the Yellowstone County Clerk and Recorder (the "Agreement"); and

**WHEREAS**, pursuant to Section XI, E of the Agreement, any amendments or modifications of this agreement or any provisions herein shall be made in writing and executed in the same manner as this original document and shall after execution become a part of this agreement.

**THEREFORE, THE PARTIES TO THIS AGREEMENT**, for and in consideration of the mutual promises herein contained and for other good and valuable consideration, do hereby agree as follows:

1. Amendment. The heading of Section II, Section V, and the heading and subsections A and C of Section XI, of the Agreement shall be deleted and replaced with the following:

**II. PROPERTY CONDITIONS AND INFORMATION FOR LOT PURCHASERS**

**V. STORM DRAINAGE**

All storm drainage improvements shall comply with the provisions of Section 23-407, BMCC, and the provisions of the City of Billings Stormwater Management Manual, February 2011. Because the City of Billings storm drain system is not available in the area of the subdivision, stormwater will be handled on site through surface flow on the streets, inlets, and piping and will be routed to a stormwater detention pond located on Lot 7, Block 2 of the Subdivision. City and Subdivider agree the pond will be owned and maintained by the Whisper Ridge Subdivision Phase II Homeowners Association (HOA). The Whisper Ridge Subdivision Phase II HOA will only include the lots located within Phase II. Phase I lots, including Lots 1 and 2, Block 1 and Lots 1 and 2, Block 3, are not included in the HOA. A discharge to Rimrock Road in accordance with the City of Billings Stormwater Management Manual shall be allowed. All stormwater facilities will be designed in accordance with the City of Billings Stormwater Management Manual and will be reviewed and approved by the City Engineering Department.

**XI. LEGAL PROVISIONS APPLYING TO SUBDIVIDER**

- A. Subdivider agrees to guarantee all public improvements for a period of two years from the date of final acceptance by the City of Billings.
  - C. The covenants, agreements, and all statements in this Agreement run with the land and apply to and shall be binding on the heirs, personal representatives, successors, assigns, and transferees of the respective parties.
2. Ratification. But for the amendment expressly made in this Modification, Subdivider, Existing Private Homeowners, and City hereby ratify and confirm the provisions of the underlying Agreement.



IN WITNESS WHEREOF, the parties hereto have set their hands and official seals on the date first above written.

"SUBDIVIDER"

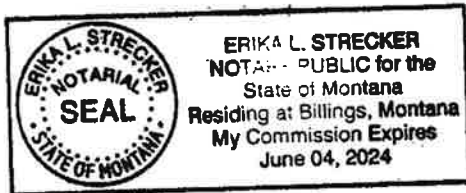
**BUSCHER CONSTRUCTION  
& DEVELOPMENT, INC.**

By: *Dennis J. Buscher*  
Its: *President*

STATE OF MONTANA     )  
                                      : SS  
County of Yellowstone     )

On this 14<sup>th</sup> day of March, 2024, before me, a Notary Public in and for the State of Montana, personally appeared Dennis Buscher, known to me to be the person who signed the foregoing instrument as the President of **BUSCHER CONSTRUCTION & DEVELOPMENT, INC.** and who acknowledged to me that said company executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Notarial Seal the day and year hereinabove written.



*Erika L. Strecker*  
Notary Public in and for the State of Montana  
Printed name: *Erika L. Strecker*  
Residing at: *Billings*  
My commission expires: *06/04/2024*

IN WITNESS WHEREOF, the parties hereto have set their hands and official seals on the date first above written.

"SUBDIVIDER"

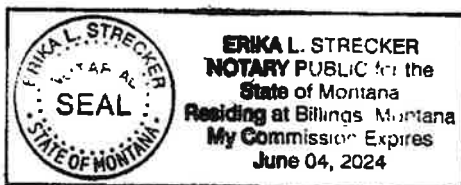
CRESTVIEW HOLDINGS INC.

By: Linda Buscher  
Its: President

STATE OF MONTANA     )  
                                      : ss  
County of Yellowstone    )

On this 14<sup>th</sup> day of March, 2024, before me, a Notary Public in and for the State of Montana, personally appeared Linda Buscher known to me to be the person who signed the foregoing instrument as the President of **CRESTVIEW HOLDINGS INC.** and who acknowledged to me that said company executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Notarial Seal the day and year hereinabove written.



Erika L. Strecker  
Notary Public in and for the State of Montana  
Printed name: Erika L. Strecker  
Residing at: Billings  
My commission expires: 06/04/2024

IN WITNESS WHEREOF, the parties hereto have set their hands and official seals on the date first above written.

"EXISTING PRIVATE HOMEOWNER" **THE WILLOWS AT WHISPER RIDGE**  
*Lot 1, Block 1, Whisper Ridge Subdivision*

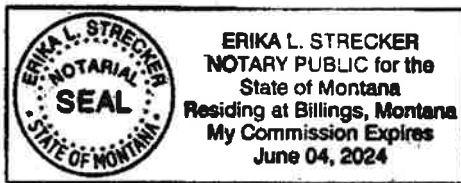
By: *Dave Hawkins*

Its: *PRESIDENT*

STATE OF MONTANA     )  
                                      : ss  
County of Yellowstone    )

On this *14<sup>th</sup>* day of *March*, 2024, before me, a Notary Public in and for the State of Montana, personally appeared *Dave Hawkins*, known to me to be the person who signed the foregoing instrument as the *president* of **THE WILLOWS AT WHISPER RIDGE** and who acknowledged to me that said company executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Notarial Seal the day and year hereinabove written.



*Erika L. Strecker*  
Notary Public in and for the State of Montana  
Printed name: *Erika L. Strecker*  
Residing at: *Billings*  
My commission expires: *06/04/2024*

IN WITNESS WHEREOF, the parties hereto have set their hands and official seals on the date first above written.

"EXISTING PRIVATE HOMEOWNER"

IAN AND ASHLEY NIELSEN

Lot 2, Block 1, Whisper  
Ridge Subdivision



Ian Nielsen



Ashley Nielsen

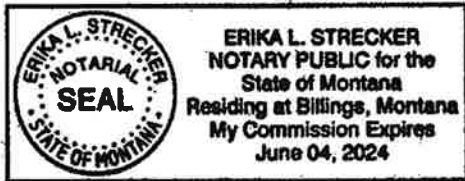
STATE OF MONTANA )

: ss

County of Yellowstone )

On this 15<sup>th</sup> day of March, 2024, before me, a Notary Public in and for the State of Montana, personally appeared Ian Nielsen and Ashley Nielsen and \_\_\_\_\_, known to me to be the person who signed the foregoing instrument and who acknowledged to me that said company executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Notarial Seal the day and year hereinabove written.



Notary Public in and for the State of Montana

Printed name: Erika L. Strecker

Residing at: Billings

My commission expires: 06/04/2024

IN WITNESS WHEREOF, the parties hereto have set their hands and official seals on the date first above written.

"EXISTING PRIVATE HOMEOWNER" **STEPHEN & CAITLIN FRIEDMAN**

*Lot 1 and 2, Block 3, Whisper Ridge  
Subdivision*

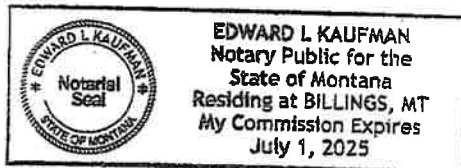
  
Stephen Friedman

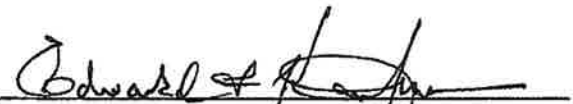
  
Caitlin Friedman

STATE OF MONTANA     )  
                                      : ss  
County of Yellowstone     )

On this 18<sup>th</sup> day of MARCH, 2024, before me, a Notary Public in and for the State of Montana, personally appeared Stephen Friedman, and Caitlin Friedman, known to me to be the person who signed the foregoing instrument and who acknowledged to me that said company executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Notarial Seal the day and year hereinabove written.



  
Notary Public in and for the State of Montana  
Printed name: Edward L. Kaufman  
Residing at: Billings, MT  
My commission expires: 7/1/2025

This Agreement is hereby approved and accepted by City of Billings, this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

“CITY”

**CITY OF BILLINGS, MONTANA**

By: \_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
City Clerk

STATE OF MONTANA     )  
                                      :SS  
County of Yellowstone    )

On this \_\_\_\_ day of \_\_\_\_\_, 2024, before me, a Notary Public for the State of Montana, personally appeared \_\_\_\_\_, and \_\_\_\_\_, known to me to be the Mayor and City Clerk, respectively, of the City of Billings, Montana, whose names are subscribed to the foregoing instrument in such capacity and acknowledged to me that they executed the same on behalf of the City of Billings, Montana.

\_\_\_\_\_  
Notary Public for the State of Montana  
Printed name: \_\_\_\_\_  
Residing in Billings, Montana  
My commission expires: \_\_\_\_\_

Approved as to Form:

\_\_\_\_\_  
City Attorney

**City Council Regular**

**Date:** 06/10/2024  
**Title:** Donations to the Billings Public Library  
**Presented by:** Gavin Woltjer  
**Department:** Library  
**Presentation:** No  
**Legal Review:** Not Applicable  
**Project Number:** N/A

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**RECOMMENDATION**

Staff recommends that the City Council accept the donations to the Billings Public Library.

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

The Billings Public Library has received \$1,000 from the Town Pump Charitable Foundation earmarked for the 2024 Bike Library programming.

The Friends of the Library have donated a \$500 honorarium in the name of a previous Friends member. The funds are to be used for play items in the Children's Under 5 Years area at the Library.

**ALTERNATIVES**

City Council may:

- Approve the donations; or,
- Not Approve the donation

**FISCAL EFFECTS**

There is no budgetary impact.

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## City Council Regular

**Date:** 06/10/2024  
**Title:** Preliminary plat extension request for High Sierra Subdivision, 20th Filing  
**Presented by:** David Green  
**Department:** Planning & Community Services  
**Presentation:** No  
**Legal Review:** Not Applicable  
**Project Number:** PZX-21-00140

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## RECOMMENDATION

City staff recommends the City Council approve the preliminary plat extension request for High Sierra Subdivision, 20th Filing.

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

On May 13, 2024, Landy Leep for High Sierra II, Inc. requested a preliminary plat extension for High Sierra Subdivision, 20th Filing. The subdivision received original preliminary plat approval on October 25, 2021. The preliminary plat would expire on October 25, 2024. High Sierra II, Inc. are requesting an extension of two years to the preliminary plat approval. The new date for completion of the final plat, with the extension, would be October 25, 2026.

## ALTERNATIVES

The City Council may approve or disapprove of the preliminary plat extension request of High Sierra Subdivision, 20th Filing. The City of Billings Subdivision Regulations state the following:

"The approval or conditional approval shall be valid for not more than three (3) calendar years. At the end of this period, the governing body may, at the request of the subdivider, extend its approval for a mutually agreed-upon period of time. Any mutually agreed-upon extension must be in writing and dated and signed by the governing body and the subdivider or subdivider's agent. The governing body may issue more than one extension per BMCC 23-300 M.

When considering a request for an extension of the preliminary plat approval period, the governing body may use the following criteria to evaluate the request:

1. Changes to the subdivision regulations since the original approval and whether the subdivision as originally approved is essentially compliant with the new regulations;
2. Progress to date in completing the subdivision as a whole and any phases;
3. Phasing of the subdivision and the ability for the existing development to operate without the delayed development;
4. Dependence of infrastructure development on the subdivision;
5. Duration of the requested extension;
6. Demonstrated ability of the subdivider to complete the subdivision;
7. Such other factors or criteria as deemed material in the discretion of the governing body.

After the preliminary plat is approved, the governing body may not impose any additional conditions as a prerequisite to final plat approval, providing the approval is obtained within the original or extended approval period described above (76-3-610(2), MCA)." Staff found no reason under the extension criteria to deny this extension of the time period for the High Sierra Subdivision, 20th Filing Preliminary Plat.

## FISCAL EFFECTS

The extension request for this subdivision will have no financial impact on the Planning Division.

---

## Attachments

Extension Request  
Extension Criteria  
Proposed Plat  
Preliminary SIA  
Conditions of approval





May 13, 2024

Mr. Dave Green  
City of Billings  
Planning and Community Services Department  
2825 3<sup>rd</sup> Avenue North, 4th Floor  
Billings, MT 59101

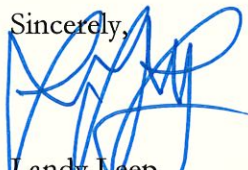
Reference: High Sierra Subdivision, 20<sup>th</sup> Filing  
Request for Extension of Preliminary Plat Approval  
Project No. 82061.142

Dear Dave:

We are requesting a two-year extension of the original High Sierra Subdivision, 20<sup>th</sup> Filing Preliminary Plat Approval, dated October 25, 2021. Under City Subdivision Regulations, the owner has three years from the date of preliminary plat approval to obtain final plat approval of High Sierra Subdivision, 20<sup>th</sup> Filing. The requested two-year extension of the three-year period would allow for five years between preliminary plat approval and final plat approval, making the expiration of the High Sierra Subdivision, 20<sup>th</sup> Filing Preliminary Plat Approval October 25, 2026.

We appreciate your time and consideration of this request. Please feel free to contact me if you have any questions.

Sincerely,



Landy Keep  
High Sierra II, Inc.

AN OAKLAND COMMUNITY

WELLS FARGO CENTER

175 NORTH 27TH STREET

SUITE 900 • BILLINGS, MT 59101

TEL: 406-248-3641 • FAX: 406-248-1159

WWW.OAKLANDCOMPANIES.COM

**Preliminary Plat Approval Period.** The approval or conditional approval shall be valid for not more than three (3) calendar years. At the end of this period the governing body may, at the request of the subdivider, extend its approval for a mutually agreed-upon period of time. Any mutually agreed-upon extension must be in writing and dated and signed by the governing body and the subdivider or subdivider's agent. The governing body may issue more than one extension.

When considering a request for an extension of the preliminary plat approval period, the governing body may use the following criteria to evaluate the request:

1. Changes to the subdivision regulations since the original approval and whether the subdivision as originally approved is essentially compliant with the new regulations;

*There have not been any subdivision regulation updates that will alter the requirements of this preliminary plat of High Sierra Subdivision 20<sup>th</sup> filing.*

2. Progress to date in completing the subdivision as a whole and any phases;

*The developer has been installing and developing the area around this filing in preparation to continue developing as planned with the High Sierra Subdivision 20<sup>th</sup> Filing.*

3. Phasing of the subdivision and the ability for the existing development to operate without the delayed development;

*This proposed subdivision did not anticipate any phasing of the subdivision.*

4. Dependence of infrastructure development on the subdivision;

*Infrastructure will be installed within the extension period being requested.*

5. Duration of the requested extension;

*The applicant is requesting a 2-year extension from the original approved preliminary plat period.*

6. Demonstrated ability of the subdivider to complete the subdivision.

*The subdivider has developed previous filings of High Sierra subdivision and will be able to develop this proposed subdivision at the future time requested.*

7. Such other factors or criteria as deemed material in the discretion of the governing body.

*There are no other known issues to believe this subdivision filing will not be able to be developed.*

BEING THE PROPOSED LOT 5, BLOCK 31 HIGH SIERRA SUBDIVISION, 19TH FILING  
SITUATED IN THE SE1/4 OF SECTION 8, THE SW1/4 OF SECTION 9 AND NE1/4 AND NW1/4 OF SECTION 17, T.1N., R. 26 E., P.M.M.,  
CITY OF BILLINGS, YELLOWSTONE COUNTY, MONTANA

JULY 2021

BILLINGS, MONTANA



SCALE: 1" = 150'



| LINE TABLE |               |          |
|------------|---------------|----------|
| Line #     | Bearing       | Distance |
| L21        | N 13°17'13" W | 38.88'   |
| L22        | N 69°09'25" E | 124.56'  |
| L23        | N 71°49'10" E | 58.08'   |
| L24        | N 78°07'31" E | 127.55'  |
| L25        | N 00°52'29" W | 67.11'   |
| L26        | N 40°48'24" W | 281.53'  |
| L27        | N 54°07'31" E | 142.29'  |
| L28        | N 67°33'43" E | 56.83'   |
| L29        | N 54°07'30" E | 187.31'  |
| L30        | S 42°52'30" E | 144.89'  |
| L31        | N 68°07'30" E | 236.67'  |
| L32        | N 28°07'30" E | 86.07'   |
| L33        | N 23°04'24" W | 112.00'  |
| L34        | N 79°07'31" E | 101.13'  |
| L35        | S 09°54'43" E | 62.50'   |
| L36        | N 80°05'17" E | 74.00'   |
| L37        | S 00°55'01" W | 30.50'   |
| L38        | N 89°44'59" W | 90.16'   |
| L39        | S 00°33'28" E | 79.88'   |

ADJACENT OWNERS[illegible]

SHEET 1 of 2

82061.142 20TH PREPLAT SHT1.DWG 82061.142 8/26/21 BC



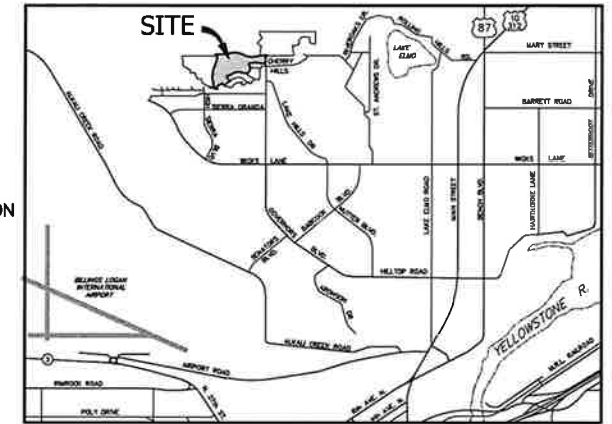
PRELIMINARY PLAT OF  
**HIGH SIERRA SUBDIVISION, 20TH FILING**  
BEING THE PROPOSED LOT 5, BLOCK 31 HIGH SIERRA SUBDIVISION, 19TH FILING  
SITUATED IN THE SE1/4 OF SECTION 8, THE SW1/4 OF SECTION 9 AND  
NE1/4 AND NW1/4 OF SECTION 17, T.1N., R. 26 E., P.M.M.,  
CITY OF BILLINGS, YELLOWSTONE COUNTY, MONTANA

PREPARED FOR : HIGH SIERRA II, INC.  
PREPARED BY : SANDERSON STEWART

JULY 2021  
BILLINGS, MONTANA

**PLAT DATA**

|                        |   |                            |
|------------------------|---|----------------------------|
| GROSS AREA             | = | 61.825 ACRES               |
| NET AREA               | = | 58.245 ACRES               |
| NUMBER OF LOTS         | = | 63                         |
| MINIMUM LOT SIZE       | = | 6,001 S.F.                 |
| MAXIMUM LOT SIZE       | = | 45,688 ACRES               |
| LINEAL FEET OF STREETS | = | ±2,710 L.F.                |
| PARKLAND REQUIREMENT   | = | 1.382 ACRES                |
| PARKLAND DEDICATION    | = | MET WITH CASH CONTRIBUTION |
| EXISTING ZONING        | = | N3                         |
| SURROUNDING ZONING:    |   |                            |
| NORTH                  | = | N3                         |
| SOUTH                  | = | N3                         |
| EAST                   | = | N3 AND N2                  |
| WEST                   | = | N3                         |
| EXISTING LAND USE      | = | AGRICULTURE                |
| PROPOSED LAND USE      | = | N3                         |



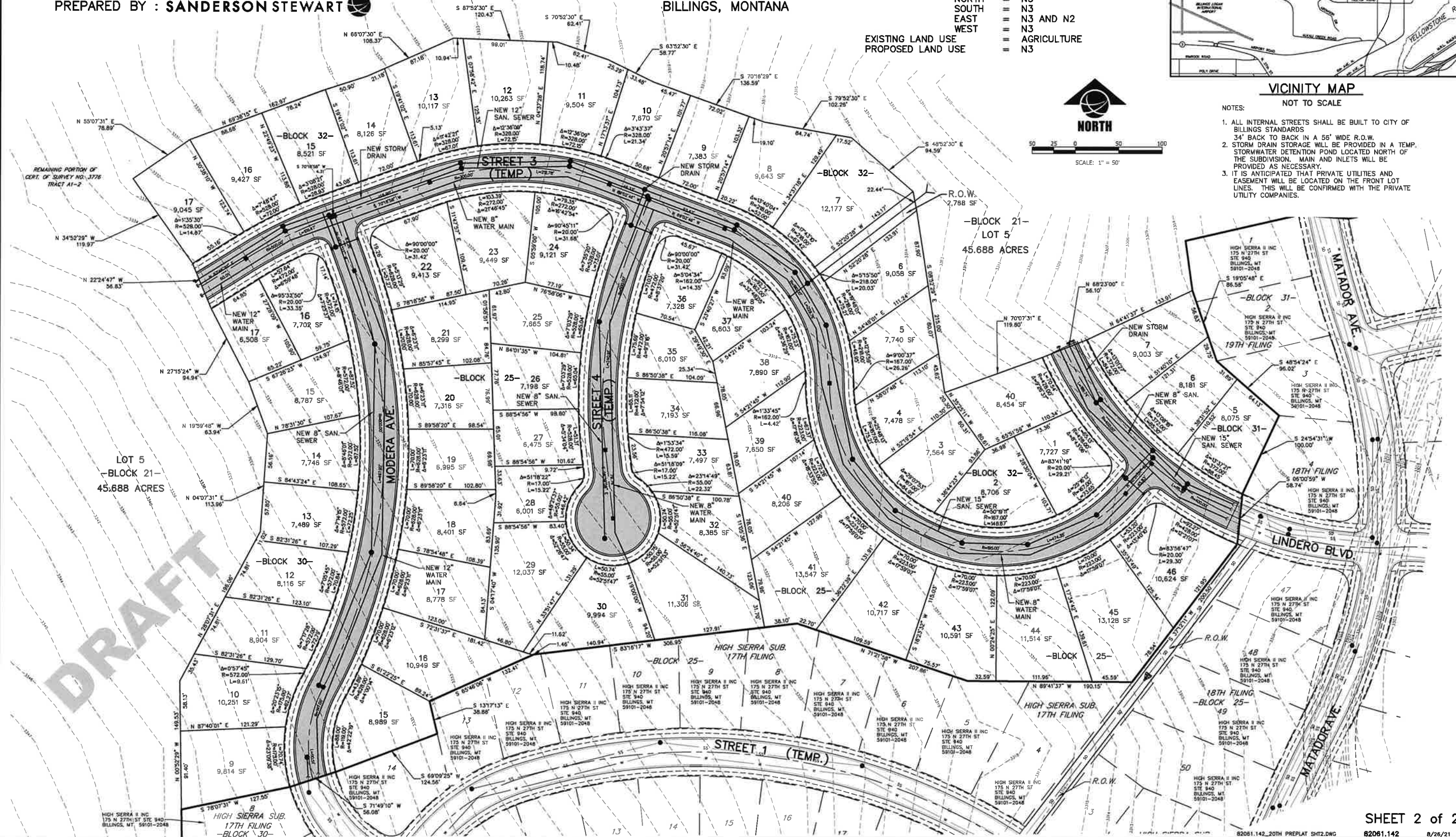
**VICINITY MAP**

NOT TO SCALE

- NOTES:
1. ALL INTERNAL STREETS SHALL BE BUILT TO CITY OF BILLINGS STANDARDS  
34' BACK TO BACK IN A 56' WIDE R.O.W.
  2. STORM DRAIN STORAGE WILL BE PROVIDED IN A TEMP. STORMWATER DETENTION POND LOCATED NORTH OF THE SUBDIVISION. MAIN AND INLETS WILL BE PROVIDED AS NECESSARY.
  3. IT IS ANTICIPATED THAT PRIVATE UTILITIES AND EASEMENT WILL BE LOCATED ON THE FRONT LOT LINES. THIS WILL BE CONFIRMED WITH THE PRIVATE UTILITY COMPANIES.



SCALE: 1" = 50'



Return to:  
Sanderson Stewart  
1300 North Transtech Way  
Billings, MT 59102

**SUBDIVISION IMPROVEMENTS AGREEMENT  
& WAIVER OF RIGHT TO PROTEST  
FUTURE SPECIAL IMPROVEMENT DISTRICTS  
HIGH SIERRA SUBDIVISION, TWENTIETH FILING**

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Return to:  
Sanderson Stewart  
1300 North Transtech Way  
Billings, MT 59102

**SUBDIVISION IMPROVEMENTS AGREEMENT  
& WAIVER OF RIGHT TO PROTEST  
FUTURE SPECIAL IMPROVEMENT DISTRICTS  
HIGH SIERRA SUBDIVISION, TWENTIETH FILING**

**THIS AGREEMENT** is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between **HIGH SIERRA II, INC.**, whose address for the purpose of this agreement is 175 North 27th Street, Suite 900, Billings, MT 59101, hereinafter referred to as "Subdivider," and the **CITY OF BILLINGS**, Billings, Montana, hereinafter referred to as "City."

**WITNESSETH:**

**WHEREAS**, at a regular meeting conducted on \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the Board of Planning recommended conditional approval of a preliminary plat of High Sierra Subdivision, 20th Filing; and

**WHEREAS**, at a regular meeting conducted on \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the City Council conditionally approved a preliminary plat of High Sierra Subdivision, 20th Filing; and

**WHEREAS**, a Subdivision Improvements Agreement is required by the City prior to the approval of the final plat.

**WHEREAS**, the provisions of this agreement shall be effective and applicable to High Sierra Subdivision, 20th Filing upon the filing of the final plat thereof in the office of the Clerk and Recorder of Yellowstone County, Montana. The Subdivision shall comply with all requirements of the City of Billings Subdivision Regulations, the rules, regulations, policies, and resolutions of the City of Billings, and the laws and administrative rules of the State of Montana.

**THEREFORE, THE PARTIES TO THIS AGREEMENT,** for and in consideration of the mutual promises herein contained and for other good and valuable consideration, do hereby agree as follows:

**I. VARIANCES**

A. Subdivider has requested, and the City hereby grants, the following variances by the City Council from the strict interpretation of the City's Subdivision Regulations (Section 23.1401, BMCC):

1. No Variances are requested.

**II. PROPERTY CONDITIONS AND INFORMATION FOR LOT PURCHASERS**

A. Lot owners will be required to construct that segment of the required sidewalk that fronts their property at the time of lot development. If sidewalk is not constructed within 5 years, the City has the right to construct the sidewalk and assess the property owners.

B. Lot owners should be aware that this subdivision is being built in close proximity to prime deer and antelope habitat and it is likely that homeowners will experience problems with damage to landscaped shrubs, flowers, and gardens. The Montana Fish, Wildlife, and Parks Department does not provide damage assistance unless there is damage to commercial crops and/or a threat to public health and safety.

C. No water rights have been transferred to the lot owners. Irrigation ditches that exist on the perimeter of this development are for the benefit of other properties. Perimeter ditches and drains shall remain in place and shall not be altered by the Subdivider or subsequent owners.

D. There is attached hereto a Waiver waiving the right to protest the creation of the special improvement district or districts which by this reference is expressly incorporated herein and made as much a part hereof as though fully and completely set forth herein at this point. The Waiver will be filed with the plat, shall run with the land, and shall constitute the guarantee by the Subdivider, and property owner or owners of the developments described herein. Said Waiver is effective upon filing and is not conditioned on the completion of the conditions set forth in this Agreement. The Subdivider and owner specifically agree that they are waiving valuable rights and do so voluntarily.

E. Lot owners are advised they will be subject to inclusion in a Parks Maintenance District (PMD) for the operation and maintenance of the

parkland dedicated with various filings of High Sierra Subdivision, including High Sierra Subdivision, 20th Filing, and future filings of High Sierra Subdivision.

- F.** The Subdivider and subsequent contractors/builders acknowledge that there is a Stormwater Pollution and Prevention Plan (SWPPP) filed with the City and the Montana Department of Environmental Quality (MDEQ). This SWPPP shall be adhered to during all phases of construction and shall be updated as required by MDEQ under the General Permit for Stormwater Discharges Associated with Construction Activity, Chapter 28, BMCC and the Billings Stormwater Management Manual.
- G.** Individual lot owners should be aware that Best Management Practices for stormwater control shall be required for new construction on lots. Best Management Practices are defined within Chapter 28, BMCC and detailed in the Billings Stormwater Management Manual.

  - 1. The lowest finish floor elevation (which includes the garage) shall be a minimum of 18-inches higher than the top of curb, measured from the highest location along the lot frontage. Home builder and lot owner may find it necessary to raise the finish floor elevation of house or garage above this minimum during on-site building design and/or during on-lot grading.
  - 2. The stormwater runoff from individual lots shall be directed toward the public right-of-way wherever possible. However, due to the existing terrain of the subdivision this is not possible for every lot. Where runoff from lots cannot be directed to public right-of-way because existing terrain is falling away from the public right of way, the stormwater runoff shall be directed to flow to the same location as it has historically. Home builder and lot owners shall consider the effect of potential off-lot run-on waters from lots uphill of the subject lot, and grade around the home to provide positive drainage away from the home. Home builder and lot owners must take necessary measures to protect the house from surface stormwater flows. Lots shall allow, through on-site building design and on-lot grading, for stormwater to pass through each lot without negatively impacting adjacent lots. The lowest openings on each home (window wells) are to be located outside the designated drainage paths. If this is not possible, the builder and lot owners must take necessary measures to protect these openings from inundating from surface water flows. In any case, the homebuilder shall allow enough space between window wells



and property lines to provide sufficient swales and proper storm water drainage away from window wells.

3. Each owner of a completed lot shall be a member of the High Sierra Subdivision Homeowners Association (HOA). Membership shall be appurtenant to and may not be separated from ownership of a lot. The Homeowners Association will be set up to maintain the permanent stormwater detention facilities. The HOA Board of Directors shall have the power, in its discretion, to exclude costs of major repairs or approved capital improvements to the HOA Storm Water System from the regular monthly assessments and, instead, impose special assessments for these expenses, and for emergencies, as they are incurred.

### **III. TRANSPORTATION**

#### **A. Streets**

1. Subdivider will enter into a private contract for the construction of all required improvements for those streets within the subdivision, as follows:

Modera Avenue, Lindero Boulevard, Street 3 (Temporary Name) and Street 4 (Temporary Name) will be constructed within a 56-foot right-of-way using curb and gutter and full-width pavement (34-feet back of curb to back of curb). Curb and Gutter will be installed per the City of Billings Standards in place at time of construction.

#### **B. Sidewalks**

1. Sidewalk on the internal streets shall be installed at the time of individual lot development. The sidewalk shall consist of a 5-foot-wide boulevard type sidewalk with a minimum 5-foot-wide boulevard.
2. Subdivider will install accessible ramps at the intersections, which shall be completed with the subdivision improvements.
3. A 12-foot-wide sidewalk shall be constructed in the 20-foot-wide right-of-way corridors and shall be installed at the time of private contract construction.

**C. Street Lighting**

Construction or installation of streetlights within the public rights-of-way shall not be required at this time, but streetlights are included in the Waiver referenced herein for construction of the same in the future. A maintenance district for streetlights may be formed for future maintenance of any streetlights installed in the future.

**D. Traffic Control Devices**

The Subdivider shall furnish and install all necessary traffic control devices within and adjacent to the Subdivision in accordance with the plans and specification submitted to and approved by the City Engineer. Traffic control devices shall include all necessary signing, striping, and channelization devices to properly complete the implementation of the proposed street construction.

Based on the Traffic Impact Study (TIS) update letter, the 20th Filing development's portion of critical volumes for impacted intersections are as follows (based on a \$250,000.00 intersection improvement cost):

|                                |                    |
|--------------------------------|--------------------|
| Wicks Lane/Gleneagles Blvd     | 1.37% (\$3,425.00) |
| Wicks Lane/Fantan Street       | 1.53% (\$3,825.00) |
| Wicks Lane/St. Andrews Dr.     | 1.21% (\$3,025.00) |
| Annandale Road/Gleneagles Blvd | 0.17% (\$425.00)   |
| Annandale Road/St. Andrews Dr. | 0.18% (\$450.00)   |

City and Subdivider agree that the Subdivider will be required to make cash contributions to these intersections prior to final plat approval.

**E. Access**

Modera Avenue and Lindero Boulevard provide access to the subdivision. The interior streets will be located within a 56-foot right-of-way and will have a width of 34-feet back of curb to back of curb.

**F. Billings Area Bikeway and Trail Master Plan**

The Billings Area Bikeway Plan (2017) shows no trail connections within the proposed area of High Sierra Subdivision, 20th Filing, and as such, no trail improvements are required as part of this subdivision.

#### **G. Public Transit**

The subdivision does not require improvements to ensure public transit service.

#### **IV. EMERGENCY SERVICE**

The City will provide emergency service. Fire hydrants shall be provided at each street intersection and at intermediate locations where distances exceed 500-feet. Appropriate turnarounds will be located on any dead-end street in excess of 150-feet.

Construction of buildings made of combustible materials shall have adequate fire apparatus access roads and fire hydrant(s) in place to allow for fire suppression requirements. Prior to issuance of a building permit for construction using combustible materials (i.e., lumber, plywood, wood trusses, etc.), fire apparatus access roads, and water supply requirements shall be provided in accordance with the International Fire Code as adopted by the City of Billings.

At a minimum, the following is required:

- An unobstructed gravel road or gravel road base must be within 150-feet of the furthest portion of a building under construction as measured along an approved route.
- The access roads are required to support fire apparatus vehicle loading (40 tons) during all weather conditions and shall be a minimum of 20-feet-wide.
- An operational fire hydrant shall be located within 600-feet of the furthest portion of a residence under construction or within 400-feet of the furthest portion of a commercial building under construction as measured along the access roads to the site.
- The above requirements do not alter or effect the current minimum subdivision requirements for fire apparatus access and water supply.

#### **V. STORM DRAINAGE**

Storm drainage for the public streets shall be provided by a combination of surface drainage and curbs and gutters, drained to underground storm drains, and with discharge to a stormwater detention facility that is located within an off-site area on Lot 17, Block 6, High Sierra Subdivision, 11th Filing generally north of the future projection of Gleneagles Boulevard designated for storm water detention. This detention facility will be sized to accept runoff generated from the High Sierra Subdivision, 20th Filing. Stormwater management facilities for the subdivision must be able to pass flows generated outside the subdivision area

without inundating existing and proposed home sites. All drainage improvements shall comply with the provisions of the *Stormwater Management Manual* and Section 23-706, BMCC, a stormwater management plan shall be submitted to and approved by the Engineering Division prior to filing of the final plat.

The drainage system improvements will be in accordance with the recommendations of the stormwater analysis and report prepared and submitted with the improvement plans and specifications. Maintenance of the stormwater detention area and associated drainage facilities shall be by the High Sierra Subdivision HOA.

## **VI. UTILITIES**

The Subdivision Improvements Agreement does not constitute an approval for extension of or connection to water mains and sanitary sewers. The property owner shall make application for extension/connection of water mains and sanitary sewers to the Public Works Department – Engineering Division. The extension/connection of/to water mains and sanitary sewers is subject to the approval of the applications and the conditions of approval. Applications shall be submitted for processing prior to the start of any construction and prior to review and approval of any project plans and specifications.

The Developer/Owner acknowledges that the Subdivision shall be subject to the applicable System Development Fees in effect at the time new water and/or sanitary sewer service connections are made.

The design/installation of sanitary sewers and appurtenances, and water mains and appurtenances (fire hydrants, etc.) shall be in accordance with design standards, specifications, rules, regulations of and as approved by the City of Billings Public Works Department, Fire Department, and the Montana Department of Environmental Quality.

### **A. Water**

The subdivision will be served by making two connections to public water mains, one on Modera Avenue, just north of the Modera Avenue/Street 1 (Temporary Name) intersection and one on Lindero Boulevard just west of the intersection of Lindero Boulevard/Matador Avenue. A 12-inch water main will be installed in Modera Avenue and Street 3 (Temporary Name) west of Modera Avenue. An 8-inch water main will be installed in the remaining local interior streets of the subdivision which is subject to approval from the City of Billings. The water main within the subdivision will make looped connections whenever possible. Fire hydrants will be

provided at all appropriate locations and are also subject to approval by the City of Billings.

**B. Sanitary Sewer**

The subdivision will be served by making a connection to an existing 8-inch diameter sewer main located in Modera Avenue and to an existing 15-inch sewer main located in Lindero Boulevard. 15-inch sewer main will be extended in Lindero Boulevard to Street 3 (Temporary Name), 12-inch sanitary sewer main will be located in Street 3 (Temporary Name), and 8-inch sanitary sewer main will be located in the remaining streets in the subdivision.

**C. Power, Telephone, Gas, and Cable Television**

All telephone, gas, electrical power, and cable television lines shall be the responsibility of the Subdivider. Any line located within public right-of-way shall be subject to approval of the City Engineer.

**VII. PARKS/OPEN SPACE**

Section 76-3-621 of the Montana Subdivision and Platting Act covers the park dedication requirement. Additionally, Section 23-1002. B.1 of the City of Billings municipal code covers parkland dedication of major subdivisions. High Sierra Subdivision, 20th Filing requires a parkland dedication 1.382 acres. The Subdivider will make a cash in-lieu contribution for the 1.382 acres in lieu of parkland dedication.

Lot owners are advised they will be subject to inclusion in a Special Improvement District (SID) for the development and a Parks Maintenance District (PMD) for the operation and maintenance of this and future parks within High Sierra Subdivision.

**VIII. IRRIGATION**

No permanent irrigation ditches, field laterals, or irrigation easements exist on the subdivision.

**IX. SOILS/GEOTECHNICAL STUDY**

A geotechnical report was performed within the area of this subdivision and submitted with the preliminary plat and is available for review at the City of Billings Planning Department. The Geotechnical Investigation Report for High Sierra Subdivision 20th Filing Billings, Montana was completed by Rimrock Engineering Inc. and dated July 28, 2021.

It is recommended that owners, purchasers, realtors, builders, and developers fully familiarize themselves with the information contained in this report prior to design or construction.

**X. FINANCIAL GUARANTEES**

Except as otherwise provided, Subdivider shall install, and construct said required improvements with cash or by utilizing the mechanics of a special improvement district or private contracts secured by letters of credit or a letter of commitment to lend funds from a commercial lender. All engineering and legal work in connection with such improvements shall be paid by the contracting parties pursuant to said special improvement district or private contract, and the improvements shall be installed as approved by the City Engineer and Utility Department Manager.

**XI. LEGAL PROVISIONS APPLYING TO SUBDIVIDER**

- A. Subdivider agrees to guarantee all public improvements for a period of two year from the date of final acceptance by the City of Billings.
- B. The owners of the properties involved in this proposed Subdivision by signature subscribed herein below agree, consent, and shall be bound by the provisions of this Agreement.
- C. The covenants, agreements, and all statements in this Agreement run with the land and apply to and shall be binding on the heirs, personal representatives, successors, assigns and transferees of the respective parties.
- D. In the event it becomes necessary for either party to this Agreement to retain an attorney to enforce any of the terms or conditions of this Agreement or to give any notice required herein, then the prevailing party or the party giving notice shall be entitled to reasonable attorney fees and costs.
- E. Any amendments or modifications of this Agreement or any provisions herein shall be made in writing and executed in the same manner as this original document and shall after execution become a part of this Agreement.
- F. Subdivider shall comply with all applicable federal, state, & local statutes, ordinances, and administrative regulations during the performance and discharge of its obligations. Subdivider acknowledges and agrees that nothing contained herein shall relieve or exempt it from such compliance.

**IN WITNESS WHEREOF**, the parties hereto have set their hands and official seals on the date first above written.

**“SUBDIVIDER”**

**HIGH SIERRA II, INC.**

By: \_\_\_\_\_

Its: \_\_\_\_\_

STATE OF MONTANA     )  
                                          : ss  
County of Yellowstone     )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, a Notary Public in and for the State of Montana, personally appeared \_\_\_\_\_, known to me to be the person who executed the foregoing instrument as the \_\_\_\_\_ of **HIGH SIERRA II, INC.**, and acknowledged to me that he/she executed the same.

\_\_\_\_\_  
Notary Public in and for the State of Montana  
Printed Name: \_\_\_\_\_  
Residing at: \_\_\_\_\_  
My commission expires: \_\_\_\_\_

This agreement is hereby approved and accepted by the City of Billings, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

“CITY”

**CITY OF BILLINGS, MONTANA**

By: \_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
City Clerk

STATE OF MONTANA     )  
                                              : ss  
County of Yellowstone     )

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, before me, a Notary Public in and for the State of Montana, personally appeared \_\_\_\_\_ and \_\_\_\_\_, known to me to be the Mayor and City Clerk, respectively, of the City of Billings, Montana, whose names are subscribed to the foregoing instrument in such capacity and acknowledged to me that they executed the same on behalf of the City of Billings, Montana.

\_\_\_\_\_  
Notary Public in and for the State of Montana  
Printed Name: \_\_\_\_\_  
Residing at: \_\_\_\_\_  
My commission expires: \_\_\_\_\_



## WAIVER OF RIGHT TO PROTEST FUTURE SPECIAL IMPROVEMENT DISTRICTS

FOR VALUABLE CONSIDERATION, the undersigned, being the Subdivider and all of the owners of the hereinafter described real property, do hereby waive the right to protest the formation of one or more special improvement district(s) for a period of no more than twenty years from the recording of this waiver, for street light maintenance and energy, and for the construction of streets, street widening, sidewalks, survey monuments, street name signs, curb and gutter, street lights, driveways, traffic signals, and traffic control devices, parks and park maintenance, trails, sanitary sewer lines, water lines, storm drains (either within or outside the area), and other improvements which the City of Billings may require.

This Waiver and Agreement is independent from all other agreements and is supported by sufficient independent consideration to which the undersigned are parties and shall run with the land and shall be binding upon the undersigned, their successors, and assigns, and the same shall be recorded in the office of the County Clerk and Recorder of Yellowstone County, Montana.

The real property hereinabove mentioned is more particularly described as follows:

High Sierra Subdivision, 20th Filing

Signed and dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

“SUBDIVIDER”

**HIGH SIERRA II, INC.**

STATE OF MONTANA       )  
                                          : ss  
County of Yellowstone    )

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, before me, a Notary Public in and for the State of Montana, personally appeared \_\_\_\_\_, known to me to be the \_\_\_\_ of **HIGH SIERRA II, INC.**, the person who executed the forgoing instrument and acknowledged to me that he/she executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Notarial Seal the day and year hereinabove written.

\_\_\_\_\_  
Notary Public in and for the State of Montana  
Printed Name: \_\_\_\_\_  
Residing at: \_\_\_\_\_  
My commission expires: \_\_\_\_\_





Bill Cole, Mayor  
P.O. Box 1178  
Billings, MT 59103  
P 406.657.8296  
F 406.657.8390

CITY OF  
**Billings**  
MAYOR'S OFFICE

October 25, 2021

High Sierra II, Inc.  
175 N 27<sup>th</sup> Street, Suite 900  
Billings, MT 59101

Dear Applicant:

On October 25, 2021, the Billings City Council conditionally approved the preliminary plat of High Sierra Subdivision, 20<sup>th</sup> Filing, subject to the following conditions of approval:

1. To minimize the effects on local service, prior to final plat approval, the applicant will coordinate with the USPS for locating and providing the correct amount of space for safely delivering the mail to the residents.
2. Minor changes may be made in the SIA and final documents, as requested by the Planning, Legal or Public Works Departments to clarify the documents and bring them into the standard acceptable format.
3. The final plat shall comply with all requirements of the City of Billings Subdivision Regulations, rules, regulations, policies, and resolutions of the City of Billings, and the laws and Administrative Rules of the State of Montana.

Should you have any questions please contact Dave Green at (406) 247-8666 or by email at [greend@billingsmt.gov](mailto:greend@billingsmt.gov)

Sincerely,

  
William A. Cole, Mayor

pc: Sanderson Stewart  
High Sierra II, Inc.

## **FINDINGS OF FACT**

The Planning staff has prepared the Findings of Fact for the preliminary plat of High Sierra Subdivision, 20<sup>th</sup> Filing. These findings are based on the preliminary plat application and supplemental documents; addressing the review criteria required by the Montana Subdivision and Platting Act (76-3-608, MCA) and the Billings Subdivision Regulations (Section 23-303(H), BMCC).

**A. What are the effects on agriculture, local services, the natural environment, wildlife, wildlife habitat, and public health, safety and welfare? [MCA 76-3-608 (3) (a) and BMCC 23-302.H.2.]**

### **1. Effect on agriculture and agricultural water user facilities**

The subject property is currently dry land grass and shrubs. There are no water rights being transferred to subdivision property owners. There are no existing ditches near this proposed development. The subdivision should not affect agricultural water users' facilities.

### **2. Effect on local services**

- a. **Utilities** – Public water services to the subject property will be provided by the City of Billings. The subdivision will be served by making two connections to public water mains, one on Modera Avenue, just north of the Modera Avenue/Street 1 (Temporary Name) intersection and one on Lindero Boulevard just west of the intersection of Lindero Boulevard/Matador Avenue. A 12-inch water main will be installed in Modera Avenue and Street 3 (Temporary Name) west of Modera Avenue. An 8-inch water main will be installed in the remaining local interior streets of the subdivision. The water main within the subdivision will make looped connections whenever possible. All water line construction shall be installed in conformance with the design standards, specification, rules and regulations of the City of Billings. The City of Billings Engineering Department will review and approve all proposed water lines prior to installation.

Fire hydrants will also be installed as required by the City of Billings Fire Department. The City Fire Department will review and approve all proposed hydrant locations prior to installation.

Sanitary sewer service will be provided by the City of Billings by making a connection to an existing 8-inch diameter sewer main located in Modera Avenue and to an existing 15-inch sewer main located in Lindero Boulevard. The 15-inch sewer main will be extended in Lindero Boulevard to Street 3 (Temporary Name), a 12-inch sanitary sewer main will be located in Street 3 (Temporary Name), and an 8-inch sanitary sewer main will be located in the remaining streets in the subdivision. All sewer line construction shall be installed in conformance with the design standards, specification, rules and regulations of the City of Billings Engineering Department. The City of Billings Engineering Department will review and approve all proposed sanitary sewer lines prior to installation.

All telephone, gas, electrical power, and cable television lines that are placed within the public right-of-way shall be installed prior to surface improvements.

- b. **Storm water** – Stormwater management for the proposed subdivision will be provided by a combination of surface drainage and curbs and gutters, drained to underground storm drains. Storm water will discharge to a stormwater detention facility located in an off-site area on Lot 17, Block 6, High Sierra Subdivision, 11<sup>th</sup> Filing. It is generally located north of the future projection of Gleneagles Boulevard designated specifically for storm water detention. This detention facility will be sized to accept runoff generated from the High Sierra Subdivision, 20<sup>th</sup> Filing. Stormwater management facilities for the subdivision must be able to pass flows generated outside the subdivision area without inundating existing and proposed home sites. All proposed stormwater management will be reviewed and approved by City of Billings Engineering Department to ensure it meets the master planned stormwater plan for High Sierra Subdivision. All drainage improvements shall comply with the provisions of the City of Billings Stormwater Management Manual and Section 23-706, BMCC, a stormwater management plan shall be submitted to the Engineering Division prior to filing of the final plat.

- c. **Solid waste** – The City of Billings will provide solid waste collection and disposal. The City's landfill has adequate capacity for this waste.

- d. **Streets** – Access to the lots in this proposed subdivision is from Modera Avenue and Lindero Boulevard. All new streets will be in a 56-foot-wide right of way and will be constructed to 34-foot wide, back of curb to back of curb road. Road construction will include installation of accessible ramps at the intersections.

Sidewalks will be installed at the time of individual lot development. All sidewalks will be boulevard type walks with 5-foot wide boulevard sidewalks.

- e. **Emergency services** – The Billings Police and Fire Departments will respond to emergencies within the proposed subdivision. The fire station that serves this area is located at 1601 St. Andrews Drive (Station #6).

The subdivision is located within the ambulance service area of American Medical Response (AMR).

Comments from the Police department state that continued expansion of subdivisions will require additional resources to maintain acceptable levels of service.

- f. **Schools** – School District #2 provides service to students within this subdivision from elementary to high school (Eagle Cliffs Elementary School, Castle Rock Middle School, and Skyview High School). School District #2 shows some additional capacity at the schools listed above.

- g. **Parks and Recreation** – The parkland dedication requirement for this subdivision is 1.382 acres. This will be met with a cash in lieu contribution.

Lot owners are advised they will be subject to inclusion in a Parks Maintenance District (PMD) for the operation and maintenance of existing and future parks within High Sierra Subdivision.

- h. **Mail Delivery** - The United States Postal Service will provide postal service to the subdivision. They have requested the installation of centralized mailbox unit (CBUs). The developer will work with the USPS to provide a satisfactory location for a CBU for this filing. **(Condition #1)**

### **3. Effect on the natural environment**

The subject property is relatively level land adjacent to urban development to the south. A geotechnical study was performed for the subdivision by Rimrock Engineering, Inc. dated July 28, 2021. It is recommended lot purchasers fully review that report prior to building on lots. The subdivision should have a minimal effect on the natural environment.

### **4. Effect on wildlife and wildlife habitat**

There are no known endangered or threatened species on the property. Future property owners should be aware that the proposed subdivision is located near prime wildlife habitat and adjacent to open grassland areas, therefore conflicts with wildlife may occur. Any damage caused by wildlife is the responsibility of the owner. This notice is in the SIA under the heading II. Property Conditions and Information for Lot Purchasers.

### **5. Effect on the public health, safety and welfare**

Fire hydrants will be installed to meet fire department requirements. Sidewalks will offer a safe place for pedestrians to walk. The effects on public health and safety should be minimal.

## **B. Was an Environmental Assessment required? [(MCA 76-3-603 and BMCC 23-302.H.1.)]**

The proposed subdivision is exempt from the requirement for an Environmental Assessment pursuant to Section 76-3-616, MCA.

## **C. Does the subdivision conform to the City of Billings 2016 Growth Policy, the 2018 Urban Area Transportation Plan and the Billings Area Bikeway and Trail Master Plan? [BMCC 23-(8)]**

### **1. City of Billings 2016 Growth Policy**

The proposed subdivision is consistent with the following goals of the Growth Policy:

**Essential Investments:** Infill development and development near existing City infrastructure may be the most cost effective. (p.6)

**Strong Neighborhoods (livable, safe, sociable and resilient neighborhoods):** Neighborhoods that are safe and attractive and provide essential services are much desired. (p.8)

**Home Base (healthy, safe and diverse housing options)** Planning and construction of interconnected sidewalks and trails are important to the economy and livability of Billings. (p.9)

## **2. Billings Heights Neighborhood Plan**

The Billings Heights Neighborhood Plan, adopted in 2006, identifies this area for low-density residential development. The subdivision meets the following goals of the Heights Neighborhood Plan:

**Issue: Urban Sprawl**

**Issue: Residential Development**

**Goal:** To provide safe, good quality and affordable housing in the Heights. Develop housing patterns that are compatible with existing neighborhoods. Maintain similar housing in established neighborhoods.

**Objectives:** To encourage infill development and housing development that meets residents' desire to have similar housing within their neighborhood.

*This subdivision provides low-density residential single-family development in a neighborhood with existing low-density single-family development.*

## **3. 2018 Billings Urban Area Long Range Transportation Plan**

The proposed subdivision adheres to the goals and objectives of the 2018 Transportation Plan and preserves the street network and street hierarchy specified in the plan.

## **4. Billings Area Bikeway and Trail Master Plan (BABTMP)**

The proposed subdivision lies within the jurisdiction of the BABTMP. The BABTMP does not show any trails within the proposed subdivision.

**D. Does the subdivision conform to the Montana Subdivision and Platting Act and to local subdivision regulations? [MCA 76-3-608 (3) (b) and BMCC 23-302.H.3.a.]**

The proposed subdivision satisfies the requirements of the Montana Subdivision and Platting Act and to the design standards specified in the local subdivision regulations. The subdivider and the local government have complied with the subdivision review and approval procedures set forth in the local and state subdivision regulations.

**E. Does the proposed subdivision conform to all requirements of the zoning in effect? [BMCC 23-302.H.3.e.]**

The subject property is located within the Suburban Neighborhood 3 (N3) zoning district. All building development on the lots shall comply with current zoning when applying for a building permit.

**F. Does the proposed plat provide easements for the location and installation of any utilities? [MCA 76-3-608 (3) (c) and BMCC 23-302.H.3.b.]**

The subdivider will furnish private utility easements as required by private utility providers.

**G. Does the proposed plat provide legal and physical access to each parcel within the subdivision and notation of that access on the plat? [MCA 76-3-608 (3) (d) and BMCC 23-302.H.3.c.]**

Legal and physical access is provided to the proposed lots from Modera Avenue and Lindero Boulevard. A new internal road will provide access to individual lots. All streets are dedicated to the public as shown on the plat.

**CONCLUSIONS OF FINDINGS OF FACT**

- The preliminary plat of High Sierra Subdivision, 20<sup>th</sup> Filing does not create any adverse impacts that warrant denial of the subdivision.
- The proposed subdivision conforms to several goals and policies of the 2016 Growth Policy and does not conflict with the Transportation or Bikeway and Trail Plans.
- The proposed subdivision complies with state and local subdivision regulations, local zoning, and provides legal and physical access to each lot.
- Any potential negative or adverse impacts will be mitigated with the proposed conditions of approval.

**RECOMMENDATION**

Staff recommends the Planning Board forward a recommendation of conditional approval of the preliminary plat of High Sierra Subdivision, 20<sup>th</sup> Filing, to the City Council, and adopt the Findings of Fact as presented in the staff report.

Approved by the Billings City Council, October 25, 2021



William A. Cole, Mayor



## City Council Regular

**Date:** 06/10/2024  
**Title:** Zimmerman Home Place Subdivision, 4th Filing - Final Minor Plat  
**Presented by:** David Green  
**Department:** Planning & Community Services  
**Presentation:** No  
**Legal Review:** Not Applicable  
**Project Number:** PZX-23-00258

---

## RECOMMENDATION

Staff recommends the City Council approve the final plat of Zimmerman Home Place Subdivision, 4th Filing.

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

On May 22, 2024, Performance Engineering applied for final plat approval for Zimmerman Home Place Subdivision, 4th Filing. The proposed subdivision creates 4 lots. The Zimmerman Home Place Subdivision, 4th Filing received preliminary approval from the City Council on March 11, 2024.

The subject property is generally North of Grand Avenue and west of Zimmerman Trail. The property is zoned NO-Neighborhood Office, NX3-Mixed Residential, P1 - Parks and Open Space, NX1 - Mixed Residential and NX2-Mixed Residential.

Staff has reviewed the application of Zimmerman Home Place Subdivision, 4th Filing and determined that the proposed plat has met all the conditions of approval and is forwarding a recommendation of final approval to the City Council. Upon City Council approval, these documents are appropriate as to form for filing with the Clerk and Recorder.

## STAKEHOLDERS

A public hearing is not scheduled for the City Council meeting; however, nearby property owners may attend the City Council meeting. At this time, the Planning Division has received no public comments or questions regarding the proposed subdivision.

## ALTERNATIVES

The City Council may approve or deny the final plat of Zimmerman Home Place Subdivision, 4th Filing. If the City Council chooses to deny the final plat, the denial must be because the criteria in Section 76-3-611, MCA are not met.

The criteria are as follows: 76-3-611. Review of final plat.

(1) The governing body or the agent or agency designated by the governing body shall examine each final plat, and the governing body shall approve the plat only if:

- (a) it conforms to the conditions of approval set forth on the preliminary plat and to the terms of this chapter and (local) regulations adopted pursuant to this chapter; and
- (b) the county treasurer has certified that all real property taxes and special assessments assessed and levied on the land to be subdivided have been paid. Staff finds the final plat meets the criteria outlined in 76-3-611 above.

Staff found that the final plat is in compliance with the requirements of state statutes, conditions of approval and local regulations.

## FISCAL EFFECTS

The final plat of this subdivision will have no financial impact on the Planning Division.

---

## Attachments

Final Plat  
Final SIA  
Conditions of approval

5/22/2024 12:14:44 PM  
PEC STANDARD BW C1 B  
Z:\Beartooth Holdings\2023-09z ZHP Blk 1 MSP\CAD\DWG\Plat\23-09z ZHP4 Final Plat.dwg

PLAT OF  
**ZIMMERMAN HOME PLACE SUBDIVISION, 4TH FILING**  
BEING LOT 1, BLOCK 1 OF ZIMMERMAN HOME PLACE SUBDIVISION, FIRST FILING AND LOT 1, BLOCK 1 OF ZIMMERMAN HOME PLACE SUBDIVISION, 3RD FILING LOCATED IN THE SW 1/4 OF SECTION 34, TOWNSHIP 01 NORTH, RANGE 25 EAST, P.M.M., CITY OF BILLINGS, YELLOWSTONE COUNTY, MONTANA

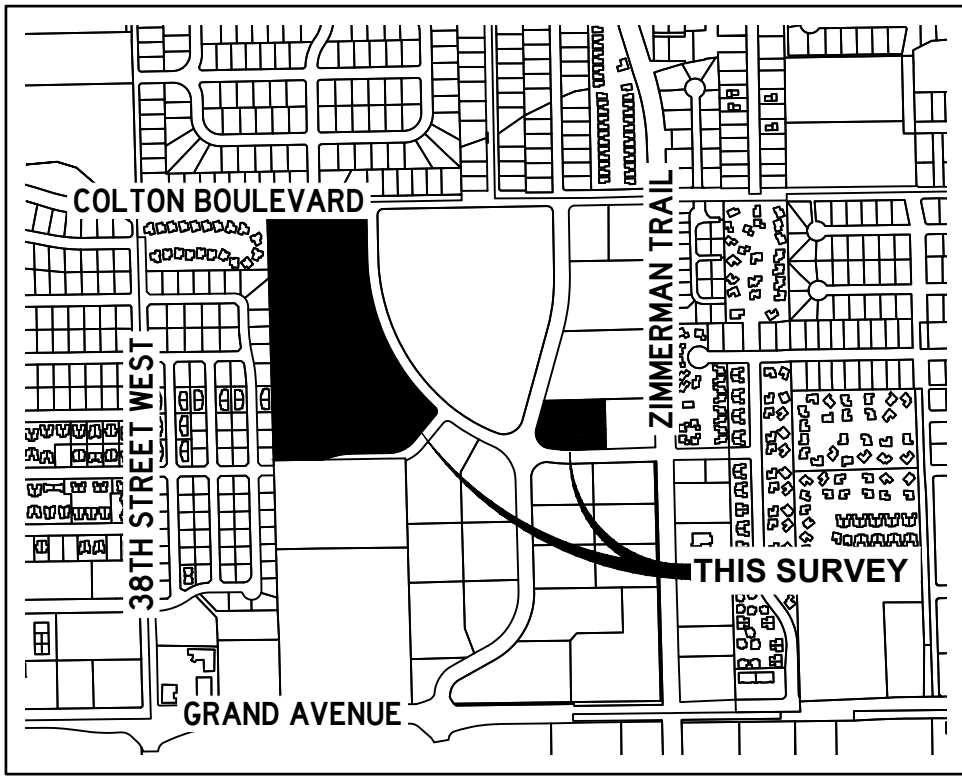
PREPARED FOR : WL ZIMMERMAN, LLC  
KT DENTAL PROPERTIES, LLC



PREPARED BY : PERFORMANCE ENGINEERING, LLC

TOTAL AREA OF SUBDIVISION : ± 19.65 ACRES

APRIL 2024



VICINITY MAP  
NOT TO SCALE

LEGAL DESCRIPTION AND OWNER CERTIFICATION AND DEDICATION

The undersigned owner(s) do hereby certify that they have cause to be surveyed and platted into lots, blocks, roads, and other divisions and dedications, as shown on this plat hereunto included, the following tract of land, to-wit:

Lot 1, Block 1 of Zimmerman Home Place Subdivision, First Filing (Document No. 3811344) and Lot 1, Block 1 of Zimmerman Home Place Subdivision, 3rd Filing (Document No. 4042636).

Said tract contains a net and gross area of 19.65 acres, more or less.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

WL ZIMMERMAN, LLC

\_\_\_\_\_  
Title \_\_\_\_\_

STATE OF MONTANA     )  
                                  :ss  
County of Yellowstone    )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, a Notary Public in and for the State of Montana, personally appeared \_\_\_\_\_, as the \_\_\_\_\_ of *WL Zimmerman, LLC*, known to me to be the person who signed the foregoing instrument and who acknowledged to me that they executed the same. Witness my hand and seal the day and year herein above written.

Notary Public in and for the State of Montana  
Printed name \_\_\_\_\_  
Residing at \_\_\_\_\_  
My commission expires \_\_\_\_\_

KT DENTAL PROPERTIES, LLC

\_\_\_\_\_  
Title \_\_\_\_\_

STATE OF MONTANA     )  
                                  :ss  
County of Yellowstone    )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, a Notary Public in and for the State of Montana, personally appeared \_\_\_\_\_, as the \_\_\_\_\_ of *KT Dental Properties, LLC*, known to me to be the person who signed the foregoing instrument and who acknowledged to me that they executed the same. Witness my hand and seal the day and year herein above written.

Notary Public in and for the State of Montana  
Printed name \_\_\_\_\_  
Residing at \_\_\_\_\_  
My commission expires \_\_\_\_\_

CERTIFICATE OF SURVEYOR

I, the undersigned Mark W. Kadrmās, Registered Land Surveyor, do hereby certify that this survey was done under my direct supervision of a tract of land located in the SW 1/4 of Section 34, Township 01 North, Range 25 East, P.M.M., City of Billings, Yellowstone County, Montana.

Said tract contains a net and gross area of 19.65 acres, more or less.

Said tract is subject to all easements and rights-of-way of record or apparent on the ground.

This survey was conducted in accordance with the provisions of the Montana Subdivision and Platting Act, Sections 76-3-101 through 76-3-625, MCA.

Mark W. Kadrmās, PLS 51414LS  
Registered Land Surveyor  
State of Montana



CERTIFICATE OF APPROVAL

STATE OF MONTANA     )  
                                  :ss  
County of Yellowstone    )

We hereby certify that we have examined the plat of Zimmerman Home Place Subdivision, 4th Filing and find that the said plat conforms with the requirements of the laws of the State of Montana, and the requirements of the Yellowstone County Board of Planning. It is therefore approved and the dedication to public use of any and all lands shown on this plat as being dedicated to such use are accepted.

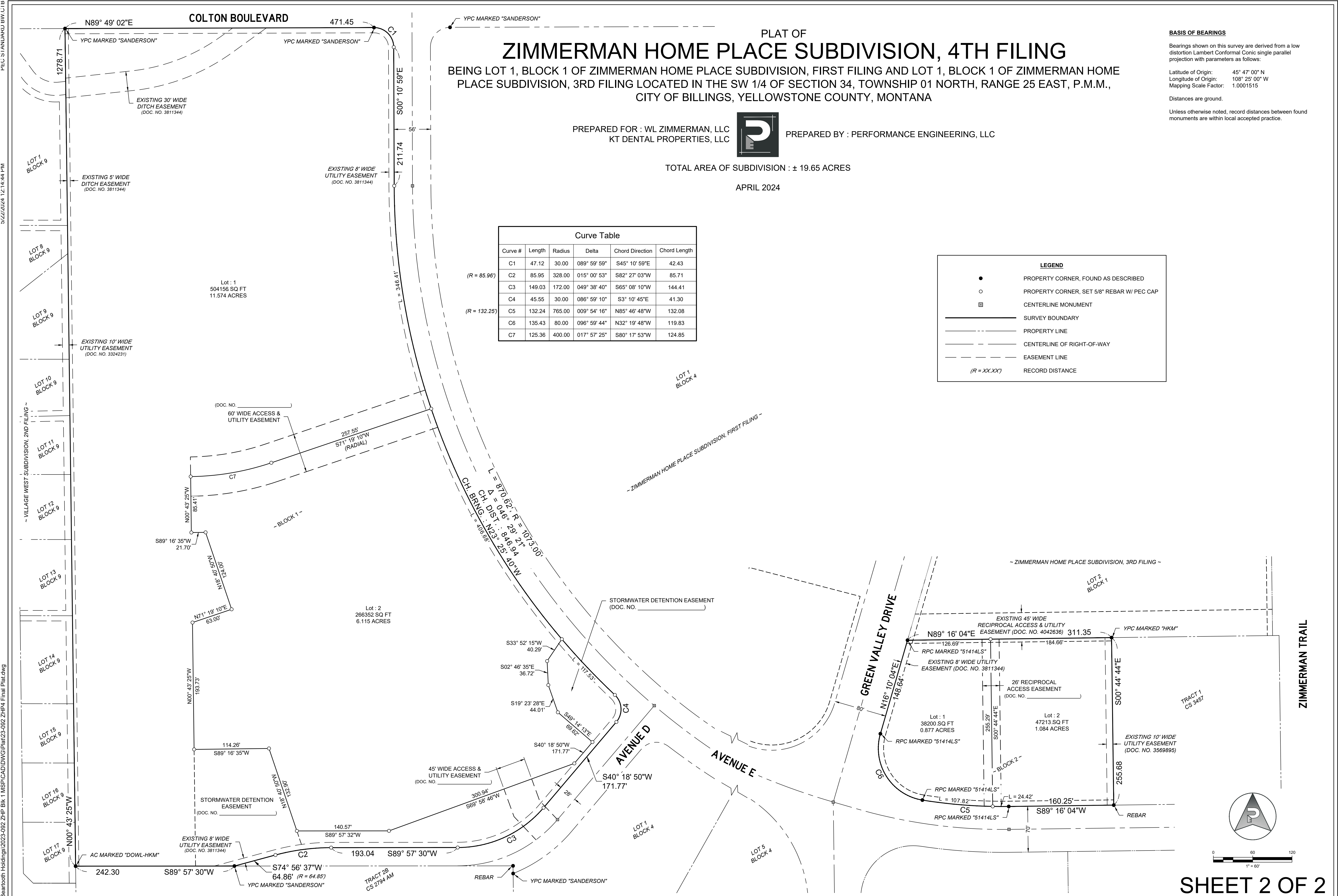
IN WITNESS WHEREOF, we have set our hands and the seal of the CITY OF BILLINGS, MONTANA this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

CITY OF BILLINGS, MONTANA

By: \_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
City Clerk





PLAT OF  
**ZIMMERMAN HOME PLACE SUBDIVISION, 4TH FILING**  
BEING LOT 1, BLOCK 1 OF ZIMMERMAN HOME PLACE SUBDIVISION, FIRST FILING AND LOT 1, BLOCK 1 OF ZIMMERMAN HOME PLACE SUBDIVISION, 3RD FILING LOCATED IN THE SW 1/4 OF SECTION 34, TOWNSHIP 01 NORTH, RANGE 25 EAST, P.M.M., CITY OF BILLINGS, YELLOWSTONE COUNTY, MONTANA

PREPARED FOR : WL ZIMMERMAN, LLC  
KT DENTAL PROPERTIES, LLC



PREPARED BY : PERFORMANCE ENGINEERING, LLC

TOTAL AREA OF SUBDIVISION : ± 19.65 ACRES

APRIL 2024

| Curve Table |        |        |              |                 |              |
|-------------|--------|--------|--------------|-----------------|--------------|
| Curve #     | Length | Radius | Delta        | Chord Direction | Chord Length |
| C1          | 47.12  | 30.00  | 089° 59' 59" | S45° 10' 59"E   | 42.43        |
| C2          | 85.95  | 328.00 | 015° 00' 53" | S82° 27' 03"W   | 85.71        |
| C3          | 149.03 | 172.00 | 049° 38' 40" | S65° 08' 10"W   | 144.41       |
| C4          | 45.55  | 30.00  | 086° 59' 10" | S3° 10' 45"E    | 41.30        |
| C5          | 132.24 | 765.00 | 009° 54' 16" | N85° 46' 48"W   | 132.08       |
| C6          | 135.43 | 80.00  | 096° 59' 44" | N32° 19' 48"W   | 119.83       |
| C7          | 125.36 | 400.00 | 017° 57' 25" | S80° 17' 53"W   | 124.85       |

(R = 85.96')

(R = 132.25')

| LEGEND       |                                            |
|--------------|--------------------------------------------|
| ●            | PROPERTY CORNER, FOUND AS DESCRIBED        |
| ○            | PROPERTY CORNER, SET 5/8" REBAR W/ PEC CAP |
| ■            | CENTERLINE MONUMENT                        |
| —            | SURVEY BOUNDARY                            |
| - - -        | PROPERTY LINE                              |
| — — —        | CENTERLINE OF RIGHT-OF-WAY                 |
| - - - - -    | EASEMENT LINE                              |
| (R = XX.XX') | RECORD DISTANCE                            |

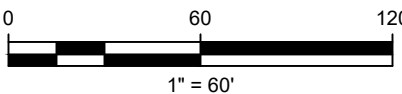
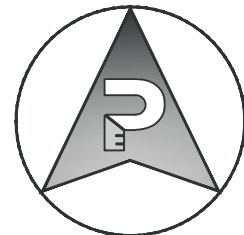
**BASIS OF BEARINGS**

Bearings shown on this survey are derived from a low distortion Lambert Conformal Conic single parallel projection with parameters as follows:

Latitude of Origin: 45° 47' 00" N  
Longitude of Origin: 108° 25' 00" W  
Mapping Scale Factor: 1.0001515

Distances are ground.

Unless otherwise noted, record distances between found monuments are within local accepted practice.



**SUBDIVISION IMPROVEMENTS AGREEMENT  
& WAIVER OF RIGHT TO PROTEST FUTURE SPECIAL IMPROVEMENT  
DISTRICTS**

**Zimmerman Home Place Subdivision, 4<sup>th</sup> Filing**

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(City of Billings)

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**SUBDIVISION IMPROVEMENTS AGREEMENT  
& WAIVER OF RIGHT TO PROTEST FUTURE SPECIAL  
IMPROVEMENT DISTRICTS**

**Zimmerman Home Place Subdivision, 4<sup>th</sup> Filing**

This agreement is made and entered into this 22<sup>nd</sup> day of May, 2024 by and between *WL Zimmerman, LLC*, whose address for the purpose of this agreement is **595 S. Riverwoods Parkway, Suite 400, Logan, UT 84321**, and *KT Dental Properties, LLC a Montana Limited Liability Company*, whose address for the purpose of this agreement is **1601 Zimmerman Trail, Suite 1, Billings, MT 59102**, hereinafter referred to collectively as “Subdivider,” and the **CITY OF BILLINGS**, Billings, Montana, hereinafter referred to as “City.”

**WITNESSETH:**

**WHEREAS**, the plat of *Zimmerman Home Place Subdivision, 4<sup>th</sup> Filing*, located in Yellowstone County, Montana, was submitted to the Yellowstone County Board of Planning; and

**WHEREAS**, at a regular meeting conducted on \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the City Council conditionally approved a preliminary plat of *Zimmerman Home Place Subdivision, 4<sup>th</sup> Filing*; and

**WHEREAS**, a Subdivision Improvements Agreement is required by the City prior to the approval of the final plat.

**WHEREAS**, the provisions of this agreement shall be effective and applicable to *Zimmerman Home Place Subdivision, 4<sup>th</sup> Filing* upon the filing of the final plat thereof in the office of the Clerk and Recorder of Yellowstone County, Montana. The Subdivision shall comply with all requirements of the City of Billings Subdivision Regulations, the rules, regulations, policies, and resolutions of the City of Billings, and the laws and administrative rules of the State of Montana.

**THEREFORE, THE PARTIES TO THIS AGREEMENT**, for and in consideration of the mutual promises herein contained and for other good and valuable consideration, do hereby agree as follows:

**I. VARIANCES**

Subdivider has requested, and the City hereby grants, the following variances by the City Council from the strict interpretation of the City’s Subdivision Regulations (Section 23.1101, BMCC):

1. No variances are requested.

**II. PROPERTY CONDITIONS AND INFORMATION FOR LOT PURCHASERS**

- A. Lot owners will be required to construct the curb and gutter and sidewalk along the segment of the existing access road(s) that fronts their property at the time of lot development. If sidewalk is not constructed within 5 years, the City has the right to construct the sidewalk and assess the property owners.
- B. Lot owners should be aware that this subdivision is being built in close proximity to prime deer and antelope habitat and it is likely that homeowners will experience problems with damage to landscaped shrubs, flowers, and gardens. The Montana Fish, Wildlife, and Parks Department does not provide damage assistance unless there is damage to commercial crops and/or a threat to public health and safety.
- C. Lot owners should be aware that soil characteristics within the area of this subdivision, as described in the 1972 Yellowstone County Soil Survey, indicate that there could be potential limitations for proposed construction on the lots, which may require a geotechnical survey prior to construction.
- D. No water rights have been transferred to the lot owners. Irrigation ditches that exist on the perimeter of this development are for the benefit of other properties. Perimeter ditches and drains shall remain in place and shall not be altered by the Subdivider or subsequent owners.
- E. There is attached hereto a Waiver waiving the right to protest the creation of the special improvement district or districts which by this reference is expressly incorporated herein and made as much a part hereof as though fully and completely set forth herein at this point. The Waiver will be filed with the plat, shall run with the land, and shall constitute the guarantee by the Subdivider and property owner or owners of the developments described herein. Said Waiver is effective upon filing and is not conditioned on the completion of the conditions set forth in this Agreement. The Subdivider and owner specifically agree that they are waiving valuable rights and do so voluntarily.
- F. The subdivider and subsequent contractors/builders acknowledge that there is a Stormwater Pollution and Prevention Plan (SWPPP) filed with the city and the Montana Department of Environmental Quality (MDEQ). This SWPPP shall be adhered to during all phases of construction and shall be updated as required by MDEQ under the General Permit for Stormwater Discharges Associated with Construction Activity, Chapter 28, BMCC and the Billings Stormwater Management Manual.
- G. Individual lot owners should be aware that Best Management Practices for stormwater control shall be required for new construction on lots. Best



Management Practices are defined within Section 28-201, BMCC and detailed in the Billings Stormwater Management Manual.

- H. A Traffic Impact Study (TIS) was completed as part of the Zimmerman Home Place Subdivision, 3<sup>rd</sup> Filing. Lot developers may be required to provide an update to the TIS to evaluate the proposed trip generation versus the original reports for traffic impacts. Lot owners can contact the City Engineering office for additional information regarding the original TIS and requirements for potential TIS updates.

### **III. TRANSPORTATION**

#### **A. Streets**

- All public roadways adjacent to Lot 2, Block 1 and Lots 1 and 2, Block 2 have been completed as part of previous projects. No additional public street improvements are required by the Subdivider.
- Portions of Avenue D remain unconstructed as right-of-way dedication is required from Tract 2B of COS 2974 prior to completing the road. At the time when Avenue D is constructed, Lot 1 of Block 1 shall be responsible for constructing the curb and gutter along its frontage. The City reserves the right to create an SID to construct the improvements if not made at the time of initial construction of Avenue D.
- All public right-of-way for surrounding streets has been dedicated. No additional right-of-way dedication is required.
- Lot owners will be required to construct the private access roads that front their property at the time of lot development.

#### **B. Sidewalks**

- Individual lot owners will be responsible for the construction of the sidewalks adjacent to the existing access roads fronting their lot at the time of lot construction and shall be included in each building permit.
- Portions of Avenue D remain unconstructed as right-of-way dedication is required from Tract 2B of COS 2974 prior to completing the road. At the time when Avenue D is constructed, Lot 1 of Block 1 shall be responsible for constructing sidewalk along its frontage. The City reserves the right to create an SID to construct the improvements if not made at the time of initial construction of Avenue D.
- Sidewalks shall be 5-foot wide boulevard style walks. Handicap ramps and aprons have been constructed as part of previous projects.

### **C. Street Lighting**

- No street lighting is proposed for the development; however, street lighting is included in the waiver of right to protest.

### **D. Traffic Control Devices**

- A Traffic Impact Study (TIS) evaluating the impacts of the entire Zimmerman Home Place project area has previously been completed and submitted to City Engineering. Intersection impact fees associated with the findings of the TIS have been collected by the city and additional contributions are not required at this time.
- Lot developers may be required to provide an updated to the TIS to evaluate the proposed trip generation versus the original reports for traffic impacts. Lot owners can contact the City Engineering office for additional information regarding the original TIS and requirements for potential TIS updates.

### **E. Access**

- The Subdivision will be accessed by way of driveway approaches off Green Valley Drive, Avenue D and Avenue E.
- Access to Block 2 from Zimmerman Trail is provided via an existing 40' shared access. This access shall be restricted to right-in/right-out and located at the location identified on the plat.

### **F. Billings Area Bikeway and Trail Master Plan**

- The subdivision is located within the Bikeway and Trail Master Plan. A 10-foot multi-use trail has been constructed as part of a previous project.

### **G. Public Transit**

- MET Transit provides service along Grand Avenue with the closest stop at the intersection of Grand Avenue and Zimmerman Trail, approximately 0.25 miles south of the Subdivision. No improvements are required to ensure public transit service.

## **IV. EMERGENCY SERVICE**

Construction of buildings made of combustible materials shall have adequate fire apparatus access roads and water supply (fire hydrants) in place to allow for fire suppression requirements. Prior to the issuance of a building permit for construction using combustible materials (i.e. lumber, plywood, wood trusses, etc.), fire apparatus access roads and water supply requirements shall be provided in accordance with the International Fire Code as adopted by the City of Billings.



At a minimum, the following is required:

- An unobstructed gravel road or gravel road base must be within 150 feet of the furthest portion of a building under construction as measured along the approved route.
- The access roads are required to support fire apparatus vehicle loading (40 tons) during all weather conditions and shall be a minimum of twenty (20) feet wide.
- An operational fire hydrant shall be located within 600 feet of the furthest portion of a residence under construction or within 400 feet of the furthest portion of a commercial building under construction as measured along the access roads to the site.
- The above requirements do not alter or effect the current minimum subdivision requirements for fire apparatus access and water supply.

## **V. STORM DRAINAGE**

All drainage improvements shall comply with the provisions set forth in Chapter 28, BMCC, and the Stormwater Management Manual in place at the time of development. A complete stormwater management plan for adjacent private infrastructure located within the shared private access roads has been submitted to the Engineering Division for review and approval. Storm facilities for adjacent private streets have been installed as part of a previous project.

A complete stormwater management Master Plan for the Zimmerman Home Place area has been developed and is on-file at the City Engineering office. Individual Lots will be required to manage their own stormwater in accordance with the above referenced Master Plan and the City of Billings' Stormwater Management Manual in place at the time of development. A complete stormwater management plan shall be submitted to the Engineering Division for review and approval at the time of Lot development.

## **VI. UTILITIES**

The Subdivision Improvements Agreement does not constitute an approval for extension of or connection to water mains and sanitary sewers. The property owner shall make application for extension/connection of water mains and sanitary sewers to the Public Works Department – Engineering Division. The extension/connection of/to water mains and sanitary sewers is subject to the approval of the applications and the conditions of approval. Applications shall be submitted for processing prior to the start of any construction and prior to review and approval of any project plans and specifications.

The Developer/Owner acknowledges that the subdivision shall be subject to the applicable System Development in effect at the time new water and/or sanitary sewer service connections are made.

Lots 2, Block 2 does not have water, sewer, or storm service connections stubbed to it. Service connections to existing public mains within Avenue E shall be completed at the time of Lot development.

The design/installation of sanitary sewers and appurtenances, and water mains and appurtenances (fire hydrants, etc) shall be in accordance with design standards, specifications, rules, regulations of and as approved by the City of Billings Public Works Department, Fire Department and the Montana Department of Environmental Quality.

**A. Water**

The subdivision will be serviced by existing water mains located in Green Valley Drive and Avenue E.

**B. Sanitary Sewer**

The subdivision will be serviced by existing sanitary sewer mains located in Green Valley Drive and Avenue E.

**C. Power, Telephone, Gas, and Cable Television**

All telephone, gas, electrical power, and cable television lines within the public right-of-way shall be installed prior to surface improvements. Existing 8-foot utility easements are provided along the front lot lines of selected lots for utility services as shown on the plat.

**VII. PARKS/OPEN SPACE**

There is no parkland requirement for proposed *Zimmerman Home Place Subdivision, 4<sup>th</sup> Filing* as this is a minor subdivision [MCA 76-3-621(3)(a)].

**VIII. IRRIGATION**

No water rights have been transferred to the lot owners. There are no irrigation ditches within or adjacent to the Subdivision.

**IX. SOILS/GEOTECHNICAL STUDY**

A geotechnical investigation was performed for the area and can be obtained from the City Engineering Department office.

**X. PHASING OF IMPROVEMENTS**

The Subdivision is not proposed to be constructed in phases.

**XI. FINANCIAL GUARANTEES**

Except as otherwise provided, Subdivider shall install and construct said required improvements with cash or by utilizing the mechanics of a private contract secured by letters of credit or a letter of commitment to lend funds from a commercial lender. All engineering and legal work in connection with such improvements shall be paid by the contracting parties pursuant to said private contract, and the improvements shall be installed as approved by the City Engineer and Utility Department Manager.

**XII. LEGAL PROVISIONS APPLYING TO SUBDIVIDER**

- A. The owners of the properties involved in this proposed Subdivision by signature subscribed herein below agree, consent, and shall be bound by the provisions of this Agreement.
- B. The covenants, agreements, and all statements in this Agreement run with the land and apply to and shall be binding on the heirs, personal representatives, successors, assigns and transferees of the respective parties.
- C. In the event it becomes necessary for either party to this Agreement to retain an attorney to enforce any of the terms or conditions of this Agreement or to give any notice required herein, then the prevailing party or the party giving notice shall be entitled to reasonable attorney fees and costs.
- D. Any amendments or modifications of this Agreement or any provisions herein shall be made in writing and executed in the same manner as this original document and shall after execution become a part of this Agreement.
- E. Subdivider shall comply with all applicable federal, state, and local statutes, ordinances, and administrative regulations during the performance and discharge of its obligations. Subdivider acknowledges and agrees that nothing contained herein shall relieve or exempt it from such compliance.

IN WITNESS WHEREOF, the parties hereto have set their hands and official seals on the date first above written.

"SUBDIVIDER"

WL Zimmerman, LLC

By: [Signature]

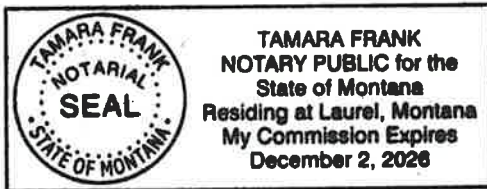
Title: MEMBER

STATE OF MONTANA )

: ss

County of Yellowstone )

On this 22 day of May, 2024, before me, a Notary Public in and for the State of Montana, personally appeared Preston Leas, known to me to be the Member of WL Zimmerman, LLC, who executed the foregoing instrument and acknowledged to me that he/she executed the same.



[Signature]  
Notary Public in and for the State of MT  
Printed Name: TAMARA FRANK  
Residing at: Laurel MT  
My commission expires: 12-02-2026

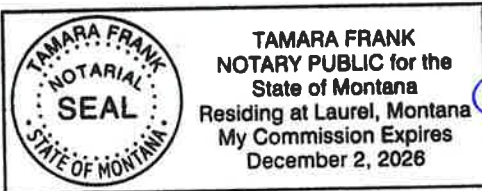
KT Dental Properties, LLC  
a Montana Limited Liability Company

By: CTC

Title: Owner

STATE OF MONTANA     )  
                                          : ss  
County of                     )

On this 22 day of May, 2024, before me, a Notary Public in  
and for the State of Montana personally appeared Clint Chlason  
owner, known to me to be the owner of KT Dental  
Properties, LLC a Montana Limited Liability Company, who executed the foregoing  
instrument and acknowledged to me that he/she executed the same.



Tamara Frank  
Notary Public in and for the State of MT  
Printed Name: Tamara Frank  
Residing at: Laurel MT  
My commission expires: 12-02-2026

This agreement is hereby approved and accepted by the City of Billings, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

“CITY”  
CITY OF BILLINGS  
MONTANA

By: \_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
City Clerk

STATE OF MONTANA     )  
                                             ; ss  
County of Yellowstone     )

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_,  
before me, a Notary Public in and for the State of Montana, personally appeared \_\_\_\_\_ and \_\_\_\_\_, known to me to be the Mayor and City Clerk, respectively, of the City of Billings, Montana, whose names are subscribed to the foregoing instrument in such capacity and acknowledged to me that they executed the same on behalf of the City of Billings, Montana.

\_\_\_\_\_  
Notary Public in and for the State of Montana  
Printed Name: \_\_\_\_\_  
Residing at: \_\_\_\_\_  
My commission expires: \_\_\_\_\_

## Waiver of Right to Protest FUTURE SPECIAL IMPROVEMENT DISTRICTS

FOR VALUABLE CONSIDERATION, the undersigned, being the Subdivider and all of the owners of the hereinafter described real property, do hereby waive the right to protest the formation of one or more special improvement district(s) for a period of no more than twenty years from the recording of this waiver, for street light maintenance and energy, and for the construction of streets, street widening, sidewalks, survey monuments, street name signs, curb and gutter, street lights, driveways, traffic signals, and traffic control devices, parks and park maintenance, trails, sanitary sewer lines, water lines, storm drains (either within or outside the area), and other improvements which the City of Billings may require.

This Waiver and Agreement is independent from all other agreements and is supported by sufficient independent consideration to which the undersigned are parties and shall run with the land and shall be binding upon the undersigned, their successors and assigns, and the same shall be recorded in the office of the County Clerk and Recorder of Yellowstone County, Montana.

This Waiver is in addition to any other recorded waiver related to the property described herein and is not intended to replace, supersede, or invalidate any such waiver.

The real property hereinabove mentioned is more particularly described as follows:

*Zimmerman Home Place Subdivision, 4<sup>th</sup> Filing*

Signed and dated this 22 day of May, 2024

WL Zimmerman, LLC

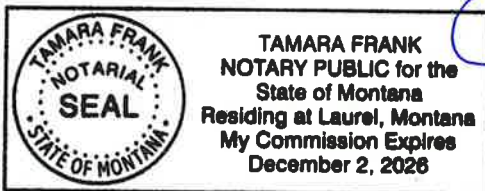
By: \_\_\_\_\_

Title: \_\_\_\_\_

STATE OF Montana )

County of Yellowstone ) : ss

On this 22 day of May, 2024, before me, a Notary Public in and for the State of Montana, personally appeared Preston Lees, known to me to be the Member of WL Zimmerman LLC, who executed the foregoing instrument and acknowledged to me that he/she executed the same.



Notary Public in and for the State of MT

Printed Name: TAMARA FRANK

Residing at: Laurel, MT

My commission expires: 12-02-2026



KT Dental Properties, LLC  
a Montana Limited Liability Company

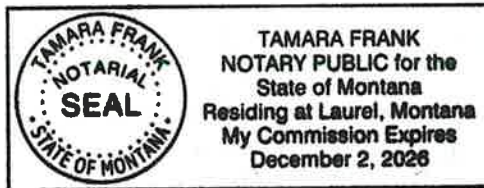
By: CTC

Title: Owner

STATE OF Montana )

County of Yellowstone : SS

On this 22 day of May, 2024, before me, a Notary Public in  
and for the State of Montana, personally appeared Clint Charlson  
Owner, known to me to be the Owner of KT Dental  
Properties, LLC a Montana Limited Liability Company who executed the foregoing  
instrument and acknowledged to me that he/she executed the same.



Tamara Frank  
Notary Public in and for the State of MT  
Printed Name: TAMARA FRANK  
Residing at: Laurel MT  
My commission expires: 12-02-2026



Bill Cole, Mayor  
P.O. Box 1178  
Billings, MT 59103  
P 406.657.8296  
F 406.657.8390

CITY OF  
**Billings**  
MAYOR'S OFFICE

Performance Engineering  
608 North 29<sup>th</sup> Street  
Billings, MT 59101

Dear Applicant:

On March 11, 2024 the Billings City Council conditionally approved the preliminary plat of Zimmerman Home Place Subdivision, 4<sup>th</sup> Filing subject to the following conditions of approval:

1. Minor changes may be made in the SIA and final documents, as requested by the Planning, Legal or Public Works Departments to clarify the documents and bring them into the standard acceptable format.
2. The final plat shall comply with all requirements of the City of Billings Subdivision Regulations, rules, policies, and resolutions of the City of Billings, and the laws and Administrative Rules of the State of Montana.

Should you have any questions please contact Dave Green at (406) 657-8666 or by email at [greend@billingsmt.gov](mailto:greend@billingsmt.gov)

March 11, 2024

Sincerely,

  
William A. Cole, Mayor

**City Council Regular**

**Date:** 06/10/2024  
**Title:** Zone Change 1041 - Text Amendment - SB 245 Amendments - 2nd reading  
**Presented by:** Nicole Cromwell  
**Department:** Planning & Community Services  
**Presentation:** No  
**Legal Review:** No  
**Project Number:** N/A

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**RECOMMENDATION**

The Zoning Commission recommended approval of Zone Change 1041, the amendments to the zoning regulations to comply with the elements of SB 245, and adoption of the findings of the 10 review criteria. The City Council approved the text amendment zone change on first reading on May 28, 2024. A second reading is required to approve the zone change.

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

In 2023, the Montana legislature passed several laws regarding local land use and zoning provisions. One of those new laws, SB 245, requires cities of 5,000 or more in population to allow, by right, multi-unit developments in all commercial and mixed-use zoning districts. The law includes definitions and restrictions on required off-street parking for multi-unit developments. The planning staff has drafted a zoning code amendment to align our local code with the state law requirement. The law is already in effect, and the city must comply. SB 245 is attached to this memo along with the draft ordinance.

Prior to the zoning code update of 2021, all the commercial zone districts in the city allowed multifamily developments except for the Residential Professional (RP) zone that only allowed single-family residential uses. For example, Riverfront Pointe Estates east of Mallowney Lane was zoned Highway Commercial under the old zoning regulations. Highway Commercial allowed all types of residential uses from single-family to multifamily uses. As we examined the previous code for areas of unpredictable outcomes, one of the main concerns was in the commercial zones that included a large universe of uses that could be incompatible if placed in the same area. The revised code for most of the commercial and mixed use zones allows residential uses, but not on the first floor along the street frontage. The code now requires that residential uses be behind a non-residential ground-floor use or in the story above the first floor. The new state law removes the ability to enforce this "ground-floor" non-residential use. The code amendment removes this reference in all commercial and mixed use zones where it appears in the code. The other building and siting standards for those districts will remain in place, so buildings that include only residential uses will still need to meet those standards. Administrative relief can be granted for some of those elements where and when it is necessary.

The state law defines a "multi-unit building" as a structure with five or more dwelling units where those units share a common separation like a wall or ceiling and where there is no access between the units except for a common hallway. This definition sets a "floor" of five units but does not set a maximum limit for local regulations. The city devised its zoning district assembly based on the guiding principles of the Project ReCode code update and on the city's adopted Growth Policy and neighborhood plans. The districts that qualify as commercial or mixed use in Billings include: Neighborhood Office (NO), Neighborhood Mixed Use (NMU), Corridor Mixed Use 1 and 2 (CMU1/CMU2), Downtown Support (DX), Heavy Commercial (CX), Central Business District (CBD), EBURD zones of Rail Spur Village Main Street (RSVMS), Central Works (CW) and North 13th St Main Street (13th). Residential uses in Public zone districts of Public 2 (P2) and Public 3 (Campus P3) are generally restricted to use by associated organizations in those zone districts. For example, the P3-Education Campus for Rocky University is allowed to build all types of residential uses for students, faculty or other persons associated with the college. These are not mixed use or commercial districts. The proposed text amendment allows up to a 5-unit multifamily dwelling in the NO district, the NMU zone allows up to 8-units per structure, and the remaining more intense zone districts allow more than 8 units per structure. In the CX zone, staff is not proposing to allow residential use of less than 5-units per structure. The multifamily residential use in the CX zone is more compatible than a lower density development style.

The proposed text amendment also amends the off-street parking code to comply with the restrictions in SB 245. The law only allows a city to require one off-street parking space per dwelling unit in a multifamily development. The current off-street parking code for multifamily use in a mixed-use building is two spaces per unit. This is well above the market for parking spaces for residential units in a mixed-use development. The parking code also has a different ratio for multifamily developments that are not part of a mixed-use development. That ratio is 1.5 spaces per dwelling

unit, with one additional space for each 10 dwelling units in the overall development. For example, if I build a 200-unit apartment complex, I need to provide 300 spaces plus 20 more overflow spaces for a build-out ratio of 1:6 spaces per dwelling unit. If any of those surface parking spaces are "assigned" they cannot count towards the minimum requirement. The 320-space parking lot for the 200-unit apartment complex would take up at least 2.5 acres of land. The footprint of the residential buildings in this example (eight 24-unit buildings and one 8-unit building) would only take up 1.7 acres of land. The off-street parking code requires more land for cars than it does for housing people. Required off-street parking can add 10% to 20% of the cost of building a dwelling unit in a multifamily development. The draft amendment will allow each developer to provide just one off-street parking space per dwelling unit. The requirement for overflow parking or penalties for assigned parking spaces has been removed. Many multifamily developers will choose to provide more off-street parking than the proposed minimum requirement.

Many urban and metropolitan areas in the United States have chosen to eliminate all minimum off-street parking standards from their development codes. Sixty-six cities in the US have eliminated all off-street parking mandates. These cities are diverse and include smaller cities and cities with similar populations and demographics as Billings. No cities in the Rocky Mountain West have eliminated all off-street minimum parking standards. Billings eliminated parking minimums from the CBD (1984) and EBURD (2012) zone districts.

## **STAKEHOLDERS**

The planning staff sent out drafts of the zoning amendment to the Home Builders Association, the Billings Area Realtors and several builders, developers and professional consultant firms. A legal ad was published, and the information was posted on the Planning Division's website. No concerns or comments have been shared with the planning staff as of the writing of this report.

### **Zoning Commission Public Hearing May 7, 2024**

The Zoning Commission held its public hearing on the amendments and received the staff recommendation and testimony from John Halverson of 239 Avenue F. Based on discussion with the Zoning Commission, a minor adjustment was made to the revision to the Central Business District description, and to the Use Table. Mr. Halverson testified in favor of the amendments especially the changes to the off-street parking code. He stated the government should allow the market to figure out the appropriate off-street parking and the regulations have demonstrated our ineffectiveness in setting efficient parking ratios.

Chair Daniel Brooks closed the public hearing. Commission member David Goss made a motion to recommend approval with minor wording changes and adoption of the 10 review criteria. The motion was seconded by Commission member Greg McCall and unanimously approved on a 4-0 vote. Commission member Beau Mulvaney was absent from the meeting.

### **City Council Public Hearing May 28, 2024**

The City Council conducted a public hearing on May 28, 2024, and received the Zoning Commission recommendation. No other testimony was received. The Council asked questions of staff related to SB 245 and whether the city had any choice in the matter. The staff explained that compliance with the state law is mandatory, but the specific amendments were in the control of the City Council. The staff explained the drafting, the review process with the Zoning Commission and the public hearing with the City Council.

Mayor Cole closed the public hearing. Council member Gulick made a motion to approve the text amendment zone change and adopt the findings of the 10 review criteria as recommended by the Zoning Commission. The motion was seconded by Council member Rupsis and approved on a 10 to 1 vote. Council member Neese voted against the motion.

## **ALTERNATIVES**

The City Council may:

- Approve and adopt the findings of the ten review criteria for the text amendments as recommended by the Zoning Commission and as approved by the City Council on May 28, 2024; or
- Approval some of the proposed text amendments; or
- Deny and adopt different findings of the ten review criteria for the text amendments; or
- Delay action on the text amendments

It is important to note that if the City Council does not approve the changes, Billings will be out of compliance with state law and could be challenged.

## **FISCAL EFFECTS**

Approval of some or all of the text amendments to the zoning regulations will have a financial impact on the City Clerk's or Planning Division's budget. The city contracts with Municode to incorporate changes to the city's code to ensure consistency and accuracy. Municode charges for the city for this service. City Administration has historically

distributed these costs to departments and divisions based on the code amended. However, changes to the City code do not just benefit or affect the Planning Division, or any other Department. The entire community is affected by City code changes and so the cost of updating the City code should be covered by the General Fund which distributes the cost across all users of City services.

## SUMMARY

Prior to making a decision on the text amendments the City Council shall consider the Zoning Commission's recommended findings as follows:

1. Is the new zoning designed in accordance with the Growth Policy?

The proposed minor amendments are consistent with 2016 Growth Policy and the Project ReCode Guiding Principles:

2016 Growth Policy:

- Essential Investments (relating public and private expenditures to public values)
- Place Making (Enhance, maintain, preserve, and improve existing public places)
- Community Fabric (attractive, aesthetically pleasing, uniquely Billings)
- Strong Neighborhoods (livable, safe, sociable and resilient neighborhoods)
- Home Base (healthy, safe and diverse housing options)
- Mobility and Access (transportation choices in places where goods and services are accessible to all)
- Prosperity (promoting equal opportunity and economic advancement)

Project ReCode Steering Committee Guiding Principles (2019):

- CLARIFY AND SIMPLIFY - All new regulations will be written in Plain English to maximize readers' ability to find what they need, understand what they find, and use what they find to meet their needs.
- REGULATE WHAT MATTERS - The regulations will have a clear alignment with community goals today while allowing for changing goals in the future.
- PRESERVE AND PROTECT THE RIGHTS OF OWNERS AND RESIDENTS - The regulations will recognize and incorporate clear and well-defined processes that uphold property rights and access to housing choices.
- PREVENT CONFLICTS - The regulations will be internally consistent and will not create direct or un-reconcilable conflicts.
- OPTIONS AND CONTEXT - The regulations will provide a range of site development options with clear criteria and guidelines for allowing alternatives to future development as well as changes to existing neighborhoods as the community's goals change.
- MAINTAIN WHAT WE CARE ABOUT - The regulations will encourage stability of existing neighborhoods while allowing for changes over time.
- FILL THE VOID -- The regulations will consider and include land uses and combinations of land uses that have been overlooked or not considered in the current code and methods for accommodating new use options.
- PROSPERITY -- The regulations will serve to support the community's need and desire to remain regionally competitive in the recruitment of businesses, expansion of existing business, and private investment in the economy, all to promote job creation.

2. Is the new zoning designed to secure from fire and other dangers?

A finding for this criteria is not relevant in the context of adjustments to the code.

3. Whether the new zoning will promote public health, public safety and general welfare?

Public health and safety will be promoted through the text amendments. Amending the local code to align with the state law requirements will promote regularity in the application of law. This promotes public health, safety and general welfare.

4. Will the new zoning facilitate the adequate provision of transportation, water, sewerage, schools, parks and other public requirements?

A finding for this criteria is not relevant in the context of adjustments to the code.

5. Will the new zoning provide adequate light and air?

A finding for this criteria is not relevant in the context of adjustments to the code.

6. Will the new zoning effect motorized and non-motorized transportation?

A finding for this criteria is not relevant in the context of adjustments to the code.

7. Will the new zoning will promote compatible urban growth?

The zoning amendment promotes compatible urban growth in the areas of the City by correcting errors in the adopted code.

8. Does the new zoning consider the character of the district and the peculiar suitability of the property for particular uses?

A finding for this criteria is not relevant in the context of adjustments to the code.

9. Will the new zoning conserve the value of buildings?

A finding for this criteria is not relevant in the context of adjustments to the code.

10. Will the new zoning encourage the most appropriate use of land throughout the City of Billings?

A finding for this criteria is not relevant in the context of adjustments to the code.

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### **Attachments**

Ordinance ZC 1041

ORDINANCE 24-\_\_\_\_\_

AN ORDINANCE OF THE CITY OF BILLINGS,  
PROVIDING THE REGULATIONS IN SECTIONS 27-400, 27-  
900, 27-1000, and 27-1300, BE AMENDED TO CONFORM  
TO STATE LEGISLATION PASSED BY THE 68<sup>TH</sup>  
LEGISLATURE IN 2023, TO AMEND AND CLARIFY THE  
ZONING REGULATIONS

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BILLINGS THAT:

**Section 1. RECITALS.** Title 76, Chapter 2, Part 3, MCA, and Sections 27-302 and 27-1502, BMCC, provide for amendment to the text of the Zoning regulations from time to time. The City Zoning Commission and staff have reviewed the proposed changes to the zoning regulations that pertain to all the real property within the City of Billings. The Zoning Commission and staff have considered the ten (10) criteria required by Title 76, Chapter 2, Part 3, MCA. The recommendations of the Zoning Commission and staff have been submitted to the City Council, and the City Council, in due deliberation, has considered the ten (10) criteria required by state law.

**Section 2. DESCRIPTION.** Sections 27-400 – Mixed-Use and Commercial Districts; 27-900 – EBURD Districts; 27-1000 – Uses and Use Standards, and 27-1300 – Off Street Parking, have been found to not conform to the recently passed state law (SB 245, Chapter 499) regarding the allowance for multiple-unit dwellings in commercial zones that are served by municipal water and sewer; and to not conform to the maximum number of off-street parking spaces required for such multiple-unit dwellings in those zone districts. This affects the substance of the zoning regulations. Local regulations must conform to the criteria and guidelines for zoning regulations as provided in MCA 76-2-304 and 76-2-309.

**Section 3. ZONE REGULATION AMENDMENTS**

a. **Section 27-400 is amended as follows:**

**Sec. 27-402. District descriptions.**

Commercial and mixed-use districts are primarily intended to allow a mix of uses within appropriately scaled buildings to maintain and promote the desired physical character of the downtown and commercial nodes and corridors within the city.

A. *CBD: Central business district.* The CBD district is the downtown mixed-use core intended to continue the existing character of the highly walkable downtown commercial corridors with storefronts and residential uses on the ground story and upper story ~~residential~~, lodging, and office uses.

B. *DX: Downtown support.* The DX district is intended primarily for use surrounding the (CBD) district and would accommodate highly walkable, higher intensity office and residential uses in support of the CBD.

C. *CMU1: Corridor mixed-use.* The CMU1 district is intended to accommodate commercial and other uses along transportation corridors to promote development that is comfortably accessible via all modes of transportation, including motor vehicles, bicycles, and walking. Commercial uses in the CMU1 district may be somewhat larger in scale and more flexible than the neighborhood mixed-use district, including more auto-oriented uses such as gas stations. While ground stories along streets are intended for commercial uses, ~~the upper~~ any storyies could accommodate residential and/or office uses.

D. *CMU2: Corridor mixed-use and commercial centers.* The CMU2 district is similar in intent to CMU1, supporting commercial and other uses along transportation corridors to promote development that is comfortably accessible via all modes of transportation, including motor vehicles, bicycles, and walking. CMU2 differs from CMU1 as it is meant to accommodate larger-scale commercial, warehouse-style buildings, and other uses in multiple buildings on larger, deeper parcels along corridors. While ground stories along streets are intended for commercial uses, ~~the upper~~ any storyies could accommodate residential and/or office uses.

E. *NMU: Neighborhood mixed-use.* The NMU district is intended to accommodate a mix of uses, primarily located along neighborhood corridors, that are highly walkable and accessible to pedestrians. Includes ground story uses focused on daily needs primarily for adjacent neighborhood residents, such as corner stores, personal services, and small restaurants. ~~Upper stories~~ Any story can accommodate residential and/or office uses.

F. *NO: Neighborhood office.* The NO district is intended to accommodate office and office/residential uses on neighborhood corridors and internal neighborhood locations where other commercial uses are inappropriate. This district is meant to be highly walkable and accessible to pedestrians and to fit well with the context of adjacent neighborhood residential buildings, when located on corners or block ends.

G. *CX: Heavy commercial.* The CX district is intended for heavy commercial, wholesale, warehouse-distribution facilities, and contractor commercial uses. This district allows outdoor storage and accommodates truck traffic. This district is intended to be located along corridors where proximity to residential and walkable mixed-use development is limited. Basic setback and height parameters apply.

**b. Section 27-900 is amended as follows:**

27-901.B. *EBURD zoning districts.* The areas and boundaries of the districts listed below are hereby established to scale as shown on the map entitled Billings Urban Zoning Jurisdiction, available at the city offices.



1. *EBURD RSV: Rail Spur Village District.* The Rail Spur Village District is intended to create a walkable neighborhood focused on residential uses with associated green spaces and commercial businesses with the appropriate form.
2. *EBURD RSVMS: Rail Spur Village Main Streets District.* The Rail Spur Village Main Streets include the extension of the Montana Avenue into the EBURD as well as the North 20th Street corridor from Montana Avenue to 6th Avenue North. This district is intended to create continuous, walkable, shopping and dining corridors ~~with upper floor~~ including residential and office uses.
3. *EBURD CW: Central Works District.* The Central Works District is intended to allow a flexible mix of uses, including commercial and light industrial uses.
4. *EBURD 13th: North 13th Street Main Street District.* The North 13th Street Main Street is intended to provide a walkable, shopping and dining corridor ~~with upper floor~~ including office and residential adjacent to the Central Works and Industrial Sanctuary districts, while allowing appropriate craftsman industrial and commercial businesses.
5. *EBURD IS: Industrial Sanctuary District.* The Industrial Sanctuary District is intended to allow a wide mix of industrial businesses within the area with limited form requirements.

**c. Section 27-1002.A.2 is amended as follows:**

Sec. 27-1002. - Uses by district.

A. Use table. Table 27-1000.1, Permitted Primary Uses, identifies the permitted primary uses in each zoning district. Each use is given one of the following designations for each zoning district in which that use is permitted:

1. Permitted /P/. These uses are permitted by-right in the zone districts in which they are listed. Permitted uses are required to comply with applicable use-specific standards identified in this article.
2. Permitted in a specified location, such as on upper stories or in the back of a structure/PL/. These uses are permitted by-right in the districts in which they are listed, provided that the uses are located in the upper stories of a structure. These uses may also be located in the ground story provided that they are located beyond a depth of at least twenty (20) feet from the front facade.
3. Permitted with use restrictions /PR/. These uses must comply with the use restrictions identified in this zoning code, including those restrictions included in this article and any use restrictions identified in the zone district where the uses is proposed to be located.

4. Requires a special review /SR/. These uses require special review by the city zoning commission are not permitted uses in the districts in which they are listed but may be allowed as special exceptions subject to specific conditions. Uses permitted by special review must follow any applicable development standards associated with the use as well as meet the requirements of the special review.

5. Uses that are not permitted are indicated by a blank space.



Section 27-1002.C – Uses by District – Table 27-1000.1 is amended as follows:

| Table 27-1000.1:<br>Permitted Primary Uses | Residential                                                                                                      |    |    |     |          |          |     | Mixed-Use and Commercial |          |          |          |          |          |          | Indust. |    | EBURD     |          |          |          |    | Public |           |           |           |           |                      |  |
|--------------------------------------------|------------------------------------------------------------------------------------------------------------------|----|----|-----|----------|----------|-----|--------------------------|----------|----------|----------|----------|----------|----------|---------|----|-----------|----------|----------|----------|----|--------|-----------|-----------|-----------|-----------|----------------------|--|
|                                            | Key: P = Permitted, PL = Location Limits in Zone District, PR = Applicable Use Restrictions, SR = Special Review |    |    |     |          |          |     |                          |          |          |          |          |          |          |         |    |           |          |          |          |    |        |           |           |           |           |                      |  |
| Use Table                                  | N3                                                                                                               | N2 | N1 | NX1 | NX2      | NX3      | RMH | NO                       | NMU      | CMU1     | CMU2     | DX       | CBD      | CX       | I1      | I2 | RSV<br>MS | RSV      | CW       | 13       | IS | P1     | P2        | P3Civ     | P3 Ed     | P3<br>Med | Additional Standards |  |
| RESIDENTIAL                                |                                                                                                                  |    |    |     |          |          |     |                          |          |          |          |          |          |          |         |    |           |          |          |          |    |        |           |           |           |           |                      |  |
| Households Living (du/structure)           |                                                                                                                  |    |    |     |          |          |     |                          |          |          |          |          |          |          |         |    |           |          |          |          |    |        |           |           |           |           |                      |  |
| 1 du                                       | P                                                                                                                | P  | P  | P   |          |          | P   | P                        | PL       | PL       | PL       | PL       | PL       |          |         |    | PL        | P        | P        | PL       |    |        | PR        | PR        | PR        | PR        | 27-1003              |  |
| 2 dus                                      |                                                                                                                  | P  | P  | P   | P        |          |     | P                        | PL       | PL       | PL       | PL       | PL       |          |         |    | PL        | P        | P        | PL       |    |        | PR        | PR        | PR        | PR        | 27-1003              |  |
| 3—4 dus                                    |                                                                                                                  |    |    | P   | P        |          |     | P                        | PL       | PL       | PL       | P        | P        |          |         |    | PL        | P        | P        | PL       |    |        | PR        | PR        | PR        | PR        | 27-1003              |  |
| <b>5 dus</b>                               |                                                                                                                  |    |    |     | <u>P</u> | <u>P</u> |     | <u>P</u>                 | <u>P</u> | <u>P</u> | <u>P</u> | <u>P</u> | <u>P</u> | <u>P</u> |         |    | <u>P</u>  | <u>P</u> | <u>P</u> | <u>P</u> |    |        | <b>PR</b> | <b>PR</b> | <b>PR</b> | <b>PR</b> | <b>27-1003</b>       |  |
| <del>5</del> <u>6</u> —8 dus               |                                                                                                                  |    |    |     | P        | P        |     |                          | PL       | PL       | PL       | P        | P        | <u>P</u> |         |    | PL        | P        | P        | PL       |    |        | PR        | PR        | PR        | PR        | 27-1003              |  |
| 9+ dus                                     |                                                                                                                  |    |    |     |          | P        |     |                          |          | PL       | PL       | P        | P        | <u>P</u> |         |    | PL        | P        | P        | PL       |    |        | PR        | PR        | PR        | PR        | 27-1003              |  |



**d. Section 27-1003 is amended as follows:**

**C. Household living.**

~~1. In mixed-use and commercial and EBURD districts, dwelling units shall be located either above the ground floor or on the ground floor at least twenty (20) feet from the front façade;~~

1. 2. Where permitted in any P2 or P3 district, dwelling unit availability, regardless of ownership, is limited to residents associated with the district's primary institution. For example, a medical campus could provide dwelling units for patient families, visiting medical staff, and hospital employees.

2. 3. Residential dwellings in a P3 district that are located within one hundred fifty (150) feet of the campus perimeter shall meet the site design standards for the appropriate NX zone based on the number of units.

**e. Sections 27-1302.B and Table 27-1300.1 Off-Street Parking Standards are amended as follows:**

**Sec. 27-1302. Calculation of required parking.**

**A. Required parking.**

1. Required off-street parking spaces shall be provided in conformance with Table 27-1300.1, Off-Street Parking Standards, unless modified by article 27-1100, Proportionate compliance.
2. In the case of mixed uses, the total requirements for the various uses shall be computed separately unless the joint use provisions of section 27-1304 apply.

**B. Calculation of required parking.**

1. When determination of the number of parking or loading spaces results in a requirement of a fractional space, any fraction shall be rounded up and counted as one parking space.
2. When there are multiple structures on a lot or multiple uses in a structure, parking shall be calculated separately for each different use area in a building or on a site, including all accessory uses.
3. Parking spaces required on a per-employee basis shall be based on the maximum number of employees on duty and/or residing on the premises at any one time.
4. Parking spaces required based on the number of beds in a facility shall be calculated based on the number of beds accommodated in the design capacity of the facility.
5. When the standards use seating as a unit of measurement, all calculations shall be based on the number of fixed seats. If fixed seats are not provided, then parking shall be determined at a rate of one space per four (4) occupants unless otherwise specified in Table 27-1300.1, Off-Street Parking Standards.
6. When the standards use the number of occupants as a unit of measurement, all calculations shall be based on the maximum occupant load, as determined by the adopted building code.

7. ~~Surface parking spaces provided for multiple-unit structures shall not be assigned and shall be available to all residents unless approved through article 27-1600, Master site plan. Where surface parking is assigned, the minimum number of spaces provided shall be increased by twenty (20) percent.~~

**Table 27-1300.1. Off-Street Parking Standards.**

| Use                                          | Required Parking                                                             |
|----------------------------------------------|------------------------------------------------------------------------------|
| <b>RESIDENTIAL</b>                           |                                                                              |
| Households Living (dwelling unit/structure)  |                                                                              |
| Dwelling, single unit, detached and attached | 2 per du                                                                     |
| Dwelling, multiple unit structure            | 1.5 per du + 1 guest space per 10 units; subsection 27-1302.B.7 also applies |
| Dwelling unit in a mixed-use structure       | ≥ 1 per du                                                                   |
| Accessory dwelling unit                      | Section 27-10098 (ADU standards)                                             |
| Manufactured Home (Class A, B, C)            | 2 per du                                                                     |

**Section 4. EFFECTIVE DATE.** This ordinance shall be effective thirty (30) days after second reading and final adoption as provided by law.

**Section 5. REPEALER.** All resolutions, ordinances, and sections of the City Code inconsistent herewith are hereby repealed.

**Section 6. SEVERABILITY.** If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect the other provisions of this ordinance which may be given effect without the invalid provisions or application, and, to this end, the provisions of this ordinance are declared to be severable.

PASSED by the City Council on first reading this 28<sup>th</sup> day of May, 2024.

PASSED, ADOPTED and APPROVED on second reading this 10<sup>th</sup> day of June, 2024

CITY OF BILLINGS

BY: \_\_\_\_\_

William A. Cole, Mayor

Attest:

BY: \_\_\_\_\_

Denise R. Bohlman, City Clerk

Zone Change 1041 - Zoning Code Amendments Phase 4 – Legislative



**City Council Regular**

**Date:** 06/10/2024  
**Title:** Zone Change 1047 - Copper Ridge Subdivision, 7th & 8th Filing - N3 to P1 and N1 - 2nd reading  
**Presented by:** Nicole Cromwell  
**Department:** Planning & Community Services  
**Presentation:** No  
**Legal Review:** Not Applicable  
**Project Number:** PZX-24-00063

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**RECOMMENDATION**

The Zoning Commission recommends approval and adoption of the findings of the 10 review criteria for Zone Change 1047 on a 3-1 vote. The City Council approved the zone change on first reading on May 28, 2024. A second reading is required to approve the zone change.

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

This is a zone change request for a property currently zoned Suburban Neighborhood (N3) in the 7th and 8th Filings of Copper Ridge Subdivision located on the west end of Rimrock Road. Rimrock Road essentially dead ends at the railroad right of way at the city limits. There is a rail trestle that allows passage under the tracks, but it is rarely used except by property owners to the west.

This is a revision of the original application submitted in February 2024. The applicant requested a delay of the scheduled March 5, 2024, Zoning Commission hearing in order to revise the request in response to neighborhood concerns. The original application included Mixed Residential zone districts (NX1 and NX3). The revision removed those districts and expanded the area for First Neighborhood (N1) zoning and for the Public 1 (P1) zone for parks and open space. The applicant is proposing to re-zone approximately 62.5 acres of yet-to-be developed portions of Copper Ridge. The zoning before the 2021 update was Residential 5,000 (R50) to allow the development of two-family dwellings on lots of at least 8,000 square feet. When the city consolidated and changed to neighborhood zone districts, most of Copper Ridge Subdivision was updated to N3. The owners now want to re-zone the undeveloped land to allow more housing choices in the last phases of Copper Ridge Subdivision. The proposed zoning will include 46.01 acres of First Neighborhood (N1) zoning to accommodate single and two-family dwellings on lots that require less street frontage, and 16.59 acres of Public 1 (P1) zoning to meet the dedication requirements for parkland in subdivisions and provide a larger central neighborhood park. The applicant has submitted an exhibit that shows the exact proposed zone boundaries for each new zone district. The N1 zoning allows 2.5 story residences (up to 27 feet), and the P1 zone allows structures that accommodate and complement park uses.

This area of Billings has been developing over the past 20 years following the extension of 8 miles of city and water infrastructure past Shiloh Road (2001/2002). This allowed Ironwood Subdivision, Augusta Ranch and Falcon Ridge subdivisions to develop in low density suburban neighborhoods. These facility extensions were done by the city with only minor contributions from the developers except where the water and sewer lines entered the new subdivisions. This also allowed the Yellowstone Club Estates subdivision to annex and connect to the municipal sewer services. The city also took over the existing water service pipes and infrastructure from the homeowner's association.

After the development of several hundred homes in this area, the city needed to install a new water reservoir above Ironwood Subdivision to ensure adequate water pressure for homes, especially those with a 2nd or 3rd story. It is estimated by City Utilities that 16% of all daily city water demand during the summer months is from this area of West Billings. This area is about 744 acres, with about 1,650 dwellings. The estimated population is 3,800 residents. This is about 3% of the total population of the city.

There are very few housing types available in this area of West Billings. There are a few duplexes and some 4-unit buildings in Falcon Ridge Subdivision. Coal Creek Subdivision south of Falcon Ridge is all two-unit townhomes. Augusta Ranch also has a handful of single unit townhomes on the east side of Molt Road. Most vacant lots for development are between 1/4-acre up to 3/4-acre lots. The market value of vacant land for sale in this area of Billings ranges from \$225,000 per acre up to \$450,000 per acre. The Department of Revenue assessed values of vacant land range from \$125,000 per acre up to \$350,000 per acre.

A few annexed and subdivided parcels have brought in new zone districts and housing options to West Billings including Sweetgrass Creek (south of Rimrock Rd between 54th St W and 58th St W), Buffalo Crossing and 54 West

Subdivision at 54th St W and Rimrock Rd. Existing subdivisions with undeveloped land are also beginning to recalculate the market for housing choice in West Billings.

Housing demand reached a high level in 2021 and the trend continues into 2024. Supply of all types of housing choices has not kept up with the demand. At least two decades ago, local planning and growth policy documents indicated a need for independent living units for aging residents who want to "downsize" from a maintenance heavy single family dwelling on a large lot to unit ownership or townhomes as well as rental apartments. The 2010 Census indicated Billings, like many other urban areas, saw a reduction in average household size to 2.3 persons. Smaller households, aging residents and the higher cost of all housing have driven the demand for dwellings with more modest lot area to ease long-term maintenance costs, and to provide financially attainable homes for this part of the market. Demand for new dwellings of all types is high, but developers have not kept up with demand. Development has been hampered in part by hyper-inflation of the cost of building materials during the COVID-19 pandemic, labor shortages, and interest rate hikes over the past two years. New dwellings (detached single family homes) that have received final occupancy approval average about 298 per year over the last 4 calendar years but demand for this type of dwelling is about 40% higher than supply. Two-family dwellings and townhomes are also not meeting demand in this market.

Developers have made robust investments in expanding the variety of housing choices in West Northwest Billings. There have been more new residential developments south of Broadwater Avenue than this area to the north and west. The most recent development in West Billings with more than just single family dwellings is the Zimmerman Home Place apartments approximately five miles to the south and west. Townhomes and two-family dwellings are also in demand in West Billings, but there are few opportunities for this type of housing.

There are challenges to an area of urban development that is on property on the very edge of the urban/rural interface with only a small amount of existing suburban development (east). It is not possible to project future development in areas outside the County's zoning boundary. The property south of Rimrock Road has been added to the area of anticipated annexation in the next five years. This is not meant to ensure existing development patterns continue to the edge of the city limits. The development plan should include similar and compatible zone districts, connectivity where and when needed, and recognition of similar goals for all types of property. The 2016 Billings Growth Policy and the 2001 West Billings Neighborhood Plan goals and policies support the proposed changes to the district zone boundaries. The West Billings Neighborhood Plan goals and objectives stated the need to locate compatible uses and offer a range of housing choices and development densities. The proposed zone change supports these goals. The 2016 Billings Growth Policy supports a broad range of housing choices, encourages more walkable neighborhoods with connectivity to other transportation options, and building the community fabric through urban-designed public spaces. The proposed zone change supports these goals as well.

## **STAKEHOLDERS**

The applicant conducted a pre-application neighborhood meeting on January 25, 2024, at 7043 Copper Sunset Drive. The pre-application meeting synopsis is attached to this report. Twenty-nine surrounding property owners signed the attendance sheet for the meeting. The Planning staff has received copies of emails on this zone change that were sent to the City Council as well as a number sent directly to staff prior to the Zoning Commission meeting. Planning staff provided some clarification to neighborhood inquiries on the proposed zone change and how traffic impacts are evaluated and at what point those impacts can be evaluated. The applicant revised the application after an approved delay of the public hearing on March 5, 2024, by the Zoning Commission. Much of the public comment came based on the original zoning application.

### **Zoning Commission hearing March 5, 2024**

The applicant requested in writing and in person a delay of the public hearing until the May 7, 2024, Zoning Commission meeting. The applicant explained the owner wished to revise the application in response to neighborhood concerns. The Zoning Commission granted the delay to the May 7, 2024, hearing date. The Zoning Commission ensured the revised application would be published as a legal ad, the property re-posted, and the surrounding owners on the 1/4-mile mailing list received a new public hearing notice.

### **Zoning Commission hearing May 7, 2024**

The Zoning Commission held its public hearing on May 7, 2024, and received the staff recommendation, testimony from the applicant's agent, John Halverson of Sanderson Stewart, and testimony from several surrounding property owners including Hillary Johnson of 3015 Cove Creek Circle, Ace Olszowka of 4818 Audubon Way, Eric Panknin of 7035 Shiny Penny Way, Gary and Angela Lapin of 7045 Shiny Penny Way, Denise Smith of 3039 Forbes Blvd, and Dave Halland of 3044 W Copper Ridge Loop. Several email letters of comment were received in the days prior to the hearing and those emails were entered into the record, provided to the Zoning Commission and available for viewing in the ex parte notebook at the hearing. These are included as an attachment to this report.

Mr. Halverson provided a presentation to the commission that included information on how the application complies with the neighborhood plans, is responsive to the neighborhood concerns and helps achieve several important goals of the growth policy, including providing a variety of housing choices in all neighborhoods, allowing efficient use of the land, providing more parks and open space area and allows the developer to meet the demand of the entry-level housing market in the 300K to 500K price range. Mr. Halverson stated that existing homes in previous filings of Copper Ridge are not attainable for the average or above average household income families. More than 80% of the homes available are in the 500K to 700K price range. He stated the developer would like to introduce smaller lots and more affordable homes to these last two phases of Copper Ridge. He stated the developer, Williams Homes, builds quality products that will increase value in the area and spread the tax burden to more payers, so the city services are better supported over time. He stated the existing zoning would allow about 245 lots to be platted, and the proposed N1 zoning would allow about 300 lots. The additional 50 to 55 lots would not be a significant increase. He stated a subdivision that comes after the zone change decision will include a traffic impact analysis update, a street layout (not just a concept plan), and proposed lots. He stated the 7th and 8th Filings of Copper Ridge are already obligated to pay their proportionate share of the surrounding street improvement necessary to support the development.

Gary Lapin testified he was opposed to the zone change and any future development until the traffic issues and street problems are resolved. He stated that Rimrock Road has been decimated over and over again by construction traffic and all the new traffic from residents. He stated that Rimrock Road needs to be fully re-done, so it does not keep falling apart every season. He stated the developer had started and stopped inconsistently within the platted area, and it is creating a nightmare for residents.

Hillary Johnson testified in opposition to the zone change. She stated the surrounding elementary, middle schools and high school are all above capacity. She stated there is no way for the school district to keep up with the growth in this area with just the schools in place. She stated there are no walking paths except for the sidewalks on the local streets. She stated she often sees people trying to walk along Rimrock Rd and other external streets without sidewalks and this is dangerous. She stated the needed city infrastructure is lagging too far behind the building of new homes. She stated the traffic study should be done at the time of zoning - not at the time of subdivision. She stated it is important to ensure the safety of all residents in the area. She stated the commission should recommend a different zoning than the N1 requested. She stated the streets in the existing development should not connect to this new area, the N3 should be left in place along the common boundary, then P1 zoning to create a buffer and then N2 zoning for the remaining area. She stated there were irregularities in the required notifications for the pre-app meeting and for the submittal of the zone change revisions in April.

Ace Olszowka testified against the zone change. He stated that he does not live in the immediate area but believes no further development should happen until a bike path is completed between 54th St West and 70th St West along Rimrock Road. He stated this is achievable and should happen first before any more building or development occurs to the west.

Eric Panknin testified against the zone change. He stated he was concerned the developer would be changing the neighborhood too much. He stated when he bought in this neighborhood he thought all the future development would be the same. He stated no one is buying right now with the economy and interest rates where they are now. He stated there are many incomplete homes already in Copper Ridge that appear to have been abandoned by the developer. He stated he is definitely not in favor of this new zoning.

Angela Lapin testified against the zone change. She stated the covenants and restrictions for all of Copper Ridge state that the lots are only for residential use and only single-family detached dwellings are allowed. She stated the existing roads should not connect to the new roads in this development. She stated they have lived in a construction zone for at least 2 1/2 years so far, and the roads are getting too torn up.

Denise Smith testified in opposition to the zone change. She stated the covenants matter to the residents of Copper Ridge. She stated the road system is land locked. Rimrock Rd cannot expand to the west and there are no north/south arterial streets to handle all the traffic from the existing developments in the area. She stated she worked hard to achieve the ability to buy a home in Copper Ridge. She stated she is in favor of affordable housing options, but it should be done in an area that is more logical and not on the far end of the subdivision. She stated there are no safe walking paths on the arterial streets and collectors that do exist. She stated in the few years she has lived in this area, traffic volume has increased exponentially. She stated high density like this zoning should be closer to town and to services. She stated this is not good infill for the city.

Dave Halland testified against the zone change. He stated that everyone knows Rimrock Road is a disaster because of all the traffic it has to handle from the existing developments. It sprouts new potholes every few weeks and all the construction traffic isn't helping. He stated he is in favor of affordable housing, but this is not the area for this type of housing. He stated the new Albertson's on Grand markets to the higher income people who live here, even including

offering high-priced wine and over-priced everyday groceries. He stated that people who need an affordable home could not shop at the new Albertsons due to the pricing.

Mr. Halverson provided rebuttal and answered some questions from the testimony. He stated the street layout and traffic impacts will be evaluated and managed at the next step of the development during the subdivision review. He stated the developer will be building a full-width sidewalk on the north side of Rimrock Rd and connecting the existing sidewalk further to the east. He stated the school capacity issues are also dealt with at the time of the subdivision reviews. He stated that while this is attainable housing for new families, it is not subsidized in any way and will be offered at market rates. He stated they will be building single-family homes, not high-density multifamily dwellings.

Chair Daniel Brooks closed the public hearing. Commission member Greg McCall made a motion to recommend approval and adoption of the findings of the 10 review criteria. The motion was seconded by Commission member Andy Megorden. Commission member Greg McCall stated that if there were a way to have a "do-over" the N1 zoning would be more centrally located in Copper Ridge, but the proposal is for the west end of the subdivision. He stated there is a dire need for this type of housing in Billings and smaller lots and more modest home sizes are the way we can encourage this development.

Commission member Dvaid Goss stated he understands the previous zoning was Residential 5,000, which allowed smaller lots and duplexes as well as more lot coverage, but at the time Williams Homes bought the property in its new zone of N3. He stated the new owner was aware of the zoning at the time of purchase, and the city has a certain obligation to existing property owners to maintain a status quo. He stated it is frustrating for residents to have no nearby commercial services, while more and more housing is built. The housing should follow commercial development when possible. He stated the commission cannot dictate where or when street connections happen.

Commission member Greg McCall stated he somewhat agrees with Mr. Goss, but pointed out that a zone change is an option for any property owner when the market changes. He stated the proposed N1 zoning has the potential to allow more people to buy homes in Billings. Mr. Goss stated he was hoping that some close-in and over-parked commercial properties would build residential developments on the vacant parking areas. These residents would naturally support those commercial uses. Mr. Goss re-stated his position on needing to provide predictability for current homeowners.

Commission member Andy Megorden stated this proposal as resubmitted is much better than the original proposal. He stated he has traffic concerns but understands the order of operations for development. He stated the N1 zoning is not a medium or high density zone and is compatible with the existing development. Chair Daniel Brooks stated he agreed with the comments of the other commission members and that the original proposal would not have gained his support. He stated the revision does have his support as it provides a small increase in density but maintains the overall character of the area. The Commission voted 3 in favor and 1 opposed to the motion to recommend approval. Commission member David Goss voted against the motion.

#### **City Council Public Hearing on May 28, 2024**

The City Council held a hearing on May 28, 2024, and received the Zoning Commission recommendation and testimony from the applicant and agent. The staff also pointed out a petition was received in the morning from surrounding property owners. The petition only had one of the 24 properties within the valid protest area that signed the petition. The staff explained that most of the other signatures were from residents of Copper Ridge or Falcon Ridge subdivisions to the east of the subject property. The Council also received testimony at the hearing from nine surrounding owners and from Steve Simonson of the Billings Area Realtors. Staff answered questions in response to Council members' requests for additional information about traffic, the construction of Rimrock Road beyond 70th St West, and future subdivision of the property. The surrounding owners expressed concern that two-family dwellings might be allowed that are contrary to the covenants and restrictions for Copper Ridge subdivision, the lack of school capacity, and the use of existing internal subdivision streets for all new traffic from the west.

Mayor Cole closed the public hearing. Council member Gulick made a motion to approve the zone change on first reading and adopt the findings of the 10 review criteria as recommended by the Zoning Commission. The motion was seconded by Council member Rupsis. The motion was approved on a 9-2 vote. Council members Boyett and Tidswell voted against the motion.

#### **ALTERNATIVES**

The City Council may:

- Approve and adopt the Zoning Commission's recommended findings of the ten review criteria for Zone Change 1047 and as approved by the Council on first reading; or,
- Deny and adopt different findings of the ten review criteria for Zone Change 1047 on second reading; or,

- Delay action on the zone change request for up to 60 days at the request of the applicant or on its own motion; or,
- Refer the application back to the Zoning Commission for an additional public hearing based on 1) new information submitted that the applicant and public have not had an opportunity to examine; or 2) new information has been presented that was never submitted or considered by the Zoning Commission or staff; or
- Allow the applicant to withdraw the zone change request.

The applicant has not requested a delay or withdrawal of the application.

## **FISCAL EFFECTS**

Approval or denial of the proposed zone change will not have an effect on the Planning Division budget.

## **SUMMARY**

Before making a decision, the City Council shall consider the findings recommended by the Zoning Commission as follows:

1) Is the new zoning designed in accordance with the Growth Policy?

The proposed zone change is consistent with the following guidelines of the 2016 Growth Policy and the West Billings Neighborhood Plan (2001):

The **West Billings Neighborhood Plan** goals and objectives stated the need to locate compatible uses and offer a range of housing choices and development densities. The West Billings Plan adopted a number of Goals, Policies, and Implementation Strategies. The proposed adjustment to the current zone districts and boundaries is consistent with the following adopted Policies of Planned Growth Goal 1: Establish Development Patterns that Use Land More Efficiently

- Policy A "Promote efficient utilization of land within the West Billings planning area by promoting well-designed, more pedestrian friendly, urban development patterns with a mix of uses and an efficient, creative use of land."
- Policy K "Increase residential densities within the West Billings planning area by approving requests for residential zoning that are consistent with this plan."
- Policy M "Development in the West Billings planning area shall provide for a variety of residential types and densities."
- Policy N "Medium and high-density residential development(including elderly and disabled housing) should be located nearby and within walking distance to commercial centers, medical facilities, parks, and recreational amenities."
- Policy R "Encourage innovative land-use planning techniques to be used in building higher density and mixed-use developments as well as infill developments."

The proposed zoning is compatible with goals of the West Billings Neighborhood Plan. The proposed zone change and street layout will accommodate uses that are compatible in a new residential neighborhood. The proposed development will also have good access to outdoor activities. Current transportation options are limited to personal vehicles or cycling/walking. Rimrock Road has a multi-use path on the north side of street at 54th St West, and then marked on-street bike lanes from Shiloh Road to the east. The multi-use path is planned to continue to the west from 54th St West in the near future. The proposed zoning and development will provide for some variety of housing choices that are not abundant in this area of West Billings. The property is within walking distance to a future commercial center, parks and a multi-use trail system.

The proposed amendment is also in line with the adopted 2016 Growth Policy goals for:

### **Strong Neighborhoods:**

- Zoning regulations that allow a mixture of housing types provide housing options for all age groups and income levels
- Walkable neighborhoods that permit convenient destinations such as neighborhood services, open space, parks, schools and public gathering spaces foster health, goodwill and social interaction
- Safe and livable neighborhoods can be achieved through subdivision design that focuses on complete streets, pedestrian-scale streetlights, street trees and walkable access to public spaces
- Neighborhoods that are safe and attractive and provide essential services are much desired
- Implementation of the Infill Policy is important to encourage development of underutilized properties

## Home Base:

- A mix of housing types that meet the needs of a diverse population is important
- The Housing Needs Assessment is an important tool to ensure Billings recognizes and meets the demands of future development
- Common to all types of housing choices is the desire to live in surroundings that are affordable, healthy and safe
- Planning and construction of interconnected sidewalks and trails are important to the economy and livability of Billings
- Public safety and emergency service response are critical to the well-being of Billings' residents
- Homes that are safe and sound support a healthy community

The proposed zoning will allow the existing homes in Copper Ridge to have parkland adjacent to the west before the change over to the N1 zoning that will allow single and two-family homes on smaller lots. The N1 lots will be similar to other neighborhoods - generally 30 to 50 feet along the street frontage with homes that are narrow or have a gable facing the street with an attached porch. The primary difference in the N1 and N3 zone is the minimum lot width. N1 allows a lot as narrow as 20 feet and N3 requires a minimum lot width of 65 feet. In addition, N3 allows larger and taller homes that can sit further back on the lot. The extreme curvilinear street design of Copper Ridge required some large building setbacks. The N3 zoning accommodates this street design. The proposed development of Copper Ridge 7th and 8th Filing will have some curvilinear street layout, but it will be more like a traditional grid pattern. Wider lots in the N1 zone district could have 2-unit buildings or two separate dwellings on the same lot. These also may be developed as either rentals or as townhomes with individual owners. This will be the final phase of the subdivision build, so market conditions will dictate how this area is laid out and what types of housing is offered. West of 70th St West, the County zoning does not exist. There is no zoning to the north, west or south of the subject parcel. The only existing zoning is the zoning within the city in Copper Ridge Subdivision (N3). It is possible the land to the south may annex to the city and urban zoning would apply.

### 2) Is the new zoning designed to secure from fire and other dangers?

The proposed zoning of N1 requires minimum setbacks, open and landscaped areas and building separations which creates security from fire and other dangers. Street frontage - public or private - will be required, as well as street frontage landscaping, perimeter landscaping and screening based on the adjacent zoning and use, off-street parking and adequate pathways and driving aisles throughout to ensure public safety.

### 3) Whether the new zoning will promote public health, public safety and general welfare?

Public health and public safety are promoted by the proposed zoning. This is not unique to the Neighborhood zones, but instead is promoted by all adopted zoning districts within the City of Billings. The site and structure regulations found in Section 27-300 districts promote the minimum standards to ensure public health and safety and promote general welfare. Provision of public health and safety services from the city will promote the general welfare of the area. The completion of the Copper Ridge neighborhood will promote public safety and the general welfare by ensuring Rimrock Road has the appropriate construction from 70th St West to the terminus of the city limits at the railroad right of way.

### 4) Will the new zoning facilitate the adequate provision of transportation, water, sewerage, schools, parks and other public requirement?

- **Transportation:** The applicant will need to ensure the existing traffic impact study completed for the subdivision adequately addresses the new zoning and the specific development for the property. The Engineering Division will ensure this is done prior to any approval of a development plan. Each single family dwelling generates about 10-13 daily traffic trips.
- **Water and Sewer:** The City will provide water and sewer to the property. There will be no additional impacts to the system from the proposed changes. Existing seasonal low water pressure will be addressed by City Engineering.
- **Schools and Parks:** Schools and parks may be effected by the proposed zone change and completion of this city neighborhood. School District 2 did not provide any comments. Boulder Elementary School had 501 students in the current school year with a student teacher ratio of about 20 students per teacher. The student capacity of Boulder school is 450 students. Ben Steele has a capacity of 750 with 795 students enrolled last year with a teacher student ratio of 17.1 students per teacher. West High School has a capacity of 1,731 students with an enrollment last year of 2,180 students with a teacher student ratio of 15.91. The closest public park to the subject property is Copper Ridge neighborhood park on Lucky Penny Lane. The closest developed community park will be Cottonwood Park on 54th St West south of Rimrock Road. The city also owns Phipps Park, a 350-acre mostly natural park north of the railroad tracks. There are jogging trails and a disc golf course. This city park is outside the city limits. The planning staff did not receive any comments from Parks, Recreation and Public Lands staff concerning this zone change. The proposed zoning also includes about 16.5 acres of Public 1 zoning that will be for parkland. The types and locations of such open spaces will be determined at the

time of a final development plan review by staff.

- **Fire and Police:** The subject property will be served by city public safety services. The Police and Fire Departments had no concerns about the zone change.

5) Will the new zoning provide adequate light and air?

Similar to criteria 2 and 3, the proposed N zone, like all zones, require minimum property line setbacks to allow for adequate separation between structures and adequate light and air. This parcel is presently vacant, therefore any new structure will be required to meet the standards required by Section 27-300.

6) Will the new zoning effect motorized and non-motorized transportation?

Non-motorized travel -- walking and biking -- is an essential part of the Copper Ridge neighborhood. This will continue to be the case in this final building phase of Copper Ridge. Pedestrian connections will be ensured through the development. The city will be undertaking improvements to Rimrock Rd west of 54th St W to complete pedestrian facilities and improve traffic safety. The most recent traffic counts at Rimrock Rd just west of the intersection with 62nd St West is about 2,500 vehicle trips per day. Improvements to this intersection are planned as part of the traffic management for the neighborhoods in the area.

7) Will the new zoning promote compatible urban growth?

The proposed increase in the overall development density is compatible with urban growth and the provision of city level services to the new residents. The proposed zone district boundaries are consistent with the urban growth in this area and will be compatible with the surrounding neighborhoods. Further site development requirements for parking, landscaping, frontage improvements will be required with new development. Additional housing types and choices will contribute to a neighborhood that is resilient and open to residents of all ages.

8) Does the new zoning consider the character of the district and the peculiar suitability of the property for particular uses?

The proposed zoning does consider the character of the district and the suitability of the property for the proposed use. This area is completing the development of a city neighborhood. The city's investment in public infrastructure in the area is spurring the development of new areas for city infill. The existing zones and development pattern for the area is suitable for the N1 district as shown on the zoning exhibit.

9) Will the new zoning conserve the value of buildings?

The property is an undeveloped agricultural parcel that is in proximity to all city services. Approval of the zone change will provide a housing choice in a residential area where there are few options other than single unit dwellings on large lots. The zoning designation itself will not influence the value of buildings. In general, new development increases the value of adjacent property.

10) Will the new zoning encourage the most appropriate use of land throughout the City of Billings?

The proposed zoning will encourage the most appropriate use of this land in Billings. The proposed N1 is similar and compatible with the other two N zone districts of N3 or N2. The N1 zoning which allows single-family and two-family dwellings is compatible with the N3 to the east.

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## Attachments

ZC 1047 Ordinance

**ORDINANCE 24-\_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF BILLINGS,  
PROVIDING THE ZONE CLASSIFICATION for portions of  
Lots 15 & 16 in Block 3 of Copper Ridge Subdivision,  
7<sup>th</sup> Filing and a portion of Lot 15A of Block 3 in  
Copper Ridge Subdivision, 8<sup>th</sup> Filing, BE AMENDED**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BILLINGS THAT:**

**Section 1. RECITALS.** *Title 76, Chapter 2, Part 3, MCA, and Sections 27-1628, BMCC,* provide for amendment to the City Zoning Map from time to time. The City Zoning Commission and staff have reviewed the proposed zoning for the real property hereinafter described. The Zoning Commission and staff have considered the ten (10) criteria required by Title 76, Chapter 2, Part 3, MCA. The recommendations of the Zoning Commission and staff have been submitted to the City Council, and the City Council, in due deliberation, has considered the ten (10) criteria required by state law.

**Section 2. DESCRIPTION.** **Portions of Lots 15 & 16 in Block 3 of Copper Ridge Subdivision, 7<sup>th</sup> Filing and a portion of Lot 15A of Block 3 in Copper Ridge Subdivision, 8<sup>th</sup> Filing** are presently zoned **Suburban Neighborhood Residential (N3)** and is shown on the official zoning map within this zone.

**Section 3. ZONE DISTRICT AMENDMENT.** The official zoning map is hereby amended and the zoning for **portions of Lots 15 & 16 in Block 3 of Copper Ridge Subdivision, 7<sup>th</sup> Filing and a portion of Lot 15A of Block 3 in Copper Ridge Subdivision, 8<sup>th</sup> Filing**, is hereby changed from **Suburban Neighborhood Residential (N3)**, to **First Neighborhood (N1) and Public 1(P1)** as shown on the attached **Exhibit A**, and from the effective date of this ordinance, shall be subject to all the rules and regulations pertaining to **First Neighborhood (N1) and Public 1(P1)**, as set out in the Billings, Montana City Code.

**Section 4. EFFECTIVE DATE.** This ordinance shall be effective thirty (30) days after second reading and final adoption as provided by law.

**Section 5. REPEALER.** All resolutions, ordinances, and sections of the City Code inconsistent herewith are hereby repealed.



**Section 6. SEVERABILITY.** If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect the other provisions of this ordinance which may be given effect without the invalid provisions or application, and, to this end, the provisions of this ordinance are declared to be severable.

PASSED by the City Council on first reading this 28th day of May, 2024.

PASSED, ADOPTED and APPROVED on second reading this 10<sup>th</sup> day of June, 2024.

CITY OF BILLINGS

BY: \_\_\_\_\_

William A. Cole, Mayor

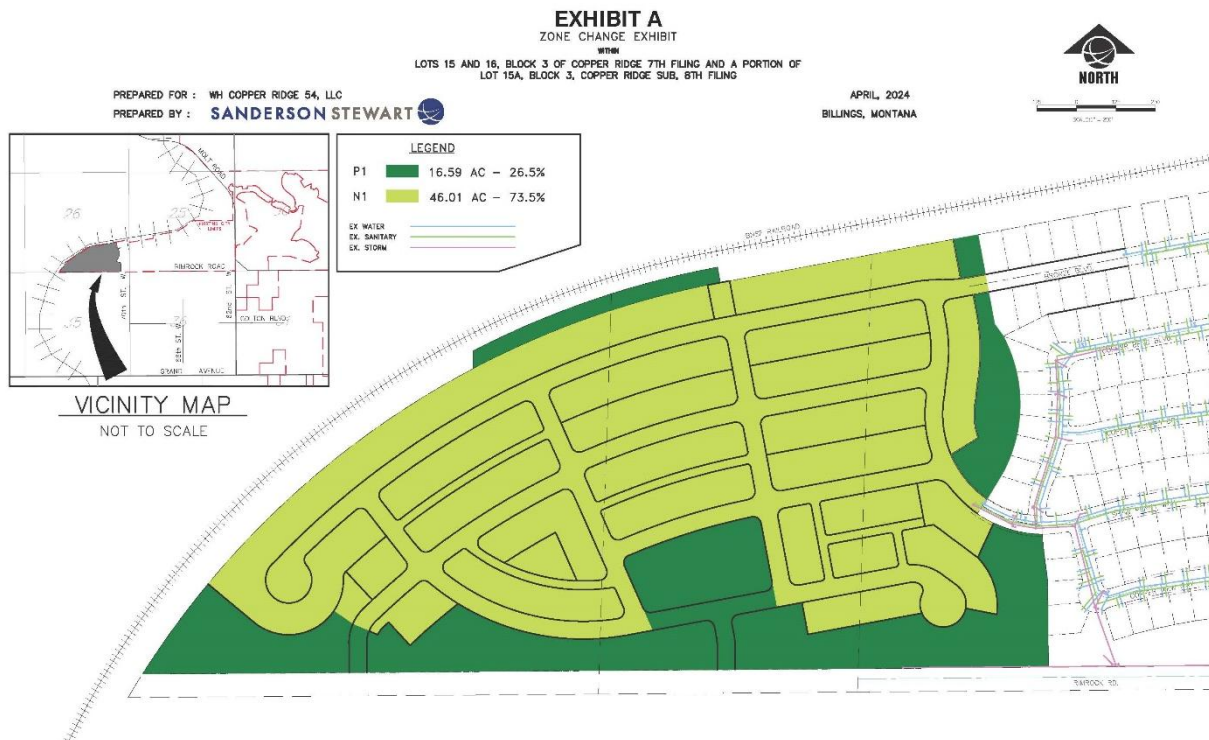
Attest:

BY: \_\_\_\_\_

Denise R. Bohlman, City Clerk

Zone Change 1047 – Copper Ridge 7<sup>th</sup> & 8<sup>th</sup> Filings

**Exhibit A**



**City Council Regular**

**Date:** 06/10/2024  
**Title:** Payment of Claims for week of May 6th, 2024  
**Presented by:** Erin Watterud  
**Department:** Finance  
**Presentation:** No  
**Legal Review:** Not Applicable  
**Project Number:** N/A

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**RECOMMENDATION**

Staff recommends Council approve the Payment of Claims

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

Claims in the amount of \$2,910,671.75 have been reviewed and are presented for City Council payment approval. A complete listing of the claims for the week are available in the Finance Department. Payment Approval Process Every invoice for payment is entered into the City's accounting system and the backup documentation is scanned in and attached (physical invoices, additional e-mails explaining payments, bids, contracts, etc.). Each invoice goes through a multi-step approval process depending upon the amount of the payment. First, invoices are entered by the department requesting the payment and the department director or designee must perform an initial review and approval of the purchase. The number of approvals within the department can vary based upon the size of the department, but no less than one approver within each department must verify the payment. Second, all payments, regardless of size, must be approved by the Purchasing Agent or designee. The Purchasing Agent will review the payment to ensure purchasing procedures are followed and appropriate documentation is attached. If the payment is greater than \$1,000, then it must be approved by the Finance Director or designee. If that payment is greater than \$10,000, then it must be approved by the City Administrator or Assistant City Administrator. Once all approvals are completed, the payment is able to be made and the Accounts Payable Clerk can print the check. After all checks are printed, a list of all checks in excess of \$2,500 is generated and placed on the next City Council meeting for review.

**ALTERNATIVES**

No other alternatives were analyzed

**FISCAL EFFECTS**

Claims have a varying impact on department budgets, but are submitted by the departments and reviewed by Finance staff before being sent to the Council.

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**Attachments**

CouncilMemo wk of 05062024

| Check Date | Check # | Name                      | Fund Name     | Amount       | Item Desc                                             |
|------------|---------|---------------------------|---------------|--------------|-------------------------------------------------------|
| 05/06/2024 | 870548  | 360 Office Solutions      | Airport       | \$ 9,501.00  | Administration Conference Room Chairs                 |
| 05/06/2024 | 870549  | A-1 Landscaping & Nursery | Library       | \$ 2,309.00  | 5371 April 2024 landscaping maintenance               |
| 05/06/2024 | 870549  | A-1 Landscaping & Nursery | Library       | \$ 105.00    | Snow Plow/Removal Services for April, 24; Library     |
| 05/06/2024 | 870549  | A-1 Landscaping & Nursery | Parking       | \$ 110.00    | Snow Plow/Removal Services for April, 24; Parking     |
| 05/06/2024 | 870551  | Ace Electric              | Public Safety | \$ 230.94    | FIRE 5 - DATA DROP                                    |
| 05/06/2024 | 870551  | Ace Electric              | SID Const     | \$ 32,145.31 | SID 1423 Annafeld Subdivision 4th Filing Streetlights |
| 05/06/2024 | 870552  | Advanced Employment       | Public Safety | \$ 105.00    | 1360093847, cleaning pd3                              |
| 05/06/2024 | 870552  | Advanced Employment       | Solid Waste   | \$ 232.05    | Contract labor at Landfill for week ending 4/14/24.   |
| 05/06/2024 | 870552  | Advanced Employment       | Solid Waste   | \$ 1,001.00  | Contract labor at Landfill for week ending 4/14/24.   |
| 05/06/2024 | 870552  | Advanced Employment       | Solid Waste   | \$ 1,374.10  | Contract labor at Landfill for week ending 4/21/24.   |
| 05/06/2024 | 870552  | Advanced Employment       | Solid Waste   | \$ 673.40    | Contract labor at Landfill for week ending 4/7/24.    |
| 05/06/2024 | 870552  | Advanced Employment       | Solid Waste   | \$ 709.80    | Contract labor at Landfill for week ending 4/7/24.    |
| 05/06/2024 | 870553  | Adv Engin and Enviro      | Storm Sewer   | \$ 3,950.00  | Babcock Boulevard Drainage Area Improvements          |
| 05/06/2024 | 870553  | Adv Engin and Enviro      | Storm Sewer   | \$ 2,373.00  | WO 24-14..Meadowlark Drainage Study                   |
| 05/06/2024 | 870553  | Adv Engin and Enviro      | Storm Sewer   | \$ 4,350.50  | WO 24-14..Meadowlark Drainage Study                   |
| 05/06/2024 | 870553  | Adv Engin and Enviro      | Storm Sewer   | \$ 2,389.25  | WO 24-19 AE2S Arnold Drain Intake Improvements        |
| 05/06/2024 | 870553  | Adv Engin and Enviro      | Water         | \$ 47,321.64 | WO 23-96 WTP Intake #2 Catwalk Renovations            |
| 05/06/2024 | 870553  | Adv Engin and Enviro      | Water         | \$ 43,011.75 | WO 23-96 WTP Intake #2 Catwalk Renovations            |
| 05/06/2024 | 870553  | Adv Engin and Enviro      | Water         | \$ 91,672.38 | WO 23-96 WTP Intake #2 Catwalk Renovations            |
| 05/06/2024 | 870561  | Beartooth Enviro          | Solid Waste   | \$ 10,257.50 | Manifests 024095336JJK 024095335 MT2024357            |
| 05/06/2024 | 870570  | CEC                       | #N/A          | \$ 4,308.97  | SID1422 ..Montana Ave LED Retro Fit                   |
| 05/06/2024 | 870571  | Century Link              | Airport       | \$ 56.18     | Airport Terminal Power M                              |
| 05/06/2024 | 870571  | Century Link              | Airport       | \$ 45.66     | Airport Alarm                                         |
| 05/06/2024 | 870571  | Century Link              | Airport       | \$ 53.50     | Airport 1FB Line                                      |
| 05/06/2024 | 870571  | Century Link              | Airport       | \$ 83.28     | Airport                                               |
| 05/06/2024 | 870571  | Century Link              | Airport       | \$ 53.50     | Airport P9 Building                                   |
| 05/06/2024 | 870571  | Century Link              | Airport       | \$ 552.16    | Airport -Charges for Airport phone fax alarm line     |
| 05/06/2024 | 870571  | Century Link              | Airport       | \$ 38.28     | Bill Date: Aug 16, 2021. QTA Phone                    |
| 05/06/2024 | 870571  | Century Link              | Engineering   | \$ 129.43    | Measured Lines Depot 50/50                            |
| 05/06/2024 | 870571  | Century Link              | EOC 911       | \$ 45.65     | 911                                                   |
| 05/06/2024 | 870571  | Century Link              | EOC 911       | \$ 45.65     | 911                                                   |
| 05/06/2024 | 870571  | Century Link              | EOC 911       | \$ 311.26    | 9-1-1 Center Landfill #2                              |
| 05/06/2024 | 870571  | Century Link              | EOC 911       | \$ 311.26    | 9-1-1 Center Fox Reservoir #2                         |

| Check Date | Check # | Name         | Fund Name     | Amount      | Item Desc                           |
|------------|---------|--------------|---------------|-------------|-------------------------------------|
| 05/06/2024 | 870571  | Century Link | EOC 911       | \$ 5,277.33 | 9-1-1 Center                        |
| 05/06/2024 | 870571  | Century Link | Fleet         | \$ 51.50    | Motor Pool                          |
| 05/06/2024 | 870571  | Century Link | General       | \$ -        | Cemetery Kenco Line                 |
| 05/06/2024 | 870571  | Century Link | General       | \$ 70.24    | Stewart Park Batting Cages          |
| 05/06/2024 | 870571  | Century Link | IT Resources  | \$ 56.18    | Kenco Security Alarm IT Alarm       |
| 05/06/2024 | 870571  | Century Link | Library       | \$ 208.48   | Library 6 lines                     |
| 05/06/2024 | 870571  | Century Link | P.W. Admin    | \$ 129.42   | Measured Lines Depot 50/50          |
| 05/06/2024 | 870571  | Century Link | Park Dist 1   | \$ 74.59    | Parks                               |
| 05/06/2024 | 870571  | Century Link | Park Dist 1   | \$ 56.18    | Parks 3890 Stillwater               |
| 05/06/2024 | 870571  | Century Link | Parking       | \$ 41.64    | Park 2 Elevator Phone               |
| 05/06/2024 | 870571  | Century Link | Parking       | \$ 56.18    | Park 1 Elevator Phone               |
| 05/06/2024 | 870571  | Century Link | Phone System  | \$ 138.98   | Library 6 lines                     |
| 05/06/2024 | 870571  | Century Link | Phone System  | \$ 115.56   | Airport Measured Lines              |
| 05/06/2024 | 870571  | Century Link | Phone System  | \$ 126.24   | Met Measured Lines                  |
| 05/06/2024 | 870571  | Century Link | Phone System  | \$ 122.74   | BOC Measured Lines                  |
| 05/06/2024 | 870571  | Century Link | Phone System  | \$ 178.92   | PUD Measured Lines                  |
| 05/06/2024 | 870571  | Century Link | Phone System  | \$ 2,595.97 | Main System Centrex                 |
| 05/06/2024 | 870571  | Century Link | Phone System  | \$ 57.78    | MET Fax and Kenco Fax               |
| 05/06/2024 | 870571  | Century Link | Phone System  | \$ 48.72    | Animal Control Fax                  |
| 05/06/2024 | 870571  | Century Link | Phone System  | \$ 56.18    | Fire Alarm                          |
| 05/06/2024 | 870571  | Century Link | Phone System  | \$ 56.18    | Four Dances                         |
| 05/06/2024 | 870571  | Century Link | Phone System  | \$ 52.97    | Miller Building                     |
| 05/06/2024 | 870571  | Century Link | Phone System  | \$ 56.18    | Pioneer Park                        |
| 05/06/2024 | 870571  | Century Link | Phone System  | \$ 57.78    | Streets Fax                         |
| 05/06/2024 | 870571  | Century Link | Planning      | \$ 56.18    | Planning Traffic Central Broadwater |
| 05/06/2024 | 870571  | Century Link | Planning      | \$ 56.18    | Planning Traffic Central 9th        |
| 05/06/2024 | 870571  | Century Link | Public Safety | \$ 57.78    | Fire Elevator                       |
| 05/06/2024 | 870571  | Century Link | Public Safety | \$ 56.18    | Crime Prevention Alarm              |
| 05/06/2024 | 870571  | Century Link | Public Safety | \$ 119.32   | Fire                                |
| 05/06/2024 | 870571  | Century Link | Public Safety | \$ 118.28   | Fire RR Crossing Alarm              |
| 05/06/2024 | 870571  | Century Link | Public Safety | \$ 66.55    | Fire 5 911 Line                     |
| 05/06/2024 | 870571  | Century Link | Public Safety | \$ 41.64    | Fire Maintenance Shop               |
| 05/06/2024 | 870571  | Century Link | Radio         | \$ 311.26   | Fire Airport Radio Tower WCK        |

| Check Date | Check # | Name                | Fund Name      | Amount        | Item Desc                                        |
|------------|---------|---------------------|----------------|---------------|--------------------------------------------------|
| 05/06/2024 | 870571  | Century Link        | Radio          | \$ 311.26     | Fire Airport Radio Tower Jellison                |
| 05/06/2024 | 870571  | Century Link        | Solid Waste    | \$ 76.93      | 513B WRF                                         |
| 05/06/2024 | 870571  | Century Link        | Solid Waste    | \$ 97.39      | Solid Waste Landfill                             |
| 05/06/2024 | 870571  | Century Link        | Solid Waste    | \$ 209.51     | SW Landfill                                      |
| 05/06/2024 | 870571  | Century Link        | Street/Traffic | \$ 42.82      | PW Traffic 3728 McDougall                        |
| 05/06/2024 | 870571  | Century Link        | Street/Traffic | \$ 57.78      | PW Traffic Signal 24 Central                     |
| 05/06/2024 | 870571  | Century Link        | Wastewater     | \$ 56.18      | PUD Sahara Sand Lift Station                     |
| 05/06/2024 | 870571  | Century Link        | Water          | \$ 39.44      | PUD Alarm Water Tower                            |
| 05/06/2024 | 870579  | Cop Construction    | Wastewater     | \$ 32,452.23  | Retainage Release 2                              |
| 05/06/2024 | 870580  | Coral Sales         | Street/Traffic | \$ 7,255.25   | 78274                                            |
| 05/06/2024 | 870585  | Critelli Glass      | Transit        | \$ 9,324.00   | Glass Repairs for Downtown Transfer Center       |
| 05/06/2024 | 870588  | Dakota Supply Group | Water          | \$ 65.50      | 1" STIFFENERS - CTS PE INSERTS SS P/N: 6133T1    |
| 05/06/2024 | 870588  | Dakota Supply Group | Water          | \$ 92.64      | 3/4" STIFFENERS - CTS PE INSERTS SS P/N: 6133T34 |
| 05/06/2024 | 870588  | Dakota Supply Group | Water          | \$ 1,038.22   | 6 " MJ GATE VALVE P/N: 2606BLAFMMU               |
| 05/06/2024 | 870588  | Dakota Supply Group | Water          | \$ 206.35     | 8" CLAY X PVC BANDED COUPLING - FLEX SEAL        |
| 05/06/2024 | 870588  | Dakota Supply Group | Water          | \$ 619.04     | 8" CLAY X PVC BANDED COUPLING P/N: 48572         |
| 05/06/2024 | 870588  | Dakota Supply Group | Water          | \$ 427.32     | 8" HYMAX COUPLING - 8.54-9.84 (86054021716)      |
| 05/06/2024 | 870588  | Dakota Supply Group | Water          | \$ 318.87     | 8" PLASTIC SEWER PIPE SDR35 P/N: 32405           |
| 05/06/2024 | 870588  | Dakota Supply Group | Water          | \$ 465.28     | BLUE MARKING PAINT P/N: 111-090-00140            |
| 05/06/2024 | 870588  | Dakota Supply Group | Water          | \$ 922.20     | F2-22.27X20-SH REPAIR CLAMP P/N: 674533          |
| 05/06/2024 | 870588  | Dakota Supply Group | Water          | \$ 265.87     | MARKING PAINT GREEN - GREEN SPRAYON #3631        |
| 05/06/2024 | 870588  | Dakota Supply Group | Water          | \$ 22,590.00  | PBD 027..8" PCV Pipe for water pipe burs         |
| 05/06/2024 | 870588  | Dakota Supply Group | Water          | \$ 998.46     | PIPE BURSTING - 8" PV LOK CLAMP (PWMC8)          |
| 05/06/2024 | 870589  | Data Imaging System | Building       | \$ 4,843.22   | Invoice #11885 Document Scanning                 |
| 05/06/2024 | 870589  | Data Imaging System | Building       | \$ 4,481.15   | Invoice #12667 Document Scanning                 |
| 05/06/2024 | 870589  | Data Imaging System | Building       | \$ 4,465.90   | Invoice #12815 Document Scanning                 |
| 05/06/2024 | 870591  | Dell Computer L P   | Engineering    | \$ 700.00     | Qty. 4 Conferencing Monitors                     |
| 05/06/2024 | 870591  | Dell Computer L P   | Engineering    | \$ 6,153.00   | Qty. 5 Dell OptiPlex 7020, i5, 16GB ,1TB         |
| 05/06/2024 | 870591  | Dell Computer L P   | General        | \$ 1,496.35   | Del Latitude 5450, i5, -City Council Laptop      |
| 05/06/2024 | 870595  | Dick Anderson Const | Wastewater     | \$ 603,685.21 | WO 20-44 WRF Nutrient Recovery Improvements      |
| 05/06/2024 | 870597  | DOWL                | Storm Sewer    | \$ 10,258.75  | WO 20-24 West End Storm System Improvements      |
| 05/06/2024 | 870597  | DOWL                | Storm Sewer    | \$ 1,706.25   | WO 24-22 Arnold Drain Capacity Analysis          |
| 05/06/2024 | 870597  | DOWL                | Water          | \$ 2,520.00   | WO 23-01 2023 Water and Sewer Main Replacement   |

| Check Date | Check # | Name                            | Fund Name        | Amount        | Item Desc                                           |
|------------|---------|---------------------------------|------------------|---------------|-----------------------------------------------------|
| 05/06/2024 | 870597  | DOWL                            | Water            | \$ 57,106.25  | WO24-01 Contract 1: 2024 Water Main Replacement     |
| 05/06/2024 | 870599  | Empire Garage Owner's           | Parking          | \$ 7,555.69   | CITY OF BILLINGS APRIL ASSESSMENT                   |
| 05/06/2024 | 870604  | Fifth Asset                     | General          | \$ 10,000.00  | DebtBook Yearly Subscription Renewal                |
| 05/06/2024 | 870605  | Financial Consulting Sol        | Storm Sewer      | \$ 20,227.81  | WO 20-37 Stormwater Utility Development             |
| 05/06/2024 | 870608  | First Montana Title             | CDBG             | \$ 10,000.00  | FTHB Marlin Parker 25 Heather Dr                    |
| 05/06/2024 | 870610  | Floyd's Truck Center WY         | Fleet            | \$ 5,127.06   | X401189185.01                                       |
| 05/06/2024 | 870610  | Floyd's Truck Center WY         | Fleet            | \$ 441.42     | X401189503.01                                       |
| 05/06/2024 | 870610  | Floyd's Truck Center WY         | Fleet            | \$ 924.95     | X401189813.01                                       |
| 05/06/2024 | 870611  | Flying S Title and Escrow of MT | CDBG             | \$ 15,000.00  | FTHB Amalia Blackburn 3952 Cambridge Drive          |
| 05/06/2024 | 870612  | G&T Plumbing & Mechanical       | Airport          | \$ 84,150.00  | Airport Terminal Boiler Replacement Project - Local |
| 05/06/2024 | 870615  | Hach Company                    | Wastewater       | \$ 2,831.00   | Pivot clamps for Dissolved Oxygen Probes            |
| 05/06/2024 | 870616  | Hample Excavation               | Solid Waste      | \$ 96,630.93  | WO 23-46 Compost Facility Waterline                 |
| 05/06/2024 | 870617  | Hansers Wrecker Service         | Property Ins     | \$ 3,950.00   | Tow charges for Parks Truck #1612/mini excavator    |
| 05/06/2024 | 870617  | Hansers Wrecker Service         | Property Ins     | \$ 3,173.42   | diesel spill/cleanup changes Truck #0092            |
| 05/06/2024 | 870620  | High Point Networks             | IT Resources     | \$ 50,601.00  | Aruba Access Points Licensing HPN Implementation    |
| 05/06/2024 | 870626  | Iaff                            | Payroll Clearing | \$ 5,643.42   | Payroll Summary                                     |
| 05/06/2024 | 870633  | Jane Waggoner Deschner          | Library          | \$ 691.25     | Digital ads 10/2023 - 3/2024                        |
| 05/06/2024 | 870633  | Jane Waggoner Deschner          | Library          | \$ 2,073.25   | Newsletter editing 10/2023 - 3/2024                 |
| 05/06/2024 | 870634  | JBT Aero Tech, Jetway           | Airport          | \$ 384,860.71 | Eight Passenger Boarding Bridges - Local Share      |
| 05/06/2024 | ACH     | Joe Johnson Equipment           | Fleet            | \$ 10,443.73  | P01661                                              |
| 05/06/2024 | ACH     | Joe Johnson Equipment           | Fleet            | \$ 2,103.59   | P01685                                              |
| 05/06/2024 | 870640  | Kone Inc                        | Facilities       | \$ 707.07     | Inv. 871346212 April 2024 Elevator Maintenance      |
| 05/06/2024 | 870640  | Kone Inc                        | Parking          | \$ 245.18     | PARK 1 MAINTENANCE 1.1.24-1.31.24                   |
| 05/06/2024 | 870640  | Kone Inc                        | Parking          | \$ 204.77     | PARK 1 MECHANIC STRAIGHT TIME                       |
| 05/06/2024 | 870640  | Kone Inc                        | Parking          | \$ 405.43     | PARK 1 MECHANIC STRAIGHT TIME- TRAVEL               |
| 05/06/2024 | 870640  | Kone Inc                        | Parking          | \$ 735.54     | PARK 2 MAINTENANCE 1.1.24-1.31.24                   |
| 05/06/2024 | 870640  | Kone Inc                        | Parking          | \$ 160.68     | PARK 2 MECHANIC STRAIGHT TIME                       |
| 05/06/2024 | 870640  | Kone Inc                        | Parking          | \$ 490.36     | PARK 3 MAINTENANCE 1.1.24-1.31.24                   |
| 05/06/2024 | 870640  | Kone Inc                        | Parking          | \$ 24.09      | PARK II MECHANIC STRAIGHT TIME-TRAVEL               |
| 05/06/2024 | 870641  | L N Curtis & Sons               | Fire Grants      | \$ 21.60      | 293005, SOFT SHACKLE FOR CAPTO                      |
| 05/06/2024 | 870641  | L N Curtis & Sons               | Fire Grants      | \$ 268.20     | 300020, SQUID RIG PLATE                             |
| 05/06/2024 | 870641  | L N Curtis & Sons               | Fire Grants      | \$ 1,292.40   | 336011 CAPTO 11 MM GRAY                             |
| 05/06/2024 | 870641  | L N Curtis & Sons               | Fire Grants      | \$ 84.64      | 385640, KONG TRAPEZIUM QUICK LINK                   |

| Check Date | Check # | Name                       | Fund Name        | Amount       | Item Desc                                          |
|------------|---------|----------------------------|------------------|--------------|----------------------------------------------------|
| 05/06/2024 | 870641  | L N Curtis & Sons          | Fire Grants      | \$ 230.40    | 441102, CMC RIGTECH PACK - BLUE                    |
| 05/06/2024 | 870641  | L N Curtis & Sons          | Fire Grants      | \$ 230.40    | 441103, CMC RIGTECH PACK - RED                     |
| 05/06/2024 | 870641  | L N Curtis & Sons          | Fire Grants      | \$ 500.40    | 740000, CMC LITTER SHIELD                          |
| 05/06/2024 | 870641  | L N Curtis & Sons          | Public Safety    | \$ 60.08     | SHIPPING: RESCUE EQUIPMENT                         |
| 05/06/2024 | 870648  | Mailing Technical Services | Central Services | \$ 4,314.01  | Postage for March, 2024                            |
| 05/06/2024 | 870648  | Mailing Technical Services | General          | \$ 815.63    | Postage for March, 2024                            |
| 05/06/2024 | 870648  | Mailing Technical Services | Parking          | \$ 55.93     | Postage for March, 2024                            |
| 05/06/2024 | 870648  | Mailing Technical Services | Planning         | \$ 176.82    | Postage for March, 2024                            |
| 05/06/2024 | 870650  | Mckinstry Co LLC           | Stillwater Const | \$ 8,100.00  | Independent 3rd party commissioning svc Stillwater |
| 05/06/2024 | 870657  | MT Attorney Closing & Serv | CDBG             | \$ 15,000.00 | FTHB Heather Vauthier 289 Westchester Sq S         |
| 05/06/2024 | 870658  | MT CSED                    | Payroll Clearing | \$ 6,169.42  | Child Support                                      |
| 05/06/2024 | 870659  | MFPE                       | Payroll Clearing | \$ 2,920.68  | Payroll Summary                                    |
| 05/06/2024 | 870661  | MMIA                       | Property Ins     | \$ 18,676.65 | Liability Self Insurance Payments 5/24             |
| 05/06/2024 | 870662  | MT Peterbilt               | Fleet            | \$ 446.14    | 91866BL                                            |
| 05/06/2024 | 870662  | MT Peterbilt               | Fleet            | \$ 62.64     | 91932BL                                            |
| 05/06/2024 | 870662  | MT Peterbilt               | Fleet            | \$ 42.67     | 91980BL                                            |
| 05/06/2024 | 870662  | MT Peterbilt               | Fleet            | \$ 128.81    | 91982BL                                            |
| 05/06/2024 | 870662  | MT Peterbilt               | Fleet            | \$ 224.17    | 92092BL                                            |
| 05/06/2024 | 870662  | MT Peterbilt               | Fleet            | \$ 212.50    | 92092BL                                            |
| 05/06/2024 | 870662  | MT Peterbilt               | Fleet            | \$ 569.27    | 92092BL                                            |
| 05/06/2024 | 870662  | MT Peterbilt               | Fleet            | \$ 469.48    | 92092BLX1                                          |
| 05/06/2024 | 870662  | MT Peterbilt               | Fleet            | \$ 129.97    | 92096BL                                            |
| 05/06/2024 | 870662  | MT Peterbilt               | Fleet            | \$ 36.00     | 92096BL                                            |
| 05/06/2024 | 870662  | MT Peterbilt               | Fleet            | \$ 229.95    | 92116BL                                            |
| 05/06/2024 | 870662  | MT Peterbilt               | Fleet            | \$ 88.00     | 92209BL                                            |
| 05/06/2024 | 870662  | MT Peterbilt               | Fleet            | \$ 818.23    | 92209BL                                            |
| 05/06/2024 | 870662  | MT Peterbilt               | Fleet            | \$ 178.08    | 92251BL                                            |
| 05/06/2024 | 870662  | MT Peterbilt               | Fleet            | \$ 244.80    | 92306BL                                            |
| 05/06/2024 | 870662  | MT Peterbilt               | Fleet            | \$ (212.50)  | CM92092BL                                          |
| 05/06/2024 | 870663  | MSFA                       | Payroll Clearing | \$ 5,308.02  | Payroll Summary                                    |
| 05/06/2024 | 870665  | Morrison Maierle           | Airport          | \$ 13,899.94 | AIP-73 Terminal Expansion - Eligible for Reimb     |
| 05/06/2024 | 870665  | Morrison Maierle           | Airport          | \$ 1,544.44  | AIP-73 Terminal Expansion - Ineligible for Reimb   |
| 05/06/2024 | 870665  | Morrison Maierle           | Airport          | \$ 1,306.57  | AIP-76 Terminal Expansion - eligible for local     |

| Check Date | Check # | Name                | Fund Name        | Amount       | Item Desc                                             |
|------------|---------|---------------------|------------------|--------------|-------------------------------------------------------|
| 05/06/2024 | 870665  | Morrison Maierle    | Airport          | \$ 12,997.23 | Amendment #13 Terminal Expansion Project - Fed        |
| 05/06/2024 | 870665  | Morrison Maierle    | Airport          | \$ 1,221.72  | Amendment #13 Terminal Expansion Project - Inelig     |
| 05/06/2024 | 870665  | Morrison Maierle    | Airport          | \$ 1,444.14  | Amendment #13 Terminal Expansion Project - Local      |
| 05/06/2024 | 870665  | Morrison Maierle    | Airport          | \$ 2,040.20  | Amendment 11-On Call Services                         |
| 05/06/2024 | 870665  | Morrison Maierle    | Airport          | \$ 345.62    | Amend 13 Gate Fiber Optic Replacement Federal         |
| 05/06/2024 | 870665  | Morrison Maierle    | Airport          | \$ 38.40     | Amend 13 Gate Fiber Optic Replacement Local           |
| 05/06/2024 | 870665  | Morrison Maierle    | Airport          | \$ 10,846.57 | Aviation Place Road Rehabilitation - Federal Share    |
| 05/06/2024 | 870665  | Morrison Maierle    | Airport          | \$ 1,205.18  | Aviation Place Road Rehabilitation - Local Share      |
| 05/06/2024 | 870665  | Morrison Maierle    | Airport          | \$ 649.83    | Passenger Boarding Jet Bridges -Eligible Local Share  |
| 05/06/2024 | 870665  | Morrison Maierle    | Airport          | \$ 54.97     | Passenger Boarding Jet Bridges - Ineligible Share     |
| 05/06/2024 | 870665  | Morrison Maierle    | Transit          | \$ 8,033.83  | Amendment 10 MET Transit Remodel Project              |
| 05/06/2024 | 870665  | Morrison Maierle    | Transit          | \$ 4,129.21  | MET IT Security Infrastructure Project Amend #14      |
| 05/06/2024 | 870665  | Morrison Maierle    | Wastewater       | \$ 17,073.76 | WO 23-01 23 Water/Sewer Replacement                   |
| 05/06/2024 | 870665  | Morrison Maierle    | Wastewater       | \$ 13,919.00 | WO 24-01 24 Sewer Main Repl Project Eng Agreement     |
| 05/06/2024 | 870665  | Morrison Maierle    | Water            | \$ 11,137.00 | WO 24-01 Cedar Park Water Main Replacement            |
| 05/06/2024 | 870667  | MPPA                | Payroll Clearing | \$ 4,006.52  | Payroll Summary                                       |
| 05/06/2024 | 870668  | MT Dept of Rev-CGR2 | Airport          | \$ 365.01    | Access Control and CCTV Systems - Eligible Share      |
| 05/06/2024 | 870668  | MT Dept of Rev-CGR2 | Airport          | \$ 30.88     | Access Control and CCTV Systems - Ineligible Share    |
| 05/06/2024 | 870668  | MT Dept of Rev-CGR2 | Airport          | \$ 850.00    | Airport Terminal Boiler Replacement Project - Local   |
| 05/06/2024 | 870668  | MT Dept of Rev-CGR2 | Airport          | \$ 3,887.48  | Eight Passenger Boarding Bridges - Local Share        |
| 05/06/2024 | 870668  | MT Dept of Rev-CGR2 | Facilities       | \$ 50.50     | Monthly Maintenance and Repair at Stillwater          |
| 05/06/2024 | 870668  | MT Dept of Rev-CGR2 | Facilities       | \$ 532.84    | Ret. Release '19 Hail repairs Library Skylight/Scrim  |
| 05/06/2024 | 870668  | MT Dept of Rev-CGR2 | SID Const        | \$ 324.69    | SID 1423 Annafeld Subdivision 4th Filing Streetlights |
| 05/06/2024 | 870668  | MT Dept of Rev-CGR2 | Solid Waste      | \$ 976.07    | WO 23-46 Compost Facility Waterline; Pmt 1 F          |
| 05/06/2024 | 870668  | MT Dept of Rev-CGR2 | Wastewater       | \$ 327.80    | Retainage Release 2                                   |
| 05/06/2024 | 870668  | MT Dept of Rev-CGR2 | Wastewater       | \$ 6,097.83  | WO 20-44 WRF Nutrient Recovery Improvements           |
| 05/06/2024 | 870668  | MT Dept of Rev-CGR2 | Water            | \$ 17.76     | Retainage Release 2 FINAL                             |
| 05/06/2024 | 870668  | MT Dept of Rev-CGR2 | Water            | \$ 33.25     | WO 24-27 2024 Water Service Repairs; Payment 1        |
| 05/06/2024 | 870677  | NorthWestern Energy | Airport          | \$ 31,800.40 | 0100482-9. Airport Main Vault. April 2024             |
| 05/06/2024 | 870677  | NorthWestern Energy | Engineering      | \$ 665.28    | Electric interior depot                               |
| 05/06/2024 | 870677  | NorthWestern Energy | Library          | \$ 7,489.67  | 3039007-4 Library electricity April 2024              |
| 05/06/2024 | 870677  | NorthWestern Energy | Park Dist 1      | \$ 7.61      | 0920801-8                                             |
| 05/06/2024 | 870677  | NorthWestern Energy | Park Dist 1      | \$ 17.16     | 1141284-8                                             |



| Check Date | Check # | Name                        | Fund Name     | Amount       | Item Desc                                              |
|------------|---------|-----------------------------|---------------|--------------|--------------------------------------------------------|
| 05/06/2024 | 870677  | NorthWestern Energy         | Park Dist 1   | \$ 8.70      | electrical charges for acct. 4081700-9 may24           |
| 05/06/2024 | 870677  | NorthWestern Energy         | Public Safety | \$ 2,072.01  | 0100476-1 FIRE 1 & 6 ELECTRIC SERVICE, FY2024          |
| 05/06/2024 | 870677  | NorthWestern Energy         | Public Safety | \$ 498.80    | 0100477-9 FIRE 6 ELECTRIC SERVICE, FY2024              |
| 05/06/2024 | 870677  | NorthWestern Energy         | Public Safety | \$ 940.82    | 0712537-0                                              |
| 05/06/2024 | 870677  | NorthWestern Energy         | Wastewater    | \$ 1,330.93  | 2132749-9                                              |
| 05/06/2024 | 870677  | NorthWestern Energy         | Water         | \$ 736.59    | 0100478-7                                              |
| 05/06/2024 | 870677  | NorthWestern Energy         | Water         | \$ 849.12    | 0723043-6                                              |
| 05/06/2024 | 870677  | NorthWestern Energy         | Water         | \$ 364.73    | 805 Constitution Ave, April 2024                       |
| 05/06/2024 | 870685  | Passio Technologies         | Transit       | \$ 34,667.54 | Automated Vehicle Location System Amendment #2         |
| 05/06/2024 | 870686  | Performance Engin & Consult | Gas Tax       | \$ 2,810.00  | WO 24-02 Survey Claim Jumper & Hard Roc                |
| 05/06/2024 | 870686  | Performance Engin & Consult | Gas Tax       | \$ 3,640.00  | WO 24-35 Colton & 24th St. W. Crossing I               |
| 05/06/2024 | 870686  | Performance Engin & Consult | Wastewater    | \$ 450.00    | WO 23-07 Monad Rd Sewer Extension; PMT 20              |
| 05/06/2024 | 870686  | Performance Engin & Consult | Wastewater    | \$ 8,943.74  | WO 23-07 Monad Rd Sewer Extension; Pmt 19              |
| 05/06/2024 | 870688  | Pierce Flooring             | Airport       | \$ 41,518.19 | Carpet Installation & Replacement Project 2nd Floor    |
| 05/06/2024 | 870694  | Pride of Montana            | Facilities    | \$ 2,559.85  | General cleaning for the month of 4/24 Stillwater      |
| 05/06/2024 | ACH     | RDO Equipment               | Solid Waste   | \$ 899.88    | 55 GAL Pre Mix for Landfill Units 0263 and 0269.       |
| 05/06/2024 | ACH     | RDO Equipment               | Solid Waste   | \$ 419.30    | Filter Element + S/H for Landfill Units 0263 and 0269. |
| 05/06/2024 | ACH     | RDO Equipment               | Solid Waste   | \$ 934.64    | Filter Elements for Landfill units 0263 & 0269.        |
| 05/06/2024 | ACH     | RDO Equipment               | Solid Waste   | \$ 1,401.96  | Filter Elements for Landfill Units 0263 and 0269.      |
| 05/06/2024 | ACH     | RDO Equipment               | Solid Waste   | \$ 1,591.30  | W4191712 - CORE; VALVE; S/H; SEALING WSHR              |
| 05/06/2024 | ACH     | RDO Equipment               | Solid Waste   | \$ 1,990.30  | W4191712 - LABOR                                       |
| 05/06/2024 | ACH     | RDO Equipment               | Solid Waste   | \$ 495.60    | W4242812 - LABOR                                       |
| 05/06/2024 | 870699  | Relentless                  | Public Safety | \$ 2,796.00  | Relentless LLC 14795                                   |
| 05/06/2024 | 870700  | Reliable Mech & Controls    | Facilities    | \$ 4,999.50  | Monthly Maintenance and Repair at the Stillwater       |
| 05/06/2024 | 870701  | Remix Technologies          | Transit       | \$ 41,000.00 | Transit Planning and Scheduling 5/1/24 - 4/30/25       |
| 05/06/2024 | ACH     | Rexel USA Inc               | Wastewater    | \$ 1,286.23  | electrical materials for Rehberg Lagoon                |
| 05/06/2024 | ACH     | Rexel USA Inc               | Wastewater    | \$ 755.19    | electrical materials for Solids Process                |
| 05/06/2024 | ACH     | Rexel USA Inc               | Wastewater    | \$ 201.89    | extension cords                                        |
| 05/06/2024 | ACH     | Rexel USA Inc               | Wastewater    | \$ 233.15    | extension cords                                        |
| 05/06/2024 | ACH     | Rexel USA Inc               | Wastewater    | \$ 345.94    | fuses and fuse block for wiring repairs                |
| 05/06/2024 | ACH     | Rexel USA Inc               | Wastewater    | \$ 731.65    | materials for lighting for Headworks Was               |
| 05/06/2024 | ACH     | Rexel USA Inc               | Wastewater    | \$ 449.34    | strut square washers for electrical inst               |
| 05/06/2024 | ACH     | Rexel USA Inc               | Wastewater    | \$ 93.38     | wire for electrical Installations - stoc               |

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|------------|---------|--------------------------|------------------|--------------|---------------------------------------------------------|
| 05/06/2024 | ACH     | Rexel USA Inc            | Wastewater       | \$ 211.05    | wire for Rehberg Lagoon vault Wiring Rep                |
| 05/06/2024 | ACH     | Rexel USA Inc            | Wastewater       | \$ 93.38     | wire for repairs to Rehberg Lagoon Vault                |
| 05/06/2024 | 870704  | Sanderson Stewart        | Arterial Streets | \$ 16,212.50 | WO 09-12 Inner Belt Loop- NW Billings Connector         |
| 05/06/2024 | 870704  | Sanderson Stewart        | Gas Tax          | \$ -         | WO 09-12 Inner Belt Loop- NW Billings Connector         |
| 05/06/2024 | 870704  | Sanderson Stewart        | Trl Donate       | \$ 11,915.50 | WO 21-38 Skyline Trail (Marathon Loop)                  |
| 05/06/2024 | 870704  | Sanderson Stewart        | Water            | \$ 2,573.00  | WO 24-18 Central Avenue Water Extension                 |
| 05/06/2024 | 870708  | Sierra Container Group   | Solid Waste      | \$ 38,232.00 | Encumb per City Council approval & OMNIA Contract       |
| 05/06/2024 | 870708  | Sierra Container Group   | Solid Waste      | \$ 2,720.00  | Freight.                                                |
| 05/06/2024 | 870709  | Sk Geotechnical          | St Maint Dist    | \$ 5,199.75  | WO 23-45 Street & Traffic Salt Storage BLDG Geotech     |
| 05/06/2024 | 870712  | Solid Waste Systems      | Fleet            | \$ 471.74    | 167859                                                  |
| 05/06/2024 | 870712  | Solid Waste Systems      | Fleet            | \$ 1,245.53  | 167859                                                  |
| 05/06/2024 | 870712  | Solid Waste Systems      | Fleet            | \$ 18.18     | 167859                                                  |
| 05/06/2024 | 870712  | Solid Waste Systems      | Fleet            | \$ 79.50     | 167859                                                  |
| 05/06/2024 | 870712  | Solid Waste Systems      | Fleet            | \$ 47.41     | 167859                                                  |
| 05/06/2024 | 870712  | Solid Waste Systems      | Fleet            | \$ 294.90    | 167859                                                  |
| 05/06/2024 | 870712  | Solid Waste Systems      | Fleet            | \$ 8.30      | 167859                                                  |
| 05/06/2024 | 870712  | Solid Waste Systems      | Fleet            | \$ 40.93     | 167859                                                  |
| 05/06/2024 | 870712  | Solid Waste Systems      | Fleet            | \$ 59.18     | 167859                                                  |
| 05/06/2024 | 870712  | Solid Waste Systems      | Fleet            | \$ 85.67     | 167859                                                  |
| 05/06/2024 | 870712  | Solid Waste Systems      | Fleet            | \$ 120.62    | 167859                                                  |
| 05/06/2024 | 870712  | Solid Waste Systems      | Fleet            | \$ 1,749.80  | 167859                                                  |
| 05/06/2024 | 870712  | Solid Waste Systems      | Fleet            | \$ 4,886.19  | 167859                                                  |
| 05/06/2024 | 870712  | Solid Waste Systems      | Fleet            | \$ 88.83     | 167859                                                  |
| 05/06/2024 | 870712  | Solid Waste Systems      | Fleet            | \$ 131.15    | 167859                                                  |
| 05/06/2024 | 870716  | Summit Utility Services  | Phone System     | \$ 1,024.24  | April 13, 2024 - April 19, 2024 Locates                 |
| 05/06/2024 | 870716  | Summit Utility Services  | Phone System     | \$ 2,853.24  | April 20 2024 -April 26 2024 Locates                    |
| 05/06/2024 | 870718  | Sunset Excavation        | Water            | \$ 1,758.22  | Retainage Release 2 FINAL                               |
| 05/06/2024 | 870718  | Sunset Excavation        | Water            | \$ 3,291.75  | WO 24-27 2024 Water Service Repairs; Payment 1          |
| 05/06/2024 | 870719  | Superior Water Solutions | General          | \$ 11,436.17 | Graffiti trl parts                                      |
| 05/06/2024 | 870722  | T.W. Clark Construction  | Facilities       | \$ 52,752.02 | Ret Release for Billings Public Library Skylight& Scrim |
| 05/06/2024 | 870724  | The Charlie Cart Project | Library          | \$ 15,000.00 | 1618 Mobile Kitchen for the Tech Lab                    |
| 05/06/2024 | ACH     | Town & Country Supply    | Fleet            | \$ 4,711.95  | 440967                                                  |
| 05/06/2024 | ACH     | Town & Country Supply    | Fleet            | \$ 6,285.39  | 443695                                                  |

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|------------|---------|-----------------------|---------------|--------------|-------------------------------------------------------|
| 05/06/2024 | ACH     | Town & Country Supply | Fleet         | \$ 6,854.50  | 443695                                                |
| 05/06/2024 | ACH     | Town & Country Supply | Fleet         | \$ 10,243.78 | 443695                                                |
| 05/06/2024 | ACH     | Town & Country Supply | Public Safety | \$ 621.90    | FIRE 1: FUEL - DIESEL                                 |
| 05/06/2024 | ACH     | Town & Country Supply | Public Safety | \$ 1,518.08  | FIRE 1: FUEL - UNLEADED                               |
| 05/06/2024 | ACH     | Town & Country Supply | Public Safety | \$ 466.43    | FIRE 7: FUEL - DIESEL                                 |
| 05/06/2024 | ACH     | Town & Country Supply | Solid Waste   | \$ 21,835.10 | 440964                                                |
| 05/06/2024 | ACH     | Town & Country Supply | Transit       | \$ 18,852.00 | 18295. Diesel Fuel                                    |
| 05/06/2024 | ACH     | Town & Country Supply | Transit       | \$ 6,339.83  | 440018_Fuel_Unleaded                                  |
| 05/06/2024 | ACH     | Tractor & Equipment   | Fleet         | \$ 36.92     | BLC                                                   |
| 05/06/2024 | ACH     | Tractor & Equipment   | Fleet         | \$ 34.69     | BLCS0833915                                           |
| 05/06/2024 | ACH     | Tractor & Equipment   | Fleet         | \$ 15.79     | BLCS0833915                                           |
| 05/06/2024 | ACH     | Tractor & Equipment   | Solid Waste   | \$ 87.22     | BLWO0234076 - CNSMBLS; ENVIRO FEE                     |
| 05/06/2024 | ACH     | Tractor & Equipment   | Solid Waste   | \$ 1,246.00  | BLWO0234076 - LABOR                                   |
| 05/06/2024 | ACH     | Tractor & Equipment   | Solid Waste   | \$ 575.55    | BLWO0234242 - CAP; CAT ELC; ELBW-90                   |
| 05/06/2024 | ACH     | Tractor & Equipment   | Solid Waste   | \$ 2,047.00  | BLWO0234242 - LABOR                                   |
| 05/06/2024 | ACH     | Tractor & Equipment   | Solid Waste   | \$ 849.12    | Cartridge AS for Landfill units 0261 and 0262.        |
| 05/06/2024 | ACH     | Tractor & Equipment   | Solid Waste   | \$ 911.81    | CAT ELC - antifreeze for Landfill equipment.          |
| 05/06/2024 | ACH     | Tractor & Equipment   | Solid Waste   | \$ 184.12    | Element Sec for Landfill unit 0201.                   |
| 05/06/2024 | ACH     | Tractor & Equipment   | Solid Waste   | \$ 707.99    | Element-ACL and Element SEC for Landfill unit 0201.   |
| 05/06/2024 | ACH     | Tractor & Equipment   | Solid Waste   | \$ 322.44    | Filter-CAB A for Landfill units 0261 and 0262.        |
| 05/06/2024 | ACH     | Tractor & Equipment   | Solid Waste   | \$ 194.75    | Main Element for Landfill units 0264, 0265, and 0266. |
| 05/06/2024 | 870727  | Tyler Technologies    | General       | \$ 2,944.95  | Tax-Wise                                              |
| 05/06/2024 | ACH     | U.S. Bank PCards      | Airport       | \$ 34.12     | 360 Office Solutions Inc - PCard                      |
| 05/06/2024 | ACH     | U.S. Bank PCards      | Airport       | \$ 61.99     | 360 Office Solutions Inc - PCard                      |
| 05/06/2024 | ACH     | U.S. Bank PCards      | Airport       | \$ 11.73     | 360 Office Solutions Inc - PCard                      |
| 05/06/2024 | ACH     | U.S. Bank PCards      | Airport       | \$ 100.00    | A1 Jds Lock - PCard                                   |
| 05/06/2024 | ACH     | U.S. Bank PCards      | Airport       | \$ 130.00    | A1 Jds Lock - PCard                                   |
| 05/06/2024 | ACH     | U.S. Bank PCards      | Airport       | \$ 255.00    | A1 Jds Lock - PCard                                   |
| 05/06/2024 | ACH     | U.S. Bank PCards      | Airport       | \$ 250.00    | A1 Jds Lock - PCard                                   |
| 05/06/2024 | ACH     | U.S. Bank PCards      | Airport       | \$ 10.99     | Albertsons #1227 - PCard                              |
| 05/06/2024 | ACH     | U.S. Bank PCards      | Airport       | \$ 562.50    | Alpine Plumbing Heating & - PCard                     |
| 05/06/2024 | ACH     | U.S. Bank PCards      | Airport       | \$ 156.29    | Alsco Inc. - PCard                                    |
| 05/06/2024 | ACH     | U.S. Bank PCards      | Airport       | \$ 79.63     | Alsco Inc. - PCard                                    |

| Check Date | Check # | Name             | Fund Name | Amount      | Item Desc                         |
|------------|---------|------------------|-----------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 239.75   | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 19.51    | Amazon Ret* 113-853012 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 86.40    | Amazon.Com*Ra4Ay3L52 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 60.55    | Amazon.Com*Rh8E34P11 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 605.00   | American Association O - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ (537.65) | Amzn Mktp Us - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ (13.74)  | Amzn Mktp Us - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ (40.98)  | Amzn Mktp Us - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 59.99    | Amzn Mktp Us*Aq6Cq0Yc3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 19.95    | Amzn Mktp Us*By8Tp9983 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 22.98    | Amzn Mktp Us*Jj44W2Zo3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 1,917.48 | Amzn Mktp Us*O138012V3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 465.00   | Amzn Mktp Us*Os6Jf7Gv3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 299.99   | Amzn Mktp Us*Qm3Wb9At3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 43.00    | Amzn Mktp Us*Ra89X13A2 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 419.28   | Amzn Mktp Us*Rh12A2lt1 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 40.64    | Amzn Mktp Us*Rh9Zu4R31 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 41.16    | At-A-Glance Us - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 25.36    | Awg 3575 - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 95.11    | Awg 3575 - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 148.95   | Awg 3575 - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 1,630.00 | Billings Clinic Ctc - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 2,900.00 | Billings Overhead Door In - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 815.21   | Billings Overhead Door In - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 175.00   | Billings Overhead Door In - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 376.32   | Brice S Masterclean - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 81.00    | C B Operations Llc - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 279.94   | Cellular Plus - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 1.25     | Co Billings Park3 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 60.00    | Cross Petroleum Service - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 36.00    | Culligan Billings - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 842.20   | Delta Air 0062224967121 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 49.99    | Delta Air Seat Fees - PCard       |

| Check Date | Check # | Name             | Fund Name | Amount      | Item Desc                         |
|------------|---------|------------------|-----------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 39.99    | Delta Air Seat Fees - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 14.99    | Delta Air Seat Fees - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 34.99    | Delta Air Seat Fees - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 54.99    | Delta Air Seat Fees - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 1,756.00 | Distinctlymontana.Com - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 140.08   | Ecolab Inc - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 145.63   | Ecolab Inc - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 218.58   | Ecolab Inc - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 126.94   | Ecolab Inc - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 555.90   | Econoprint - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 42.16    | Evergreen Ace Hardware - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 67.97    | Evergreen Ace Hardware - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 14.99    | Evergreen Ace Hardware - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 32.97    | Evergreen Ace Hardware - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 1,602.16 | Fisher Sand And Gravel Co - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 475.00   | Fsp*Generator Starter Sho - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 995.56   | Genesis Lamp Corp - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 503.50   | Genesis Lamp Corp - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 284.20   | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 39.66    | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 29.65    | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 33.66    | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 164.60   | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 21.60    | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 24.20    | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ (24.20)  | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 392.32   | Hewitt Industries - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 64.00    | In *Cotter'S Sewer, Septi - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 9.99     | Joann Stores #2315 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 399.92   | Kb Commercial Products - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 207.00   | Kb Commercial Products - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 991.52   | Kb Commercial Products - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 2,745.64 | Kb Commercial Products - PCard    |

| Check Date | Check # | Name             | Fund Name | Amount      | Item Desc                         |
|------------|---------|------------------|-----------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 218.00   | Kimball Midwest Payeezy - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 30.00    | Lp Anderson - Point S, Dt - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 991.80   | Lp Anderson - Point S, Dt - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 320.00   | Lp Anderson - Point S, Dt - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 325.50   | Mb Companies - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 2,268.38 | Mb Companies - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 106.73   | Mcmaster-Carr - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 13.75    | Midland Implement Co - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 21.99    | Midland Implement Co - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 311.21   | Midland Implement Co - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 404.15   | Midland Implement Co - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 467.66   | Napa Store 3547001 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 1,054.13 | Napa Store 3547001 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 426.80   | Napa Store 3547001 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 96.96    | Napa Store 3547001 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 57.67    | Norco Inc - PCard                 |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 156.24   | Norco Inc - PCard                 |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 166.25   | North Coast Electric - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 98.24    | North Coast Electric - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 39.99    | Office Depot #450 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 185.13   | Olive Garden 0021412 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 29.98    | O'Reilly 1551 - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 27.94    | Partstree.Com - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 272.00   | Party America Billings He - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 720.00   | Paypal *Baugh - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 1,500.00 | Pzg**Mt Dept Environ Q - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 432.50   | Pzg**Mt Historical Soc - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 312.20   | Rdoce Bil 020112 - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 2,125.94 | Redd"S Prints & Signs In - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 289.82   | Safety Kleen Systems - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 10.76    | Sams Club #4805 - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 1,439.46 | Samsclub #4805 - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport   | \$ 282.20   | Smartsign - PCard                 |

| Check Date | Check # | Name             | Fund Name          | Amount      | Item Desc                         |
|------------|---------|------------------|--------------------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport            | \$ 177.98   | Sp Hidglobal/Dp - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport            | \$ 139.00   | Sp Premium Supply Us - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport            | \$ 150.00   | Sp Replay Electronics - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport            | \$ (16.95)  | Sp Smead Mfg - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport            | \$ 16.95    | Sp Smead Mfg - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport            | \$ 342.69   | State Chemic*State Che - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport            | \$ 512.95   | Supplies Depot Nj Llc - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport            | \$ 5.97     | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport            | \$ 263.68   | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport            | \$ 775.00   | The Montana Quarterly - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport            | \$ 65.00    | Tire Rama 104 Br - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport            | \$ 40.99    | Tractor-Supply-Co #0303 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport            | \$ 59.48    | Tractor-Supply-Co #0303 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport            | \$ 19.98    | Tractor-Supply-Co #0303 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport            | \$ 1,500.00 | Transportation Security C - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport            | \$ 25.43    | Usda Aphis Act Hldr - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport            | \$ 8.73     | Usps Po 2907800103 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport            | \$ 8.73     | Usps Po 2907810117 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport            | \$ 2,720.00 | Wilbur Ellis Billings - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Airport            | \$ 16.59    | Zoom.Us 888-799-9666 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Amend Park         | \$ 173.20   | Border States Industries - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Ballpark Donations | \$ 447.76   | Headwater Companies Llc - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Building           | \$ 28.99    | Amzn Mktp Us*6K8ly51T3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Building           | \$ 34.40    | Amzn Mktp Us*N59Wb8So3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Building           | \$ 37.99    | Amzn Mktp Us*Ra3Dj8Ds1 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Building           | \$ 90.76    | Amzn Mktp Us*Ra5Xa6Vs2 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Building           | \$ 243.68   | Amzn Mktp Us*Ra8Lp1Jx1 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Building           | \$ 82.49    | Amzn Mktp Us*Rh0Dn08B2 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Building           | \$ 95.94    | Amzn Mktp Us*Ue2Bz3N73 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Building           | \$ 12.98    | Costco Whse #1644 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Building           | \$ 187.00   | lapmo - PCard                     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Building           | \$ 95.00    | lapmo - PCard                     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Building           | \$ 260.00   | Int'L Code Council Inc - PCard    |

| Check Date | Check # | Name             | Fund Name             | Amount      | Item Desc                        |
|------------|---------|------------------|-----------------------|-------------|----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Building              | \$ 69.95    | Int'L Code Council Inc - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Building              | \$ 125.00   | Int'L Code Council Inc - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Building              | \$ 110.00   | Int'L Code Council Inc - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Building              | \$ 240.00   | Int'L Code Council Inc - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Building              | \$ 309.00   | Int'L Code Council Inc - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Building              | \$ 110.00   | Int'L Code Council Inc - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Building              | \$ 305.00   | Int'L Code Council Inc - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Building              | \$ 240.00   | Int'L Code Council Inc - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Building              | \$ 157.18   | Kelley Connect - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Building              | \$ 52.75    | Spo*Bin119 - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Building              | \$ 108.91   | The Home Depot #3101 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | CDBG                  | \$ 140.98   | 360 Office Solutions Inc - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | CDBG                  | \$ 7.40     | City Of Billings - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | CDBG                  | \$ 3,510.64 | Cncs - PCard                     |
| 05/06/2024 | ACH     | U.S. Bank PCards | CDBG                  | \$ 3,510.64 | Cncs - PCard                     |
| 05/06/2024 | ACH     | U.S. Bank PCards | CDBG                  | \$ 3,510.64 | Cncs - PCard                     |
| 05/06/2024 | ACH     | U.S. Bank PCards | CDBG                  | \$ 33.20    | Jimmy Johns - 1646 - E - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | CDBG                  | \$ 150.00   | Rei #198 Billings - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | CDBG                  | \$ 154.00   | Tvetene Turf, Inc - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | CDBG                  | \$ 17.59    | Uber Eats - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | CDBG                  | \$ 16.88    | Wm Supercenter #2923 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Cemetery Improvements | \$ 33.70    | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Cemetery Improvements | \$ 26.96    | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Cemetery Improvements | \$ 14.08    | Wm Supercenter #1956 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Central Services      | \$ 458.90   | 360 Office Solutions Inc - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Central Services      | \$ 676.63   | 360 Office Solutions Inc - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Court Grants          | \$ 60.00    | Holiday Stations 0280 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Court Grants          | \$ 40.00    | Target 00013334 - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Court Grants          | \$ 92.00    | Wm Supercenter #1956 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Court Grants          | \$ 241.50   | Wm Supercenter #2923 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Court Grants          | \$ 16.59    | Zoom.us 888-799-9666 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Engineering           | \$ 54.50    | 4Te*Alarm Services - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Engineering           | \$ 68.80    | 4Te*Alarm Services - PCard       |



| Check Date | Check # | Name             | Fund Name   | Amount      | Item Desc                         |
|------------|---------|------------------|-------------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Engineering | \$ 585.20   | Aces Brand Imaging - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Engineering | \$ 71.94    | Costco Whse #1644 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Engineering | \$ 250.00   | Inst Of Transp Eng - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Engineering | \$ 239.88   | Linkedin Pre 10099726794 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Engineering | \$ 69.00    | Pp*Zee Creative - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Engineering | \$ 490.00   | Transprofcertificat - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Engineering | \$ 25.72    | Yellowstone County Treas - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Engineering | \$ 82.49    | Zagg - Ecom - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 118.52   | (Pc) 0725 Ced - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 192.00   | 360 Office Solutions Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 72.79    | Affordable Openers - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 270.25   | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 288.90   | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 28.49    | Amzn Mktp Us*Ra8Uw0N71 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 85.32    | C B Operations Llc - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 669.50   | Creative Monograms Smb - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 20.96    | Evergreen Ace Hardware - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 20.97    | Evergreen Ace Hardware - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 828.65   | Fehr Bros Industries Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 255.62   | Ferguson Ent - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 24.78    | Ferguson Ent - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 1,092.88 | Ferguson Ent - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 12.62    | Ferguson Ent #1342 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 467.18   | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 114.24   | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 21.90    | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 197.04   | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 139.99   | Harbor Freight Tools 207 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ (89.99)  | Heights Ace Hdwe - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 89.99    | Heights Ace Hdwe - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 29.95    | Interstate Battery Of The - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 30.14    | Johnstone Supply - Billin - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities  | \$ 273.61   | Kb Commercial Products - PCard    |

| Check Date | Check # | Name             | Fund Name  | Amount      | Item Desc                         |
|------------|---------|------------------|------------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 11.07    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 81.68    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 26.31    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 19.98    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 48.94    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 86.39    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 98.23    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 30.99    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 17.91    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 2.59     | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 6.87     | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 11.98    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 20.98    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 8.99     | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 1,024.21 | Reliable Automation Syste - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 185.89   | Sp All Security Equi - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 26.25    | Spinfresh Laundry - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 21.00    | Spinfresh Laundry - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 43.75    | Spinfresh Laundry - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 19.25    | Spinfresh Laundry - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 64.75    | Spinfresh Laundry - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 61.25    | Spinfresh Laundry - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 24.50    | Spinfresh Laundry - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 140.00   | Sq *Skyline Services, Inc - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 29.96    | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 52.94    | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 43.29    | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 27.72    | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 65.83    | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 12.92    | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 13.04    | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 35.85    | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities | \$ 59.99    | The Home Depot #3101 - PCard      |

| Check Date | Check # | Name             | Fund Name         | Amount      | Item Desc                         |
|------------|---------|------------------|-------------------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities        | \$ 37.94    | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities        | \$ 56.94    | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities        | \$ 54.31    | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities        | \$ 75.75    | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities        | \$ 7.56     | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities        | \$ 28.93    | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities        | \$ 208.00   | The Home Depot 3101 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities        | \$ 378.00   | The Home Depot 3101 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Facilities        | \$ 34.70    | West End Lock And Securit - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Fire Grants       | \$ 999.00   | General Pacific, Inc. - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | FireStation Const | \$ 1,599.96 | Ds Discount Furniture Inc - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | FireStation Const | \$ 996.00   | Lowes #00319* - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | FireStation Const | \$ 50.00    | Mcwholesale - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | FireStation Const | \$ 89.00    | Sign Pro Billings - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | FireStation Const | \$ 144.88   | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Fleet             | \$ 23.99    | Amzn Mktp Us*C16H86Ky3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Fleet             | \$ 31.97    | Amzn Mktp Us*Tg9H81V53 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Fleet             | \$ 34.89    | Amzn Mktp Us*Zq0Mq3Mc3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Fleet             | \$ 1,295.00 | Autel.Us Inc - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Fleet             | \$ 55.98    | Harbor Freight Tools 207 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Fleet             | \$ 218.55   | Sq *Genuine Marketing Llc - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Fleet             | \$ 195.11   | Zps Store - PCard                 |
| 05/06/2024 | ACH     | U.S. Bank PCards | General           | \$ 62.12    | 360 Office Solutions Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | General           | \$ 32.00    | 360 Office Solutions Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | General           | \$ 197.94   | 360 Office Solutions Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | General           | \$ 2.64     | 360 Office Solutions Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | General           | \$ 2.72     | 360 Office Solutions Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | General           | \$ 987.92   | 360 Office Solutions Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | General           | \$ 614.16   | 4 All Promos - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | General           | \$ 632.77   | 4 All Promos - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | General           | \$ 54.99    | Adobe *Adobe - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | General           | \$ 54.99    | Adobe *Adobe - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | General           | \$ 54.99    | Adobe *Adobe - PCard              |

| Check Date | Check # | Name             | Fund Name | Amount    | Item Desc                      |
|------------|---------|------------------|-----------|-----------|--------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 12.99  | Adobe *Adobe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 19.99  | Adobe *Adobe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 14.99  | Adobe *Adobe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 54.99  | Adobe *Adobe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 54.99  | Adobe *Adobe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 60.68  | Adobe Inc. - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 38.20  | Albertsons #0038 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 24.70  | Albertsons #0038 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 38.28  | Albertsons #0038 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 21.44  | Albertsons #0038 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 19.06  | Albertsons #1227 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 14.19  | Albertsons #4025 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 14.99  | Amazon Prime*Q22Ga2Tq3 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 218.89 | Amazon Retail* 856 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 173.95 | Amazon.Com*Ra8Ed0360 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 8.02   | Amazon.Com*Rh3508L71 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 79.99  | Amazon.Com*Vg66E2E73 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 279.96 | Amazon.Com*Z31Yp1Kd3 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 14.99  | Ampd Strong - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 4.99   | Ampd Strong - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 40.98  | Amzn Mktp Us*0H5770C93 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 14.99  | Amzn Mktp Us*448Rq3lt3 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 16.99  | Amzn Mktp Us*9F0G60Fi3 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 30.99  | Amzn Mktp Us*9G56T5Hu3 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 120.24 | Amzn Mktp Us*9G56T5Hu3 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 322.36 | Amzn Mktp Us*Ci8J761V3 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 220.00 | Amzn Mktp Us*Dn3Yc7Fb3 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 34.97  | Amzn Mktp Us*Hc5Eg85R3 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 16.99  | Amzn Mktp Us*Nz5Ah5473 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 7.23   | Amzn Mktp Us*Ra3C035B2 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 16.94  | Amzn Mktp Us*Ra64E9Vs2 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 12.18  | Amzn Mktp Us*Ra8Rv6Gt2 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 38.45  | Amzn Mktp Us*Rh0W178L1 - PCard |

| Check Date | Check # | Name             | Fund Name | Amount      | Item Desc                         |
|------------|---------|------------------|-----------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 440.50   | Amzn Mktp Us*Rh5Ul34P1 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 47.98    | Amzn Mktp Us*Rh9Ee9R62 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 65.98    | Amzn Mktp Us*Sk2Y83F23 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 109.26   | Amzn Mktp Us*U22Qz90D3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 40.87    | Amzn Mktp Us*Vh8Ov4W93 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 14.95    | Amzn Mktp Us*Vp3D00Cd3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 98.39    | Amzn Mktp Us*XL4Ae8Y13 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 38.84    | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 102.76   | Buddy Punch - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 18.90    | College Transcript - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 18.90    | College Transcript - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 1,087.50 | Cool River Roasting - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 50.95    | Costco Whse #1644 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 13.00    | Costco Whse #1644 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 72.43    | Costco Whse #1644 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 69.99    | Costco Whse #1644 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 298.17   | Costco Whse #1644 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 171.48   | Dickeys.Com* Sn: 619 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 42.50    | Dollar Tree - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 76.46    | Domino'S 7003 - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 58.12    | Exxon Three Forks #1381 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 107.00   | Fairmont Hot Springs Reso - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 760.00   | Government Finance Office - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 773.88   | Hampton Inn Great Falls - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 352.68   | Hampton Inn Great Falls - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 352.68   | Hampton Inn Great Falls - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 146.86   | Hanson Chemical - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 23.92    | Harbor Freight Tools 207 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 254.94   | Harbor Freight Tools 207 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 92.98    | Harbor Freight Tools 207 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 150.00   | Inreach Online Cle - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 150.00   | Inreach Online Cle - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 103.27   | Issa Intl Sports Scien - PCard    |

| Check Date | Check # | Name             | Fund Name | Amount      | Item Desc                         |
|------------|---------|------------------|-----------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 171.92   | Jimmy Johns - 1646 - E - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 92.00    | Jimmy Johns - 1646 - E - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 157.19   | Kelley Connect - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 48.70    | Kelley Connect - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 56.63    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 53.96    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 18.51    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 24.99    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 17.98    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 32.97    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 75.00    | Labor Relations Informati - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 628.00   | Lowes #00319* - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 73.18    | Lowes #00319* - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 14.68    | Lowes #00319* - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 14.00    | Macon Supply Inc - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 64.00    | Macon Supply Inc - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 73.75    | Mccormick Cafe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 625.00   | Medallion Vault & Casket - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 1,250.00 | Medallion Vault & Casket - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 1,000.00 | Merge Incl* (1 Of 1 Pa - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 138.34   | Northland Automotive - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 540.00   | Nrpa Operating - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 15.69    | Office Depot #1080 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 28.22    | Office Depot #2135 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 183.71   | Office Depot #450 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 297.04   | Pacific Steel Branch #02 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 122.00   | Pepsicola Bottling Compan - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 403.00   | Pp*Zee Creative - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 583.96   | Rawlings.Com - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 2.99     | Remarkable - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 12.18    | Shamrock Fsw590 Billings - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 62.98    | Shamrock Fsw590 Billings - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 406.38   | Sherwin Williams 703429 - PCard   |

| Check Date | Check # | Name             | Fund Name | Amount      | Item Desc                         |
|------------|---------|------------------|-----------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 134.97   | Shipton'S Big R East - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 46.66    | Smiths-Fuel #9166 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 79.99    | Spectrum - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 16.99    | Spotify Usa - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 412.50   | Sq *Sweetwater Cafe - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 412.50   | Sq *Sweetwater Cafe - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 35.00    | Stacked A Montana Grill - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 63.00    | Sticker Mule - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 46.86    | Target 00013334 - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 110.80   | Target 00013334 - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 1,550.00 | The Iris Companies - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 22.90    | The Rubber Stamp Shop, In - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 2,146.20 | Thomson West*Tcd - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 78.10    | Tst* Mediterranean Soul - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 140.25   | Tst* Staggering Ox - Bill - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 390.48   | United 0162378384107 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 260.16   | Universal Athletic Billin - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 11.84    | Usps Po 2907800103 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 9.68     | Usps Po 2907800103 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ (150.00) | Vsi*Billings Parkrec - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 96.93    | Wal-Mart #1956 - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 41.41    | Wal-Mart #2923 - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 19.96    | Wal-Mart #2923 - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 11.08    | Walmart.Com 8009666546 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 54.30    | West End Lock And Securit - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 877.00   | West End Lock And Securit - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 100.00   | Wheniwork.Com - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 1,875.00 | Wilbur Ellis Billings - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 852.00   | Wilbur Ellis Billings - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 23.73    | Wm Supercenter #1956 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 16.08    | Wm Supercenter #2923 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 67.68    | Wm Supercenter #2923 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | General   | \$ 58.50    | Www.Pacer.Gov - PCard             |

| Check Date | Check # | Name             | Fund Name    | Amount    | Item Desc                        |
|------------|---------|------------------|--------------|-----------|----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | General      | \$ 17.25  | Www.Rockcreekcoffee.Co - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | General      | \$ 239.88 | Www.Wevideo.Com/Charge - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | General      | \$ 43.74  | Yellowstone County Treas - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | General      | \$ 16.59  | Zoom.Us 888-799-9666 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | General      | \$ 58.09  | Zoom.Us 888-799-9666 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | General      | \$ 16.59  | Zoom.Us 888-799-9666 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | General      | \$ 47.97  | Zoom.Us 888-799-9666 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | General      | \$ 17.58  | Zoom.Us 888-799-9666 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | General      | \$ 49.00  | Zoom.Us 888-799-9666 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | General      | \$ 16.59  | Zoom.Us 888-799-9666 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | General      | \$ 72.39  | Zumba Fitness - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | General      | \$ 35.00  | Zumbini - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 599.16 | 360 Office Solutions Inc - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 25.96  | Amazon Ret* 111-414595 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 17.91  | Amazon.Com*9C4Jm1Vv3 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 99.99  | Amazon.Com*Aj0C14Ph3 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 37.47  | Amazon.Com*Fw48B90K3 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 91.96  | Amazon.Com*Ia64S0Ed3 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 37.47  | Amazon.Com*M31R28T73 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 118.09 | Amazon.Com*Ok5O30So3 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 39.97  | Amzn Mktp Us*Gp6Sl9Wz3 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 12.59  | Amzn Mktp Us*Ij02D67P3 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 19.86  | Amzn Mktp Us*Ox63G4Qh3 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 41.97  | Amzn Mktp Us*P48Ag6M53 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 44.98  | Amzn Mktp Us*Rh8E078D2 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 144.00 | Codepen.io/Charge - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 135.00 | Isc2 - PCard                     |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 345.00 | Montana Association Of - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 295.00 | Montana Association Of - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 295.00 | Montana Association Of - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 295.00 | Montana Association Of - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 355.00 | Montana Association Of - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 624.00 | Montana Association Of - PCard   |



| Check Date | Check # | Name             | Fund Name    | Amount      | Item Desc                        |
|------------|---------|------------------|--------------|-------------|----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 295.00   | Montana Association Of - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 295.00   | Montana Association Of - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 80.00    | Montana Association Of - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | IT Resources | \$ 100.00   | Paypal *Comptia - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Legal Grants | \$ 173.00   | Amzn Mktp Us*Rh5Ev0932 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Legal Grants | \$ 89.99    | Bestbuycom806926973317 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Legal Grants | \$ 399.98   | Www Costco Com - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 1,534.65 | 360 Office Solutions Inc - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 458.90   | 360 Office Solutions Inc - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 94.16    | 360 Office Solutions Inc - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 87.50    | 4Te*Alarm Services - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 2,092.30 | Abdo Publishing Inc - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 239.88   | Adobe *Adobe - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 239.88   | Adobe *Adobe - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 280.95   | Albertsons #0047 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 15.92    | Albertsons #0047 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 9.00     | Albertsons #4025 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 172.00   | Alsco Inc. - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 13.49    | Amazon Ret* 20240328-A - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 19.44    | Amazon Ret* 20240328-A - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 25.74    | Amazon.Com*3O0I41833 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 10.95    | Amazon.Com*6W30F2563 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 4.79     | Amazon.Com*A81W49II3 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 17.43    | Amazon.Com*Gu5G80Mc3 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 5.99     | Amazon.Com*Ra1P42Z90 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 15.00    | Amazon.Com*Rh09W64E1 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 12.30    | Amazon.Com*Xn9Oa3143 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 189.00   | American Library Assoc - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ (18.53)  | Amzn Mktp Us - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 18.71    | Amzn Mktp Us*139Kx0Kj3 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 26.59    | Amzn Mktp Us*1F70B7Re3 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 569.52   | Amzn Mktp Us*1F7Cy7843 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library      | \$ 11.21    | Amzn Mktp Us*2E1P82Ub3 - PCard   |

| Check Date | Check # | Name             | Fund Name | Amount    | Item Desc                      |
|------------|---------|------------------|-----------|-----------|--------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 100.00 | Amzn Mktp Us*2Q54L0Q43 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 5.81   | Amzn Mktp Us*2Q54L0Q43 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 39.04  | Amzn Mktp Us*549Vo5373 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 109.98 | Amzn Mktp Us*782C88Vt3 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 422.31 | Amzn Mktp Us*8C1W78Me3 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 201.70 | Amzn Mktp Us*D58Bt9C73 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 119.99 | Amzn Mktp Us*Eb15J3Hi3 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 19.99  | Amzn Mktp Us*Fu3Vd50K3 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 7.99   | Amzn Mktp Us*Go42J8Pi3 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 128.04 | Amzn Mktp Us*H615U9Lt3 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 126.08 | Amzn Mktp Us*Jl8Pe80H3 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 183.27 | Amzn Mktp Us*L39Vp1S73 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 8.28   | Amzn Mktp Us*Mp9561Ru3 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 17.16  | Amzn Mktp Us*Om6H848Z3 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 752.76 | Amzn Mktp Us*Pm6Mq5Wr3 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 24.37  | Amzn Mktp Us*Pu9674Qm3 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 9.84   | Amzn Mktp Us*Qc4Fc5L23 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 6.84   | Amzn Mktp Us*R793O7D83 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 19.99  | Amzn Mktp Us*Ra0Hk71T0 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 15.02  | Amzn Mktp Us*Ra21O0Ze2 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 49.99  | Amzn Mktp Us*Ra3L21D52 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 13.84  | Amzn Mktp Us*Ra89X1J10 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 13.46  | Amzn Mktp Us*Rh2Nn1le2 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 15.99  | Amzn Mktp Us*Rh36K2Lz1 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 82.45  | Amzn Mktp Us*Rh97Z6Bv1 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 16.98  | Amzn Mktp Us*Rq86P1Cv0 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 29.98  | Amzn Mktp Us*Tn3Zn95D3 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 224.92 | Amzn Mktp Us*V94Z29Nf3 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 35.99  | Amzn Mktp Us*Y01425R03 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 58.00  | Amzn Mktp Us*Y35Jo9Y33 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 26.50  | Batteries+Bulbs #0253 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 399.99 | Bestbuycom806931981549 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 499.00 | Bestbuycom806931981549 - PCard |

| Check Date | Check # | Name             | Fund Name | Amount      | Item Desc                         |
|------------|---------|------------------|-----------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 2,079.52 | Billings Carpet Water - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 16.97    | Billings Hardware & Servi - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 133.22   | Chicago Books & Journals - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 15.14    | Chicago Books & Journals - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 485.76   | Copper King Hotel And Con - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 485.76   | Copper King Hotel And Con - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 2,219.49 | Cricut - PCard                    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 11.25    | Dollar Tree - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 35.00    | Dollar Tree - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 30.00    | Gan*1094Grfalltribcirc - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 34.00    | Gan*Usatodaycirc - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 27.58    | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 78.26    | Grubhubmiaswok - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 387.30   | Hanson Chemical - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 2,111.30 | Hanson Chemical - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 100.00   | In *Collaborative Summer - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 1,072.02 | Kb Commercial Products - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 1,731.73 | Kb Commercial Products - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 77.94    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 20.11    | Laurel Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 19.96    | Lowes #00319* - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 224.56   | Lowes #00319* - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 33.94    | Monoprice, Inc. - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 46.32    | Napa Store 3547001 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 378.41   | Otc Brands Inc - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 11.98    | Sams Club #4805 - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 38.64    | Sams Club #4805 - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 114.94   | Samsclub #4805 - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 343.00   | Simply Family Magazine, I - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 343.00   | Simply Family Magazine, I - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 507.00   | Smallrig Technology (H - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 149.00   | Society Of American Arch - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library   | \$ 3,995.00 | Sp Glowforge Store - PCard        |

| Check Date | Check # | Name             | Fund Name  | Amount      | Item Desc                         |
|------------|---------|------------------|------------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 1,545.00 | Sp Glowforge Store - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 1,077.00 | Sp Toyboxlabs - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 138.00   | Spo*Walkersgrill - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 30.00    | Sq *Jeffrey Gray - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 1,000.00 | Sq *Stomping Grounds Book - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 15.00    | Sq *This House Of Books - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 90.00    | Sq *This House Of Books - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 52.00    | Sq *Yellowstone County Ne - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 27.45    | Target 00001719 - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 78.57    | Target 00001719 - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 25.08    | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 169.98   | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 53.85    | Tst* City Brew Coffee - C - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 214.25   | Tst* Staggering Ox - Bill - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 350.00   | Tst* Staggering Ox - Bill - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 311.89   | Uline *Ship Supplies - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 1,585.01 | Uline *Ship Supplies - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 2,699.94 | Uline *Ship Supplies - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 937.24   | Vernon Library Supplies - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 42.22    | Wal-Mart #1956 - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 5.64     | Wal-Mart #4412 - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 109.20   | Wm Supercenter #1956 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 42.51    | Wm Supercenter #2923 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 6.76     | Wm Supercenter #2923 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 75.00    | Wm Supercenter #2923 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Library    | \$ 34.03    | Wm Supercenter #4412 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | P.W. Admin | \$ 640.67   | 360 Office Solutions Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | P.W. Admin | \$ 109.98   | Amazon Ret* 111-384704 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | P.W. Admin | \$ 135.96   | Amzn Mktp Us*Ib2Uz3Oy3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | P.W. Admin | \$ 41.99    | Amzn Mktp Us*Rh1Fp0Hr2 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | P.W. Admin | \$ 32.99    | Billingsgazettethriftynck - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | P.W. Admin | \$ 78.50    | Caramel Cookies, Llc - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | P.W. Admin | \$ 37.50    | Cool River Roasting - PCard       |

| Check Date | Check # | Name             | Fund Name   | Amount      | Item Desc                         |
|------------|---------|------------------|-------------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | P.W. Admin  | \$ 193.00   | Econo Print - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | P.W. Admin  | \$ (1.00)   | Linkvertise.Com Subcr. - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | P.W. Admin  | \$ 87.00    | Mackenzie River Blgs Hts - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | P.W. Admin  | \$ 340.00   | Montana Society Of Certif - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | P.W. Admin  | \$ 194.15   | Paypal *Genuinemark - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | P.W. Admin  | \$ 370.00   | Paypal *Msawwa - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | P.W. Admin  | \$ 220.00   | Paypal *Msawwa - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | P.W. Admin  | \$ 374.54   | Topz Sandwich Company - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | P.W. Admin  | \$ 44.84    | Wm Supercenter #2923 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | P.W. Admin  | \$ 16.59    | Zoom.Us 888-799-9666 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 2.64     | 360 Office Solutions Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 614.16   | 4 All Promos - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 19.99    | Adobe *Adobe - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 26.97    | Albertsons 3367 - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 1,454.72 | Am Leonard - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 72.01    | Amazon.Com*9M70G74E3 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 7.99     | Amazon.Com*Ix1Ya5Ou3 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 209.97   | Amzn Mktp Us*1K9Ph2G33 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 1,515.00 | Amzn Mktp Us*Kk8Zd6J53 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 72.32    | Amzn Mktp Us*R62E972F1 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 144.64   | Amzn Mktp Us*Ys3Jr6Z13 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 21.98    | Autozone #3772 - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 23.85    | Awg 3575 - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 13.80    | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 21.39    | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 22.38    | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 4.99     | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 52.61    | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 6.10     | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 35.39    | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 53.23    | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 39.34    | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 137.67   | Billings - Tacoma Screw P - PCard |

| Check Date | Check # | Name             | Fund Name   | Amount    | Item Desc                         |
|------------|---------|------------------|-------------|-----------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 31.95  | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 113.42 | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 28.68  | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 108.91 | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 4.87   | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 14.58  | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 21.99  | Billings Hardware & Servi - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 13.98  | Billings Hardware & Servi - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 34.99  | Billings Rv Inc - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 353.10 | Bismarck Hotel And Confer - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 353.10 | Bismarck Hotel And Confer - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 192.87 | Bloedorn Lumber Co- Bi - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 85.72  | Bloedorn Lumber Co- Bi - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 91.71  | Bloedorn Lumber Co- Bi - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 24.00  | Creative Monograms Smb - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 195.00 | Cy Corp Trailer - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 11.25  | Dollar Tree - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 20.00  | Dollar Tree - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 90.00  | Dt *Duluth Trading Co - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 8.75   | Empire Garage - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 24.29  | Evergreen Ace Hardware - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 156.81 | Evergreen Ace Hardware - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 14.98  | Evergreen Ace Hardware - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 100.00 | Fsp*Isa Rocky Mtn - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 47.41  | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 100.24 | Hanson Chemical - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 237.95 | Hanson Chemical - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 65.97  | Harbor Freight Tools 207 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 24.45  | Harbor Freight Tools 207 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 55.08  | Heights Ace Hdwe - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 5.04   | Heights Ace Hdwe - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 17.16  | Heights Ace Hdwe - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 11.56  | Heights Ace Hdwe - PCard          |

| Check Date | Check # | Name             | Fund Name   | Amount      | Item Desc                         |
|------------|---------|------------------|-------------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 46.50    | Heights Ace Hdwe - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 82.28    | Heights Ace Hdwe - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 50.94    | Heights Ace Hdwe - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 2.78     | Heights Ace Hdwe - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 50.39    | Heights Ace Hdwe - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 9.78     | Hose & Rubber Supply - B - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 23.00    | Hose & Rubber Supply - B - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 13.76    | Hose & Rubber Supply - B - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 99.96    | Interstate Battery Of The - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 116.76   | Interstate Battery Of The - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 116.76   | Interstate Battery Of The - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 17.98    | Joann Stores #2315 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 228.84   | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 24.12    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 83.67    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ (17.52)  | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 17.52    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 17.52    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 23.38    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 2.60     | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 54.99    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 34.95    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 48.42    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 14.36    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 1,734.00 | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 16.98    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 103.96   | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 42.43    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 9.00     | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 6.99     | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 29.99    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 43.64    | Lowes #00319* - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 46.92    | Lowes #00319* - PCard             |

| Check Date | Check # | Name             | Fund Name   | Amount      | Item Desc                         |
|------------|---------|------------------|-------------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 59.96    | Lowes #00319* - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 59.98    | Lowes #00319* - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 132.15   | Lp Anderson - Point S, Dt - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 34.59    | Midland Implement Co - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 884.13   | Midland Implement Co - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 246.24   | Midland Implement Co - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 399.28   | Midland Implement Co - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 1,774.20 | Midland Implement Co - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 1,051.83 | Midland Implement Co - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 584.37   | Midland Implement Co - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 295.13   | Midland Implement Co - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 1,246.50 | Midland Implement Co - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 749.04   | Midland Implement Co - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 237.81   | Midland Implement Co - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 631.69   | Midland Implement Co - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 97.34    | Midland Implement Co - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ (55.90)  | Napa Store 3547001 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 221.76   | Napa Store 3547001 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 60.55    | Napa Store 3547001 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 63.92    | Napa Store 3547001 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 15.98    | Napa Store 3547001 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 109.14   | Napa Store 3547001 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 115.77   | Napa Store 3547001 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 19.62    | Napa Store 3547001 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 130.05   | Napa Store 3547001 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 72.90    | Napa Store 3547001 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 23.75    | North Coast Electric - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 470.00   | Northwest Seed-Billings - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 245.00   | Nutrien Ag Solution 2747 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 81.31    | Pacific Steel Branch #02 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 22.48    | Ratco Llc - PCard                 |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 75.00    | Reliable Tent & Tipi - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 27.53    | Selbys - PCard                    |



| Check Date | Check # | Name             | Fund Name   | Amount      | Item Desc                         |
|------------|---------|------------------|-------------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 109.61   | Selbys - PCard                    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 39.98    | Shipton'S Big R East - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 130.19   | Shipton'S Big R Heights - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 128.97   | Shipton'S Big R West - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 1,885.19 | Shipton'S Big R West - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 142.95   | Shipton'S Big R West - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 12.87    | Shipton'S Big R West - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 44.62    | Simonson N Di - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 146.11   | Six Robblees No 6 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 132.48   | Skechers-Usa #1238 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 435.31   | Speedy Glass 9131 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 350.00   | Speedy Glass 9131 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 347.08   | Speedy Glass 9131 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 82.00    | Sticker Mule - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 170.38   | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 56.97    | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 117.76   | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 23.65    | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 28.11    | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 792.00   | The Home Depot 3101 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 595.73   | The Home Depot 3101 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 34.86    | Thomae Billings - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 55.97    | Tiger Discount Truck Sto - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 37.05    | Tire Rama 105 It - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 25.00    | Tire Rama 105 It - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 25.00    | Tire Rama 105 It - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 185.40   | Tire Rama 105 It - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 25.00    | Tire Rama 105 It - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 16.48    | Walmart.Com 8009666546 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 44.99    | Walmart.Com 8009666546 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 9.00     | West End Lock And Securit - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 78.00    | West End Lock And Securit - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 20.00    | West End Lock And Securit - PCard |

| Check Date | Check # | Name             | Fund Name   | Amount    | Item Desc                         |
|------------|---------|------------------|-------------|-----------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 8.25   | West End Lock And Securit - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 46.50  | Wm Supercenter #2923 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 57.94  | Wm Supercenter #2923 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 7.66   | Wm Supercenter #4412 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 70.42  | Womack Billings Mt - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 45.81  | Yellowstone County Treas - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 19.00  | Yellowstone Valley Elect - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Park Dist 1 | \$ 17.40  | Zoom.Us 888-799-9666 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 99.96  | Amzn Mktp Us*Ra73D3Oy1 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 45.47  | Amzn Mktp Us*Rh2O28Yc0 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 9.99   | Amzn Mktp Us*Xz5Wf1G63 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 125.61 | Billings Hardware & Servi - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 224.00 | Creative Monograms Smb - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 27.57  | Fedex76861473 - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 889.44 | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 76.81  | Kb Commercial Products - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 76.79  | Kb Commercial Products - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 76.79  | Kb Commercial Products - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 22.50  | Spic And Span - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 22.50  | Spic And Span - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 22.50  | Spic And Span - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 46.74  | Spic And Span - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 45.38  | Spic And Span - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 45.38  | Spic And Span - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 115.00 | Sq *Skyline Services, Inc - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 145.00 | Sq *Skyline Services, Inc - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 450.00 | Sq *Skyline Services, Inc - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 115.00 | Sq *Skyline Services, Inc - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 35.00  | Sq *Skyline Services, Inc - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 149.99 | Tractor-Supply-Co #0303 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 340.00 | West End Lock And Securit - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parking     | \$ 155.52 | Zoom.Us 888-799-9666 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parks Maint | \$ 105.15 | A And H Turf And Specialt - PCard |

| Check Date | Check # | Name             | Fund Name    | Amount      | Item Desc                        |
|------------|---------|------------------|--------------|-------------|----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Parks Maint  | \$ 120.42   | Midland Implement Co - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parks Maint  | \$ 90.26    | Midland Implement Co - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parks Maint  | \$ 315.14   | Midland Implement Co - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parks Maint  | \$ 21.51    | Midland Implement Co - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parks Maint  | \$ 77.92    | Midland Implement Co - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parks Maint  | \$ 10.68    | Midland Implement Co - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parks Maint  | \$ 181.05   | The Home Depot #3101 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parks Maint  | \$ 260.96   | Yellowstone Valley Elect - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parks Maint  | \$ 44.23    | Yellowstone Valley Elect - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parks Maint  | \$ 19.47    | Yellowstone Valley Elect - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parks Maint  | \$ 196.26   | Yellowstone Valley Elect - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Parks Maint  | \$ 20.17    | Yellowstone Valley Elect - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | PD Program   | \$ 1,509.30 | 360 Office Solutions Inc - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | PD Program   | \$ (525.00) | Alliance For Hope Intern - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | PD Program   | \$ 277.44   | Amzn Mktp Us*1P3Y70Zv3 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | PD Program   | \$ 117.67   | Best Buy 00005926 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | PD Program   | \$ 552.95   | Country Inn & Suites B - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | PD Program   | \$ 1,425.00 | Coverttrack Group Inc - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | PD Program   | \$ 3,100.00 | Enterprise Rent-A-Car - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | PD Program   | \$ 2,977.60 | Penlink, Ltd - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Phone System | \$ (109.99) | Amazon.Com - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Phone System | \$ 109.99   | Amazon.Com*Iv6Kt6Xm3 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Phone System | \$ 6.99     | Amzn Mktp Us*4014R5Lg3 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Phone System | \$ 29.34    | Amzn Mktp Us*Df38Y05K3 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Phone System | \$ 9.33     | Amzn Mktp Us*Jq10X8Av3 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Phone System | \$ 11.11    | Amzn Mktp Us*Lq5E93Ri3 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Phone System | \$ 11.98    | Apple.Com/Bill - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Phone System | \$ (40.00)  | Ebay O*25-11355-25354 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Phone System | \$ 344.99   | Ebay O*25-11355-25354 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning     | \$ 22.01    | Alsco Inc. - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning     | \$ 22.01    | Alsco Inc. - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning     | \$ 29.99    | Amazon.Com*Qs6R81913 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning     | \$ 526.80   | American Planning A - PCard      |

| Check Date | Check # | Name             | Fund Name     | Amount      | Item Desc                         |
|------------|---------|------------------|---------------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning      | \$ 42.00    | American Water Technol - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning      | \$ 267.52   | Best Western Premier Hel - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning      | \$ 148.83   | Billings Construction Sup - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning      | \$ 179.02   | City Of Billings Buildin - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning      | \$ 12.98    | Costco Whse #1644 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning      | \$ 450.00   | In *Signature Signs Llc - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning      | \$ 34.37    | Jimmy Johns - 1646 - E - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning      | \$ 157.18   | Kelley Connect - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning      | \$ 83.94    | Lowes #00319* - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning      | \$ 442.00   | Sq *Bbfc Fabrication - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning      | \$ 400.00   | Sq *Terri Porta Fine Art - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning      | \$ 95.68    | The Rubber Stamp Shop, - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning      | \$ 580.00   | Two Men And A Truck 0628 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning      | \$ (874.75) | United 0162366582487 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning      | \$ 329.00   | Uwcc Registrations - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning      | \$ 28.44    | Wm Supercenter #2923 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning      | \$ 198.00   | Zeecreativeinc - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning      | \$ 16.59    | Zoom.Us 888-799-9666 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Planning      | \$ 16.59    | Zoom.Us 888-799-9666 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 72.00    | 00809 - Apcoa Billings - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 112.57   | 360 Office Solutions Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 32.82    | 360 Office Solutions Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 39.98    | 360 Office Solutions Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 250.00   | Aaliby Auto Repair Towin - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 7.47     | Albertsons #0047 - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 28.97    | Albertsons #1227 - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 9.92     | Albertsons #1227 - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 32.09    | Albertsons #4025 - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 10.47    | Albertsons #4025 - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 41.00    | Albertsons #4025 - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ (525.00) | Alliance For Hope Intern - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 54.39    | AlSCO Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 26.35    | AlSCO Inc. - PCard                |

| Check Date | Check # | Name             | Fund Name     | Amount      | Item Desc                         |
|------------|---------|------------------|---------------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 26.10    | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 27.67    | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 29.20    | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 30.03    | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 26.10    | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 19.12    | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 224.75   | Amazon Ret* 111-532120 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 1,159.00 | Amazon Ret* Hazmat/Cit - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 663.02   | Amazon.Com*Ke2Xc1Id3 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 161.49   | Amazon.Com*R687A97H1 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 70.99    | Amazon.Com*Ra5La7Eq0 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 171.91   | Amazon.Com*Ra97K9Ff1 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 179.97   | Amazon.Com*Rh6418Ko2 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 142.99   | Amazon.Com*Rw1I01Hl3 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 30.00    | American Ai 0014432134464 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 35.00    | American Air0014432145290 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 30.00    | American Air0014432466706 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 30.00    | American Air0014432475754 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 39.00    | American Water Technol - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ (42.88)  | Amzn Mktp Us - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ (173.94) | Amzn Mktp Us - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 20.99    | Amzn Mktp Us*0W8O119G3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 79.54    | Amzn Mktp Us*1P3Y70Zv3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 115.94   | Amzn Mktp Us*385C387E3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 220.99   | Amzn Mktp Us*4I0It0M13 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 51.98    | Amzn Mktp Us*4V4Km1Dv3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 195.80   | Amzn Mktp Us*Go40P3F33 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 81.57    | Amzn Mktp Us*J62Ft66A3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 14.65    | Amzn Mktp Us*Jq10X8Av3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 51.57    | Amzn Mktp Us*L310J4Rk3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 38.93    | Amzn Mktp Us*Lg26F8C03 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 11.69    | Amzn Mktp Us*Lq5E93Ri3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 60.00    | Amzn Mktp Us*Lz2S43Sa3 - PCard    |

| Check Date | Check # | Name             | Fund Name     | Amount      | Item Desc                         |
|------------|---------|------------------|---------------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 144.13   | Amzn Mktp Us*Nx9Zt1Qm3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 71.32    | Amzn Mktp Us*O15P50Tq3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 61.87    | Amzn Mktp Us*P79Rc1lg3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 123.00   | Amzn Mktp Us*R63At89U1 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 9.98     | Amzn Mktp Us*Ra2Sk4Qj1 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 24.96    | Amzn Mktp Us*Ra7Qu33V1 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 310.00   | Amzn Mktp Us*Ra8739Dj2 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 173.94   | Amzn Mktp Us*Ra8Kc6682 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 13.99    | Amzn Mktp Us*Rh8615Y60 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 35.75    | Amzn Mktp Us*Uz7Em71A3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 1,504.72 | Amzn Mktp Us*Ve5Sv41O3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 119.94   | Amzn Mktp Us*Wz0Ca8Xq3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 90.34    | Amzn Mktp Us*Ye3A45Bj3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 386.66   | Att* Bill Payment - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 2,139.96 | B&H Photo 800-606-6969 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 2,139.96 | B&H Photo 800-606-6969 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 343.86   | B&H Photo 800-606-6969 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 122.50   | Bargreen Ellingson 11 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 196.99   | Barnes & Noble #2765 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 950.00   | Barnes & Noble #2765 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 50.73    | Battle Werx Llc - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 24.99    | Best Buy 00005926 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 599.00   | Best Buy 00005926 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 35.99    | Billingsgazettethriftynck - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 746.30   | Bound Tree Medical Llc - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 252.14   | Cab Store Billings, Mt - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 2.97     | Cenex- Zip Trip #55 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 96.16    | Chalet Market - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 92.45    | Chalet Market - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 37.87    | Clearwater Stop N Go - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 25.04    | Conoco - Kalispell 5 1277 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 37.25    | Conoco - Thriftway Ss #9 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 8.37     | Corporate Translate - PCard       |

| Check Date | Check # | Name             | Fund Name     | Amount      | Item Desc                         |
|------------|---------|------------------|---------------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 339.98   | Costco Whse #1644 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 15.98    | Costco Whse #1644 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 59.00    | Csa-Gga-Damage Insuran - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 30.00    | Delta Air Baggage Fee - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 70.00    | Delta Air Baggage Fee - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 30.00    | Delta Air Baggage Fee - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 70.00    | Delta Air Baggage Fee - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 838.52   | Econoprint - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 419.33   | Econoprint - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 65.88    | Econoprint - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 100.50   | Evident Inc - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 13.39    | Evident Inc - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 11.48    | Exxon Billings 11 #1053 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 48.83    | Exxon East Helena 1 #1177 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 176.25   | Firstaidsuppliesonline - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 1,399.00 | Force Science Institut - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 1,199.00 | General Pacific, Inc. - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 139.95   | Grammarly Comy50Lzq - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 139.95   | Grammarly Covbjnnp7 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 2,558.00 | Gw Inc - PCard                    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 227.64   | Hanson Chemical - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 724.32   | Hanson Chemical - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 461.92   | Hanson Chemical - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 210.22   | Hanson Chemical - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 82.00    | Hanson Chemical - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 97.92    | Hanson Chemical - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 117.24   | Hanson Chemical - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 9.95     | Hanson Chemical - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 45.38    | Hanson Chemical - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 89.98    | Harbor Freight Tools 207 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 19.19    | Hertz #0777609 - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 345.88   | Holiday Inn Express - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 32.79    | Holiday Stations 0108 - PCard     |

| Check Date | Check # | Name             | Fund Name     | Amount      | Item Desc                         |
|------------|---------|------------------|---------------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 5.58     | Holiday Stations 0274 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 184.49   | Homedepot.Com - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 920.80   | Homes To Suites By Hilton - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 81.99    | Hulu 877-8244858 Ca - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 395.00   | lape - PCard                      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 1,079.47 | In *Arrowhead Scientific - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 1,409.00 | In *Fileonq - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 74.50    | In *Frosty Solutions, Llc - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 49.25    | In *Frosty Solutions, Llc - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 495.00   | In *Gps Commercial Cleani - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 1,578.38 | In *Salt + Sage Web Studi - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 75.00    | Ipmba - PCard                     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 293.67   | Iron Mountain - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 135.15   | Iron Mountain - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 25.00    | Isfsi.Org - PCard                 |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 105.50   | Jimmy Johns - 1646 - M - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 265.76   | Kb Commercial Products - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 15.95    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 312.79   | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 425.00   | Law Enforcement Seminars - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 1,275.00 | Law Enforcement Seminars - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 39.76    | Life Assist Inc - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 48.40    | Life Assist Inc - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 99.75    | Life Assist Inc - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 3,379.42 | Life Assist Inc - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 103.50   | Life Assist Inc - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 16.98    | Lowes #00319* - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 125.00   | Ls Bighorn Boots And - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 881.46   | Marriott Ac Hotels Dc - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 881.46   | Marriott Ac Hotels Dc - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 104.50   | Midwayusa Com - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 52.15    | Minuteman Press Billings - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 150.00   | Minuteman Press Billings - PCard  |



| Check Date | Check # | Name             | Fund Name     | Amount      | Item Desc                         |
|------------|---------|------------------|---------------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 52.15    | Minuteman Press Billings - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 50.00    | Minuteman Press Billings - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 50.00    | Minuteman Press Billings - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 50.00    | Minuteman Press Billings - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 650.00   | Montanasher - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 650.00   | Montanasher - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 650.00   | Montanasher - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 586.06   | Moore Lane Vh - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 4,830.00 | Motorola Solutions Onlin - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 79.90    | Movavi.Com - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 40.00    | National Academies Of Eme - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 120.00   | National Academies Of Eme - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 630.53   | National Emergency Train - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 50.00    | North American Police Wor - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 382.76   | Northern Quest - Resor - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 382.76   | Northern Quest - Resor - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 328.21   | Northern Quest - Resor - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 328.21   | Northern Quest - Resor - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 96.90    | Office Depot #1080 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 195.96   | Office Depot #1080 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 17.69    | Office Depot #1080 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 27.99    | Office Depot #450 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 101.30   | Papa John'S #1945 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 40.00    | Paypal *Blackmounta - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 35.47    | Pocketpress - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 65.00    | Pp*Zee Creative - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 554.00   | Priority Dispatch Corp - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 200.00   | Pzg**Mt Dli Ebiz - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 498.00   | Rev.Com - PCard                   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 659.98   | Rogue - PCard                     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 56.31    | Sams Club #4805 - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 100.72   | Samsclub #4805 - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 32.94    | Samsclub.Com - PCard              |

| Check Date | Check # | Name             | Fund Name     | Amount        | Item Desc                         |
|------------|---------|------------------|---------------|---------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 244.00     | Shield Arms Llc - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 33.96      | Shipton'S Big R East - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 735.00     | Sirchie Acquisition Compa - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 199.00     | Skillpath / National - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 342.50     | Sp Cascade Fire Equi - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 88.00      | Sp Sheepdogmics.Com - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 2,849.10   | Sp Tactical Medical - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 1,440.00   | Sp Www.Rfmax.Us - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 298.06     | Spectrum - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 800.00     | Sq *Montana Association O - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 2,097.90   | State Chemic*State Che - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 631.28     | Staybridge Sts Grt Falls - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 868.00     | Sumup *Silver Threads - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 37.97      | Target 00013334 - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 33.78      | The Ups Store 2594 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 79.99      | Tlf*Gainans Floral And Gi - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 69.90      | Tlf*Gainans Floral And Gi - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 348.88     | Tractor Supply Co #5509 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 426.93     | Tractor-Supply-Co #0303 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 75.99      | Uber Trip - PCard                 |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 379.97     | Uber Trip - PCard                 |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 16.91      | Uber Trip - PCard                 |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 10.35      | Universal Awards - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 22.77      | Universal Awards - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 119.16     | Ups*Billing Center - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 59.57      | Ups*Billing Center - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 11.03      | Ups*Billing Center - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 12.48      | Ups*Billing Center - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 24.40      | Usps Po 2907810117 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 77.00      | Vet-To-Go - PCard                 |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 2,676.24   | Vrbo Hahsn59B - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ (2,218.16) | Vrbo Hazzkrbp - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 700.00     | Wa Fbi Naa - PCard                |

| Check Date | Check # | Name             | Fund Name     | Amount      | Item Desc                         |
|------------|---------|------------------|---------------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 41.44    | Wal-Mart #2923 - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 80.21    | Wal-Mart #7199 - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 281.30   | Wasabi Technologies - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 16.00    | West End Lock And Securit - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 28.50    | Wm Supercenter #1956 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 61.70    | Wm Supercenter #2923 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ (750.00) | Wpy*International Associa - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 97.00    | Www.Volgistics.Com - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 137.43   | Yellowstone County Treas - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 45.80    | Yellowstone County Treas - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 61.75    | Yellowstone Valley Elect - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 999.80   | Zero9 Solutions Llc - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Public Safety | \$ 340.00   | Zoll Medical Corp - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste   | \$ 828.14   | 1823 Lkq Kc Truck Montan - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste   | \$ 81.66    | 360 Office Solutions Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste   | \$ 7.01     | 360 Office Solutions Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste   | \$ 90.32    | 360 Office Solutions Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste   | \$ 44.50    | 360 Office Solutions Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste   | \$ 52.50    | 360 Office Solutions Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste   | \$ 208.51   | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste   | \$ 272.05   | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste   | \$ 175.97   | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste   | \$ 148.36   | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste   | \$ 175.97   | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste   | \$ 175.97   | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste   | \$ 177.35   | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste   | \$ 175.97   | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste   | \$ 288.82   | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste   | \$ 383.67   | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste   | \$ 383.67   | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste   | \$ 47.68    | Amazon.Com*L393I91G3 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste   | \$ 6.68     | Amzn Mktp Us*5R4Q34Om3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste   | \$ 24.19    | Amzn Mktp Us*Td5Gq1383 - PCard    |

| Check Date | Check # | Name             | Fund Name   | Amount      | Item Desc                         |
|------------|---------|------------------|-------------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 17.98    | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 29.84    | Bloedorn Lumber Co- Bi - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 9.90     | City Of Billings - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 125.60   | Econo Print - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 1,276.56 | Fastenal Company 01Mtbll - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 11.54    | Friendly'S - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 36.82    | Frontier Fence - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 123.97   | Helena Holiday Inn Expre - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 98.00    | Hose & Rubber Supply - B - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 112.00   | Hose & Rubber Supply - B - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 34.96    | Hose & Rubber Supply - B - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 135.60   | Hose & Rubber Supply - B - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 148.42   | In *Aaquatools Inc - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 19.99    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 71.98    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 80.98    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 112.00   | Lawson Products - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 631.20   | Lawson Products - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 52.32    | Lawson Products - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 1,119.07 | Metropolitan Compounds - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 32.74    | Napa Store 3547001 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 10.99    | O'Reilly 1551 - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 21.99    | O'Reilly 1551 - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 78.55    | Paypal *Genuinemark - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 573.92   | Sherwin Williams 703203 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 119.94   | Shipton'S Big R Heights - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 79.98    | Shipton'S Big R West - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 123.00   | Six Robblees No 6 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 163.00   | Smarty Llc - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 105.90   | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 27.78    | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 19.02    | Ups (800) 811-1648 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Solid Waste | \$ 570.00   | Wired - PCard                     |

| Check Date | Check # | Name             | Fund Name        | Amount      | Item Desc                         |
|------------|---------|------------------|------------------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Stillwater Const | \$ 3,250.00 | Tax Incentives Program - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 75.23    | 360 Office Solutions Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 93.00    | A And H Turf And Specialt - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 442.68   | A And H Turf And Specialt - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 72.49    | Amazon.Com*8F7Jv1L83 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 337.38   | Amazon.Com*R682E37F1 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 70.55    | Amazon.Com*Ra70Y8Q42 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 16.50    | Amzn Mktp Us*Bj3Pg85S3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 65.57    | Amzn Mktp Us*Fw90S59N3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 289.44   | Amzn Mktp Us*Fw90S59N3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 117.09   | Amzn Mktp Us*Io6122Ug3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 44.58    | Amzn Mktp Us*Rh7Aw5Uz2 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 14.44    | Amzn Mktp Us*T87Iy0Vv3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 356.63   | Amzn Mktp Us*Wj60R8Vu3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 48.50    | Applied Ind Tech 2422 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 26.22    | Awg 3575 - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 191.35   | B W Allen Company, Inc. - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 80.00    | Batteries+Bulbs #0253 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 79.71    | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 99.99    | Billings Hardware & Servi - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 376.00   | Billings Nursery And Land - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 68.96    | Central Hobbys - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 20.00    | Conoco - Big Timber 2 103 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 2.50     | Dollar Tree - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 302.50   | Dxp Enterprises - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 880.00   | Eartec Company - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 59.53    | Evergreen Ace Hardware - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 352.26   | Ferguson Ent 2006 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 11.55    | Friendly'S - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 244.64   | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 11.92    | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 79.98    | Harbor Freight Tools 207 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic   | \$ 46.97    | Harbor Freight Tools 207 - PCard  |

| Check Date | Check # | Name             | Fund Name      | Amount    | Item Desc                        |
|------------|---------|------------------|----------------|-----------|----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 67.89  | Harbor Freight Tools 207 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 69.98  | Harbor Freight Tools 207 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 9.98   | Heights Ace Hdwe - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 123.98 | Helena Holiday Inn Expre - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 4.96   | Hose & Rubber Supply - B - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 4.98   | Hose & Rubber Supply - B - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 26.64  | Hose & Rubber Supply - B - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 44.99  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 23.97  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 23.97  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 8.97   | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 65.97  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 120.95 | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 25.98  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 64.24  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 9.99   | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 38.70  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 9.58   | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 16.99  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 52.67  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 6.72   | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 99.99  | Laurel Ace Hdwe - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 141.42 | Lowes #00319* - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 36.24  | Lowes #00319* - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 21.98  | Lowes #00319* - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 35.04  | Lowes #00319* - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 65.92  | Lowes #00319* - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 538.20 | Lowes #00319* - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 39.96  | Lowes #00319* - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 69.78  | Meadow Green - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 404.79 | Meadow Green - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 262.39 | Meadow Green - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 23.95  | Mountain Supply - PCard          |

| Check Date | Check # | Name             | Fund Name      | Amount     | Item Desc                         |
|------------|---------|------------------|----------------|------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 42.92   | Northwest Industrial Supp - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 48.85   | Northwest Pipe Fittings - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 96.73   | Northwest Pipe Fittings - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 207.50  | Nutrien Ag Solution 2747 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 157.50  | Nutrien Ag Solution 2747 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 19.12   | Office Depot #2135 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 86.98   | Oregon Tool Inc - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 49.99   | O'Reilly 1551 - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 18.13   | Pacific Steel Branch #02 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 24.98   | Purvis Industries 68 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 100.00  | Pzg**Mt Dli Ebiz - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 100.00  | Pzg**Mt Dli Ebiz - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 100.00  | Pzg**Mt Dli Ebiz - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 100.00  | Pzg**Mt Dli Ebiz - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 100.00  | Pzg**Mt Dli Ebiz - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 100.00  | Pzg**Mt Dli Ebiz - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 100.00  | Pzg**Mt Dli Ebiz - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 148.66  | Rocky Mountain Truck - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 38.75   | Shipton'S Big R East - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 135.98  | Shipton'S Big R West - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 28.70   | Shipton'S Big R West - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 17.97   | Shipton'S Big R West - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 16.50   | Sq *Hotsy Wy-Mont - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ (25.00) | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 29.32   | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 274.76  | The Home Depot 3101 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 966.00  | The Home Depot 3101 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 278.00  | The Home Depot 3101 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ (73.09) | Thomae Billings - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 73.09   | Thomae Billings - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 94.89   | Thomae Billings - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 334.96  | Tractor Supply Co #5509 - PCard   |

| Check Date | Check # | Name             | Fund Name      | Amount     | Item Desc                         |
|------------|---------|------------------|----------------|------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 29.99   | Tractor-Supply-Co #0303 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 299.48  | Tractor-Supply-Co #0303 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 83.01   | Vermeer Mountain West, In - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 23.65   | Yellowstone County Treas - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 23.23   | Yellowstone County Treas - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Street/Traffic | \$ 162.49  | Yellowstone Valley Elect - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 109.63  | 360 Office Solutions Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 45.34   | 360 Office Solutions Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 235.65  | Aaim - Services - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 12.99   | Adobe *Adobe - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 39.99   | Adobe *Adobe - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 73.64   | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 177.64  | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 289.40  | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ (33.22) | Amazon.Com - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 33.22   | Amazon.Com*1921W5Vc3 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 263.25  | Amazon.Com*Ra4Um0T30 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 156.18  | Amzn Mktp Us*055Ab4Dc3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 49.97   | Amzn Mktp Us*4X9Tm6Lz3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 92.97   | Amzn Mktp Us*8G31J0Cd3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 23.88   | Amzn Mktp Us*9615Y5B43 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 8.99    | Amzn Mktp Us*9C8Ag9D93 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 105.60  | Amzn Mktp Us*A97Ax5D83 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 50.30   | Amzn Mktp Us*Jb2Fv3Ub3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 89.98   | Amzn Mktp Us*Ld3O26733 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 34.68   | Amzn Mktp Us*Oo3Di0223 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 8.00    | Amzn Mktp Us*Oo3Di0223 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 17.49   | Amzn Mktp Us*Rh2Qb1Mq2 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 39.39   | Amzn Mktp Us*Rh3E149W1 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 37.20   | Amzn Mktp Us*Rh3E149W1 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 26.36   | Amzn Mktp Us*Rh3E149W1 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 75.29   | Amzn Mktp Us*Rh3Vi3Oz1 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit        | \$ 76.08   | Amzn Mktp Us*Wk3Mh2Ln3 - PCard    |



| Check Date | Check # | Name             | Fund Name | Amount      | Item Desc                         |
|------------|---------|------------------|-----------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 869.40   | Anderson Service Inc - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 2,200.00 | Apta - PCard                      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 105.34   | Awg 3575 - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 99.98    | Best Buy 00005926 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 51.72    | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 33.59    | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 45.13    | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 557.00   | Creative Monograms Smb - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 161.00   | Creative Monograms Smb - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 362.36   | Delta Air 0062222372556 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 90.59    | Delta Air 0062222372556 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 452.95   | Delta Air 0062222372557 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 84.10    | Dkc*Digi Key Corp - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 482.97   | Doubletree Salt Lake C - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 114.49   | Ebay O*15-11341-49553 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 7.99     | Evergreen Ace Hardware - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 23.03    | Exxon Helena 3 #1253 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 15.36    | Exxon Helena 3 #1253 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 7.08     | Facebk Ndwgky3Db2 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 19.47    | Facebk Qfq3V24Eb2 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 31.06    | Gateway Fees - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 519.00   | Govt Social Media Llc - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 518.09   | Hilton Advpurch8002367113 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 423.89   | Hilton Advpurch8002367113 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ (13.41)  | Hobby-Lobby #251 - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 569.93   | Holiday Inn Exp Phoenix - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 198.76   | Imperial Supplies - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 364.63   | Imperial Supplies - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 321.00   | In *Cotter'S Sewer, Septi - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 2,956.28 | In *Peacock Cleaning Llc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 17.18    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 69.85    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 22.49    | Kings Ace Hdwe - PCard            |

| Check Date | Check # | Name             | Fund Name | Amount    | Item Desc                        |
|------------|---------|------------------|-----------|-----------|----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 17.99  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 32.38  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 8.09   | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 21.56  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 15.29  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 12.59  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 89.97  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 44.98  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 74.89  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 38.63  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 34.99  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 28.76  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 62.98  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 407.99 | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 53.07  | Kings Ace Hdwe - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 127.84 | Lowes #00319* - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 85.44  | Lowes #00319* - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 52.62  | Lowes #00319* - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 127.23 | Lowes #00319* - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 104.06 | Lowes #00319* - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 288.00 | Lowes #00319* - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 29.76  | Lowes #00319* - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 206.51 | Marketing Specialties In - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 228.00 | Midland Implement Co - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 19.26  | Napa Store 3547001 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 35.12  | Napa Store 3547001 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 13.02  | Napa Store 3547001 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 42.75  | Napa Store 3547001 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 16.00  | Napa Store 3547001 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 83.20  | Napa Store 3547001 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 23.47  | Napa Store 3547001 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 2.66   | Napa Store 3547001 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit   | \$ 78.21  | Napa Store 3547001 - PCard       |

| Check Date | Check # | Name             | Fund Name  | Amount    | Item Desc                         |
|------------|---------|------------------|------------|-----------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ 34.98  | Napa Store 3547001 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ 24.10  | Napa Store 3547001 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ 28.98  | Napa Store 3547001 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ 48.20  | Napa Store 3547001 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ 5.25   | Napa Store 3547001 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ 83.37  | Office Depot #1080 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ 90.99  | Office Depot #2135 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ 10.80  | Pilkington Na - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ 40.98  | Samsclub #4805 - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ 851.25 | Sign Pro Billings - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ 546.43 | Sp Zep Inc. - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ 966.64 | Sundown Security - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ 42.00  | Syn-Tech Systems - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ 411.21 | United 0162375536092 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ 31.66  | Ups (800) 811-1648 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ 13.65  | Usps Po 2907830104 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ 30.45  | Usps Po 2907830104 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ 199.99 | Vevor - PCard                     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ (1.42) | Wal-Mart #1956 Se2 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ 7.10   | Wm Supercenter #1956 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ 92.90  | Yellowstone County Treas - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Transit    | \$ 16.59  | Zoom.Us 888-799-9666 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 67.85  | 360 Office Solutions Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 450.00 | 4 All Promos - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 10.19  | 4Te*Alarm Services - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 10.19  | 4Te*Alarm Services - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 10.19  | 4Te*Alarm Services - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 10.19  | 4Te*Alarm Services - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 33.75  | A And H Turf And Specialt - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 94.48  | A And H Turf And Specialt - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 63.51  | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 6.37   | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 21.20  | Alsco Inc. - PCard                |

| Check Date | Check # | Name             | Fund Name  | Amount    | Item Desc                         |
|------------|---------|------------------|------------|-----------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 86.01  | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 43.34  | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 268.53 | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 3.19   | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 42.40  | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 84.88  | Amzn Mktp Us*1S8G31Gz3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 3.63   | Amzn Mktp Us*Dy8Ga2Pi3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 38.39  | Amzn Mktp Us*Ra2Z04Jv2 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 159.00 | Amzn Mktp Us*Rh8Y11P92 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 52.49  | Amzn Mktp Us*S07Nm3Kf3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 151.76 | Amzn Mktp Us*Yw0L99Xo3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 116.00 | Automationdirect.Com - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 7.99   | Autozone #3772 - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 8.99   | Autozone #3772 - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 165.39 | Awg 3575 - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 34.02  | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 72.23  | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 17.43  | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 32.62  | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 24.62  | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 105.52 | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 141.22 | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 123.82 | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 38.02  | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 57.03  | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 95.21  | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 26.75  | Bloedorn Lumber Co- Bi - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 309.46 | Buildersfirstsource64021 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 23.96  | Buildersfirstsource64021 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 47.45  | Ceuplan - PCard                   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 196.35 | Ceuplan - PCard                   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 76.25  | Ceuplan - PCard                   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 18.15  | City Of Billings - PCard          |

| Check Date | Check # | Name             | Fund Name  | Amount      | Item Desc                        |
|------------|---------|------------------|------------|-------------|----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 74.66    | City Of Billings - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 38.47    | City Of Billings - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 187.69   | City Of Billings - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 50.65    | Costco Gas #0067 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 67.50    | Ebay O*02-11460-09413 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 3,472.00 | Ebay O*07-11389-66165 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 1,996.93 | Ebay O*12-11400-45952 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 66.64    | Ebay O*26-11379-34776 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 48.46    | Econo Print - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 624.16   | Econo Print - PCard              |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 808.90   | Edge Construction Supp - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 1,041.04 | Edge Construction Supp - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 434.99   | Engineer Supply Llc - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 10.00    | Evergreen Ace Hardware - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 9.84     | Evergreen Ace Hardware - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 7.94     | Evergreen Ace Hardware - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 23.15    | Facebk *Nt7Jgy3W42 - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 11.55    | Friendly'S - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 424.57   | Grainger - PCard                 |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 286.44   | Grainger - PCard                 |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 346.50   | Hanson Chemical - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 114.02   | Hanson Chemical - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 29.87    | Hanson Chemical - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 19.30    | Hanson Chemical - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 116.89   | Harbor Freight Tools - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 8.50     | Harbor Freight Tools 207 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 31.96    | Harbor Freight Tools 207 - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 18.16    | Heights Ace Hdwe - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 131.94   | Heights Ace Hdwe - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 29.99    | Heights Ace Hdwe - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 16.99    | Heights Ace Hdwe - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 19.58    | Heights Ace Hdwe - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 123.98   | Helena Holiday Inn Expre - PCard |

| Check Date | Check # | Name             | Fund Name  | Amount        | Item Desc                         |
|------------|---------|------------------|------------|---------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 325.00     | In *Compliance Assurance - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 1,003.94   | Kb Commercial Products - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 28.76      | Kb Commercial Products - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 59.46      | Kb Commercial Products - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 118.92     | Kb Commercial Products - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 15.29      | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 11.24      | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 17.54      | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 5.38       | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 1.99       | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 19.95      | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 12.44      | Lowes #00319* - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 369.56     | Marshall Wolf Automation, - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 90.99      | Midland Scientific - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 1,298.57   | Midland Scientific - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ (1,298.57) | Midland Scientific - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 49.50      | Nfpa Natl Fire Protect - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 43.22      | Norco Inc - PCard                 |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 31.82      | Norco Inc - PCard                 |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 267.65     | Norco Inc - PCard                 |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 249.99     | Office Depot #1090 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 79.76      | Office Depot #2135 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 20.66      | Office Depot #2135 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 1,209.29   | Office Depot #2135 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 294.39     | Pacific Steel Branch #02 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 27.10      | Pacific Steel Branch #02 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 252.22     | Pacific Steel Branch #02 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 125.00     | Pellco Ceu - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 177.60     | Pierce Rv Supercenter - - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 67.50      | Pp*Zee Creative - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 69.00      | Psi Services Llc Usd - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 492.20     | Purvis Industries 68 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 50.00      | Pzg**Mt Dli Ebiz - PCard          |

| Check Date | Check # | Name             | Fund Name  | Amount        | Item Desc                         |
|------------|---------|------------------|------------|---------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 50.00      | Pzg**Mt Dli Ebiz - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 75.00      | Pzg**Mt Dli Ebiz - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 75.00      | Pzg**Mt Dli Ebiz - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 780.48     | Radwell International - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 193.00     | Ratco Llc - PCard                 |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 1,041.65   | Rsd - Billings#57 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 1,135.12   | Seagulls Industrial - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ (1,135.12) | Seagulls Industrial - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 75.00      | Shepherd Stainless Incorp - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 98.85      | Shipton'S Big R East - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 45.98      | Shipton'S Big R West - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 163.00     | Smarty Llc - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 1,250.00   | Southerncarlson - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 69.90      | Sp Powder Mix Direct - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 110.00     | Sq *Cpr Cell Phone Repair - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 525.00     | Sq *Genuine Marketing Llc - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 364.90     | Sq *Genuine Marketing Llc - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 503.65     | Sq *Genuine Marketing Llc - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 4.99       | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 8.54       | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 11.25      | The Home Depot #3101 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 94.98      | Tractor-Supply-Co #0303 - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 99.75      | U-Haul Moving & Storage A - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 105.00     | Wef Main - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 4.94       | Wm Supercenter #2923 - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 278.44     | Yellowstone Valley Elect - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 1,195.10   | Yellowstone Valley Elect - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 214.71     | Yellowstone Valley Elect - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 19.00      | Yellowstone Valley Elect - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Wastewater | \$ 271.90     | Yellowstone Valley Elect - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water      | \$ 80.90      | 4Te*Alarm Services - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water      | \$ 80.90      | 4Te*Alarm Services - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water      | \$ 10.19      | 4Te*Alarm Services - PCard        |

| Check Date | Check # | Name             | Fund Name | Amount      | Item Desc                         |
|------------|---------|------------------|-----------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 10.18    | 4Te*Alarm Services - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 10.19    | 4Te*Alarm Services - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 10.18    | 4Te*Alarm Services - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 1,206.25 | 4Te*Alarm Services - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 33.74    | A And H Turf And Specialt - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 94.47    | A And H Turf And Specialt - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 38.00    | Aaim - Services - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 63.51    | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 19.11    | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 21.20    | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 258.01   | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 135.90   | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 232.98   | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 130.02   | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 9.55     | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 42.40    | Alsco Inc. - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 84.88    | Amzn Mktp Us*1S8G31Gz3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 36.47    | Amzn Mktp Us*227M355I3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 83.15    | Amzn Mktp Us*5W80I8V13 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 10.91    | Amzn Mktp Us*Dy8Ga2Pi3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 51.15    | Amzn Mktp Us*Dy8Ga2Pi3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 19.99    | Amzn Mktp Us*Mx90918Z3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 38.40    | Amzn Mktp Us*Ra2Z04Jv2 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 68.90    | Amzn Mktp Us*Ra7Rz5T70 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 52.49    | Amzn Mktp Us*S07Nm3Kf3 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 258.41   | Anderson Service Inc - PCard      |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 530.72   | Awwa.Org - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 79.99    | Best Buy 00005926 - PCard         |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 172.98   | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 22.84    | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 32.22    | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 1.92     | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 48.38    | Billings - Tacoma Screw P - PCard |



| Check Date | Check # | Name             | Fund Name | Amount    | Item Desc                         |
|------------|---------|------------------|-----------|-----------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 32.63  | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 24.62  | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 105.52 | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 141.22 | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 57.02  | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 139.07 | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 183.75 | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 480.02 | Billings - Tacoma Screw P - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 16.58  | Billings Hardware & Servi - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 103.29 | Bloedorn Lumber Co- Bi - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 47.45  | Ceuplan - PCard                   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 91.40  | Ceuplan - PCard                   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 149.32 | City Of Billings - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 74.66  | City Of Billings - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 115.38 | City Of Billings - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 45.23  | City Of Billings - PCard          |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 132.21 | Cityservicevalcon Llc - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 598.59 | Cpi*Coleparmerinstrumt - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 67.50  | Ebay O*02-11460-09413 - PCard     |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 48.46  | Econo Print - PCard               |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 50.75  | Edge Construction Supp - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 83.15  | Edge Construction Supp - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 172.96 | Edge Construction Supp - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 435.00 | Engineer Supply Llc - PCard       |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 218.97 | Era - A Waters Company - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 9.99   | Evergreen Ace Hardware - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 9.84   | Evergreen Ace Hardware - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 7.93   | Evergreen Ace Hardware - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 3.59   | Evergreen Ace Hardware - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 38.96  | Evergreen Ace Hardware - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 23.16  | Facebk *Nt7Jgy3W42 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 56.24  | Facebk *Nt7Jgy3W42 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 22.52  | Fedex272291420340 - PCard         |

| Check Date | Check # | Name             | Fund Name | Amount      | Item Desc                         |
|------------|---------|------------------|-----------|-------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 11.55    | Friendly'S - PCard                |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 118.21   | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 539.97   | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 261.76   | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 339.18   | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 83.79    | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 315.36   | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 142.32   | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 32.40    | Grainger - PCard                  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 89.63    | Hanson Chemical - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 57.90    | Hanson Chemical - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 189.60   | Hanson Chemical - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 99.99    | Harbor Freight Tools 207 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 121.96   | Harbor Freight Tools 207 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 86.85    | Harbor Freight Tools 207 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 8.49     | Harbor Freight Tools 207 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 39.98    | Harbor Freight Tools 207 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 123.98   | Helena Holiday Inn Expre - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 266.14   | Holiday Inn Great Falls - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 266.14   | Holiday Inn Great Falls - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 83.06    | Hose & Rubber Supply - B - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 81.90    | Hose & Rubber Supply - B - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 37.92    | Hose And Rubber Supply Bi - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 42.35    | Hose And Rubber Supply Bi - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 1,470.65 | Idexx Distribution Inc - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 141.80   | Idexx Distribution Inc - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 530.00   | In *Wright Company Mt, In - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 530.00   | In *Wright Company Mt, In - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 8.99     | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 15.29    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 15.98    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 18.98    | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 39.97    | Kings Ace Hdwe - PCard            |

| Check Date | Check # | Name             | Fund Name | Amount        | Item Desc                         |
|------------|---------|------------------|-----------|---------------|-----------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 11.24      | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 17.55      | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 34.16      | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 65.06      | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 2.42       | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 2.00       | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 49.96      | Kings Ace Hdwe - PCard            |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 631.98     | Lowes #00319* - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 49.98      | Lowes #00319* - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 12.45      | Lowes #00319* - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 49.62      | Mcmaster-Carr - PCard             |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 49.50      | Nfpa Natl Fire Protect - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 43.23      | Norco Inc - PCard                 |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 31.82      | Norco Inc - PCard                 |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 221.88     | Norco Inc - PCard                 |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 740.00     | Norco Inc - PCard                 |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 17.88      | Northwest Industrial Supp - PCard |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 123.02     | Northwest Scientific Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 288.58     | Northwest Scientific Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 270.67     | Northwest Scientific Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 323.10     | Northwest Scientific Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 227.80     | Northwest Scientific Inc - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 61.99      | Office Depot #2135 - PCard        |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 190.69     | Pacific Steel Branch #02 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 76.33      | Pacific Steel Branch #02 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 1,541.00   | Pacific Steel Branch #02 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ (2,273.20) | Pacific Steel Branch #02 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 294.39     | Pacific Steel Branch #02 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 27.11      | Pacific Steel Branch #02 - PCard  |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 177.59     | Pierce Rv Supercenter - - PCard   |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 1,269.90   | Pollardwater.Com #3325 - PCard    |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 67.50      | Pp*Zee Creative - PCard           |
| 05/06/2024 | ACH     | U.S. Bank PCards | Water     | \$ 140.00     | Pzg**Mt Dept Environ Q - PCard    |

| Check Date | Check # | Name                 | Fund Name  | Amount       | Item Desc                                            |
|------------|---------|----------------------|------------|--------------|------------------------------------------------------|
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 3,220.00  | Pzg**Mt Dept Environ Q - PCard                       |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 600.00    | Pzg**Mt Dept Environ Q - PCard                       |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 50.00     | Pzg**Mt Dli Ebiz - PCard                             |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 50.00     | Pzg**Mt Dli Ebiz - PCard                             |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 75.00     | Pzg**Mt Dli Ebiz - PCard                             |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 75.00     | Pzg**Mt Dli Ebiz - PCard                             |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 180.59    | Pzg**Mt Dnrc Online Pa - PCard                       |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 193.00    | Ratco Llc - PCard                                    |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 89.25     | Santiago'S Mexican Restau - PCard                    |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 22.18     | Shamrock Fsw590 Billings - PCard                     |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 125.62    | Sherwin Williams 703203 - PCard                      |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 148.35    | Sherwin Williams 703203 - PCard                      |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 45.98     | Shipton'S Big R West - PCard                         |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 216.00    | Smarty Llc - PCard                                   |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 4.99      | The Home Depot #3101 - PCard                         |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 8.54      | The Home Depot #3101 - PCard                         |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 11.26     | The Home Depot #3101 - PCard                         |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 114.44    | The Home Depot #3101 - PCard                         |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 49.00     | West End Lock And Securit - PCard                    |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 4.94      | Wm Supercenter #2923 - PCard                         |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 51.00     | Wm Supercenter #7199 - PCard                         |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 75.00     | Wmk - PCard                                          |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 45.81     | Yellowstone County Treas - PCard                     |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 1,418.44  | Yellowstone Valley Elect - PCard                     |
| 05/06/2024 | ACH     | U.S. Bank PCards     | Water      | \$ 27.88     | Yellowstone Valley Elect - PCard                     |
| 05/06/2024 | 870729  | Van Arsdale Const    | CDBG       | \$ 11,554.00 | North Park Center Accessibility Improvements Project |
| 05/06/2024 | 870729  | Van Arsdale Const    | CDBG       | \$ 1,000.00  | North Park Center Accessibility Improvements Project |
| 05/06/2024 | 870729  | Van Arsdale Const    | CDBG       | \$ -         | North Park Center Accessibility Improvements Project |
| 05/06/2024 | 870729  | Van Arsdale Const    | CDBG       | \$ -         | North Park Center Accessibility Improvements Project |
| 05/06/2024 | 870729  | Van Arsdale Const    | CDBG       | \$ 29,000.00 | Zimmerman Center & Pioneer Park Restroom Project     |
| 05/06/2024 | 870729  | Van Arsdale Const    | CDBG       | \$ 5,637.00  | Zimmerman Center & Pioneer Park Restroom Project     |
| 05/06/2024 | 870736  | YCSO                 | PD Program | \$ 7,168.10  | Reimb of JAG 2023 expenses for qtr end 3/31/24.      |
| 05/06/2024 | 870737  | Yellowstone Electric | Airport    | \$ 36,136.31 | Access Control and CCTV Systems - Eligible Share     |

| Check Date | Check # | Name                    | Fund Name     | Amount       | Item Desc                                                  |
|------------|---------|-------------------------|---------------|--------------|------------------------------------------------------------|
| 05/06/2024 | 870737  | Yellowstone Electric    | Airport       | \$ 3,057.09  | Access Control and CCTV Systems - Ineligible Share         |
| 05/06/2024 | 870737  | Yellowstone Electric    | Solid Waste   | \$ 1,858.74  | Fire suppression system. Landfill.                         |
| 05/06/2024 | 870738  | YVAS                    | Public Safety | \$ 27,288.32 | contract 4-2024                                            |
| 05/06/2024 | 870739  | Yellowstone Valley Elec | Solid Waste   | \$ 655.26    | Electricity service at Landfill Flare 03/01/24 - 04/01/24. |
| 05/06/2024 | 870739  | Yellowstone Valley Elec | Solid Waste   | \$ 4,355.90  | Electricity service at Landfill. 03/01/2024 - 04/01/2024.  |

**Date:** 06/10/2024  
**Title:** Payment of Claims for week of May 13th, 2024  
**Presented by:** Erin Watterud  
**Department:** Finance  
**Presentation:** No  
**Legal Review:** Not Applicable  
**Project Number:** N/A

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#### **RECOMMENDATION**

Staff recommends Council approve the Payment of Claims

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

Claims in the amount of \$1,521,181.16 have been reviewed and are presented for City Council payment approval. A complete listing of the claims for the week are available in the Finance Department. Payment Approval Process Every invoice for payment is entered into the City's accounting system and the backup documentation is scanned in and attached (physical invoices, additional e-mails explaining payments, bids, contracts, etc.). Each invoice goes through a multi-step approval process depending upon the amount of the payment. First, invoices are entered by the department requesting the payment and the department director or designee must perform an initial review and approval of the purchase. The number of approvals within the department can vary based upon the size of the department, but no less than one approver within each department must verify the payment. Second, all payments, regardless of size, must be approved by the Purchasing Agent or designee. The Purchasing Agent will review the payment to ensure purchasing procedures are followed and appropriate documentation is attached. If the payment is greater than \$1,000, then it must be approved by the Finance Director or designee. If that payment is greater than \$10,000, then it must be approved by the City Administrator or Assistant City Administrator. Once all approvals are completed, the payment is able to be made and the Accounts Payable Clerk can print the check. After all checks are printed, a list of all checks in excess of \$2,500 is generated and placed on the next City Council meeting for review.

#### **ALTERNATIVES**

No other alternatives were analyzed

#### **FISCAL EFFECTS**

Claims have a varying impact on department budgets, but are submitted by the departments and reviewed by Finance staff before being sent to the Council.

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#### **Attachments**

CouncilMemo wk of 05132024

| Check Date | Check # | Name                  | Fund Name      | Amount   | Item Desc                                                     |
|------------|---------|-----------------------|----------------|----------|---------------------------------------------------------------|
| 05/13/2024 | 911     | A & I Distributors    | Solid Waste    | 2,750.00 | Hydraulic Oil. Collections.                                   |
| 05/13/2024 | 911     | A & I Distributors    | Fleet          | 2,454.39 | 4062109                                                       |
| 05/13/2024 | 911     | A & I Distributors    | Fleet          | 506.20   | 4062109                                                       |
| 05/13/2024 | 911     | A & I Distributors    | Fleet          | 696.44   | 4062109                                                       |
| 05/13/2024 | 911     | A & I Distributors    | Solid Waste    | 825.00   | 330 GAL DEF TOTE. Collections.                                |
| 05/13/2024 | 911     | A & I Distributors    | Transit        | 71.33    | 4057816_ATF Dexron III                                        |
| 05/13/2024 | 911     | A & I Distributors    | Solid Waste    | 1,521.44 | 330 GAL DEF TOTE. 55G PURUS 165W40. Landfill.                 |
| 05/13/2024 | 911     | A & I Distributors    | Solid Waste    | 2,126.81 | 330 GAL DEF Tote. 55G Purus Red Elc (antifreeze). Collections |
| 05/13/2024 | 911     | A & I Distributors    | Street/Traffic | 825.00   | inv#4054884/142770def for trucks and return of tote           |
| 05/13/2024 | 911     | A & I Distributors    | Transit        | 825.00   | 4064464. DEF                                                  |
| 05/13/2024 | 911     | A & I Distributors    | Fleet          | 41.53    | 4057636                                                       |
| 05/13/2024 | 911     | A & I Distributors    | Fleet          | 696.43   | 4057636                                                       |
| 05/13/2024 | 911     | A & I Distributors    | Fleet          | 41.53    | 4057636                                                       |
| 05/13/2024 | 911     | A & I Distributors    | Fleet          | 41.53    | 4057636                                                       |
| 05/13/2024 | 911     | A & I Distributors    | Fleet          | 1,636.26 | 4057636                                                       |
| 05/13/2024 | 911     | A & I Distributors    | Fleet          | 41.53    | 4057636                                                       |
| 05/13/2024 | 911     | A & I Distributors    | Fleet          | 562.39   | 4057636                                                       |
| 05/13/2024 | 911     | A & I Distributors    | Fleet          | 86.48    | 4059937                                                       |
| 05/13/2024 | 912     | Eldorado National CA  | Transit        | 364.08   | 90852022. Shipping Glass Window W/O 2024-458                  |
| 05/13/2024 | 912     | Eldorado National CA  | Transit        | 2,042.24 | 90852022. Glass Window. W/O 2024-458                          |
| 05/13/2024 | 912     | Eldorado National CA  | Transit        | 112.50   | 90851719. Latch - Door                                        |
| 05/13/2024 | 912     | Eldorado National CA  | Transit        | 13.99    | 90851719. Latch Door Shipping                                 |
| 05/13/2024 | 913     | Galles Filter Service | Transit        | 191.08   | P1-30229-01_Elbow Silicone Hose                               |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 108.98   | P130757.01                                                    |
| 05/13/2024 | 913     | Galles Filter Service | Transit        | 191.08   | P1-30624_Siicone Hose                                         |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 22.04    | P1-30657-01                                                   |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 43.92    | P1-30657-01                                                   |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 107.56   | P1-30657-01                                                   |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 6.58     | P1-30814-01                                                   |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 68.50    | P1-30521-01                                                   |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 12.00    | P1-30351-02                                                   |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 13.98    | P1-30814-01                                                   |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 75.12    | P1-30521-01                                                   |

| Check Date | Check # | Name                  | Fund Name      | Amount   | Item Desc                                     |
|------------|---------|-----------------------|----------------|----------|-----------------------------------------------|
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 18.00    | P1-30814-01                                   |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 21.30    | P1-30521-01                                   |
| 05/13/2024 | 913     | Galles Filter Service | Solid Waste    | 645.09   | Inner Air Element/Outer Air Element           |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 11.28    | P1-30435-01                                   |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 33.06    | P1-30435-01                                   |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 65.66    | U-13108                                       |
| 05/13/2024 | 913     | Galles Filter Service | Solid Waste    | 848.92   | Outer Air Element/ Inner Air Element          |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 12.78    | P1-30351-03                                   |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 3.80     | P1-30968-01                                   |
| 05/13/2024 | 913     | Galles Filter Service | Street/Traffic | 8.12     | U13081                                        |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 46.70    | P1-30968-01                                   |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 33.06    | P1-30968-01                                   |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 15.04    | P1-30968-01                                   |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 21.30    | P1-30968-01                                   |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 6.34     | P1-30968-01                                   |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 5.32     | P1-30872-01                                   |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 11.74    | P1-30872-01                                   |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 32.94    | P1-30872-01                                   |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 107.56   | U-13074                                       |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 43.92    | P1-302210-02                                  |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 8.20     | P1-30872-01                                   |
| 05/13/2024 | 913     | Galles Filter Service | Fleet          | 4.38     | P1-30351-01                                   |
| 05/13/2024 | 913     | Galles Filter Service | Solid Waste    | 615.86   | Inner Air Element/Outer Air Element           |
| 05/13/2024 | 913     | Galles Filter Service | Solid Waste    | 527.62   | Inner Air Element/Outer Air Element           |
| 05/13/2024 | 915     | Joe Johnson Equipment | Fleet          | 411.00   | P01729                                        |
| 05/13/2024 | 915     | Joe Johnson Equipment | Fleet          | 275.89   | P01714                                        |
| 05/13/2024 | 915     | Joe Johnson Equipment | Fleet          | 1,609.83 | P01697                                        |
| 05/13/2024 | 915     | Joe Johnson Equipment | Fleet          | 532.00   | P01735                                        |
| 05/13/2024 | 916     | Northwest Industrial  | Water          | 7.24     | Punch for drilling                            |
| 05/13/2024 | 916     | Northwest Industrial  | Water          | 478.68   | Screening Building Repair                     |
| 05/13/2024 | 916     | Northwest Industrial  | Water          | 307.20   | AXIS GLOVE - LARGE - RWG533L                  |
| 05/13/2024 | 916     | Northwest Industrial  | Water          | 129.72   | WD-40 LUBRICANT SPRAY - 12 OZ SPRAY CANS      |
| 05/13/2024 | 916     | Northwest Industrial  | Water          | 284.04   | #00 SOLID BACK IRRIGATION SHOVEL P/N: 8025136 |



| Check Date | Check # | Name                 | Fund Name      | Amount    | Item Desc                                                      |
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| 05/13/2024 | 916     | Northwest Industrial | Water          | 34.35     | 4" CUTTING WHEEL 4-1/2" x 0.045" x 7/8" - Type 27 60-GRIT      |
| 05/13/2024 | 916     | Northwest Industrial | Water          | -34.35    | CREDIT FOR RETURN ON PO-24-000656                              |
| 05/13/2024 | 916     | Northwest Industrial | Street/Traffic | 379.40    | shackle for ramada job                                         |
| 05/13/2024 | 916     | Northwest Industrial | Water          | 65.10     | cable for services                                             |
| 05/13/2024 | 916     | Northwest Industrial | Water          | 44.82     | lifting strings                                                |
| 05/13/2024 | 916     | Northwest Industrial | Street/Traffic | 426.06    | inv#1566172shovels                                             |
| 05/13/2024 | 916     | Northwest Industrial | Wastewater     | 44.82     | lifting strings                                                |
| 05/13/2024 | 916     | Northwest Industrial | Water          | 34.35     | 4" CUTTING WHEEL 4-1/2" x 0.045" x 7/8" - Type 27 60-GRIT      |
| 05/13/2024 | 916     | Northwest Industrial | Water          | 22.24     | 3/4" HS DRILL BIT P/N: 3135662                                 |
| 05/13/2024 | 916     | Northwest Industrial | Water          | 67.23     | Lifting straps                                                 |
| 05/13/2024 | 916     | Northwest Industrial | Wastewater     | 67.23     | Lifting straps                                                 |
| 05/13/2024 | 916     | Northwest Industrial | Water          | 97.92     | PERMATEX BLUE RTV SILICONE GASKET MAKER P/N: 111-315-00110     |
| 05/13/2024 | 916     | Northwest Industrial | Water          | 176.16    | CLOUD WHITE MARKING PAINT                                      |
| 05/13/2024 | 916     | Northwest Industrial | Water          | 128.40    | IMPACT GLASS BEADS - GRIT SIZE "AD" - 70-140 MESH P/N: 7547010 |
| 05/13/2024 | 918     | Town & Co Supply     | Public Safety  | 1,245.35  | 440221 FIRE 1: UNLEADED & DIESEL                               |
| 05/13/2024 | 918     | Town & Co Supply     | Public Safety  | 442.60    | 440219 FIRE 5 - UNLEADED & DIESEL                              |
| 05/13/2024 | 918     | Town & Co Supply     | Public Safety  | 1,366.89  | FIRE 5, 3, 6 DIESEL FUEL                                       |
| 05/13/2024 | 918     | Town & Co Supply     | Fleet          | 5,142.58  | 443560                                                         |
| 05/13/2024 | 918     | Town & Co Supply     | Fleet          | 3,722.40  | 443560                                                         |
| 05/13/2024 | 918     | Town & Co Supply     | Fleet          | 6,979.00  | 443560                                                         |
| 05/13/2024 | 918     | Town & Co Supply     | Fleet          | 9,302.90  | 443560                                                         |
| 05/13/2024 | 918     | Town & Co Supply     | General        | 833.47    | fuel - 442669                                                  |
| 05/13/2024 | 870741  | A+ Electric Motor    | Park Dist 1    | 3,746.07  | lower pump supplies at castlerock park - 6521029               |
| 05/13/2024 | 870748  | Archie Cochrane      | Transit        | 1,080.75  | 1025025. PCM Replacement Unit 1890. W/O 2023-2424              |
| 05/13/2024 | 870748  | Archie Cochrane      | Transit        | 127.01    | 5519669. Mas Airflow Sensor Unit 1890. W/O 2024-829            |
| 05/13/2024 | 870748  | Archie Cochrane      | Fleet          | 500.00    | 5519252                                                        |
| 05/13/2024 | 870748  | Archie Cochrane      | Fleet          | 398.75    | 5519066                                                        |
| 05/13/2024 | 870748  | Archie Cochrane      | Fleet          | 500.00    | 5519252                                                        |
| 05/13/2024 | 870748  | Archie Cochrane      | Fleet          | 225.45    | 5519252                                                        |
| 05/13/2024 | 870748  | Archie Cochrane      | Fleet          | 197.27    | 5519252                                                        |
| 05/13/2024 | 870750  | Avery Dennison       | Street/Traffic | 2,778.00  | inv#61800986service /sub tank for sign machine                 |
| 05/13/2024 | 870750  | Avery Dennison       | Street/Traffic | 2,460.82  | inv#61800616ink/sheeting for sign machine                      |
| 05/13/2024 | 870757  | Bobcat Of Big Sky    | Property Ins   | 13,828.99 | Repairs to a Parks Department trailer and bobcat               |

| Check Date | Check # | Name                    | Fund Name        | Amount    | Item Desc                                                           |
|------------|---------|-------------------------|------------------|-----------|---------------------------------------------------------------------|
| 05/13/2024 | 870773  | Community Solutions     | Court Grants     | 2,095.00  | 24 April EtG                                                        |
| 05/13/2024 | 870773  | Community Solutions     | Court Grants     | 1,320.00  | 24 April CSI                                                        |
| 05/13/2024 | 870773  | Community Solutions     | Court Grants     | 1,320.00  | 24 April CSI                                                        |
| 05/13/2024 | 870775  | Copy Right              | General          | 1,160.00  | Printing of Business License Renewals Statements                    |
| 05/13/2024 | 870775  | Copy Right              | General          | 1,360.00  | Printing of Business License Questionnaires                         |
| 05/13/2024 | 870787  | Data Imaging System     | Facilities       | 870.00    | gallon binds of documents for shredding - pickup and return of bins |
| 05/13/2024 | 870787  | Data Imaging System     | General          | 3,700.33  | Inv. 12466 Scanning SID Boxes 26-35                                 |
| 05/13/2024 | 870787  | Data Imaging System     | General          | 4,221.27  | Inv. 12816 Scan SID Boxes 50-60                                     |
| 05/13/2024 | 870788  | Dell Computer L P       | Public Safety    | 1,552.67  | Dell OptiPlex 7020, i7, 16GB ,1TB -Lt. Becker credit Legal          |
| 05/13/2024 | 870788  | Dell Computer L P       | Engineering      | 2,111.24  | Dell Precision 3591 laptop and dock, Jeremy Hauge -Engineeeting     |
| 05/13/2024 | 870788  | Dell Computer L P       | General          | -1,552.67 | Dell OptiPlex 7020, i7, 16GB ,1TB -Lt. Becker credit Legal          |
| 05/13/2024 | 870788  | Dell Computer L P       | Engineering      | 2,496.79  | Dell Precision 5680 Laptop and Docking station - Engineering        |
| 05/13/2024 | 870789  | Denny Menholt Chevrolet | Property Ins     | 21,830.44 | Inv. #465923 Repairs to BPD Car #1542. #2024-020                    |
| 05/13/2024 | 870789  | Denny Menholt Chevrolet | Property Ins     | 1,795.37  | Invoice 468756 Repairs to BPD Car #1542                             |
| 05/13/2024 | 870792  | DOWL                    | Water            | 682.23    | WO 22-01 Schedules 1&2: Water & Sanitary Sewer Main Replacements    |
| 05/13/2024 | 870792  | DOWL                    | Wastewater       | 787.77    | WO 22-01 Schedules 1&2: Water & Sanitary Sewer Main Replacements    |
| 05/13/2024 | 870792  | DOWL                    | Tax Incrmnt N27  | 12,542.51 | WO 23-11 Downtown 2-Way Street Conversion                           |
| 05/13/2024 | 870794  | EBMS                    | City Ins Fund    | 71,428.82 | June 1, 2024 Statement                                              |
| 05/13/2024 | 870794  | EBMS                    | Payroll Clearing | 12,708.74 | June 1, 2024 Statement                                              |
| 05/13/2024 | 870794  | EBMS                    | City Ins Fund    | 36,222.84 | June 1, 2024 Statement                                              |
| 05/13/2024 | 870794  | EBMS                    | City Ins Fund    | 835.00    | June 1, 2024 Statement                                              |
| 05/13/2024 | 870794  | EBMS                    | City Ins Fund    | 1,647.00  | June 1, 2024 Statement                                              |
| 05/13/2024 | 870794  | EBMS                    | City Ins Fund    | 1,263.50  | June 1, 2024 Statement                                              |
| 05/13/2024 | 870794  | EBMS                    | City Ins Fund    | 6,221.04  | June 1, 2024 Statement                                              |
| 05/13/2024 | 870801  | Fisher Sand & Gravel    | Street/Traffic   | 908.80    | inv#20164asphalt                                                    |
| 05/13/2024 | 870801  | Fisher Sand & Gravel    | Street/Traffic   | 2,486.88  | inv#20162asphalt                                                    |
| 05/13/2024 | 870801  | Fisher Sand & Gravel    | Street/Traffic   | 1,042.56  | inv#20167asphalt                                                    |
| 05/13/2024 | 870801  | Fisher Sand & Gravel    | Street/Traffic   | 448.64    | inv#20166asphalt                                                    |
| 05/13/2024 | 870801  | Fisher Sand & Gravel    | Street/Traffic   | 3,605.76  | inv#20402asphalt                                                    |
| 05/13/2024 | 870801  | Fisher Sand & Gravel    | Street/Traffic   | 908.80    | inv#20163asphalt                                                    |
| 05/13/2024 | 870801  | Fisher Sand & Gravel    | Street/Traffic   | 3,645.44  | inv#20403asphalt                                                    |
| 05/13/2024 | 870801  | Fisher Sand & Gravel    | Street/Traffic   | 135.45    | inv#20165asphalt                                                    |
| 05/13/2024 | 870806  | Granite Peak Analytic   | City Ins Fund    | 4,995.00  | Inv. #1361 Consulting Project S.W.O.T. (One Time)                   |

| Check Date | Check # | Name                    | Fund Name        | Amount    | Item Desc                                                          |
|------------|---------|-------------------------|------------------|-----------|--------------------------------------------------------------------|
| 05/13/2024 | 870810  | Hammerhead Trenchless   | Water            | 2,435.70  | WINTER 8"X 48" POINT REPAIR KIT P/N: PR-W8X48                      |
| 05/13/2024 | 870810  | Hammerhead Trenchless   | Water            | 2,493.39  | WINTER 8"X 48" POINT REPAIR KIT P/N: PR-W8X48                      |
| 05/13/2024 | 870817  | Hi-Country Dock & Door  | Public Safety    | 150.00    | Programmed new transmitter to East & West Door at Fire Station #3  |
| 05/13/2024 | 870817  | Hi-Country Dock & Door  | Public Safety    | 2,050.00  | new LiftMaster 1200 series at Fire Station #5                      |
| 05/13/2024 | 870817  | Hi-Country Dock & Door  | Public Safety    | 717.50    | Installed Liftmaster 3 receiver and transmitters at Fire Station 1 |
| 05/13/2024 | 870817  | Hi-Country Dock & Door  | Fleet            | 465.00    | Wash bay door repair                                               |
| 05/13/2024 | 870819  | Hose & Rubber           | Wastewater       | 260.51    | Heavy duty hose, bolt clamp, gasket                                |
| 05/13/2024 | 870819  | Hose & Rubber           | Street/Traffic   | 85.51     | camlock hose for unit 1307                                         |
| 05/13/2024 | 870819  | Hose & Rubber           | Fleet            | 33.53     | 1912933                                                            |
| 05/13/2024 | 870819  | Hose & Rubber           | Fleet            | 479.78    | 1911614                                                            |
| 05/13/2024 | 870819  | Hose & Rubber           | Fleet            | 695.44    | 1911847                                                            |
| 05/13/2024 | 870819  | Hose & Rubber           | Fleet            | 391.36    | 1910553                                                            |
| 05/13/2024 | 870819  | Hose & Rubber           | Fleet            | 49.50     | 1911078                                                            |
| 05/13/2024 | 870819  | Hose & Rubber           | Fleet            | 190.25    | 1911087                                                            |
| 05/13/2024 | 870819  | Hose & Rubber           | Fleet            | 182.89    | 1912318                                                            |
| 05/13/2024 | 870819  | Hose & Rubber           | Wastewater       | 390.31    | 1917470- unit # 7997                                               |
| 05/13/2024 | 870819  | Hose & Rubber           | Fleet            | 25.66     | 1912324                                                            |
| 05/13/2024 | 870819  | Hose & Rubber           | Fleet            | 25.01     | 1911101                                                            |
| 05/13/2024 | 870819  | Hose & Rubber           | Fleet            | 126.90    | 1912836                                                            |
| 05/13/2024 | 870819  | Hose & Rubber           | Wastewater       | 62.87     | 1917932- unit # 7905                                               |
| 05/13/2024 | 870819  | Hose & Rubber           | Fleet            | 27.75     | 1912193                                                            |
| 05/13/2024 | 870819  | Hose & Rubber           | Wastewater       | 15.00     | 1916838- unit # 7912                                               |
| 05/13/2024 | 870819  | Hose & Rubber           | Fleet            | 6.45      | 1911294                                                            |
| 05/13/2024 | 870819  | Hose & Rubber           | Fleet            | 589.62    | 1911285                                                            |
| 05/13/2024 | 870819  | Hose & Rubber           | Fleet            | 227.40    | 1910859                                                            |
| 05/13/2024 | 870819  | Hose & Rubber           | Fleet            | 66.48     | 1910242                                                            |
| 05/13/2024 | 870820  | Idexx Distribution      | Water            | 6,138.45  | WTP Lab Supplies                                                   |
| 05/13/2024 | 870821  | Impact Absorbents       | Fleet            | 2,780.81  | 90592                                                              |
| 05/13/2024 | 870824  | Insight Public Sector   | P.W. Admin       | 94.76     | MS Surface Pro 9, i7, 32GB RAM, 1TB SSD, keyboard cover, warranty  |
| 05/13/2024 | 870824  | Insight Public Sector   | P.W. Admin       | 2,415.57  | MS Surface Pro 9, i7, 32GB RAM, 1TB SSD, keyboard cover, warranty  |
| 05/13/2024 | 870826  | Johnson Laffen Galloway | Stillwater Const | 21,929.22 | Phase 1 Stillwater Bldg. - construction                            |
| 05/13/2024 | 870829  | K2 Civil Inc            | Solid Waste      | 54,276.75 | WO 22-47 Landfill Slope Stability Improvements                     |
| 05/13/2024 | 870831  | Knife River             | Street/Traffic   | 2,993.36  | asphalt                                                            |

| Check Date | Check # | Name                    | Fund Name        | Amount   | Item Desc                                                           |
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| 05/13/2024 | 870831  | Knife River             | Water            | 50.00    | Sand for 42" water main on King                                     |
| 05/13/2024 | 870834  | Lamar Companies         | General          | 3,540.00 | advertising - 115901610                                             |
| 05/13/2024 | 870834  | Lamar Companies         | General          | 950.00   | campaign poster - 115885472                                         |
| 05/13/2024 | 870836  | Laurel Trading Post     | General          | 4,600.00 | CE Cargo Trailer                                                    |
| 05/13/2024 | 870840  | Madison Agency          | Airport          | 667.00   | Marketing & Creative for Advertising & Marketing Program Consulting |
| 05/13/2024 | 870840  | Madison Agency          | Airport          | 7,174.00 | Marketing & Creative for Advertising & Marketing Program Consulting |
| 05/13/2024 | 870841  | Mailing Technical Svc   | Central Services | 4,294.49 | Postage for April, 2024                                             |
| 05/13/2024 | 870841  | Mailing Technical Svc   | Parking          | 896.91   | Postage for April, 2024                                             |
| 05/13/2024 | 870841  | Mailing Technical Svc   | General          | 816.35   | Postage for April, 2024                                             |
| 05/13/2024 | 870843  | Marketing Specialties   | Public Safety    | 4,357.00 | 095003 FIRE 1: EDGE WALL SPILL CONTAINMENT                          |
| 05/13/2024 | 870843  | Marketing Specialties   | Public Safety    | 2,943.00 | 095004 FIRE 2: OVERFILL ALARM & AFKNOWLEGEMENT SWITCH               |
| 05/13/2024 | 870844  | Mead & Hunt             | Airport          | 8,681.67 | Amendment 2 to the Master Agreement. Air Service Consulting Svc     |
| 05/13/2024 | 870852  | NAI Business Properties | Facilities       | 3,077.48 | Inv. 450 Little Lamas - Park 1                                      |
| 05/13/2024 | 870853  | Napa Auto Parts         | Fleet            | 17.96    | 566189                                                              |
| 05/13/2024 | 870853  | Napa Auto Parts         | Fleet            | 16.16    | 565311                                                              |
| 05/13/2024 | 870853  | Napa Auto Parts         | Fleet            | 22.56    | 3977-564804                                                         |
| 05/13/2024 | 870853  | Napa Auto Parts         | Fleet            | 20.67    | 566138                                                              |
| 05/13/2024 | 870853  | Napa Auto Parts         | Fleet            | 61.92    | 565382                                                              |
| 05/13/2024 | 870853  | Napa Auto Parts         | Fleet            | 6.28     | 3977-564229                                                         |
| 05/13/2024 | 870853  | Napa Auto Parts         | Fleet            | 42.12    | 3977-564229                                                         |
| 05/13/2024 | 870853  | Napa Auto Parts         | Fleet            | 32.70    | 566191                                                              |
| 05/13/2024 | 870853  | Napa Auto Parts         | Fleet            | 91.92    | 570697                                                              |
| 05/13/2024 | 870853  | Napa Auto Parts         | Fleet            | 21.56    | 3977-565248                                                         |
| 05/13/2024 | 870853  | Napa Auto Parts         | Fleet            | 276.10   | 3977-563787                                                         |
| 05/13/2024 | 870853  | Napa Auto Parts         | Fleet            | 141.78   | 570675                                                              |
| 05/13/2024 | 870853  | Napa Auto Parts         | Fleet            | 19.54    | 565619                                                              |
| 05/13/2024 | 870853  | Napa Auto Parts         | Fleet            | 72.50    | 3977-564946                                                         |
| 05/13/2024 | 870853  | Napa Auto Parts         | Fleet            | 85.89    | 570697                                                              |
| 05/13/2024 | 870853  | Napa Auto Parts         | Fleet            | 17.75    | 565619                                                              |
| 05/13/2024 | 870853  | Napa Auto Parts         | Fleet            | 96.00    | 3977-564229                                                         |
| 05/13/2024 | 870853  | Napa Auto Parts         | Fleet            | 50.06    | 3977-564243                                                         |
| 05/13/2024 | 870853  | Napa Auto Parts         | Fleet            | 3.55     | 565611                                                              |
| 05/13/2024 | 870853  | Napa Auto Parts         | Fleet            | 35.70    | 3977-564891                                                         |

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| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 3.55 565619                                |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 6.62 3977-565225                           |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 31.30 3977-564946                          |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 45.66 3977-564243                          |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 20.60 566023                               |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 6.89 3977-565225                           |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 6.89 3977-565164                           |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 121.46 3977-564889                         |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 40.20 3977-564891                          |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 29.36 566102                               |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 14.35 566135                               |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 79.16 566023                               |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 97.05 565970                               |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 25.84 3977-565248                          |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 13.80 3977-564891                          |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 92.06 3977-564229                          |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 16.60 3977-564054                          |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 53.94 570697                               |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 21.56 565289                               |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 15.35 3977-564370                          |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 11.35 3977-563572                          |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 31.50 3977-563678                          |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 15.40 570697                               |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 43.64 570548                               |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 37.70 3977-564891                          |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 38.63 3977-564229                          |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 232.36 3977-564243                         |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 79.90 568973                               |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Fleet       | 71.00 568973                               |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Facilities  | 78.58 Inv. 3977-568475 Belts for City Hall |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Solid Waste | 3.06 3977-565994                           |           |
| 05/13/2024 | 870853  | Napa Auto Parts     | Solid Waste | 4.33 3977-565994                           |           |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1 | 28.80 0793134-8                            |           |

| Check Date | Check # | Name                | Fund Name      | Amount   | Item Desc |
|------------|---------|---------------------|----------------|----------|-----------|
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 64.67    | 0999807-1 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 6.00     | 1156527-2 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 8.98     | 1513802-7 |
| 05/13/2024 | 870858  | NorthWestern Energy | Water          | 6.00     | 1867265-9 |
| 05/13/2024 | 870858  | NorthWestern Energy | General        | 125.31   | 0712539-6 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 9.55     | 0722274-8 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 8.72     | 0722862-0 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 6.44     | 0722976-8 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 0.00     | 0723039-4 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 4.05     | 0723391-9 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 0.81     | 0723392-7 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 7.03     | 0723393-5 |
| 05/13/2024 | 870858  | NorthWestern Energy | Public Safety  | 9.58     | 0712532-1 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 6.14     | 0723384-4 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 6.00     | 3178260-0 |
| 05/13/2024 | 870858  | NorthWestern Energy | Street/Traffic | 46.13    | 3590004-2 |
| 05/13/2024 | 870858  | NorthWestern Energy | Street/Traffic | 42.47    | 3648861-7 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 36.52    | 1941243-6 |
| 05/13/2024 | 870858  | NorthWestern Energy | Street/Traffic | 8.09     | 2047010-0 |
| 05/13/2024 | 870858  | NorthWestern Energy | Street/Traffic | 7.34     | 2047011-8 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 30.49    | 0722278-9 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 6.00     | 0723388-5 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 14.98    | 0723879-3 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 119.19   | 0723884-3 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 0.93     | 1513796-1 |
| 05/13/2024 | 870858  | NorthWestern Energy | Street/Traffic | 7.03     | 2047013-4 |
| 05/13/2024 | 870858  | NorthWestern Energy | Street/Traffic | 47.63    | 3088038-9 |
| 05/13/2024 | 870858  | NorthWestern Energy | Water          | 3,016.71 | 0722270-6 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 8.98     | 0722272-2 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 7.63     | 0722852-1 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 80.50    | 0723005-5 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 6.58     | 0723883-5 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 6.14     | 1230066-1 |

| Check Date | Check # | Name                | Fund Name      | Amount | Item Desc |
|------------|---------|---------------------|----------------|--------|-----------|
| 05/13/2024 | 870858  | NorthWestern Energy | Wastewater     | 92.15  | 1704030-4 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 46.26  | 3020837-5 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 190.17 | 0722256-5 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 13.50  | 0722808-3 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 6.14   | 0723025-3 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 25.04  | 0723049-3 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 6.14   | 0723398-4 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 6.00   | 1588262-4 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 1.09   | 1692666-9 |
| 05/13/2024 | 870858  | NorthWestern Energy | Public Safety  | 160.33 | 4045328-4 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 6.00   | 0722258-1 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 13.50  | 0722279-7 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 6.14   | 0722280-5 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 90.59  | 0722275-5 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 20.53  | 0723064-2 |
| 05/13/2024 | 870858  | NorthWestern Energy | Wastewater     | 184.37 | 0723383-6 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 6.00   | 0723385-1 |
| 05/13/2024 | 870858  | NorthWestern Energy | Wastewater     | 300.83 | 0723878-5 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 21.59  | 1513800-1 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 6.89   | 1564209-3 |
| 05/13/2024 | 870858  | NorthWestern Energy | Building       | 25.55  | 1569631-3 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 6.30   | 0723840-5 |
| 05/13/2024 | 870858  | NorthWestern Energy | Water          | 6.00   | 1160807-2 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 0.00   | 1409394-2 |
| 05/13/2024 | 870858  | NorthWestern Energy | Street/Traffic | 7.79   | 2047017-5 |
| 05/13/2024 | 870858  | NorthWestern Energy | Street/Traffic | 7.92   | 2047018-3 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 4.20   | 4103439-8 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 6.14   | 0722284-7 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 2.70   | 0723391-9 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 6.14   | 0723397-6 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 8.72   | 0723836-3 |
| 05/13/2024 | 870858  | NorthWestern Energy | Street/Traffic | 53.80  | 1045820-6 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 55.71  | 1160780-1 |

| Check Date | Check # | Name                | Fund Name      | Amount | Item Desc |
|------------|---------|---------------------|----------------|--------|-----------|
| 05/13/2024 | 870858  | NorthWestern Energy | Water          | 6.00   | 0722249-0 |
| 05/13/2024 | 870858  | NorthWestern Energy | General        | 109.80 | 0720841-6 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 6.14   | 0722253-2 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 201.69 | 0722273-0 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 6.14   | 0722283-9 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 830.09 | 0722995-8 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 6.00   | 0723046-9 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 6.00   | 0723386-9 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 0.81   | 0723885-0 |
| 05/13/2024 | 870858  | NorthWestern Energy | Water          | 4.20   | 1346673-5 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 0.00   | 1396192-5 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 7.92   | 1513804-3 |
| 05/13/2024 | 870858  | NorthWestern Energy | General        | 10.56  | 1635289-0 |
| 05/13/2024 | 870858  | NorthWestern Energy | Street/Traffic | 7.63   | 2047019-1 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 15.64  | 3771457-3 |
| 05/13/2024 | 870858  | NorthWestern Energy | Facilities     | 9.72   | 3866815-8 |
| 05/13/2024 | 870858  | NorthWestern Energy | Facilities     | 219.52 | 3922089-2 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 85.47  | 3999603-8 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 13.06  | 0722259-9 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 5.99   | 0722272-2 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 6.00   | 0723387-7 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 20.53  | 0723887-6 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 0.94   | 0971824-8 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 29.97  | 0978917-3 |
| 05/13/2024 | 870858  | NorthWestern Energy | Radio          | 172.33 | 1006915-1 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 0.82   | 1312707-1 |
| 05/13/2024 | 870858  | NorthWestern Energy | Wastewater     | 11.50  | 1704025-4 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 0.82   | 2041362-1 |
| 05/13/2024 | 870858  | NorthWestern Energy | Street/Traffic | 7.03   | 2047000-1 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 29.92  | 0722277-1 |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 6.14   | 0722281-3 |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 6.14   | 0723395-0 |
| 05/13/2024 | 870858  | NorthWestern Energy | Street/Traffic | 7.79   | 0855404-0 |



| Check Date | Check # | Name                | Fund Name      | Amount   | Item Desc                                     |
|------------|---------|---------------------|----------------|----------|-----------------------------------------------|
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 45.75    | 1045813-1                                     |
| 05/13/2024 | 870858  | NorthWestern Energy | Public Safety  | 1,500.92 | 1183483-5                                     |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 6.75     | 1514388-6                                     |
| 05/13/2024 | 870858  | NorthWestern Energy | Street/Traffic | 1.63     | 1797828-9                                     |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 6.58     | 1902257-3                                     |
| 05/13/2024 | 870858  | NorthWestern Energy | Street/Traffic | 7.92     | 2047007-6                                     |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 6.00     | 3477233-5                                     |
| 05/13/2024 | 870858  | NorthWestern Energy | Street/Traffic | 15.50    | 3660075-7                                     |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 46.70    | 0722901-6                                     |
| 05/13/2024 | 870858  | NorthWestern Energy | Park Dist 1    | 20.53    | 0723065-9                                     |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 6.14     | 0723394-3                                     |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 6.14     | 0723396-8                                     |
| 05/13/2024 | 870858  | NorthWestern Energy | Parks Maint    | 6.14     | 0723835-5                                     |
| 05/13/2024 | 870858  | NorthWestern Energy | Street/Traffic | 47.00    | 1738989-1                                     |
| 05/13/2024 | 870858  | NorthWestern Energy | Airport        | 21.15    | 0712791-3. Gate 16. April 2024                |
| 05/13/2024 | 870858  | NorthWestern Energy | Airport        | 23.08    | 0712795-4. Gate 17. April 2024                |
| 05/13/2024 | 870858  | NorthWestern Energy | Airport        | 20.42    | 0720296-3. Gate 29. April 2024                |
| 05/13/2024 | 870858  | NorthWestern Energy | Airport        | 70.42    | 0719760-1. Gate 14. April 2024                |
| 05/13/2024 | 870858  | NorthWestern Energy | Airport        | 25.20    | 2114868-9. Runway Weather System. April 2024  |
| 05/13/2024 | 870858  | NorthWestern Energy | Airport        | 13.50    | 0712534-7. Gate 16 Light. April 2024          |
| 05/13/2024 | 870858  | NorthWestern Energy | Airport        | 26.65    | 0719761-9. Gate 15. April 2024                |
| 05/13/2024 | 870858  | NorthWestern Energy | Airport        | 144.58   | 0712535-4. Employee Parking. April 2024       |
| 05/13/2024 | 870858  | NorthWestern Energy | Airport        | 24.13    | 0719759-3. Gate 12. April 2024                |
| 05/13/2024 | 870858  | NorthWestern Energy | Airport        | 7.63     | 0712813-5. Burn Pit. April 2024               |
| 05/13/2024 | 870858  | NorthWestern Energy | Airport        | 23.06    | 0712797-0. Gate 9. April 2024                 |
| 05/13/2024 | 870858  | NorthWestern Energy | Airport        | 21.31    | 0719762-7. Gate 13. April 2024                |
| 05/13/2024 | 870858  | NorthWestern Energy | Airport        | 16.41    | 0712805-1. IP-10. April 2024                  |
| 05/13/2024 | 870858  | NorthWestern Energy | CDBG           | 8.20     | 930 Steffanich Dr                             |
| 05/13/2024 | 870858  | NorthWestern Energy | Transit        | 2,880.70 | 0100473-8. Metroplex. May 2024                |
| 05/13/2024 | 870864  | Public Utilities    | Airport        | 116.00   | 250848-Edwards Jet Center 1871 Aviation Place |
| 05/13/2024 | 870864  | Public Utilities    | Airport        | 116.81   | 250849-Rocky Mountain College-EJC             |
| 05/13/2024 | 870864  | Public Utilities    | Airport        | 141.65   | 250854-Marchi Hangar                          |
| 05/13/2024 | 870864  | Public Utilities    | Airport        | 208.32   | 250834-QTA                                    |

| Check Date | Check # | Name                  | Fund Name      | Amount   | Item Desc                                                        |
|------------|---------|-----------------------|----------------|----------|------------------------------------------------------------------|
| 05/13/2024 | 870864  | Public Utilities      | Airport        | 141.65   | 250850-US Postal Service Gate 15                                 |
| 05/13/2024 | 870864  | Public Utilities      | Airport        | 116.81   | 250831-Zone Dispatch-IP6 & IP7                                   |
| 05/13/2024 | 870864  | Public Utilities      | Airport        | 58.00    | 250832-Corp Air/Alpine                                           |
| 05/13/2024 | 870864  | Public Utilities      | Airport        | 109.02   | 250842-Executive Hangars                                         |
| 05/13/2024 | 870864  | Public Utilities      | Airport        | 283.03   | 250847-UPS Gate 21                                               |
| 05/13/2024 | 870864  | Public Utilities      | Airport        | 116.81   | 250858-Billings Fire Center-BLM                                  |
| 05/13/2024 | 870864  | Public Utilities      | Airport        | 140.92   | 250845-Airfield Maintenance                                      |
| 05/13/2024 | 870864  | Public Utilities      | Airport        | 58.00    | 250859-TSA                                                       |
| 05/13/2024 | 870864  | Public Utilities      | Airport        | 83.11    | 250853-Aerotrionics                                              |
| 05/13/2024 | 870864  | Public Utilities      | Airport        | 7.79     | 250842-Executive Hangars USDA APHIS                              |
| 05/13/2024 | 870864  | Public Utilities      | Airport        | 104.16   | 250836-West End T-Hangars                                        |
| 05/13/2024 | 870864  | Public Utilities      | Airport        | 116.81   | 250857-MT State Lands DEQ/DNRC                                   |
| 05/13/2024 | 870864  | Public Utilities      | Airport        | 166.22   | 250851-Edwards Jet Center 1691 Aviation Place                    |
| 05/13/2024 | 870864  | Public Utilities      | Airport        | 141.65   | 250840-Edwards Jet Center West                                   |
| 05/13/2024 | 870864  | Public Utilities      | Airport        | 176.15   | 250843-Airfield Maintenance Compactor                            |
| 05/13/2024 | 870864  | Public Utilities      | Airport        | 70.88    | 250855-Marchi Office                                             |
| 05/13/2024 | 870864  | Public Utilities      | Airport        | 83.65    | 250828-Alpine Air-Maintenance                                    |
| 05/13/2024 | 870864  | Public Utilities      | Airport        | 8,329.41 | PW Water 3/22/2024 - 4/22/2024                                   |
| 05/13/2024 | 870864  | Public Utilities      | Facilities     | 915.80   | 158260                                                           |
| 05/13/2024 | 870864  | Public Utilities      | Park Dist 1    | 116.81   | 255552                                                           |
| 05/13/2024 | 870877  | St Vincent Occ Health | Solid Waste    | 760.00   | Drug testing, DOT Physicals, Hep B vaccinations, on-site nursing |
| 05/13/2024 | 870877  | St Vincent Occ Health | City Ins Fund  | 765.00   | Drug testing, DOT Physicals, Hep B vaccinations, on-site nursing |
| 05/13/2024 | 870877  | St Vincent Occ Health | Transit        | 95.00    | Drug testing, DOT Physicals, Hep B vaccinations, on-site nursing |
| 05/13/2024 | 870877  | St Vincent Occ Health | Street/Traffic | 990.00   | Drug testing, DOT Physicals, Hep B vaccinations, on-site nursing |
| 05/13/2024 | 870877  | St Vincent Occ Health | General        | 3,245.00 | Drug testing, DOT Physicals, Hep B vaccinations, on-site nursing |
| 05/13/2024 | 870877  | St Vincent Occ Health | Transit        | 190.00   | Drug testing, DOT Physicals, Hep B vaccinations, on-site nursing |
| 05/13/2024 | 870877  | St Vincent Occ Health | Facilities     | 50.00    | Drug testing, DOT Physicals, Hep B vaccinations, on-site nursing |
| 05/13/2024 | 870877  | St Vincent Occ Health | Water          | 145.00   | Drug testing, DOT Physicals, Hep B vaccinations, on-site nursing |
| 05/13/2024 | 870878  | Stonerock Business    | General        | 6,000.00 | BJA Grant Assistance for Fire Dept. Grant                        |
| 05/13/2024 | 870882  | Thorn Run Partners    | General        | 3,750.00 | Federal Lobbying Svcs 2 Year Contract                            |
| 05/13/2024 | 870882  | Thorn Run Partners    | P.W. Admin     | 3,750.00 | Federal Lobbying Svcs 2 Year Contract                            |
| 05/13/2024 | 870883  | Tire-Rama             | Solid Waste    | 3,417.30 | Tire purchase and repair. Collections.                           |
| 05/13/2024 | 870883  | Tire-Rama             | Street/Traffic | 25.00    | 105-13702                                                        |

| Check Date | Check # | Name                   | Fund Name      | Amount     | Item Desc                                                   |
|------------|---------|------------------------|----------------|------------|-------------------------------------------------------------|
| 05/13/2024 | 870883  | Tire-Rama              | Street/Traffic | 25.00      | 10513402                                                    |
| 05/13/2024 | 870883  | Tire-Rama              | Solid Waste    | 3,000.50   | Tire repair and purchase. Collections.                      |
| 05/13/2024 | 870883  | Tire-Rama              | Solid Waste    | 6,469.70   | Tire purchase. Landfill.                                    |
| 05/13/2024 | 870883  | Tire-Rama              | Solid Waste    | 3,266.45   | Tire purchase for Collections.                              |
| 05/13/2024 | 870883  | Tire-Rama              | Solid Waste    | 3,266.45   | Tire purchase for Landfill.                                 |
| 05/13/2024 | 870883  | Tire-Rama              | Solid Waste    | 7,338.00   | Tire purchase and repair. Collections.                      |
| 05/13/2024 | 870883  | Tire-Rama              | Solid Waste    | 576.88     | Tire purchase, dismount/mount, & disposal fee. Collections. |
| 05/13/2024 | 870883  | Tire-Rama              | Solid Waste    | 107.70     | Tire purchase. Collections.                                 |
| 05/13/2024 | 870885  | TNVC                   | PD Program     | 343,523.75 | Purchase night vision systems.                              |
| 05/13/2024 | 870890  | Tru Pipe               | Storm Sewer    | 9,165.47   | change order #1                                             |
| 05/13/2024 | 870890  | Tru Pipe               | Storm Sewer    | 0.00       | WO2225 CCTV City Storm Drain Contract                       |
| 05/13/2024 | 870896  | Yellowstone County GIS | IT Resources   | 8,925.00   | Yellowstone County GIS MOU Quarterly Invoice                |
| 05/13/2024 | 870901  | S & S Machine Inc      | Wastewater     | 4,570.00   | WRF SSP's                                                   |
| 05/13/2024 | 870903  | Second Nature Consult  | Park Dist 1    | 8,662.50   | Castlerock restroom renovations-invoice 241005-2            |
| 05/13/2024 | 870907  | Sletten Construction   | Airport        | 49,772.98  | AIP-77 Terminal Expansion (GMP) - Ineligible Local Share    |
| 05/13/2024 | 870907  | Sletten Construction   | Airport        | 529,507.89 | AIP-77 Terminal Expansion (GMP) - Federal Share             |
| 05/13/2024 | 870907  | Sletten Construction   | Airport        | 58,834.21  | AIP-77 Terminal Expansion (GMP) - Local Share               |

**Date:** 06/10/2024  
**Title:** FY2025 Budget Adoption  
**Presented by:** Andy Zoeller, Finance Director  
**Department:** Finance  
**Presentation:** Yes  
**Legal Review:** Not Applicable  
**Project Number:** N/A

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## **RECOMMENDATION**

Staff recommends City Council hold a public hearing and adopt the proposed FY25 budget.

The attached budget resolution is consistent with the original proposed budget that was provided to Council and the Public on May 6th. Any amendments will need to be made to the proposed budget to be included in the final adopted FY25 budget.

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

On May 6th the proposed budget for FY25 was provided to the public and City Council. Staff presented to the whole City Council at 4 work sessions in May, and to the City Council Budget and Finance Committee over multiple meetings in March, April, and May. From those meetings staff has provided answers to many questions, as well as additional requested information. Additionally, the City Council has prepared amendments to the proposed budget, which have been attached. Proposed amendments may be introduced by a City Council Member for consideration at the budget hearing. Over the past month, staff has identified two areas within the proposed budget that need correction or clarification.

### **Anti-Graffiti Fund**

During the budget process, staff became aware of the fact that the total budget amounts proposed to Council did not include any budget authority for the funds in the Anti-Graffiti fund. Staff is requesting that City Council, as part of their budget process, amend the proposed budget to include \$2,500 of budget authority in the Anti-Graffiti fund.

### **Planner II FTE**

When staff presented the budget to City Council, it was indicated that the Planning Department would like an additional Planner II position, but it had not been included in the budget. After further examination, it has been determined that the proposed budget does include \$111,739 for costs associated with an additional Planner II position. This position is funded 30% by the federal planning grant and 70% through Planning Fund revenues. Over the long-term, this position will help reduce the scope and cost of consulting contracts for long-range planning projects. However, this will not happen in this fiscal year because the person will need to be hired and brought up to speed on three very significant projects, including the Heights and West End neighborhood plans and the growth plan.

The attached budget resolution and corresponding FY25 budget document are submitted to the Billings City Council in compliance with Montana Code Annotated Title 7, Chapter 6, Part 40 "Local Government Budget Act".

## **ALTERNATIVES**

City Council may:

- Approve the budget as recommended by Staff; or,
- Amend the budget; or,
- Delay final adoption until June 24th, 2024; or,
- Not Approve the budget and provide direction to staff.

## **FISCAL EFFECTS**

The proposed budget will fund personnel, operations, maintenance, and capital expenditures for the next fiscal year. The total FY25 budget is \$473,696,707. This budget assumes an increase in overall taxable value in the City of 1%. This budget will require mills to be at the cap authorized within the City Charter. It is assumed that the total mills levied will be 208.41, an increase of 1.84 mills over the prior year. However, final mill rates will not be adopted until after Certified Taxable Value is received from the Department of Revenue this fall. The property tax increase for the

median home is estimated to be \$7.66 per year.

| Revenues                       | FY25 Proposed Budget  |
|--------------------------------|-----------------------|
| TAXES                          | \$ 70,156,849         |
| SPECIAL ASSESSMENTS            | 29,721,512            |
| LICENSES & PERMITS             | 4,252,576             |
| INTER-GOVERNMENTAL             | 69,475,721            |
| CHARGES FOR SERVICE            | 159,777,726           |
| FINES & FORFEITS               | 1,724,546             |
| INVESTMENT EARNINGS            | 5,677,060             |
| DONATIONS / CONTRIBUTIONS      | 602,990               |
| INTERFUND TRANSFERS            | 37,825,619            |
| DEBT PROCEEDS                  | 43,442,500            |
| MISCELLANEOUS                  | <u>2,434,117</u>      |
| <b>Total Budgeted Revenues</b> | <b>\$ 425,091,216</b> |

|                                |                       |
|--------------------------------|-----------------------|
| Expenditures                   |                       |
| Personal Services              | \$ 115,733,330        |
| Operation and Maintenance      | 126,093,663           |
| Capital Outlay                 | 170,719,720           |
| Debt Service                   | 24,319,375            |
| Transfers Out                  | <u>36,830,619</u>     |
| <b>Total Budgeted Expenses</b> | <b>\$ 473,696,707</b> |

The budget is based upon estimated increases in rates, charges, and taxes. The impact to the typical homeowner is the following:

#### Median Home Property Taxes

|                             | FY25            | FY24            | Change         |
|-----------------------------|-----------------|-----------------|----------------|
| General                     | \$ 308.09       | \$ 304.34       | \$ 3.75        |
| Public Safety               | 474.63          | 474.63          | -              |
| Library                     | 20.82           | 17.78           | 3.04           |
| Transit                     | 41.63           | 35.51           | 6.12           |
| General Obligation          | <u>22.52</u>    | <u>27.77</u>    | <u>(5.25)</u>  |
| Median Home Property Tax    | \$ 867.69       | \$ 860.03       | \$ 7.66        |
| Street Maintenance District | 211.11          | 198.04          | 13.07          |
| Storm Sewer                 | <u>-</u>        | <u>59.60</u>    | <u>(59.60)</u> |
| Total Special Assessments   | 211.11          | 257.64          | (46.53)        |
| Total Taxes and Assessments | <b>1,078.80</b> | <b>1,117.67</b> | <b>(38.87)</b> |

#### Average Home Monthly Utility Bill

|                      | FY25        | FY24        | Change      |
|----------------------|-------------|-------------|-------------|
| Water                | \$ 47.71    | \$ 43.40    | \$ 4.31     |
| Wastewater           | 30.85       | 29.04       | 1.81        |
| Solid Waste          | 14.50       | 13.90       | 0.60        |
| Storm Sewer          | <u>6.68</u> | <u>0.00</u> | <u>6.68</u> |
| Monthly Utility Bill | \$ 99.74    | \$ 86.34    | \$ 13.40    |

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#### Attachments

FY25 Budget Resolution  
FY25 Budget Book  
City Council Budget Amendment Forms

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

**A RESOLUTION APPROVING AND ADOPTING THE BUDGET FOR  
THE CITY OF BILLINGS, MONTANA FOR FISCAL YEAR 2025**

WHEREAS, the City Administrator of the City of Billings has regularly and lawfully submitted to the City Council of the City of Billings, Montana, the budget for Fiscal Year 2025; and

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

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

Section 1: That the City of Billings proposed budget for fiscal year 2025 as detailed in the budget report and as amended by the City Council and further detailed on EXHIBIT "A", be, and the same is hereby finally determined, approved, and adopted.

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

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

Section 4: Pursuant to Section 7-6-4030(c) the fiscal year 2025 budget is based upon the assumption 208.41 mills will be levied for property tax revenue. This is an increase of 1.84 mills from the prior fiscal year. As such, there could be an annual increase in property taxes levied on homes valued at \$100,000, \$300,000, or \$600,000 of \$2.48, \$7.45, and \$14.90 respectively, when compared to the prior year.

PASSED AND APPROVED by the City Council this 10<sup>th</sup> day of June, 2024.

CITY OF BILLINGS:

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

ATTEST:

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

**Exhibit A**

| <b><u>Fund/Department</u></b>        | <b><u>Final<br/>Budget</u></b> |
|--------------------------------------|--------------------------------|
| <b>General Operating Fund:</b>       |                                |
| Mayor & City Council                 | 396,897                        |
| City Administrator                   | 1,424,672                      |
| Human Resources                      | 1,130,791                      |
| City Attorney                        | 3,423,409                      |
| Municipal Court                      | 2,119,094                      |
| Finance                              | 2,042,499                      |
| Code Enforcement                     | 1,200,866                      |
| Parks, Recreation & Public Lands     | -                              |
| Non-Departmental                     | 32,613,811                     |
| <b>Total General Fund</b>            | <b>44,352,039</b>              |
| <b>Public Safety Fund:</b>           |                                |
| Crime Prevention, Mental Health & SA | 1,150,000                      |
| Police                               | 32,507,930                     |
| Fire                                 | 27,826,460                     |
| <b>Total Public Safety Fund</b>      | <b>61,484,390</b>              |
| <b>Special Revenue Fund:</b>         |                                |
| South Tax Increment                  | 6,473,901                      |
| East Tax Increment                   | 2,077,781                      |
| North 27th Street Tax Increment      | 3,391,811                      |
| Gas Tax                              | 6,889,567                      |
| Building Inspection                  | 2,471,643                      |
| Street & Traffic Operating           | 12,586,521                     |
| Fire Programs                        | 157,500                        |
| EOC 9-1-1 Grant                      | 1,423,027                      |
| City/County Planning                 | 2,785,388                      |
| City Attorney Grants                 | 623,773                        |
| Municipal Court Grants               | 523,826                        |
| Police Programs                      | 814,316                        |
| City County Library                  | 5,149,706                      |
| Anti-Graffiti                        | -                              |
| Development Services Grants          | 2,253,908                      |
| Park Programs                        | 1,138,752                      |
| Downtown Revolving Loan Program      | 815,515                        |
| Trail/Bike Path Donations            | 5,545,000                      |
| Street Maintenance Districts         | 14,872,996                     |
| Street Light Districts               | 3,228,775                      |
| Storm Sewer Operating                | 8,418,227                      |
| Park Maintenance District            | 1,574,623                      |
| Park District 1                      | 10,038,396                     |
| Amend Park                           | 240,964                        |
| Ballfield Stadium Donations          | 110,855                        |
| Road Maintenance Dist                | 501                            |
| Sidewalk Hazard Repair               | 190,000                        |
| Ballpark Repair Fund                 | 30,733                         |
| <b>Total Special Revenue Fund</b>    | <b>93,828,005</b>              |

**Exhibit A cont.**

| <b><u>Fund/Department</u></b>      | <b><u>Final<br/>Budget</u></b> |
|------------------------------------|--------------------------------|
| <b>Debt Service Fund:</b>          |                                |
| Special Improvement Debt           | 1,120,100                      |
| City Hall Financing                | 995,000                        |
| Series 2004A Street Debt           | 359,126                        |
| Storm Sewer Debt                   | 1,003,595                      |
| Sidewalk, Curb & Gutter Debt       | 683,800                        |
| Series 2015 Baseball Refunding     | 747,147                        |
| Series 2012 Library                | 765,425                        |
| <b>Total Debt Service Fund</b>     | <b>5,674,193</b>               |
| <b>Capital Projects Fund:</b>      |                                |
| Urban Renewal Land Development     | 20,381                         |
| Sidewalk Construction              | 1,635,000                      |
| Special Improvement Districts      | 1,807,500                      |
| City Hall Construction             | 995,000                        |
| Capital Replacement                | 948,850                        |
| Dog Park Construction              | 5,000                          |
| <b>Total Capital Project Fund</b>  | <b>5,411,731</b>               |
| <b>Enterprise Fund:</b>            |                                |
| Water                              | 121,718,687                    |
| Wastewater                         | 32,409,820                     |
| Parking                            | 2,265,970                      |
| Solid Waste                        | 27,643,897                     |
| Airport                            | 29,994,169                     |
| Transit                            | 8,590,040                      |
| <b>Total Enterprise Fund</b>       | <b>222,622,583</b>             |
| <b>Internal Service Fund:</b>      |                                |
| Fleet Services                     | 2,407,878                      |
| Central Services                   | 99,790                         |
| Information Resources              | 4,080,260                      |
| City Health Benefits               | 18,504,012                     |
| Central Telephone                  | 479,966                        |
| Radio Communications               | 392,450                        |
| Property Insurance                 | 4,294,244                      |
| Facilities Management              | 2,677,166                      |
| Public Works Administration        | 3,348,356                      |
| Public Works Engineering           | 4,004,444                      |
| <b>Total Internal Service Fund</b> | <b>40,288,566</b>              |
| <b>Permanent Fund</b>              |                                |
| Cemetery Perpetual Care            | 35,200                         |
| <b>Total Permanent Fund</b>        | <b>35,200</b>                  |
| <b>Total All Funds</b>             | <b>473,696,707</b>             |





# City of Billings, Montana



Fiscal Year 2025  
Proposed Budget

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# Introduction

May 2, 2024

Honorable Mayor and City Council Members:

It is a privilege to present the City of Billings Fiscal Year 2025 (FY25) Proposed Operating and Capital budget. The effective date of this budget is July 1, 2024 and runs through June 30, 2025. 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.

Improving the safety of Billings remains our #1 priority. To that end, we are integrating the additional resources voters approved in 2021 to police, code enforcement, prosecution, and fire, and implementing 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. The remaining additional resources for prosecution are included in the proposed 2025 budget.

#### **ACCOMPLISHMENTS IN FY24**

The FY2025 budget includes significant investments furthering Council priorities. While much is anticipated for the coming year, the following is a list of some of the more significant accomplishments from the prior year:

- Opened all new gates for airport terminal project
- Broke ground on Westend Water Treatment Plant
- Completed Fire Station 8 in Billings Heights
- Completed the Skyline Drive extension (inner belt loop)
- Entered into a purchase and sale agreement for the existing "old" City Hall
- Expanded library lockers to a total of 4
- Completed the Skyline Trail project
- Completed or started the following parks projects:
  - Castle Rock Park Playground
  - Arrowhead Playground
  - Central Park Tennis Courts
  - Ponderosa Park Irrigation Replacement and Automation
  - CPTED Improvements
- In FY23 there were 8 annexations consisting of approximately 170 acres
- 272 New Single Family Homes were completed
- 850 Other dwelling units were completed
- Total new construction permits valued at over \$304 million for calendar year 2023

#### **DRAFT COUNCIL STRATEGIES AND PRIORITIES**

- **Improve the safety of Billings. (\$64.7 million)**
  - Improve accountability of criminals.
  - Decrease family violence.
  - Maximize programs and partnerships that reduce family violence
  - Further implement Family Justice Center strategic plan
  - Activate parks and expand access to recreation programs within neighborhoods throughout the city.
  - Reduce Adverse Childhood Experiences (ACE Scores) partnering with service providers
  - Build trust with our Native American community

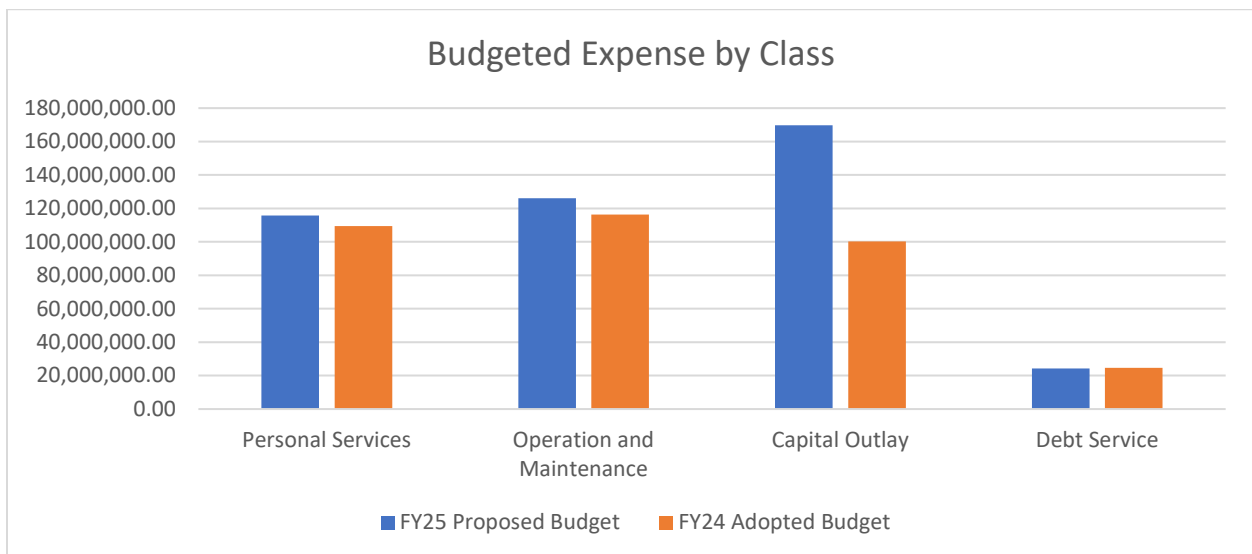
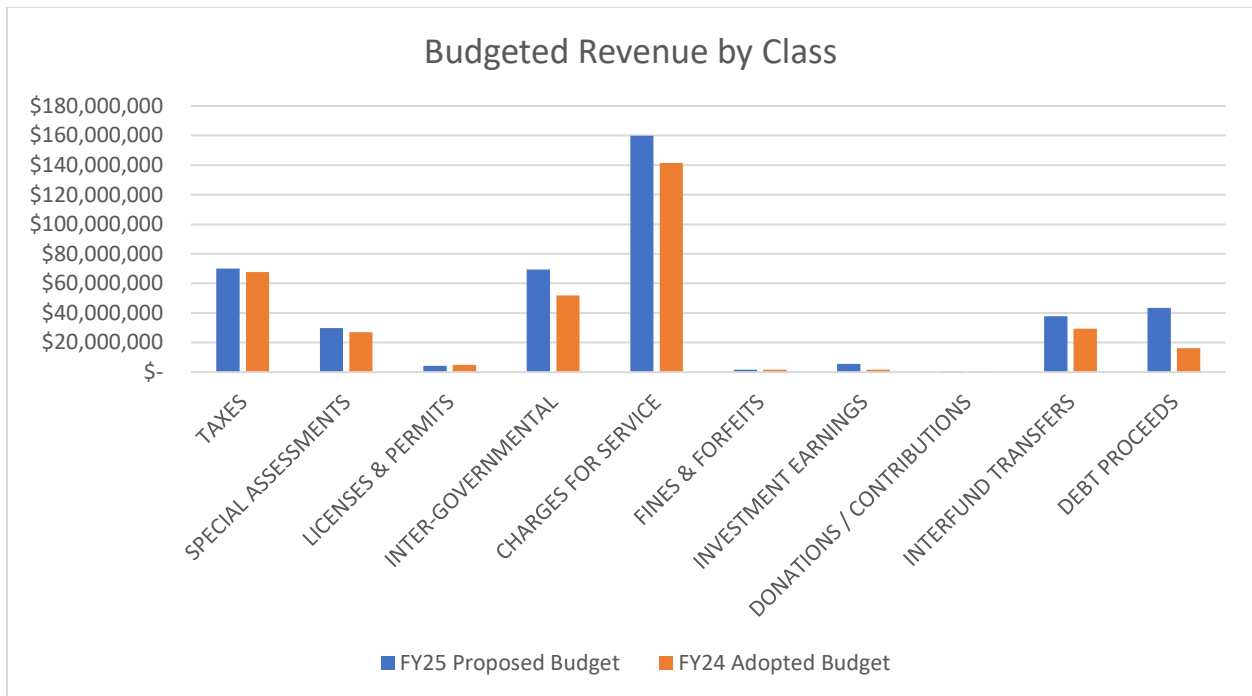


- Implement law enforcement, code enforcement, legal, and municipal court strategies to improve the effectiveness of the criminal justice system. 2023/2024
- Report data measuring the effectiveness of the criminal justice system. 2023/2024
- Financially support construction of a short-term holding facility at the Yellowstone County Detention Center
- **Invest in core infrastructure. (\$159.1 million)**
  - Complete City Hall/Law and Justice Center project
  - Complete Skyway and Skyline trail projects
  - Complete water treatment plant and reservoir projects and fund conservation and park components of project. 2025
  - Determine land use and infrastructure policies to serve Skyway drive and new I-90 interchange areas
  - Design improvements to Grand Ave and Rimrock Road for construction in future years
  - Expand water storage capacity in Zone 1, service the downtown area
- **Increase parks, trails, recreation, and cultural investments. (\$7.8 million)**
  - Determine annual level of maintenance and operation expenses for parks, trails, recreation, and public lands
  - Vet the impact of using a portion of the City's 74 mill charter cap to fund M&O
  - CPTED principles will be used activating public spaces for the benefit of neighborhoods, individuals, and crime reduction
  - Determine future plans for South Park Pool
  - Construct Stagecoach Trail
- **Improve the built environment through quality design. (\$450,000)**
  - Implement the downtown transportation plan/one way street conversions and road diets. 2023/2024
  - Develop a housing strategy in partnership with HomeFront and facilitate 1,000 housing units being added to the city's core. 2023/2024
  - Complete a review of the 2016 growth policy. 2024
  - Update West End and Heights neighborhood plans -update all 8 plans over the next decade
  - Update subdivision regulations. 2023/2024
- **Build a high-performance organization (HPO) principled in our core values. (\$280,000)**
  - Complete cost of services studies to better understand cost of delivering police, fire, parks, recreation, trails, storm water, water, wastewater and transportation services and infrastructure. 2023
  - Adopt legislative priorities for the 2025 session focused on improving the safety and economic vibrancy of Billings
  - Digitize all essential records for proper storage and access by citizens and staff. 2023/2024
  - Improve public engagement
  - Financially support local government review

## THE FY25 PROPOSED BUDGET

The FY25 proposed budget is funded by estimated revenues totaling \$425 million. This includes an estimated increase of property tax revenue due to an increase in property values and number of mills levied, increases in special assessments for streets and storm sewer, and increase in charges for services for utilities.

The proposed FY25 budget for the City of Billings contains operating and capital expenses totaling \$473.7 million, a increase of \$93.8 million from the prior year. The increase is due to capital investments primarily at the new water treatment plant. There are increases found in Personal Services for estimated salary and wage adjustments and some additional staffing requests. Operation and Maintenance increases for FY25 include significant increases in property and liability insurance, information technology, and facilities costs.



## **CAPITAL INVESTMENTS**

**Water and Wastewater Treatment** – The FY25 budget contains significant investment in our Water and Wastewater treatment infrastructure. Projects include continued construction on the Westend Reservoir, additional storage and main replacements.

**Transportation Network** – The FY25 budget includes funding for improvements to Grand Ave, Rimrock Road and Safe Routes to Schools.

**Airport** – Significant investments are planned as additional capital improvements to the Airport infrastructure. Total capital outlay for the Airport is planned at \$19.2 million for FY25. All projects funded by Airport revenues and federal grants. Projects include Runway Improvements and replacement of two fire trucks.

**Park Improvements and Replacements** – The FY25 budget includes \$1.4 million for North Park tennis/basketball court, Poly Vista Park playground, Sacagawea Park playground replacement, planning and design work for South Park Pool, and various trail repair projects.

## **NEW PERSONNEL IN FY25**

The FY25 budget contains costs for an additional 16 FTE's. Four of the positions being added are associated with the passage of the 2021 Public Safety Mill Levy. Each position will be discussed during the department budget presentation. The following chart shows the areas where additional investments in staff are being proposed.

### **New Employee Requests for FY25**

| <b>Fund</b>   | <b>Department/Division</b> | <b># of Positions</b> | <b>Position</b>          |
|---------------|----------------------------|-----------------------|--------------------------|
| General Fund  | Legal                      | <b>1</b>              | Attorney (PSML)          |
| General Fund  | Legal                      | <b>1</b>              | Victim Witness (PSML)    |
| General Fund  | Legal                      | <b>2</b>              | Admin (PSML)             |
| Public Safety | Police                     | <b>3</b>              | Patrol Officer           |
| Public Safety | Police                     | <b>1</b>              | Community Safety Officer |
| Public Safety | Fire                       | <b>1</b>              | Fire Protection Engineer |
| Library       | Library                    | <b>1</b>              | Lib. Service Specialist  |
| Library       | Library                    | <b>2</b>              | Librarian                |
| Transit       | Transit                    | <b>1</b>              | Service Worker           |
| Transit       | Transit                    | <b>1</b>              | Transit Operator         |
| Transit       | Transit                    | <b>1</b>              | Transit Dispatcher       |
| Fleet         | Fleet                      | <b>1</b>              | Mechanic II              |
|               |                            | <b>16</b>             |                          |

## **IMPACTS OF INFLATION**

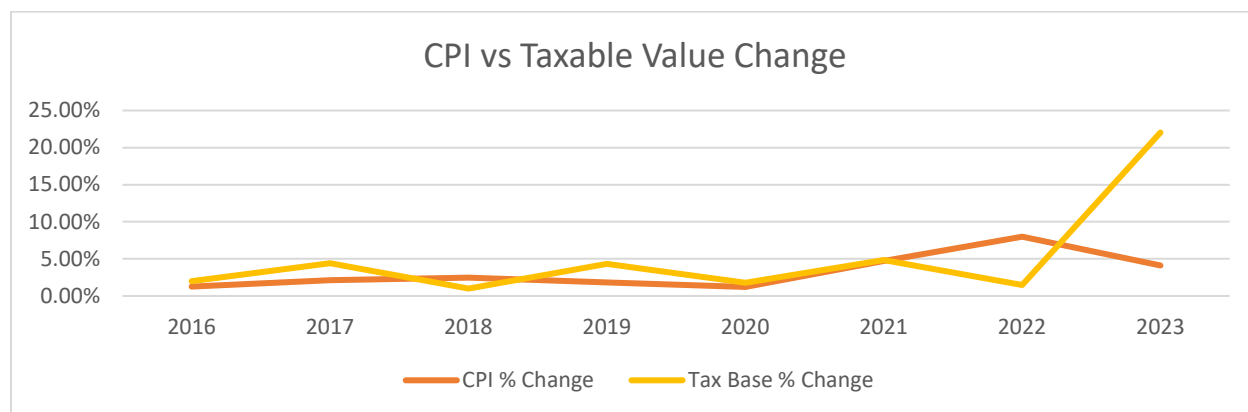
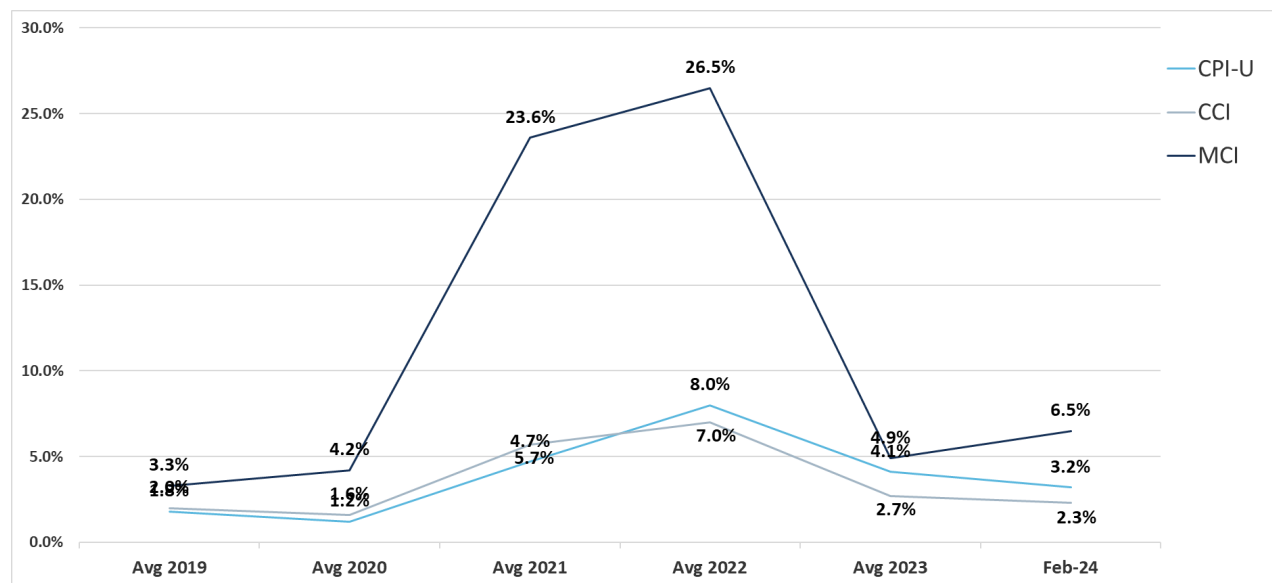
In 2023 the Consumer Price Index for All Urban Consumers (CPI-U) increased an average of 4.1% over 2022. Construction Cost Indexes have risen 4.9% over the past 12 months. City operations are impacted by these increases as a significant expense of operating City services involve fuel, labor, energy, and construction. In response to increases in inflation we are adjusting operations to reduce consumption and inputs where possible, we are also proposing rate increases in many areas to keep up with these

rising costs. It is anticipated that the impacts of inflation will affect the decisions and operations of the City for the near future.

Property values have risen dramatically in the past years, which will allow the City to resource some additional programs, but also allow inflation impacts to be more easily absorbed.

The FY25 budget includes rates and charges to keep up with construction costs when practical. This primarily exists within our utilities and street maintenance districts.

The table below shows the changes in CPI-U, Construction Cost Index, and Materials Cost Index, which all impact City operational costs.

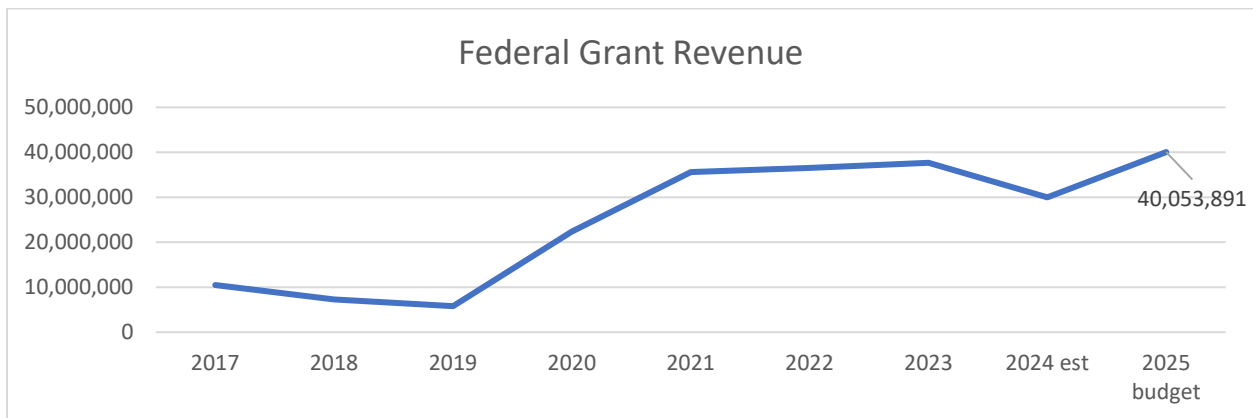


## **SPECIAL ASSESSMENTS**

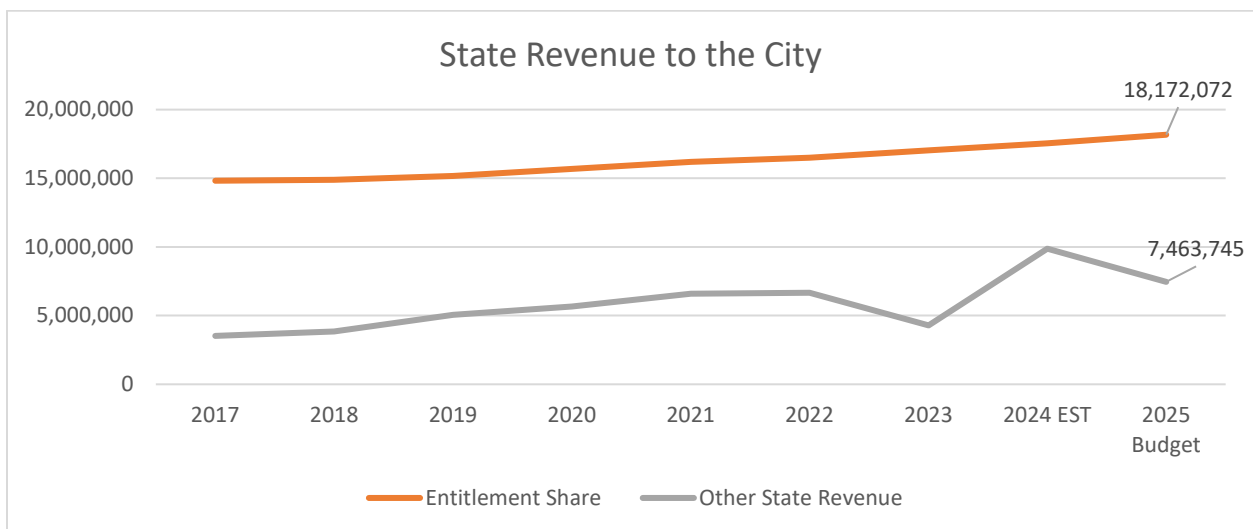
The City of Billings has multiple special assessment districts. Some are City-wide, while others are for small districts, for varied purposes. These districts are used to fund maintenance and operations of amenities that benefit the individual parcel. Some examples of districts are Parks Districts, Street 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 FY25 the proposed budget includes increases in assessment revenue ranging from 5-22%.

## 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 FY25, the City is budgeting \$68.6 million in intergovernmental revenue. This is an increase of \$16.6M over the FY24 budget. The increase is largely a result of the increases in the Water fund, Airport, and Trail Fund. For FY25 the Federal revenues budgeted are \$40 million.



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 growth or inflation. This is placing a greater burden on local taxpayers to pick up the difference. For FY25, the growth rate in entitlement share will be 3.4%, or \$619k. The City of Billings uses entitlement share to fund General Fund, Public Safety, Library, Transit, Street/Traffic Operating, and the New City Hall Construction. The total State Entitlement share for FY24 will be \$18.1 million. Other State revenue includes \$4.4 million of Gas Tax, \$1.1 million for 9-1-1, and \$1.9 million in combined other grant funds for Transit, Legal, Police, Fire and Library.



## **PROPERTY TAX REVENUE**

In 2023 the city taxable value increased by historically significant amounts. For FY25, we do not anticipate a significant change in taxable value, as it is not a reappraisal year. The FY25 budget is based upon an assumption that the taxable value will increase by 1%, which is in line with historical non-reappraisal years. This will mean levying 208.41 mills, which is the maximum amount authorized by the City Charter, and citizens of Billings. In FY24, the City levied 206.57 mills. The Montana Department of Revenue undergoes a reappraisal process every other year, in FY25, there will not be a reappraisal process. As such, the estimated increase in values will result from new construction. Actual increase in the tax base will not be known until August. As such, the actual number of mills needed to fund the budget will not be known until August was well.

Based upon the estimated mills, the annual property tax on a median home, valued at \$308,400, will be \$867.69. This is an increase of \$7.66 per year from FY24.

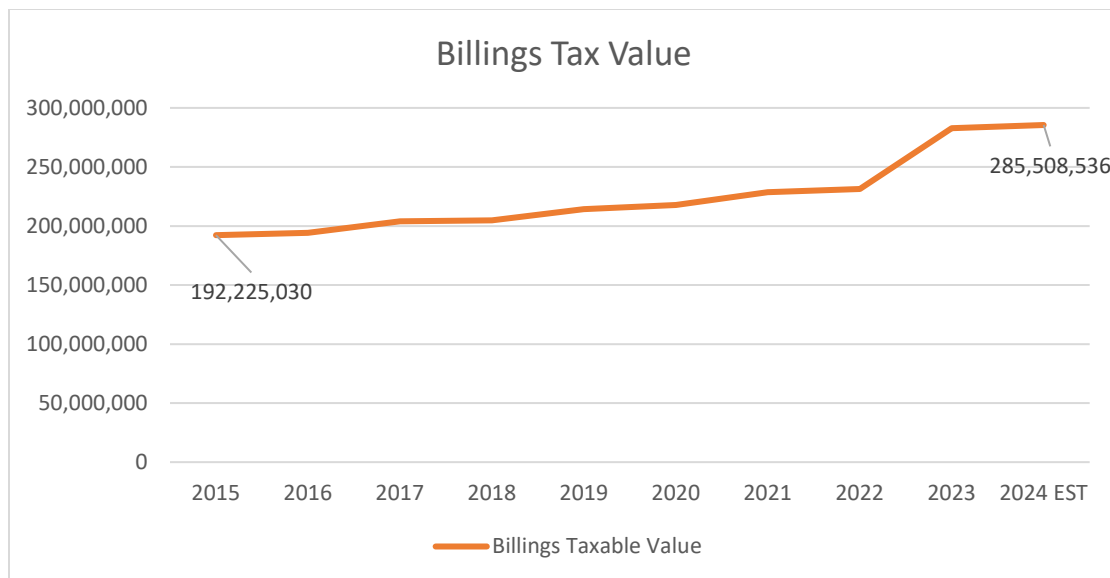
### **Number of Mills Levied**

|                            | <u>FY 25 Estimate</u> | <u>FY 24 Actual</u> |
|----------------------------|-----------------------|---------------------|
| General Fund               | 74.00                 | 73.10               |
| Public Safety 1999         | 20.00                 | 20.00               |
| Public Safety 2020         | 60.00                 | 60.00               |
| Public Safety 2021         | 34.00                 | 34.00               |
| Transit                    | 10.00                 | 8.53                |
| Library                    | 5.00                  | 4.27                |
| G.O. Streets               | -                     | 1.34                |
| G.O. Ballpark Debt Service | 2.78                  | 2.80                |
| G.O. Library               | <u>2.63</u>           | <u>2.53</u>         |
| Total                      | 208.41                | 206.57              |

### **Median Home Property Taxes**

|                                 | <b>FY24</b>      | <b>FY25</b>      | <b>Change</b>  |
|---------------------------------|------------------|------------------|----------------|
| General                         | \$ 304.34        | \$ 308.09        | \$ 3.75        |
| Public Safety                   | 474.63           | 474.63           | 0.00           |
| Library                         | 17.78            | 20.817           | 3.04           |
| Transit                         | 35.51            | 41.634           | 6.12           |
| General Obligation              | <u>27.77</u>     | <u>22.52</u>     | <u>-5.25</u>   |
| <b>Median Home Property Tax</b> | <b>\$ 860.03</b> | <b>\$ 867.69</b> | <b>\$ 7.66</b> |

Over the past 9 years, the City of Billings' tax base has grown at an average rate of 5.9% per year. Prior to the large increase in FY24, this amount has been closer to 2.5%. 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. While we don't know what changes will occur, we do expect that future property tax value changes will be made at the 2025 legislative session.



### **MARIJUANA TAX**

The revenue from the excise tax from the sale of recreational and medical marijuana in Yellowstone County is expected to be about \$625,000 for FY25. A portion of this is being used to help fund the construction of the new city hall (\$200,000) and the remainder is being used to add resources to the City's Public Safety Mill levy for mental health and substance abuse.

The proposed budget allocates 2 mills from the 2021 Public Safety mill Levy for crime prevention. The 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 \$1,035,516 in FY25.

### **GENERAL & PUBLIC SAFETY FUNDS (GFPS)**

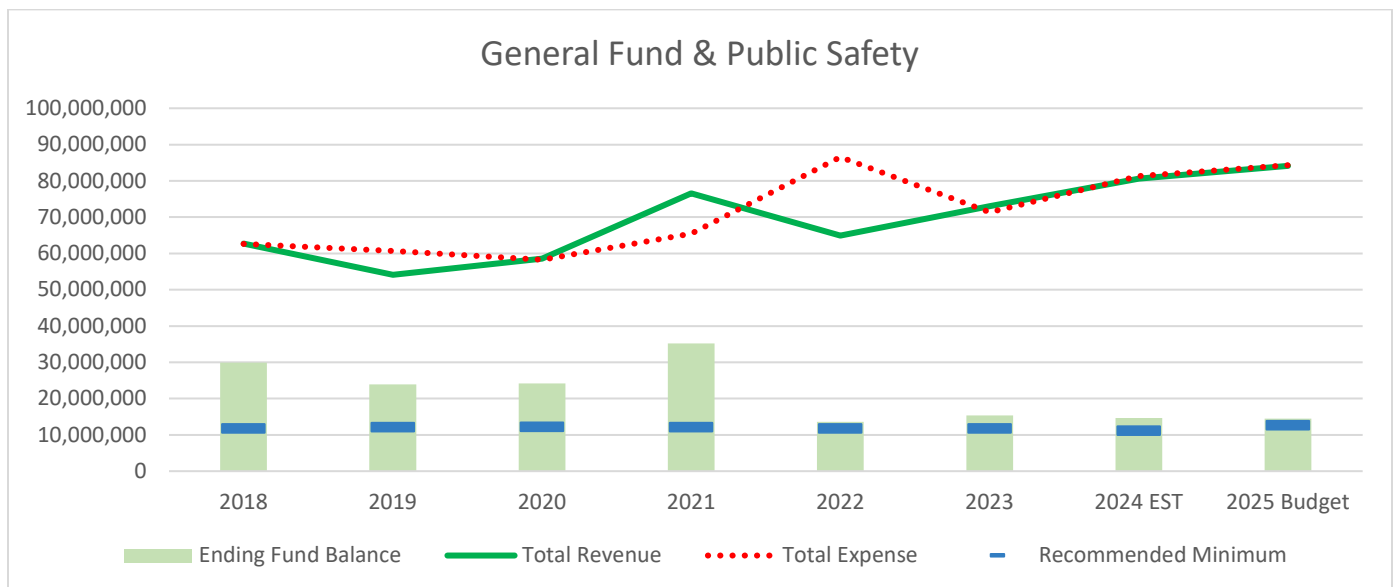
For FY25, we are assuming a growth in taxable value of 1%. We are proposing levying the maximum of 74 general purpose mills authorized by the charter. Overall, this will mean approximately \$1.1 million of new property tax revenue into the GFPS funds related to growth in value and a slight increase in the number of mills. Other revenue in the GFPS funds, which make up about 34% of total revenue is estimated to generate an additional \$500k in revenue.

The FY25 budget estimates an ending fund balance that is \$1.7 million higher than the recommended minimum reserve of \$12.7 million.

Additionally, this year we are recommending removing the Parks and Recreation department entirely from the General Fund, and creating a special revenue fund for Parks and Recreation. Traditionally Parks and Recreation have been funded via a combination of recreation program fees, donations, and a substantial portion from the General Fund. The funding sources will not change, but rather than being represented within the General Fund, the contribution to Parks and Rec from the General Fund will be reflected as a transfer out. This will allow for more clarity as to the amount of General Fund subsidy for Parks and Recreation, in addition, allow for unspent Parks and Rec funds to be maintained within their own fund for future use in the Parks and Recreation programs.

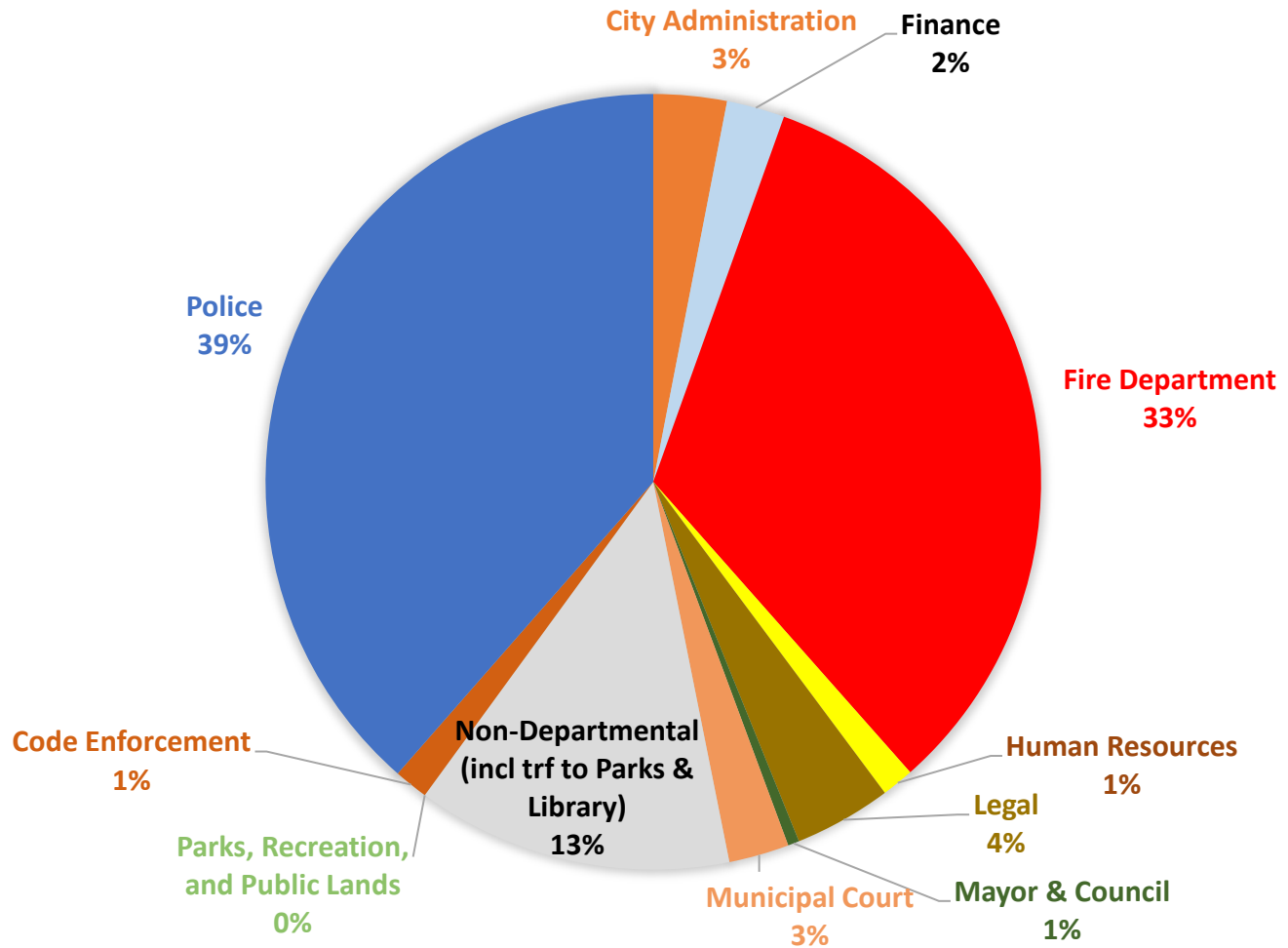
| <b>GFPS Revenue by Class</b> | <b>FY25<br/>Proposed<br/>Budget</b> | <b>FY24<br/>Adopted<br/>Budget</b> | <b>Budgeted<br/>Revenue<br/>Change</b> |
|------------------------------|-------------------------------------|------------------------------------|----------------------------------------|
| Taxes                        | 55,166,266                          | 54,011,840                         | 1,154,426                              |
| Charge for Service           | 6,961,630                           | 7,532,151                          | -570,521                               |
| Fines And Forfeitures        | 1,345,946                           | 1,328,846                          | 17,100                                 |
| Intergovernmental            | 17,465,011                          | 17,076,243                         | 388,768                                |
| Investment Earnings          | 116,991                             | 70,000                             | 46,991                                 |
| License And Permits          | 1,882,576                           | 2,008,228                          | -125,652                               |
| Miscellaneous                | 122,200                             | 117,220                            | 4,980                                  |
| Transfers In                 | <u>1,071,693</u>                    | <u>224,675</u>                     | <u>847,018</u>                         |
| <b>Revenue Total</b>         | <b>84,132,313</b>                   | <b>82,369,203</b>                  | <b>1,763,110</b>                       |

| <b>Expenses by Department</b>                  | <b>FY25 Proposed</b> | <b>FY24 Adopted</b>  | <b>Change</b>      |
|------------------------------------------------|----------------------|----------------------|--------------------|
| City Administration                            | 2,574,672            | 2,366,903            | 207,769            |
| Finance                                        | 2,042,499            | 1,987,872            | 54,627             |
| Fire Department                                | 27,826,460           | 25,952,419           | 1,874,041          |
| Human Resources                                | 1,130,791            | 1,089,704            | 41,087             |
| Legal                                          | 3,423,409            | 2,924,845            | 498,564            |
| Mayor & Council                                | 396,897              | 393,729              | 3,168              |
| Municipal Court                                | 2,119,094            | 2,002,135            | 116,959            |
| Non-Departmental (incl trf to Parks & Library) | 11,113,811           | 10,820,294           | 293,517            |
| Parks, Recreation, and Public Lands            | 0                    | 5,004,486            | -5,004,486         |
| Code Enforcement                               | 1,200,866            | 1,111,845            | 89,021             |
| Police                                         | <u>32,507,930</u>    | <u>30,693,348</u>    | <u>1,814,582</u>   |
| <b>Total</b>                                   | <b>\$ 84,336,429</b> | <b>\$ 84,347,580</b> | <b>\$ (11,151)</b> |





## FY25 PROPOSED GENERAL FUND AND PUBLIC SAFETY



### PARKS, RECREATION, AND PUBLIC LAND FUNDING

The FY25 budget is proposing to remove the Parks and Recreation department from the General Fund, and create a special revenue fund for Parks and Recreation. Historically, Parks and Recreation have been funded via a combination of recreation program fees, donations, a special assessment for a citywide park district, and a portion from the General Fund. Rather than being represented within the General Fund the contribution to Parks and Rec from the General Fund will be reflected as a transfer out. This will allow for more clarity as to the exact amount of General Fund subsidy for Parks and Recreation, in addition, allow for unspent Parks and Rec funds to be maintained within their own fund for future use in the Parks and Recreation programs.

Parks funding sources have changed over the past few years with the elimination of the citywide park district, and reintroduction to the General Fund. In an effort to provide more stability to the Parks and Recreation fund, as well as allow for unspent Park funds to be used for future Parks and Recreation improvements, we are recommending the FY25 budget establish a Parks and Recreation fund.

The exhibit below provides some historical perspective on the Parks and Recreation funding that was from the General Fund and Park District 1. These two funds make up the majority of Parks and Recreation funding, but are not the exclusive funds for the department.

| <b>PRPL General Fund and Park District 1 Combined</b> |                        |                        |                        |                        |
|-------------------------------------------------------|------------------------|------------------------|------------------------|------------------------|
|                                                       | <b>2025<br/>Budget</b> | <b>2024<br/>Budget</b> | <b>2023<br/>Actual</b> | <b>2022<br/>Actual</b> |
| Charge For Service Revenue                            | 1,856,598              | 1,644,500              | 1,387,387              | 1,363,045              |
| Special Assessment                                    | 0                      | 0                      | 3,616,121              | 3,120,556              |
| General Fund Transfer                                 | 8,061,300              | 3,834,082              | 19,303                 | 123,579                |
| Grant Revenue                                         | 40,000                 | 40,000                 | 104,731                | 238,503                |
| Other Revenue                                         | <u>80,000</u>          | <u>48,000</u>          | <u>108,898</u>         | <u>1,988</u>           |
| Total Revenue                                         | 10,037,898             | 5,566,582              | 5,236,440              | 4,847,671              |
| Personal Services                                     | 5,009,498              | 4,661,662              | 4,399,111              | 4,240,869              |
| Operation & Maintenance                               | 2,549,746              | 2,299,246              | 2,091,939              | 1,901,187              |
| Capital Outlay                                        | 1,421,894              | 3,202,336              | 2,434,655              | 1,989,009              |
| Transfers Out                                         | <u>1,057,258</u>       | <u>431,519</u>         | <u>438,269</u>         | <u>423,901</u>         |
| Total Expenses                                        | 10,038,396             | 10,594,763             | 9,363,974              | 8,554,966              |

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

The FY25 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 currently \$308,400. This is not expected to change much this year, as it is not a reappraisal year for the Department of Revenue. Any changes in property values will be known by the City in early August.

The FY25 budget proposal is funded based upon assumed growth in the tax base at 1%, which will require Council to approve levying the maximum number of mills authorized in the Charter. Additionally, the budget is built upon Council approved increases 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 total number of mills levied in FY24 was 206.57. Based upon the assumed growth it is estimated that the total number of mills needed in FY25 will be 208.41.

#### **FY2025 Tax Revenue Assumptions**

|                                           |    |         |
|-------------------------------------------|----|---------|
| Median Home Value                         | \$ | 308,400 |
| Assumed Value of 1 mill                   | \$ | 272,463 |
| Annual Cost of 1 mill for the Median Home | \$ | 4.16    |

Overall, when looking at the City as a whole, the average residential property owner would see a decrease in taxes and assessments of \$38.87 per year over the prior year. This is a result of moving the Storm Water assessment from the property tax bill to the monthly utility bill. The result of moving Storm Water to the utility bill, along with proposed rate increase, will show an increase in the monthly utility bill of \$13.72 per month. Rates for Storm Water and Solid Waste have not yet been set by Council, but rates for Water and Wastewater were adopted in 2024. =

### Number of Mills Levied

|                            | <u>FY 25 Estimate</u> | <u>FY 24 Actual</u> |
|----------------------------|-----------------------|---------------------|
| General Fund               | 74.00                 | 73.10               |
| Public Safety 1999         | 20.00                 | 20.00               |
| Public Safety 2020         | 60.00                 | 60.00               |
| Public Safety 2021         | 34.00                 | 34.00               |
| Transit                    | 10.00                 | 8.53                |
| Library                    | 5.00                  | 4.27                |
| G.O. Streets               | -                     | 1.34                |
| G.O. Ballpark Debt Service | 2.78                  | 2.80                |
| G.O. Library               | <u>2.63</u>           | <u>2.53</u>         |
| Total                      | 208.41                | 206.57              |

This change in mills will impact the median homeowner an estimated \$8 per year, due to the increase in mills.

### Median Home Property Taxes

|                          | <b>FY25</b>  | <b>FY24</b>  | <b>Change</b> |
|--------------------------|--------------|--------------|---------------|
| General                  | \$ 308.09    | \$ 304.34    | \$ 3.75       |
| Public Safety            | 474.63       | 474.63       | -             |
| Library                  | 20.82        | 17.78        | 3.04          |
| Transit                  | 41.63        | 35.51        | 6.12          |
| General Obligation       | <u>22.52</u> | <u>27.77</u> | <u>(5.25)</u> |
| Median Home Property Tax | \$ 867.69    | \$ 860.03    | \$ 7.66       |

The City also has 2 City-wide special districts, Street Maintenance District, 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. The proposed budget anticipates moving the Storm Sewer assessment from the annual property tax bill to the monthly utility bill.

Street Maintenance District – The FY25 budget proposal includes an increase of 6.6% in the SMD assessment. The proposed budget is based upon a rate increase of \$13.07 per year for the average homeowner.

Stormwater Fees – These funds are used to build and maintain the stormwater infrastructure throughout the City. City staff have presented a plan for significant improvements to the deficiencies in storm water infrastructure. The proposed budget is based upon a rate increase of 41%, or \$24 per year for the average homeowner. Final rates for Storm Water have not been approved, and recommended amounts may change as estimated costs become refined.

With the changes in proposed rates, and removal of the Storm Water assessment from the property tax bill, the total impact of property tax and assessments on the typical home is a decrease of \$38.87/year. If the Storm Water assessment were to remain on the annual property tax bill, the total change would have been an increase of \$45.13 annually.

### Median Home Property Taxes

|                             | <b>FY25</b>     | <b>FY24</b>     | <b>Change</b>  |
|-----------------------------|-----------------|-----------------|----------------|
| General                     | \$ 308.09       | \$ 304.34       | \$ 3.75        |
| Public Safety               | 474.63          | 474.63          | -              |
| Library                     | 20.82           | 17.78           | 3.04           |
| Transit                     | 41.63           | 35.51           | 6.12           |
| General Obligation          | <u>22.52</u>    | <u>27.77</u>    | <u>(5.25)</u>  |
| Median Home Property Tax    | \$ 867.69       | \$ 860.03       | \$ 7.66        |
|                             |                 |                 |                |
| Street Maintenance District | 211.11          | 198.04          | 13.07          |
| Storm Sewer                 | <u>-</u>        | <u>59.60</u>    | <u>(59.60)</u> |
| Total Special Assessments   | 211.11          | 257.64          | (46.53)        |
| Total Taxes and Assessments | <b>1,078.80</b> | <b>1,117.67</b> | <b>(38.87)</b> |

The FY25 budget is also based upon rate increases to Solid Waste, Storm Sewer, as well as rate increases already approved for Water and Wastewater. The impacts to the typical homeowner are provided below. Currently proposed Storm rates are estimates based upon anticipated costs. It should be expected that this amount will change as anticipated storm costs become more refined.

### Average Home Monthly Utility Bill

|                      | <b>FY2025</b> | <b>FY2024</b> | <b>Change</b> |
|----------------------|---------------|---------------|---------------|
| Water                | \$47.71       | \$43.40       | \$4.31        |
| Wastewater           | 30.85         | 29.04         | 1.81          |
| Solid Waste          | 14.50         | 13.90         | 0.60          |
| Storm Sewer          | <u>7.00</u>   | <u>0.00</u>   | <u>7.00</u>   |
| Monthly Utility Bill | \$100.06      | \$86.34       | \$13.72       |

### **CONCLUSION**

As we navigate the complexities of budgeting, we are mindful of the varying perspectives within our community. We recognize that there are differing opinions on how to best prioritize resources and allocate funds. However, we remain committed to transparency, accountability, and collaboration as we work together to build a stronger, more resilient Billings.

In closing, I would like to express my gratitude to each of you for your dedication and service to our city. Your leadership and guidance are instrumental in shaping the future of Billings, and I am confident that, together, we can overcome any challenges and seize the opportunities that lie ahead.

Respectfully,

**Chris Kukulski**, City Administrator

**Andrew Zoeller**, Finance Director

# Departmental Budget Overviews

# City Administration

## **City Administration**

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

City Administration: \$2,574,672

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

City Administration: \$76,735

Public Safety: \$131,034

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.

### **New Programs:**

The City will continue to seek new programs aimed at targeting mental health and substance abuse in an effort to reduce crime.

The Public Safety Fund has \$1,150,000 designated in FY25 for these efforts, which is a \$131,034 increase from the prior year's budget. These efforts will be funded from both the Marijuana Excise tax and 2 mills of the 2021 Public Safety Mill Levy so that the City can effectively deal with the root causes of crime.

FY25 funds set aside in the Public Safety Fund are focused to support key programs that address public safety, domestic violence and juvenile crime. The Nurse Family Partnership with Riverstone Health plans to use \$500,000 as a preferred strategy to try to prevent and mitigate the long-term effects of adverse childhood experiences. City Administration is also requesting \$750,000 to be used for the Yellowstone County Detention Facility and the remaining \$200,000 is to be used for the Family Justice Center.

## **Staffing Authorization:**

| STAFFING AUTHORIZATION       |                   |                   |                   |                   |
|------------------------------|-------------------|-------------------|-------------------|-------------------|
| POSITION                     | ACTUAL<br>FY 22   | ACTUAL<br>FY 23   | BUDGET<br>FY24    | PROPOSED<br>FY25  |
| 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               | 1.0               | 1.0               |
| EXECUTIVE SECRETARY          | 1.0               | 1.0               | 1.0               | 1.0               |
| RECORDS SPECIALIST           | -                 | 1.0               | 1.0               | 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><u>6.0</u></b> | <b><u>7.0</u></b> | <b><u>7.0</u></b> | <b><u>7.0</u></b> |

## **Budgeted Revenues:**

| CITY ADMINISTRATOR<br>DEPARTMENT REVENUE |                            |                            |                    |                         |                         |
|------------------------------------------|----------------------------|----------------------------|--------------------|-------------------------|-------------------------|
|                                          | ACTUAL<br>FY 22            | ACTUAL<br>FY 23            | BUDGET<br>FY24     | ESTIMATE<br>FY24        | PROPOSED<br>FY25        |
| AMERICAN RESCUE PLAN FUND                | <u>\$ 6,891,785</u>        | <u>\$ 9,198,097</u>        | <u>\$ -</u>        | <u>\$ 41,559</u>        | <u>\$ 10,000</u>        |
| <b>TOTAL REVENUES</b>                    | <b><u>\$ 6,891,785</u></b> | <b><u>\$ 9,198,097</u></b> | <b><u>\$ -</u></b> | <b><u>\$ 41,559</u></b> | <b><u>\$ 10,000</u></b> |

| CITY ADMINISTRATOR<br>DEPARTMENT ALL FUNDS |                            |                            |                    |                         |                         |
|--------------------------------------------|----------------------------|----------------------------|--------------------|-------------------------|-------------------------|
|                                            | ACTUAL<br>FY 22            | ACTUAL<br>FY 23            | BUDGET<br>FY24     | ESTIMATE<br>FY24        | PROPOSED<br>FY25        |
| TAXES                                      | \$ -                       |                            | \$ -               | \$ -                    | \$ -                    |
| INTERGOVERNMENTAL REVENUES                 | 7,000,000                  | 8,940,314                  | -                  | -                       | -                       |
| INVESTMENT EARNINGS                        | <u>(108,215)</u>           | <u>257,783</u>             | <u>-</u>           | <u>41,559</u>           | <u>10,000</u>           |
| <b>TOTAL REVENUES</b>                      | <b><u>\$ 6,891,785</u></b> | <b><u>\$ 9,198,097</u></b> | <b><u>\$ -</u></b> | <b><u>\$ 41,559</u></b> | <b><u>\$ 10,000</u></b> |



## **Budgeted Expenditures:**

|                           | CITY ADMINISTRATOR<br>DEPARTMENT FUNDS |                            |                            |                            |                           |
|---------------------------|----------------------------------------|----------------------------|----------------------------|----------------------------|---------------------------|
|                           | ACTUAL<br>FY 22                        | ACTUAL<br>FY 23            | BUDGET<br>FY24             | ESTIMATE<br>FY24           | PROPOSED<br>FY25          |
| AMERICAN RESCUE PLAN FUND | \$ 2,298,750                           | \$12,950,040               | \$ -                       | \$ -                       |                           |
| PUBLIC SAFETY FUND        | -                                      | 199,349                    | 1,018,966                  | 611,380                    | 1,150,000                 |
| GENERAL FUND              | 969,973                                | 1,192,468                  | 1,347,937                  | 1,143,776                  | 1,424,672                 |
| <b>TOTAL EXPENDITURES</b> | <b><u>\$ 3,268,723</u></b>             | <b><u>\$14,341,857</u></b> | <b><u>\$ 2,366,903</u></b> | <b><u>\$ 1,755,155</u></b> | <b><u>\$2,574,672</u></b> |

|                            | CITY ADMINISTRATOR<br>DEPARTMENT EXPENSES |                            |                            |                            |                           |
|----------------------------|-------------------------------------------|----------------------------|----------------------------|----------------------------|---------------------------|
|                            | ACTUAL<br>FY 22                           | ACTUAL<br>FY 23            | BUDGET<br>FY24             | ESTIMATE<br>FY24           | PROPOSED<br>FY25          |
| PERSONAL SERVICES          | \$ 788,914                                | \$ 937,801                 | \$ 971,278                 | \$ 903,338                 | \$1,032,444               |
| OPERATIONS AND MAINTENANCE | 181,059                                   | 454,016                    | 1,395,625                  | 851,817                    | 1,542,228                 |
| TRANSFERS                  | -                                         | 9,715,000                  | -                          | -                          | -                         |
| CAPITAL                    | 2,298,750                                 | 3,235,040                  | -                          | -                          | -                         |
| <b>TOTAL EXPENDITURES</b>  | <b><u>\$ 3,268,723</u></b>                | <b><u>\$14,341,857</u></b> | <b><u>\$ 2,366,903</u></b> | <b><u>\$ 1,755,155</u></b> | <b><u>\$2,574,672</u></b> |

## **City Administration:**

|                            | CITY ADMINISTRATOR GENERAL FUND<br>OPERATING BUDGET |                            |                            |                            |                           |
|----------------------------|-----------------------------------------------------|----------------------------|----------------------------|----------------------------|---------------------------|
|                            | ACTUAL<br>FY 22                                     | ACTUAL<br>FY 23            | BUDGET<br>FY24             | ESTIMATE<br>FY24           | PROPOSED<br>FY25          |
| PERSONAL SERVICES          | \$ 788,914                                          | \$ 937,801                 | \$ 971,278                 | \$ 903,338                 | \$1,032,444               |
| OPERATIONS AND MAINTENANCE | 181,059                                             | 254,667                    | 376,659                    | 240,438                    | 392,228                   |
| <b>TOTAL EXPENDITURES</b>  | <b><u>\$ 969,973</u></b>                            | <b><u>\$ 1,192,468</u></b> | <b><u>\$ 1,347,937</u></b> | <b><u>\$ 1,143,776</u></b> | <b><u>\$1,424,672</u></b> |

# City Clerk

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

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

\$425,552

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

\$25,316

### **Overall Budget Justification:**

The FY25 budget for the City Clerk’s office is \$425,552, this is an increase in costs of \$25,316 from the prior year. This amount is included in the overall City Administration budget of \$2,574,672. Increases are due to salaries and FICA increases. The current year’s budget reflects money set aside to pay a temp worker to scan documents from July-Oct, and a records intern for 10 hours per week, as well as \$15,000 to cover annual software fees for agenda management and public records requests. \$80,000.00 was unspent in FY24 and is carried over into FY25 for new records management software. Due to staffing fluctuations in the IT department and the City Clerk’s office, the RPF process to seek possible records management software solutions did not occur.



No technology components are due for replacement this year. The Council Chambers audio visual components will be replaced with the new City Hall relocation.

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.

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

During FY25 the Clerk’s office is asking for funds to expand the scanning and preservation of permanent records to be imported into Questys. Professional services from Data Imaging Solutions to also digitize 13 boxes of Special Improvement Light Maintenance Districts (SILMDs); 3 boxes of Park Maintenance District (PMDs); and 4 boxes of Protest Letters for Park District 1 (PD1).

Further, the Clerk’s office is asking for funding to hire a temporary worker for 30 hours a week from July-October to work in-house adding records into Questys and reducing more boxes from storage prior to the move to the new City Hall. The success of this effort will depend on obtaining a qualified Records Specialist as the Clerk’s office is already stretched to its limitations in workspace and productive work hours.

## **Accomplishments and Challenges:**

The email capstone archiving policy was established in August 2023. The Clerk's office records have been inventoried and progress has been made on a comprehensive filing plan.

By the end of FY24, 45 banker boxes of SID records were successfully scanned and ready to be imported into the Questys document imaging solution. Approximately 100 of the 400 boxes have been scanned or have met their retention and been destroyed from the Clerk's office.

Progress has been made toward customized building of Questys to reflect the local government retention schedule, but it has been very slow.

It has been challenging to maintain a Records Specialist to move the centralized document imaging solution forward. The Clerk's office is now searching for its third candidate in less than two years. The struggle to retain a qualified records specialist has hindered progress to a point where organization-wide records training and expanded centralization of records archiving is nearly halted. Due to staffing fluctuations of key IT staff and the Records Specialist position, an RFP was not pursued for a new digital records storage system. The Clerk's office is seriously understaffed and will seek to add 3 FTEs in the next 5 years. Two of the FTEs will work the records program and one will be dedicated to public records requests. Also anticipated needs over the next 5 years will be RFPs for Agenda Management software, Public Records Request software, and document imaging and records management software.

## **Department Goals:**

- Obtain a qualified, dedicated records specialist to further our efforts for implementation of Questys and developing records management training throughout the organization.
- Continue digitization of paper documents for greater public records access and minimize storage needs.
- Amend and update City Code sections affecting administration and City Clerk's office.

# Facilities Management

## **Facilities Management**

### **FY25 Department Budgeted Expense Total:**

Facilities Funds: \$2,677,166

### **Change from Budget FY24:**

Facilities Expenses: (\$328,572)

### **Overall Budget Justification:**

The Facilities Division FY25 expense budget is \$2,677,166. This is a \$328,572 decrease from last year due to completion of various large hail repairs and a reduction in new City Hall repair funds.



#### **Current City Hall**

Base Rent and OPEX tenant charges at current City Hall have increased approximately 5% for all City Departments. Only six months of charges are being requested as we anticipate being moved out of existing City Hall by end of calendar year 2024. As only six months' charges are being requested there is a 43% decrease in the funds being paid into this account versus FY24.

Tenant charges have increased due to added facility management scope and increased material costs.

#### **New City Hall**

Base Rent and OPEX tenant charges at new City Hall have increased approximately 5% for all City Departments. Only six months of charges are being requested as we anticipate being moved into new City Hall by beginning of calendar year 2025. As six months' charges are being requested there is a 53% increase in the funds being paid into this account versus FY24.

Tenant charges have increased due to added facility management scope and increased material costs.

### Yellowstone Valley Animal Shelter

Base Rent and OPEX tenant charges at YVAS have increased approximately 6% for Police. A \$5,000 capital charge is added to Animal Control for the purposes of building reserves for capital replacement.

Tenant charges have increased due to added facility management scope and increased material costs.

### Billings Operations Center

Base Rent and OPEX tenant charges at BOC saw a decrease due to debt service being sunset and after conversations on how best to adjust charges based upon operational needs and capital replacement. Approximate changes in charges are as follows: Fleet decrease of 24%, Parks decrease of 40%, Police decrease of 40%, Solid Waste decrease of 28%, Streets/Traffic decrease of 38% for a total of 35% decrease in Base Rent and OPEX charges.

Directions were given to right-size Dept/Div allocation as there was no equity in charges and to ensure that each Dept/Div contribution is equitable and there is no subsidizing. To lessen the dramatic swing in charges this will be a phased approach over the next three to five years.

A proportionally accurate capital charge of \$500,000 is added to each department based upon the amount of space they occupy. The goal is to build reserves for capital replacement and anticipated BOC expansion.

The \$1.2 million debt service charge to pay back general fund is being paid in full this year by Departments to Finance. This was another reason to adjust charges down for Departments.

Personal services have increased \$45,252.

### Fire Stations

Over the past three years the Fire Department and Facilities have partnered on various building/grounds related projects. For FY25 the decision is being made to centralize all hard services related to Fire Department buildings and grounds within the Facilities Division, including associated administrative responsibilities such as invoicing.

## **Budgeted Revenues:**

### **FACILITIES MANAGEMENT FUND REVENUES BY CLASS**

ALL FUNDS

|                       | <b>ACTUAL<br/>FY 22</b>     | <b>ACTUAL<br/>FY 23</b>     | <b>BUDGET<br/>FY24</b>     | <b>ESTIMATE<br/>FY24</b>   | <b>PROPOSED<br/>FY25</b>   |
|-----------------------|-----------------------------|-----------------------------|----------------------------|----------------------------|----------------------------|
| <b>REVENUES:</b>      |                             |                             |                            |                            |                            |
| TAXES                 | 31,543                      | 200,000                     | 200,000                    | 200,000                    | 200,000                    |
| CHARGES FOR SERVICES  | \$ 690,724                  | \$ 722,563                  | \$ 1,482,824               | \$ 900,000                 | \$ 891,847                 |
| INTERGOVERNMENTAL     | 28,205                      | 13,743                      | 650,000                    | 650,000                    | 650,000                    |
| RENTS                 | 1,101,959                   | 1,224,207                   | 1,554,985                  | 1,592,614                  | 1,653,983                  |
| INVESTMENT EARNINGS   | (58,644)                    | 220,115                     | 101,000                    | 495,000                    | 99,300                     |
| MISCELLANEOUS         | 10,676                      | 197,471                     | 30,000                     | 4,148,806                  | -                          |
| TRANSFERS             | 20,882,617                  | 12,257,057                  | 456,894                    | 456,894                    | 100,000                    |
| <b>TOTAL REVENUES</b> | <b><u>\$ 22,687,080</u></b> | <b><u>\$ 14,835,156</u></b> | <b><u>\$ 4,475,703</u></b> | <b><u>\$ 8,443,314</u></b> | <b><u>\$ 3,595,130</u></b> |

### **FACILITIES MANAGEMENT FUND REVENUES BY FUND**

ALL FUNDS

|                        | <b>ACTUAL<br/>FY 22</b>     | <b>ACTUAL<br/>FY 23</b>     | <b>BUDGET<br/>FY24</b>     | <b>ESTIMATE<br/>FY24</b>   | <b>PROPOSED<br/>FY25</b>   |
|------------------------|-----------------------------|-----------------------------|----------------------------|----------------------------|----------------------------|
| <b>REVENUES:</b>       |                             |                             |                            |                            |                            |
| CITY HALL CONSTRUCTION | \$ 20,385,891               | \$ 12,215,478               | \$ 1,047,000               | \$ 3,568,806               | \$ 980,000                 |
| FACILITIES MANAGEMENT  | 2,301,189                   | 2,619,678                   | 3,428,703                  | 4,874,508                  | 2,615,130                  |
| <b>TOTAL REVENUES</b>  | <b><u>\$ 22,687,080</u></b> | <b><u>\$ 14,835,156</u></b> | <b><u>\$ 4,475,703</u></b> | <b><u>\$ 8,443,314</u></b> | <b><u>\$ 3,595,130</u></b> |



## **Budgeted Expenditures:**

### **FACILITIES MANAGEMENT FUND OPERATING BUDGET BY CLASS**

ALL FUNDS

|                            | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY24      | ESTIMATE<br>FY24     | PROPOSED<br>FY25    |
|----------------------------|---------------------|---------------------|---------------------|----------------------|---------------------|
| <b>EXPENDITURES:</b>       |                     |                     |                     |                      |                     |
| PERSONAL SERVICES          | \$ 650,805          | \$ 570,563          | \$ 789,137          | \$ 624,582           | \$ 834,389          |
| OPERATIONS AND MAINTENANCE | 1,918,384           | 2,517,891           | 1,811,601           | 2,504,628            | 1,269,906           |
| CAPITAL                    | 163,300             | 3,557,032           | 1,605,000           | 19,225,000           | 320,000             |
| DEBT SERVICE               | 3,319               | -                   | -                   | -                    | -                   |
| TRANSFERS OUT              | -                   | 1,000,000           | -                   | -                    | 1,247,871           |
| <b>TOTAL EXPENDITURES</b>  | <b>\$ 2,735,808</b> | <b>\$ 7,645,486</b> | <b>\$ 4,205,738</b> | <b>\$ 22,354,210</b> | <b>\$ 3,672,166</b> |

### **FACILITIES MANAGEMENT FUND OPERATING BUDGET BY FUND**

ALL FUNDS

|                           | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY24      | ESTIMATE<br>FY24     | PROPOSED<br>FY25    |
|---------------------------|---------------------|---------------------|---------------------|----------------------|---------------------|
| <b>EXPENDITURES:</b>      |                     |                     |                     |                      |                     |
| CITY HALL CONSTRUCTION    | \$ -                | \$ 3,493,170        | \$ 1,200,000        | \$ 19,122,500        | \$ 995,000          |
| FACILITIES MANAGEMENT     | 2,735,808           | 4,152,316           | 3,005,738           | 3,231,710            | 2,677,166           |
| <b>TOTAL EXPENDITURES</b> | <b>\$ 2,735,808</b> | <b>\$ 7,645,486</b> | <b>\$ 4,205,738</b> | <b>\$ 22,354,210</b> | <b>\$ 3,672,166</b> |

## **New or Expanded Programs:**

- Continued build-out for the New City Hall facility.
- Master Planning of BOC.
- Real Estate services in disposal of Real Property of City Hall, Park 1 retail space, and two surface lots.
- Management of Leases at Park 1.
- Fire Department hard service deliverability.

### **Staffing:**

There are no staffing changes or requests for Facilities in FY25. The division is fully staffed at 10 FTE.

| STAFFING AUTHORIZATION     |                   |                   |                    |                    |
|----------------------------|-------------------|-------------------|--------------------|--------------------|
| POSITION                   | ACTUAL<br>FY 22   | ACTUAL<br>FY 23   | BUDGET<br>FY24     | PROPOSED<br>FY25   |
| FACILITIES MANAGER         | 0.3               | 0.3               | 1.0                | 1.0                |
| FACILITIES SUPERINTENDENT  | 1.0               | 1.0               | -                  | -                  |
| FACILITIES SPECIALIST      | 1.0               | 1.0               | 1.0                | 1.0                |
| FACILITIES MAIN SUPPORT I  | 3.0               | 3.0               | 3.0                | 3.0                |
| FACILITIES MAIN SUPPORT II | 3.0               | 3.0               | 5.0                | 5.0                |
| <b>TOTAL</b>               | <b><u>8.3</u></b> | <b><u>8.3</u></b> | <b><u>10.0</u></b> | <b><u>10.0</u></b> |

### **Additional Comments:**

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

### **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, commission, and warranty phase is the Division's primary goal for FY25.

# Building Division

# **Building Division**

## **FY25 Department Budgeted Expense Total:**

**Revenue:**     \$2,262,000

Change from FY24: (\$381,000)

**Expenses:**     \$2,471,643

Change from FY24: (\$154,361)



## **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 Building Division is a Special Revenue Fund, as all funding is obtained through user fees, which can only be utilized for building code enforcement.

## **Budgeted Revenues:**

All revenue for the Building Division is collected through permitting and plan review fees. Permit and plan review revenues for FY25 are projected to be \$2,158,000, which is \$413,000 less than last year's budget. Revenues can fluctuate a great deal based on actual construction activity, which can be difficult to predict. The actual FY24 revenue collected through the first eight months of FY24 is trending lower than what was estimated, which influences the estimate for FY25. There has been a decline in all construction types over the last several months, outside of the typical seasonal declines over the winter. Additionally, we had anticipated fees from a few projects that were in the planning stages and have since been put on hold or delayed. We believe the construction activity will continue generally at the current levels in the coming fiscal year.

|                       | BUILDING INSPECTION FUND |                     |                     |                     |                     |
|-----------------------|--------------------------|---------------------|---------------------|---------------------|---------------------|
|                       | REVENUES                 |                     |                     |                     |                     |
|                       | ACTUAL<br>FY 22          | ACTUAL<br>FY 22     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
| REVENUE:              |                          |                     |                     |                     |                     |
| LICENSES & PERMITS    | \$ 3,065,110             | \$ 2,601,757        | \$ 2,571,000        | \$ 2,175,000        | \$ 2,158,000        |
| INTEREST ON INVESTMEN | (56,199)                 | 103,347             | 72,000              | 100,929             | 104,000             |
| MISCELLANEOUS         | 37,107                   | 6,175               | -                   | 1,700               | -                   |
| <b>TOTAL REVENUE</b>  | <b>\$ 3,046,018</b>      | <b>\$ 2,711,279</b> | <b>\$ 2,643,000</b> | <b>\$ 2,277,629</b> | <b>\$ 2,262,000</b> |

### **Budgeted Expenditures:**

Expenditures are set at \$2,471,643 for FY25. Most of our expenses are personnel and O&M for our office and vehicles. Expenses for the coming fiscal year are budgeted to be \$154,360 less than FY24. There will be some expenses for new equipment and moving costs in FY25 with the move to new City Hall and capital expense of \$20,744 for a conference room build in the new building.

| BUILDING INSPECTION FUND |                     |                     |                     |                     |                     |
|--------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| EXPENDITURES             |                     |                     |                     |                     |                     |
|                          | ACTUAL<br>FY 22     | ACTUAL<br>FY 22     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
| EXPENDITURES:            |                     |                     |                     |                     |                     |
| PERSONAL SERVICES        | \$ 1,380,499        | \$ 1,597,581        | \$ 1,757,328        | \$ 1,501,180        | \$ 1,700,135        |
| OPERATIONS & MAINT.      | 776,228             | 685,773             | 793,675             | 750,000             | 750,764             |
| CAPITAL                  | 47,212              | 228,916             | 75,000              | 600,000             | 20,744              |
| INTERFUND TRANSFERS      | -                   | -                   | -                   | 309,126             | -                   |
| TOTAL EXPENDITURES       | <u>\$ 2,203,939</u> | <u>\$ 2,512,270</u> | <u>\$ 2,626,003</u> | <u>\$ 3,160,306</u> | <u>\$ 2,471,643</u> |

### **Building Division Reserves:**

A bill was passed in the 2023 legislative session that increased the reserve amount that Building Divisions may hold from a 12-month reserve to a 36-month reserve. The Building Division currently holds about 11 months of reserves. The last few years, we have made significant investments using reserve funds to lower our reserve amount to under one year.

### **New or Ongoing Programs:**

We are currently working through the implementation of a new online permitting and plan review program that will be put into service toward the latter part of 2024. The new system will have features such as a user-friendly online portal for customers, online payment capability, electronic plan review, online inspection scheduling and correction notices, and a mobile app for use in the field.

In FY24, we improved our Special Inspection Program, along with records and data management by adding a Building Division Records Specialist position. This position will help to increase our efficiency and services to our customers. They are responsible for keeping inspection records organized and up to date during the course of a construction project so that inspectors can focus on providing timely and complete inspections to keep projects moving. This position also works to compile and provide timely and relevant data regarding construction and development in the City.

## **Staffing:**

The Building Division has a total of 18.3 FTEs and we are not requesting any additional staff for FY25.

| STAFFING AUTHORIZATION        |                    |                    |                    |                    |
|-------------------------------|--------------------|--------------------|--------------------|--------------------|
| POSITION                      | ACTUAL<br>FY 22    | ACTUAL<br>FY 23    | BUDGET<br>FY 24    | PROPOSED<br>FY 25  |
| 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                |
| BUILDING RECORDS SPECIALIST   | -                  | -                  | 1.0                | 1.0                |
| PLANS EXAMINER                | 2.0                | 3.0                | 3.0                | 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     | 1.0                | 1.0                | 1.0                | 1.0                |
| COMBINATION INSPECTOR I       | 4.0                | 4.0                | 4.0                | 4.0                |
| PLUMBING INSPECTOR            | 1.0                | 1.0                | 1.0                | 1.0                |
| ADMINISTRATIVE SUPPORT I      | 0.3                | 0.3                | 0.3                | 0.3                |
| BUILDING PERMIT TECH          | 1.0                | 1.0                | 1.0                | 1.0                |
| <b>TOTAL</b>                  | <b><u>16.0</u></b> | <b><u>17.0</u></b> | <b><u>18.3</u></b> | <b><u>18.3</u></b> |

# Fleet Services

## **Fleet Services**

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

\$2,407,878

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

\$202,101



### **Overall Budget Justification:**

The FY25 budget for the Fleet Services Division is \$2,407,878; this represents an increase of \$202,101 from the previous year. Services provided by the Fleet Service Division include the maintenance and repair of City vehicles and equipment; preventive maintenance programs; parts and fuel inventory management; Fleet inventory; Equipment Replacement Plan (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, because of the estimated 5.0% COLA, IT charges, Building Rent charges & Liability Insurance.

There are no Capital expenditures budgeted for the FY25 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 FY25 is \$3,571,174, an increase of 1,216,055 from the prior year. This will be subject to any changes in the cost of fuel.

### **Accomplished Programs:**

We have completed the first full year of our new Asset Works Fleet Management Software. This new software has been challenging at times, but we have successfully implemented daily use and processes. This software is contributing to the overall success of managing a fleet of nearly 1200 pieces of equipment owned and operated by the City of Billings. This software has made our parts inventory more uniform and our billing system easier for other departments to access and understand. In addition, we have added 53 new vehicles and equipment to our fleet with 21 more on order to ensure the City of Billings fleet stays up to date, accurate and abides to the Equipment Replacement Plan.



## **Budgeted Revenues:**

| FLEET SERVICES FUND<br>OPERATING BUDGET |                     |                     |                     |                     |                     |
|-----------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| FUND 6010                               |                     |                     |                     |                     |                     |
|                                         | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
| <b>REVENUES:</b>                        |                     |                     |                     |                     |                     |
| FLEET SERVICES                          | \$ 1,827,996        | \$ 2,342,425        | \$ 2,296,369        | \$ 2,650,000        | \$ 3,480,379        |
| COURIER                                 | 40,752              | 42,016              | 40,750              | 40,752              | 42,795              |
| INTEREST EARNINGS                       | (19,764)            | 39,637              | 18,000              | 65,000              | 48,000              |
| INTERGOVERNMENTAL                       | 72,132              | 40,134              | -                   | -                   | -                   |
| MISCELLANEOUS                           | 30,573              | 74,912              | -                   | 25,000              | -                   |
| <b>TOTAL REVENUE</b>                    | <b>\$ 1,951,689</b> | <b>\$ 2,539,124</b> | <b>\$ 2,355,119</b> | <b>\$ 2,780,752</b> | <b>\$ 3,571,174</b> |

## **Budgeted Expenditures:**

| FLEET SERVICES FUND<br>OPERATING BUDGET |                     |                     |                     |                     |                     |
|-----------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| FUND 6010                               |                     |                     |                     |                     |                     |
|                                         | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
| <b>EXPENSES:</b>                        |                     |                     |                     |                     |                     |
| PERSONAL SERVICES                       | \$ 1,251,179        | \$ 1,668,370        | \$ 1,556,035        | \$ 1,390,000        | \$ 1,717,262        |
| OPERATION & MAINTENANCE                 | 323,416             | 501,096             | 611,375             | 480,000             | 608,685             |
| CAPITAL                                 | 26,200              | -                   | -                   | -                   | -                   |
| TRANSFERS OUT                           | 95,770              | 95,770              | 38,367              | 38,367              | 81,931              |
| <b>TOTAL EXPENSES</b>                   | <b>\$ 1,696,565</b> | <b>\$ 2,265,236</b> | <b>\$ 2,205,777</b> | <b>\$ 1,908,367</b> | <b>\$ 2,407,878</b> |

## **Staffing:**

A new mechanic will be added in 2025.

| FLEET SERVICES FUND<br>STAFFING AUTHORIZATION |                 |                 |                 |                   |
|-----------------------------------------------|-----------------|-----------------|-----------------|-------------------|
| POSITION                                      | ACTUAL<br>FY 22 | ACTUAL<br>FY 23 | BUDGET<br>FY 24 | PROPOSED<br>FY 25 |
| FLEET SERVICES MANAGER                        | 1.0             | 1.0             | 1.0             | 1.0               |
| MECHANIC II                                   | 6.0             | 4.0             | 4.0             | 5.0               |
| MECHANIC III                                  | 2.0             | 2.0             | 2.0             | 2.0               |
| MECHANIC IV                                   | 1.0             | 2.0             | 2.0             | 2.0               |
| LEAD MECHANIC                                 |                 | 1.0             | 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             | -               | -               | -                 |
| VEHICLE SERVICE TECHNICIAN                    | 3.0             | 3.0             | 3.0             | 3.0               |
| INVENTORY CONTROL SPEC. I                     | 1.0             | 2.0             | 2.0             | 2.0               |
| COURIER/ACCOUNT CLERK II                      | 1.0             | 1.0             | 1.0             | 1.0               |
|                                               | <u>18.0</u>     | <u>18.0</u>     | <u>18.0</u>     | <u>19.0</u>       |
| TOTAL                                         | <u>18.0</u>     | <u>18.0</u>     | <u>18.0</u>     | <u>19.0</u>       |

## **Department Goals:**

**Goal:** Add an additional 10<sup>th</sup> mechanic to Fleet Services.

Action: Request and receive approval to add a 10<sup>th</sup> mechanic for the FY 25 fiscal year and beyond.

Action: Administer a plan to upgrade this 10<sup>th</sup> position or another Mechanic II or III position to a Mechanic IV to ensure we have an Emergency Vehicle Ambulance technician available for the future emergency fleet.

*Outcome(s):*

A 10<sup>th</sup> Mechanic will help Fleet Services keep up with the high demand for maintenance and equipment repairs in the ever-growing City of Billings fleet.

**Goal:** Implementation of a receipt module in Asset Works.

Action: Assist Asset Works in completing a billing and receipt module for billing charges.

Action: Ensure the billing module is correct in a test environment before it goes live.

*Outcome(s):*

A user-friendly system to quickly administer billing correctly will help I.T. and the Finance Department's staff.

**Goal:** Complete both Fuel and Oil Contracts.

Action: Work closely with our current vendors to ensure our contract language is correct and up to date in the gas and oil industry.

Action: Meet with Town and Country and A&I Distributors to discuss the changes in the gas and oil industry to better determine the direction and cost of fuel and maintenance charges with the City of Billings Fleet.

*Outcome(s):*

These contracts will ensure that our Fleet of nearly 1200 pieces of equipment is maintained using the latest technology in lubricity, this will ensure that the City of Billings usage of over 800,000 gallons of fuel each year will be secured.

**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. Which increases 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 FY2025 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 FY2025 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:**

\$396,897

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

\$3,168

### **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 reflects an increase of \$3,168 from FY24. Personal Services decreased \$71,313 due to a decrease in pay-based benefit costs, while Salary & Wages remained at FY23 and FY24 budgeted amounts. Operations and Maintenance increased \$19,014 which includes a 50% increase of Facility Charges paying \$45,397 for the year and the \$10,000 yearly Executive Committee Contribution to Substance Abuse Connect.

This year's budget also includes \$25,000 for Council Contingency, which is the same amount budgeted in FY24. 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</b>            | <b>ACTUAL</b>            | <b>BUDGET</b>            | <b>ESTIMATE</b>          | <b>PROPOSED</b>          |
|---------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
|                           | <b>FY 22</b>             | <b>FY 23</b>             | <b>FY 24</b>             | <b>FY 24</b>             | <b>FY 25</b>             |
| GENERAL FUND              | \$ 577,112               | \$ 336,053               | \$ 393,729               | \$ 353,443               | \$ 396,897               |
| <b>TOTAL EXPENDITURES</b> | <b><u>\$ 577,112</u></b> | <b><u>\$ 336,053</u></b> | <b><u>\$ 393,729</u></b> | <b><u>\$ 353,443</u></b> | <b><u>\$ 396,897</u></b> |

### **MAYOR AND CITY COUNCIL**

#### **OPERATING BUDGET**

|                            | <b>ACTUAL</b>            | <b>ACTUAL</b>            | <b>BUDGET</b>            | <b>ESTIMATE</b>          | <b>PROPOSED</b>          |
|----------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
|                            | <b>FY 22</b>             | <b>FY 23</b>             | <b>FY 24</b>             | <b>FY 24</b>             | <b>FY 25</b>             |
| PERSONAL SERVICES          | \$ 153,381               | \$ 188,050               | \$ 233,735               | \$ 188,485               | \$ 217,889               |
| OPERATIONS AND MAINTENANCE | 423,731                  | 148,003                  | 159,994                  | 154,958                  | 179,008                  |
| TRANSFERS                  | -                        | -                        | -                        | 10,000                   | -                        |
| <b>TOTAL EXPENDITURES</b>  | <b><u>\$ 577,112</u></b> | <b><u>\$ 336,053</u></b> | <b><u>\$ 393,729</u></b> | <b><u>\$ 353,443</u></b> | <b><u>\$ 396,897</u></b> |

### **STAFFING AUTHORIZATION**

| <b>POSITION</b> | <b>ACTUAL</b>      | <b>ACTUAL</b>      | <b>BUDGET</b>      | <b>PROPOSED</b>    |
|-----------------|--------------------|--------------------|--------------------|--------------------|
|                 | <b>FY 22</b>       | <b>FY 23</b>       | <b>FY 24</b>       | <b>FY 25</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:**

\$32,613,811

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

\$2,499,062

### **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, Planning, Parks and Recreation, strategic planning initiatives and various other expenditures. The \$2.5 million overall increase in expenditures from FY24 is a result of a \$4.1 million increase in interdepartmental transfers to move the Parks Rec Department out of the General Fund, a reduction of \$3.6 million resulting from the settlement of the franchise fee lawsuit, \$400,000 decrease in liability insurance costs offset by a \$2.2 million increase in the transfer to the Public Safety Fund.



## **Budgeted Expenditures:**

| NON-DEPARTMENTAL           |                             |                             |                             |                            |                            |
|----------------------------|-----------------------------|-----------------------------|-----------------------------|----------------------------|----------------------------|
| GENERAL FUND               |                             |                             |                             |                            |                            |
|                            | ACTUAL<br>FY 22             | ACTUAL<br>FY 23             | BUDGET<br>FY 24             | ESTIMATE<br>FY 24          | PROPOSED<br>FY 25          |
| PERSONAL SERVICES          | \$ 68,393                   | \$ 165,645                  | \$ 115,566                  | \$ 68,206                  | \$ 110,000                 |
| OPERATIONS AND MAINTENANCE | 1,086,730                   | 1,004,973                   | 5,205,038                   | 5,064,084                  | 1,320,608                  |
| CAPITAL                    | -                           | 35,946                      | -                           | -                          | -                          |
| TRANSFERS                  | <u>47,943,093</u>           | <u>23,585,859</u>           | <u>24,794,145</u>           | <u>24,794,145</u>          | <u>31,183,203</u>          |
| <b>TOTAL EXPENDITURES</b>  | <b><u>\$ 49,098,216</u></b> | <b><u>\$ 24,792,422</u></b> | <b><u>\$ 30,114,749</u></b> | <b><u>\$29,926,435</u></b> | <b><u>\$32,613,811</u></b> |

| NON-DEPARTMENTAL          |                             |                             |                             |                            |                            |
|---------------------------|-----------------------------|-----------------------------|-----------------------------|----------------------------|----------------------------|
| GENERAL FUND              |                             |                             |                             |                            |                            |
|                           | ACTUAL<br>FY 22             | ACTUAL<br>FY 23             | BUDGET<br>FY 24             | ESTIMATE<br>FY 24          | PROPOSED<br>FY 25          |
| SICK AND VACATION PAY OFF | \$ 68,393                   | \$ 165,645                  | \$ 115,566                  | \$ 68,206                  | \$ 110,000                 |
| LIABILITY INSURANCE       | 531,623                     | 593,796                     | 983,318                     | 983,318                    | 558,252                    |
| PROFESSIONAL SERVICES     | 545,124                     | 394,102                     | 597,720                     | 462,440                    | 742,356                    |
| SPECIAL ASSESSMENTS       | 9,984                       | 17,074                      | 24,000                      | 18,325                     | 20,000                     |
| FRANCHISE FEE SETTLEMENT  | -                           | -                           | 3,600,000                   | 3,600,000                  |                            |
| CAPITAL                   | -                           | 35,946                      | -                           | -                          |                            |
| TRANSFERS TO OTHER FUNDS  |                             |                             |                             |                            |                            |
| LIBRARY                   | 1,127,533                   | 1,144,540                   | 1,196,458                   | 1,196,458                  | 1,392,818                  |
| COMMUNITY DEVELOPMENT     | 65,000                      | 65,183                      | 79,750                      | 79,750                     | 69,285                     |
| CITY HALL CONSTRUCTION    | 20,350,560                  | 500,000                     | 100,000                     | 100,000                    | 100,000                    |
| PARKS AND RECREATION      | -                           | -                           | 3,823,482                   | 3,823,482                  | 8,021,100                  |
| PLANNING                  | -                           | -                           | 300,000                     | 300,000                    | 100,000                    |
| PUBLIC SAFETY             | <u>26,400,000</u>           | <u>21,876,136</u>           | <u>19,294,455</u>           | <u>19,294,455</u>          | <u>21,500,000</u>          |
| <b>TOTAL EXPENDITURES</b> | <b><u>\$ 49,098,216</u></b> | <b><u>\$ 24,792,422</u></b> | <b><u>\$ 30,114,749</u></b> | <b><u>\$29,926,435</u></b> | <b><u>\$32,613,811</u></b> |

# Parking

## **FY25 Budget Overview**

**Department:** Parking

**Current Year Department Budgeted Expense Total:** \$2,265,970

**Change from Prior year:** \$207,998

### **Overall Budget Justification:**

The FY25 budget for the Parking Department is \$2,265,970 with an increase in costs of \$207,998 compared to the prior year. Previous year services may change for FY25 pending sale of properties. 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 currently operates and maintains four parking structures, three city-owned parking lots, approximately 849 parking meters and 6 Level Two Electric Vehicle charging ports. Increases in the FY25 budget are associated with the following: Capital Outlay increasing by \$84,516; Operations and Maintenance is increasing by \$159,444. Personal Services expenses will decrease by \$35,962 due to the elimination of a staff position.

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

The Delivery Permit program will be conducted entirely through the Parking Division at the start of FY'25. The Delivery Permit rate will increase from \$12.00 per year to \$25.00 per year in FY25 and increase again by \$25.00 per year in FY26.

### **Staffing Changes:**

The Parking Division is not proposing any new staffing changes.

### **Additional Comments:**

None

### **Department Goals:**

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

**PARKING DIVISION**  
**Goals for FY25**

**Department Goals:**

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

Action:

- o Resume collections on unpaid parking citations.
- o Research and potentially implement programs that would improve parking revenues.
- o Explore options to reduce expenses.

Outcome(s):

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

**Goal:** Improve Aesthetic Appeal of Parking Properties

Action:

- o Improve graphics and signage system.
- o Improve the interior appearance of garages with high pressure washing and painting.
- o Add landscaping around garages.
- o Add additional cameras where needed.
- o Paint meter poles same color.
- o Improvements to Skate Lot.

Outcome(s):

- Reduce confusion and improve safety in parking structures.
- Parking structures appear cleaner and more appealing.
- Visiting patrons encounter a positive experience.

**PARKING FUND  
OPERATING BUDGET**

FUND 5210

|                                    | <b>ACTUAL<br/>FY 22</b> | <b>ACTUAL<br/>FY 23</b> | <b>BUDGET<br/>FY 24</b>   | <b>ESTIMATE<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|------------------------------------|-------------------------|-------------------------|---------------------------|---------------------------|---------------------------|
| <b>WORKING CAPITAL - BEGINNING</b> | <b>\$ 341,322</b>       | <b>\$ 566,558</b>       | <b>\$ 1,070,088</b>       | <b>\$ 1,042,342</b>       | <b>\$ 1,627,232</b>       |
| <b>REVENUES:</b>                   |                         |                         |                           |                           |                           |
| PARKING METER INCOME               | \$ 490,577              | \$ 497,995              | \$ 592,900                | \$ 473,227                | \$ 591,850                |
| VIOLATIONS                         | 102,051                 | 147,372                 | 110,850                   | 114,740                   | 147,500                   |
| SURFACE LOTS                       | 40,945                  | 40,687                  | 45,450                    | 39,785                    | 44,875                    |
| PARK 1 - GARAGE                    | 260,409                 | 267,843                 | 283,400                   | 293,440                   | 306,370                   |
| PARK 1 - STORE RENTAL              | 55,683                  | 61,077                  | 55,683                    | 60,710                    | 60,800                    |
| PARK 2                             | 612,909                 | 661,940                 | 684,115                   | 673,818                   | 716,525                   |
| PARK 3                             | 292,370                 | 305,965                 | 337,000                   | 291,095                   | 331,900                   |
| EMPIRE PARKING GARAGE              | 207,591                 | 260,505                 | 283,100                   | 277,705                   | 287,700                   |
| INVESTMENT EARNINGS                | (11,647)                | 24,688                  | 9,000                     | 64,323                    | 30,000                    |
| VEHICLE PERMITS                    | 13,224                  | 17,252                  | 35,000                    | 12,658                    | 15,500                    |
| TIF TRANSFER                       | 130,000                 | 130,000                 | 130,000                   | 139,542                   | 139,542                   |
| TRANSFERS IN                       | -                       | -                       | -                         | 4,000                     | -                         |
| MISC. REVENUE                      | 4,572                   | 10,263                  | -                         | 2,274                     | -                         |
| <b>TOTAL REVENUE</b>               | <b>\$ 2,198,684</b>     | <b>\$ 2,425,587</b>     | <b>\$ 2,566,498</b>       | <b>\$ 2,447,317</b>       | <b>\$ 2,672,562</b>       |
|                                    | <b>ACTUAL<br/>FY 22</b> | <b>ACTUAL<br/>FY 23</b> | <b>APPROVED<br/>FY 24</b> | <b>ESTIMATE<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
| <b>EXPENSES:</b>                   |                         |                         |                           |                           |                           |
| ADMINISTRATION                     | \$ 307,242              | \$ 255,171              | \$ 279,458                | \$ 250,972                | \$ 290,988                |
| ENFORCEMENT                        | 322,829                 | 257,265                 | 276,897                   | 261,397                   | 312,677                   |
| METER COLLECT. & MAINT.            | 254,134                 | 234,413                 | 249,719                   | 246,674                   | 280,103                   |
| SURFACE LOTS                       | 26,101                  | 26,912                  | 26,194                    | 14,667                    | 28,220                    |
| PARK 1 - GARAGE                    | 145,647                 | 168,183                 | 186,273                   | 158,971                   | 210,838                   |
| PARK 1 - STORE RENTAL              | 14,828                  | 19,892                  | 21,700                    | 20,410                    | 19,765                    |
| PARK 2                             | 318,631                 | 310,524                 | 337,725                   | 216,753                   | 294,747                   |
| PARK 3                             | 203,056                 | 171,948                 | 149,181                   | 163,839                   | 164,796                   |
| EMPIRE PARKING GARAGE              | 116,690                 | 144,111                 | 151,838                   | 159,489                   | 200,333                   |
| DEBT SERVICE-PRINCIPAL             | -                       | -                       | 177,092                   | 177,092                   | 185,070                   |
| DEBT SERVICE-INTEREST              | 89,186                  | 81,684                  | 78,691                    | 78,691                    | 70,713                    |
| CONSTRUCTION & CAPITAL             | 25,397                  | 86,587                  | 123,204                   | 113,472                   | 207,720                   |
| <b>TOTAL EXPENSES</b>              | <b>\$ 1,823,741</b>     | <b>\$ 1,756,690</b>     | <b>\$ 2,057,972</b>       | <b>\$ 1,862,427</b>       | <b>\$ 2,265,970</b>       |
| PRIOR PERIOD ADJUSTMENT            | \$ -                    | \$ -                    | \$ -                      | \$ -                      | \$ -                      |
| WORKING CAP. CHANGES NOT BUDGETED  | (149,707)               | (193,113)               | \$ -                      | -                         | -                         |
| <b>WORKING CAPITAL - ENDING</b>    | <b>\$ 566,558</b>       | <b>\$ 1,042,342</b>     | <b>\$ 972,336</b>         | <b>\$ 1,627,232</b>       | <b>\$ 2,033,824</b>       |
| <b>LESS OPERATING RESERVE</b>      | <b>273,465</b>          | <b>254,147</b>          | <b>264,000</b>            | <b>238,000</b>            | <b>290,000</b>            |
| <b>LESS GARAGE CAPITAL RESERVE</b> | <b>-</b>                | <b>-</b>                | <b>-</b>                  | <b>-</b>                  | <b>-</b>                  |
| <b>AVAILABLE WORKING CAPITAL</b>   | <b>\$ 293,093</b>       | <b>\$ 788,195</b>       | <b>\$ 708,336</b>         | <b>\$ 1,389,232</b>       | <b>\$ 1,743,824</b>       |

**PARKING FUND  
OPERATING BUDGET**

FUND 5210

|                            | <b>ACTUAL<br/>FY 22</b>   | <b>ACTUAL<br/>FY 23</b>   | <b>BUDGET<br/>FY24</b>    | <b>ESTIMATE<br/>FY24</b>  | <b>PROPOSED<br/>FY25</b>  |
|----------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| PERSONAL SERVICES          | \$ 850,444                | \$ 785,777                | \$ 809,151                | \$ 690,000                | \$ 773,189                |
| OPERATIONS AND MAINTENANCE | 858,714                   | 802,642                   | 869,834                   | 803,172                   | 1,029,278                 |
| CAPITAL                    | 25,397                    | 86,587                    | 123,204                   | 113,472                   | 207,720                   |
| DEBT SERVICE               | <u>89,186</u>             | <u>81,684</u>             | <u>255,783</u>            | <u>255,783</u>            | <u>255,783</u>            |
| <b>TOTAL EXPENSES</b>      | <b><u>\$1,823,741</u></b> | <b><u>\$1,756,690</u></b> | <b><u>\$2,057,972</u></b> | <b><u>\$1,862,427</u></b> | <b><u>\$2,265,970</u></b> |

**PARKING FUND  
STAFFING AUTHORIZATION**

| <b>POSITION</b>                                  | <b>ACTUAL<br/>FY 22</b> | <b>ACTUAL<br/>FY 23</b> | <b>BUDGET<br/>FY24</b> | <b>PROPOSED<br/>FY25</b> |
|--------------------------------------------------|-------------------------|-------------------------|------------------------|--------------------------|
| PARKING MANAGER                                  | 1.0                     | 1.0                     | 1.0                    | 1.0                      |
| PARKING GARAGE ATTENDANT                         | 1.0                     | 1.0                     | -                      |                          |
| PARKING METER COLLECTION /<br>MAINTENANCE WORKER | 2.0                     | 2.0                     | 2.0                    | 2.0                      |
| PKG GARAGE ATTNDT/ACCT CLERK I                   | 2.0                     | 2.0                     | 1.0                    | -                        |
| FACILITIES MAINT SUPPORT I                       | 3.0                     | 3.0                     | 3.0                    | 3.0                      |
| PARKING ENFORCEMENT OFFICERS                     | 3.0                     | 3.0                     | 3.0                    | 3.0                      |
| ADMINISTRATIVE SUPPORT II/ACCT CLEK 1            | <u>1.0</u>              | <u>1.0</u>              | <u>1.0</u>             | <u>1.0</u>               |
| <b>TOTAL</b>                                     | <b><u>13.0</u></b>      | <b><u>13.0</u></b>      | <b><u>11.0</u></b>     | <b><u>10.0</u></b>       |

# Aviation & Transit

# Airport



## **Aviation & Transit Department**

### **Airport**

**Current Year Department (Aviation Division) Budgeted Expense Total:** \$29,994,169

**Change from Prior Year Budget Expense:** \$3,485,461

#### **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 bounced back to more than 840,000 during 2023. Other businesses



and activities located at the Airport include car rentals, restaurant/deli/lounge, gift shop, public parking, Fixed Base Operators (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, parking 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 Years 2024 and 2025.

#### **Revenues**

The Airport's FY 2025 budgeted revenues total \$28,980,329, which is an increase of \$8,206,940 from the FY 2024 budget. The increase is primarily due to future Federal grant funding provided by the Infrastructure Bill passed by Congress that will be used for the Runway 7/25 improvements. 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 to the purchase of two replacement fire trucks and the improvements to Runway 7/25. Operating revenues increased \$1,476,575 to reflect the additional square footage from the Terminal Expansion project along with the anticipated recovery of passengers, while lease rates increased 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 2025 budget is \$245,531 more than the FY 2024 budget. This increase is due to step increases and the anticipated wage increase that all employees will receive when labor negotiations are finalized this summer. The Airport's FY 2025 Operations and Maintenance budget is \$679,275 more than that of FY 2024. This is the result of the Airport anticipating having to implement a new employee screening program required by TSA, along with higher insurance premiums, and the City of Billings cost allocation charges from other departments.

## **Capital**

The FY 2025 capital projects include the following:

1. The Airport Improvement Program (AIP) will provide approximately \$11,000,000 to fund the Runway 7/25 improvements along with \$3,100,000 of local PFC funds to pay for the project.
2. Passenger Facility Charges (PFC) will provide approximately \$2,000,000 to fund the replacement of two new fire trucks.
3. There are no Car Rental Facility Charges (CFC) funded projects budgeted for FY 2025.
4. Other projects budgeted in FY 2025 include: the rehabilitation of an existing Airport Access Road - Overlook Drive (\$1,200,000), replacing the Airport Police vehicle with a new 4 X 4 SUV (\$46,000), improvement of the west end water line for commercial development (\$253,000), the addition of a plane skate that is a recovery device used to move disabled aircraft off of the runway (\$75,000), airfield software management program (\$50,000), airfield painting (\$35,000), and a compact vertical man lift (\$20,000) to reach the new higher ceilings built during the Terminal Expansion project.

## **Debt Service**

The Airport's debt service payments consist of principal and interest payments on the Airport's Series 2020B Revenue Bonds secured with CFC revenue. The FY 2025 Debt Service Principal and Debt Service Interest budgets may be less than the FY 2024 budgets due to lower than anticipated borrowing for the Terminal Expansion project.

## **New or Expanded Programs:**

Initiate a multi-year Airport Master Plan (AMP) update.

Expand the Airport's Air Service Development effort.

## **Staffing Changes:**

Reclassify ten positions and adjust the pay due to increased responsibilities over the next five years.

Add one position each year to increase the number of Building Maintenance Mechanics and Custodians to maintain the additional terminal space and provide additional staff to cover longer hours of Airport operation.

## **AIRPORT GOALS:**

**Goal:**            **Initiate the multi-year Airport Master Plan Update Project – Completion Target 2025**

Action(s)        Complete an Airport Master Plan Update using a robust public process.

Outcome:        A twenty-year forecast of future Airport development with a detailed implementation/financial plan.

**Goal:**            **Expand the Air Service Development effort to increase air service at the Airport**

Action:           Continue to expand communication, coordination, and cooperation with air carriers regarding new flights, additional airline seats, and improved service for the community.

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

**Goal:**            **Runway 7/25 Improvements**

Action:           Improve the existing crosswind Runway 7/25 by rehabilitating or replacing the pavement surface and extending the runway by an additional 500 feet on both ends.

Outcome:        Safety and design standards will meet Federal Aviation Administration requirements.

**Goal:**            **Enhance the Airport's Marketing and Advertising Program**

Action:           Work with consultants to update, add, and install advertising amenities within the Airport Terminal Building to create highly visible and desirable advertising options.

Work with local tourism agencies and businesses to advertise and enhance the image of the Airport and the community.

Create print and digital advertising to promote the Airport.

Outcome:        Generate additional Airport revenue from advertising, promote the Airport, and improve community relations.

**Goal:**            **Renew Airline Agreements**

Action:           Now that the Terminal Expansion Project is nearing completion, staff will need to renegotiate agreements with all of the Airlines.

Outcome:        New Agreements will be finalized in 2025 and the Airlines will begin paying for the additional space that was added during the Terminal Expansion Project.

FUNDS 5600-5690 & 4050-4090

**AIRPORT FUND  
OPERATING BUDGET**

|                                       | <b>ACTUAL<br/>FY 22</b>     | <b>ACTUAL<br/>FY 23</b>     | <b>BUDGET<br/>FY 24</b>    | <b>ESTIMATE<br/>FY 24</b>  | <b>PROPOSED<br/>FY 25</b>   |
|---------------------------------------|-----------------------------|-----------------------------|----------------------------|----------------------------|-----------------------------|
| <b>WORKING CAPITAL - BEGINNING</b>    | <b><u>\$ 17,902,911</u></b> | <b><u>\$ 23,446,631</u></b> | <b><u>\$26,959,601</u></b> | <b><u>\$23,446,631</u></b> | <b><u>\$ 30,124,481</u></b> |
| <b>REVENUES:</b>                      |                             |                             |                            |                            |                             |
| CHARGE FOR SERVICES                   | \$ 9,525,717                | \$ 10,646,186               | \$10,975,604               | \$11,500,000               | \$ 12,484,424               |
| FEDERAL/STATE GRANT REVENUE           | 15,044,060                  | 10,620,450                  | 7,450,000                  | 12,700,000                 | 11,997,425                  |
| PFC REVENUE                           | 1,497,293                   | 1,625,377                   | 1,200,000                  | 1,200,000                  | 1,400,000                   |
| CFC REVENUE                           | 669,099                     | 723,405                     | 714,000                    | 750,000                    | 750,000                     |
| INVESTMENT INTEREST                   | (203,878)                   | 609,231                     | 241,485                    | 510,000                    | 520,000                     |
| SALE OF EQUIPMENT/LAND                | -                           | -                           | -                          | -                          | -                           |
| CARES GRANT                           | -                           | -                           | -                          | -                          | 1,600,000                   |
| BOND REVENUE                          | -                           | -                           | -                          | -                          | -                           |
| REFUNDS/REIMBURSEMENTS                | <u>107,215</u>              | <u>65,684</u>               | <u>192,300</u>             | <u>120,000</u>             | <u>228,480</u>              |
| <b>TOTAL REVENUE</b>                  | <b><u>\$ 26,639,506</u></b> | <b><u>\$ 24,290,333</u></b> | <b><u>\$20,773,389</u></b> | <b><u>\$26,780,000</u></b> | <b><u>\$ 28,980,329</u></b> |
| <b>EXPENSES:</b>                      |                             |                             |                            |                            |                             |
| ADMINISTRATION                        | \$ 1,668,179                | \$ 1,913,160                | \$ 2,184,941               | \$ 2,233,000               | \$ 2,806,578                |
| BUILDING MAINTENANCE                  | 1,934,310                   | 2,088,589                   | 2,283,370                  | 2,315,000                  | 2,377,434                   |
| AIRFIELD MAINTENANCE                  | 1,363,996                   | 1,618,820                   | 1,653,987                  | 1,690,000                  | 1,613,226                   |
| AIRPORT POLICE                        | 994,652                     | 1,024,577                   | 1,018,277                  | 1,076,000                  | 1,155,860                   |
| AIRCRAFT RESCUE FIREFIGHTING          | 1,137,494                   | 1,169,386                   | 1,271,491                  | 1,335,000                  | 1,378,125                   |
| BUSINESS PARK                         | 187,666                     | 190,905                     | 201,205                    | 179,000                    | 247,986                     |
| CAR RENTAL FUELING                    | 327,188                     | 406,428                     | 399,000                    | 220,000                    | 336,664                     |
| CAR WASH FACILITY O&M                 | 152,305                     | 166,358                     | 195,685                    | 195,000                    | 216,889                     |
| AIRPORT AIP GRANT PROJECTS            | 19,315,247                  | 10,222,610                  | 12,422,714                 | 4,114,000                  | 12,275,000                  |
| AIRPORT PFC PROJECTS                  | -                           | -                           | -                          | -                          | 5,108,333                   |
| AIRPORT CFC PROJECTS                  | -                           | -                           | -                          | -                          | -                           |
| CAPITAL OUTLAY                        | 1,292,249                   | 1,441,626                   | 4,518,888                  | 6,386,000                  | 1,819,798                   |
| BOND ISSUE COSTS                      | -                           | -                           | -                          | -                          | -                           |
| DEBT SERVICE-PRINCIPAL                | -                           | -                           | 275,000                    | 275,000                    | 346,682                     |
| DEBT SERVICE-INTEREST                 | <u>117,721</u>              | <u>114,700</u>              | <u>84,150</u>              | <u>84,150</u>              | <u>311,594</u>              |
| <b>TOTAL EXPENSES</b>                 | <b><u>\$ 28,491,007</u></b> | <b><u>\$ 20,357,159</u></b> | <b><u>\$26,508,708</u></b> | <b><u>\$20,102,150</u></b> | <b><u>\$ 29,994,169</u></b> |
| WORKING CAPITAL CHANGES NOT BUDGETED: | <u>7,395,221</u>            | <u>(3,933,174)</u>          | <u>-</u>                   | <u>-</u>                   | <u>-</u>                    |
| <b>WORKING CAPITAL - ENDING</b>       | <b><u>\$ 23,446,631</u></b> | <b><u>\$ 23,446,631</u></b> | <b><u>\$21,224,282</u></b> | <b><u>\$30,124,481</u></b> | <b><u>\$ 29,110,641</u></b> |
| <b>LESS OPERATING RESERVE</b>         | <b><u>1,429,000</u></b>     | <b><u>1,480,000</u></b>     | <b><u>1,565,000</u></b>    | <b><u>1,700,000</u></b>    | <b><u>1,700,000</u></b>     |
| <b>LESS REVENUE BOND RESERVE</b>      | <b><u>2,425,000</u></b>     | <b><u>2,425,000</u></b>     | <b><u>2,425,000</u></b>    | <b><u>2,425,000</u></b>    | <b><u>2,425,000</u></b>     |
| <b>AVAILABLE WORKING CAPITAL</b>      | <b><u>\$ 19,592,631</u></b> | <b><u>\$ 19,541,631</u></b> | <b><u>\$17,234,282</u></b> | <b><u>\$25,999,481</u></b> | <b><u>\$ 24,985,641</u></b> |

**AIRPORT FUND  
OPERATING BUDGET**

|                            | <b>ACTUAL<br/>FY 22</b>     | <b>ACTUAL<br/>FY 23</b>     | <b>BUDGET<br/>FY 24</b>     | <b>ESTIMATE<br/>FY 24</b>  | <b>PROPOSED<br/>FY 25</b>  |
|----------------------------|-----------------------------|-----------------------------|-----------------------------|----------------------------|----------------------------|
| PERSONAL SERVICES          | \$ 5,126,523                | \$ 5,338,901                | \$ 5,322,567                | \$ 5,165,000               | \$ 5,568,098               |
| OPERATIONS AND MAINTENANCE | 2,639,267                   | 3,239,322                   | 3,885,389                   | 4,078,000                  | 4,564,664                  |
| CAPITAL                    | 20,607,496                  | 11,664,236                  | 16,941,602                  | 10,500,000                 | 19,203,131                 |
| DEBT SERVICE               | 117,721                     | 114,700                     | 359,150                     | 359,150                    | 658,276                    |
| <b>TOTAL EXPENSES</b>      | <b><u>\$ 28,491,007</u></b> | <b><u>\$ 20,357,159</u></b> | <b><u>\$ 26,508,708</u></b> | <b><u>\$20,102,150</u></b> | <b><u>\$29,994,169</u></b> |

**STAFFING AUTHORIZATION**

| <b>POSITION</b>                 | <b>ACTUAL<br/>FY 22</b> | <b>ACTUAL<br/>FY 23</b> | <b>BUDGET<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|---------------------------------|-------------------------|-------------------------|-------------------------|---------------------------|
| 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                     | 0.5                       |
| IT SPECIALIST                   | -                       | 1.0                     | 1.0                     | 1.0                       |
| AIRPORT POLICE SUPERVISOR       | 1.0                     | 1.0                     | 1.0                     | 1.0                       |
| AIRPORT POLICE OFFICERS         | 8.0                     | 8.0                     | 9.0                     | 9.0                       |
| POLICE SUPPORT SPECIALIST       | 1.0                     | 1.0                     | 1.0                     | 1.0                       |
| ARFF/AIRFIELD MAINT. WORKER     | 15.0                    | 15.0                    | 16.0                    | 16.0                      |
| EQUIPMENT OPER/MAINT. WORKER    | -                       | -                       | -                       | -                         |
| 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                     | -                       | -                         |
| AFM WORKER/MECHANIC I           | 1.0                     | 1.0                     | 1.0                     | 1.0                       |
| LEAD AIRFIELD MAINT WORK/MECH   | 1.0                     | 1.0                     | 1.0                     | 1.0                       |
| <b>TOTAL</b>                    | <b><u>55.2</u></b>      | <b><u>56.2</u></b>      | <b><u>57.2</u></b>      | <b><u>57.2</u></b>        |

# MET Transit

## **MET Transit Division**

**Current Year Department (Transit Division) Budgeted Expense Total:** \$8,590,040

**Change from Prior Year:** (\$1,221,764)

### **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 populations, and individuals with disabilities.



### **Revenues**

The budget for Transit revenues totals \$8,496,250 for FY 2025, which is a decrease of \$1,048,711 from the FY 2024 budget. This decrease is mainly due to decreased capital projects and associated federal funding in the coming year. Anticipated generated operating revenue increased slightly by \$16,229 primarily due to growth of the advertising program while anticipated federal and state transit revenue increased by \$520,975 as a result of urbanized area census updates with the Infrastructure Investment and Jobs Act; local tax revenues also increased by \$453,142 primarily through anticipation of full mill authorization. Overall revenues to support operations increased by a total of \$1,071,389.

### **Expenses**

Total FY 2025 budgeted operating expenses of \$7,821,040 reflect an increase of \$971,711 from FY 2024. Personnel services increased significantly by \$743,686, due to step increases for those employees with six years of service or less, an anticipated union negotiated cost of living increase, and the addition of three (3) requested FTEs to support the increased paratransit demand, facility support needs, and expanded service hours implemented in the previous fiscal year. Non-personnel related operating expenses increased by \$228,025 primarily due to increases in insurance charges as well as nominal increases across the board to support additional training for implementation of electric vehicles, increased maintenance costs, and additional technology systems.

### **Capital**

Transit's FY 2025 capital expenditure budget totals \$769,000 and consists of two (2) replacement paratransit vehicles (\$244,000), refurbishment of the drive through bus wash originally planned for FY26 (\$250,000), security camera updates at the transfer centers (\$160,000), a replacement support vehicle (\$40,000), anticipated bus stop improvements (\$25,000), and furniture/fixtures/equipment to support the newly remodeled and expanded METroplex office area (\$50,000).

A Section 5310 Grant will fund 85% of the allowed costs for the Paratransit vehicles. Section 5339A federal formula funding will be used as available for 80% of allowable facility projects and the service vehicles; as federal legislative action regarding funding has been significantly delayed for the current federal fiscal year, MET is budgeting for the use of up to \$517,000 of Capital reserves to meet local match as well as execute needed projects. Once annual apportionments are awarded, the total capital reserve expenditure will decrease as MET will execute all projects utilizing pre-award authority and also anticipates applying for competitive grants to cover eligible projects.

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

MET anticipates finalizing in house Commercial Driver's License testing for road tests in conjunction with continued growth of the MET Transit Entry Level Driver Training program.

### **Staffing Changes:**

MET is adding three (3) FTEs for FY25 to support transit operations. These positions include:

- One (1) Transit Operator to fulfill the need for additional paratransit service on weekdays due to increasing demand; anticipated cost of position is \$66,930.
- One (1) Transit Customer Service Dispatcher to fulfill the need for additional dispatching and customer service demand due to service hours expansion as well as increased paratransit demand; anticipated cost of position is \$64,922.
- One (1) Transit Facilities Service Worker to fulfill the need for additional facilities maintenance in support of designated bus stops locations; anticipated cost of position is \$73,662.

Total anticipated cost of additional positions is \$204,152; this amount is reflected in the total personnel expenses for FY25.

### **MET GOALS:**

**Goal:**           **Improve bus stop locations through assessment for accessibility and proper amenities.**

**Action(s):**     Finalize the MET Transit Bus stop master plan for guidance on assessment of bus stop locations for accessibility, amenities based on usage, and equity for the community. Implement identified improvements to designated locations.

**Outcome:**     A more accessible transit system that equitably and effectively serves the riding public with appropriate amenities.

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

**Action(s):**     Continue with expansion and remodel of METroplex facility to centralize daily operations and provide 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 due to centralized operations; more expedient response to incidents and emergencies; improved training efficiency by utilizing dedicated classroom space; improved ability to host public meetings and outreach with improved conference and meeting space.



**Goal: Deploy four (4) all electric heavy duty transit buses**

Action(s): Finalize installation of charging infrastructure and facilitate, implement, and develop additional training systems in support of electric vehicles and charging systems with support of outside vendors.

Outcome: Ability to successfully deploy electric vehicles into service while ensuring proper usage, safety procedures, and maintenance.

**Goal: Continue to improve Transit system convenience and usability**

Action(s): Continue to assess implemented fixed-route improvements to scheduling and routes for potential modifications or changes to further enhance usability for the public.

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

**Goal: Continue to increase Transit Division revenue generation**

Action(s): Continue growth of Transit advertising program to increase generated revenue, better leverage existing customer contracts, and expand advertising options. Realize increased revenues from fares and user fees in conjunction with ridership growth.

Outcome: An increase in revenue generated providing improved ability to meet match requirements as well as additional funds for utilization in operations.

**TRANSIT FUND  
OPERATING BUDGET**

FUNDS 5710,5720,4110,4120,2040

|                                    | <b>ACTUAL<br/>FY 22</b>     | <b>ACTUAL<br/>FY 23</b>    | <b>BUDGET<br/>FY 24</b>    | <b>ESTIMATE<br/>FY 24</b>  | <b>PROPOSED<br/>FY 25</b>  |
|------------------------------------|-----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| <b>WORKING CAPITAL - BEGINNING</b> | <b><u>\$ 5,011,999</u></b>  | <b><u>\$ 6,250,919</u></b> | <b><u>\$ 7,820,766</u></b> | <b><u>\$ 6,888,083</u></b> | <b><u>\$ 5,969,086</u></b> |
| <b>REVENUES:</b>                   |                             |                            |                            |                            |                            |
| STATE AND FEDERAL GRANTS           | \$ 4,637,037                | \$ 3,238,827               | \$ 3,356,665               | \$ 3,962,552               | \$ 3,877,640               |
| FTA CAPITAL GRANT                  | 5,493,896                   | 841,336                    | 2,371,500                  | 4,694,965                  | 251,400                    |
| TAX REVENUE                        | 2,508,073                   | 2,567,659                  | 2,644,105                  | 2,659,356                  | 3,097,247                  |
| INTER GOVERNMENTAL                 | 501,903                     | 517,716                    | 334,478                    | 334,478                    | 352,021                    |
| OPERATING REVENUES                 | 613,023                     | 775,117                    | 747,014                    | 771,500                    | 763,243                    |
| INTEREST ON INVESTMENTS            | (59,817)                    | 117,588                    | 78,500                     | 135,059                    | 139,000                    |
| MISCELLANEOUS                      | 11,916                      | 28,148                     | 7,050                      | 13,156                     | 10,050                     |
| SALE SURPLUS EQUIP                 | 471                         | 45,978                     | 5,649                      | 7,499                      | 5,649                      |
| <b>TOTAL REVENUE</b>               | <b><u>\$ 13,706,502</u></b> | <b><u>\$ 8,132,369</u></b> | <b><u>\$ 9,544,961</u></b> | <b><u>\$12,578,565</u></b> | <b><u>\$ 8,496,250</u></b> |
| <b>EXPENSES:</b>                   |                             |                            |                            |                            |                            |
| ADMINISTRATION                     | \$ 713,888                  | \$ 889,205                 | \$ 798,039                 | \$ 692,323                 | \$ 848,112                 |
| OPERATIONS/DRIVERS                 | 2,409,211                   | 2,674,084                  | 3,247,269                  | 2,996,588                  | 3,508,304                  |
| OPERATIONS/NON-DRIVERS             | 516,555                     | 505,013                    | 399,908                    | 418,935                    | 572,205                    |
| MAINTENANCE                        | 983,364                     | 1,129,703                  | 1,261,200                  | 1,098,328                  | 1,296,489                  |
| MARKETING                          | 262,618                     | 56,591                     | 92,409                     | 106,365                    | 158,809                    |
| PARATRANSIT                        | 1,034,352                   | 974,302                    | 1,025,004                  | 1,068,166                  | 1,395,821                  |
| DOWNTOWN TRANSFER CNTR             | 23,355                      | 32,496                     | 25,500                     | 24,841                     | 41,300                     |
| CAPITAL-LOCAL                      | -                           | 9,306                      | 20,000                     | 20,000                     | 50,000                     |
| CAPITAL - FEDERAL                  | 6,531,026                   | 1,429,215                  | 2,942,475                  | 7,072,016                  | 719,000                    |
| O & M - LOCAL                      | 15,912                      | -                          | -                          | -                          | -                          |
| <b>TOTAL EXPENSES</b>              | <b><u>\$ 12,490,281</u></b> | <b><u>\$ 7,699,915</u></b> | <b><u>\$ 9,811,804</u></b> | <b><u>\$13,497,562</u></b> | <b><u>\$ 8,590,040</u></b> |
| WORKING CAP. CHANGES NOT BUDGETED  | <u>22,699</u>               | <u>204,710</u>             | <u>-</u>                   | <u>-</u>                   | <u>-</u>                   |
| <b>WORKING CAPITAL - ENDING</b>    | <b><u>\$ 6,250,919</u></b>  | <b><u>\$ 6,888,083</u></b> | <b><u>\$ 7,553,923</u></b> | <b><u>\$ 5,969,086</u></b> | <b><u>\$ 5,875,296</u></b> |
| <b>LESS OPERATING RESERVE</b>      | <b><u>1,000,000</u></b>     | <b><u>1,000,000</u></b>    | <b><u>1,165,000</u></b>    | <b><u>1,046,000</u></b>    | <b><u>1,300,000</u></b>    |
| <b>AVAILABLE WORKING CAPITAL</b>   | <b><u>\$ 5,250,919</u></b>  | <b><u>\$ 5,888,083</u></b> | <b><u>\$ 6,388,923</u></b> | <b><u>\$ 4,923,086</u></b> | <b><u>\$ 4,575,296</u></b> |

**TRANSIT FUND  
OPERATING BUDGET**

FUND 5710,5720,4110,4120,2040

|                            | <b>ACTUAL<br/>FY 22</b>     | <b>ACTUAL<br/>FY 23</b>    | <b>BUDGET<br/>FY 24</b>    | <b>ESTIMATE<br/>FY 24</b>   | <b>PROPOSED<br/>FY 25</b>  |
|----------------------------|-----------------------------|----------------------------|----------------------------|-----------------------------|----------------------------|
| PERSONAL SERVICES          | \$ 4,138,393                | \$ 4,533,264               | \$ 5,084,931               | \$ 4,814,026                | \$ 5,828,617               |
| OPERATIONS AND MAINTENANCE | 1,820,862                   | 1,728,130                  | 1,764,398                  | 1,591,520                   | 1,992,423                  |
| CAPITAL                    | 6,531,026                   | 1,438,521                  | 2,962,475                  | 7,092,016                   | 769,000                    |
| <b>TOTAL EXPENSES</b>      | <b><u>\$ 12,490,281</u></b> | <b><u>\$ 7,699,915</u></b> | <b><u>\$ 9,811,804</u></b> | <b><u>\$ 13,497,562</u></b> | <b><u>\$ 8,590,040</u></b> |

**STAFFING AUTHORIZATION**

| <b>POSITION</b>                             | <b>ACTUAL<br/>FY 22</b> | <b>ACTUAL<br/>FY 23</b> | <b>BUDGET<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|---------------------------------------------|-------------------------|-------------------------|-------------------------|---------------------------|
| 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 OPERATIONS COORDINATOR              | -                       | -                       | -                       | 1.0                       |
| TRANSIT MAINTENANCE SUPERVISOR              | -                       | -                       | -                       | 1.0                       |
| TRANSIT SUPERVISOR                          | 4.0                     | 3.0                     | 2.0                     | -                         |
| TRANSIT TRAINING AND COMPLIANCE COORDINATOR | -                       | -                       | 1.0                     | 1.0                       |
| ROAD SUPERVISOR                             | -                       | 2.0                     | 3.0                     | 3.0                       |
| MARKETING SPECIALIST                        | 0.5                     | 0.5                     | 0.5                     | 1.0                       |
| TRANSIT PLANNING &<br>DEVELOPMENT COORD.    | -                       | 1.0                     | 1.0                     | 1.0                       |
| PC SUPPORT SPECIALIST                       | -                       | 0.5                     | 0.5                     | -                         |
| TRANSIT/PARA TRANSIT OPERATORS              | 34.0                    | 41.0                    | 46.0                    | 47.0                      |
| ADMINISTRATIVE SUPPORT III                  | 1.0                     | -                       | -                       | -                         |
| ADMINISTRATIVE SUPPORT II                   | -                       | 1.0                     | 1.0                     | 1.0                       |
| TRANSIT SERVICE WORKER                      | 2.0                     | 1.0                     | 1.0                     | 2.0                       |
| MECHANIC II                                 | 2.0                     | 3.0                     | 3.0                     | 3.0                       |
| MECHANIC I                                  | 1.0                     | -                       | -                       | -                         |
| PARA TRANSIT COORDINATOR                    | -                       | -                       | -                       | -                         |
| FACILITIES MAINT MECHANIC                   | -                       | 1.0                     | 1.0                     | 1.0                       |
| ON CALL TRANSIT/PARA TRANS OPR              | 6.3                     | -                       | -                       | -                         |
| TRANSIT SERVICES DISPATCHER                 | 4.0                     | 4.0                     | 4.0                     | 5.0                       |
| <b>TOTAL</b>                                | <b><u>56.1</u></b>      | <b><u>59.3</u></b>      | <b><u>65.3</u></b>      | <b><u>68.3</u></b>        |

# Finance

## **Finance Department**

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

\$7,079,608

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

\$493,104

### **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 for by the General Fund. The amount being requested for FY25 from the General Fund is \$2.3 million. This amount will be used to pay the salaries and the operation and maintenance of the department.

The FY25 budget for the Finance Department is \$7.0 million, this is an increase of \$493,104 from the prior year. The increases for Fiscal Year 2025 are primarily the result of an increase in debt service for sidewalk debt, a requested FTE, and procurement software.

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

There are no new expanded programs for FY25.

### **Staffing Changes:**

The FY25 budget contains no additional FTE for the Finance Department. Currently the Finance Department has 12 FTE that report directly to the Finance Director. As the City grows, additional finance staff should be considered in the areas of budget analysis and purchasing. In order to expand these areas, a management structure will need to first be put into place.



## **Department Goals:**

**Strategic Goal - Foster economic vibrancy through quality designed neighborhoods and business districts.**

**Objective 7 – Complete cost of services study and determine its impact on regulations and fee structures.**

Actions:

- Apply Cost of Service Study findings to development processes that ensure the City is able to financially support extension and provision of services as the City grows.
- Use cost of services data to incentivize infill and redevelopment where infrastructure already exist.

Measurements:

Complete Cost of Service Study in the first half of 2024 and determine implementation strategy for the information provided in the study.

The project completion has been delayed, but is continuing towards completion. We hope to have a useful model in 2024.

**Strategic Goal - Cultivate a High-Performance Organization Principled in our Core Values of Integrity, Service, Stewardship & Collaboration.**

**Objective 6 - Increase City general fund reserves by approximately \$400,000 to 500,000/year.**

Actions:

- Amend administrative order establishing reserve minimums.
- Limit dollars we reappropriate that were unspent in the prior year.

## **Revenue:**

### **FINANCE DEPARTMENT REVENUE**

| REVENUE BY FUND                    | ACTUAL<br>FY 22             | ACTUAL<br>FY 23             | BUDGET<br>FY 24             | ESTIMATE<br>FY 24           | PROPOSED<br>FY 25           |
|------------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| GENERAL FUND                       | \$ 36,186,814               | \$ 37,445,560               | \$ 41,531,928               | \$ 41,100,000               | \$ 42,336,208               |
| PUBLIC SAFETY FUND                 | 46,425,341                  | 50,349,437                  | 52,476,488                  | 52,475,000                  | 56,010,615                  |
| CENTRAL SERVICES FUND              | 101,500                     | 108,440                     | 114,973                     | 113,544                     | 118,727                     |
| CAPITAL REPLACEMENT FUND           | 1,797,011                   | 2,683,312                   | 2,281,000                   | 2,478,600                   | 2,504,365                   |
| SPECIAL IMPROVEMENT DISTRICT BONDS | 1,392,412                   | 952,108                     | 994,000                     | 994,000                     | 1,120,000                   |
| SIDEWALK DISTRICT BONDS            | 526,981                     | 629,371                     | 536,500                     | 640,000                     | 780,000                     |
| NEW CITY HALL FINANCING            | -                           | -                           | -                           | -                           | 995,000                     |
| STORM SEWER DEBT SERVICE           | 1,019,013                   | 1,864,172                   | 1,025,400                   | 1,025,400                   | 1,039,300                   |
| <i>GENERAL OBLIGATION DEBT</i>     |                             |                             |                             |                             |                             |
| LIBRARY G.O.                       | 1,034,252                   | 653,109                     | 674,435                     | 675,000                     | 710,017                     |
| PARKS G.O. SERIES 2000             | 92                          | 6                           | -                           | -                           | -                           |
| STREET IMPROVEMENTS G.O. 2004A     | 320,431                     | 354,581                     | 355,346                     | 356,000                     | -                           |
| BALLPARK G.O. 2015 REFUNDING       | 692,101                     | 758,968                     | 743,868                     | 744,000                     | 746,755                     |
| <b>TOTAL REVENUE</b>               | <b><u>\$ 89,495,948</u></b> | <b><u>\$ 95,799,064</u></b> | <b><u>\$100,733,938</u></b> | <b><u>\$100,601,544</u></b> | <b><u>\$106,360,987</u></b> |

### **FINANCE DEPARTMENT ALL FUNDS**

| REVENUE BY TYPE         | ACTUAL<br>FY 22             | ACTUAL<br>FY 23             | BUDGET<br>FY 24             | ESTIMATE<br>FY 24           | PROPOSED<br>FY 25           |
|-------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| TAXES                   | \$ 38,430,367               | \$ 47,248,467               | \$ 55,781,139               | \$ 54,890,471               | \$ 56,617,538               |
| SPECIAL ASSESSMENTS     | 1,681,947                   | 1,543,678                   | 1,515,000                   | 1,567,334                   | 1,795,000                   |
| LICENSES & PERMITS      | 1,965,532                   | 1,976,462                   | 1,968,028                   | 1,968,028                   | 1,845,576                   |
| INTERGOVERNMENTAL       | 14,428,700                  | 14,912,115                  | 15,409,258                  | 15,643,002                  | 15,952,729                  |
| CHARGES FOR SERVICE     | 3,433,428                   | 3,358,887                   | 3,367,308                   | 3,367,308                   | 3,878,688                   |
| INVESTMENT EARNINGS     | (375,706)                   | 457,262                     | 173,750                     | 50,000                      | 394,791                     |
| CONTRIBUTIONS/DONATIONS | 300,000                     | -                           | -                           | -                           | -                           |
| INTERFUND TRANSFERS     | 29,604,623                  | 26,192,991                  | 22,518,339                  | 23,114,285                  | 25,875,585                  |
| MISCELLANEOUS           | 27,057                      | 109,202                     | 1,116                       | 1,116                       | 1,080                       |
| <b>TOTAL REVENUE</b>    | <b><u>\$ 89,495,948</u></b> | <b><u>\$ 95,799,064</u></b> | <b><u>\$100,733,938</u></b> | <b><u>\$100,601,544</u></b> | <b><u>\$106,360,987</u></b> |

## **Budgeted Expenditure:**

### EXPENSE BY FUND

### DEPARTMENT EXPENSE

|                                    | ACTUAL<br>FY 22            | ACTUAL<br>FY 23            | BUDGET<br>FY 24            | ESTIMATE<br>FY 24         | PROPOSED<br>FY 25         |
|------------------------------------|----------------------------|----------------------------|----------------------------|---------------------------|---------------------------|
| GENERAL FUND                       | \$ 1,626,034               | \$ 1,696,799               | \$ 1,987,872               | \$1,852,920               | \$2,042,499               |
| CENTRAL SERVICES FUND              | 105,144                    | 112,777                    | 103,380                    | 103,380                   | 99,790                    |
| CAPITAL REPLACEMENT FUND           | 3,264                      | 502,616                    | 2,565                      | 2,565                     | 6,981                     |
| SPECIAL IMPROVEMENT DISTRICT BONDS | 2,748,171                  | 808,665                    | 1,110,100                  | 1,110,100                 | 1,120,100                 |
| SIDEWALK DISTRICT BONDS            | 471,958                    | 401,676                    | 490,700                    | 490,700                   | 683,800                   |
| STORM SEWER DEBT SERVICE           | 1,003,402                  | 1,003,065                  | 1,011,624                  | 1,011,624                 | 1,003,595                 |
| GENERAL OBLIGATION DEBT            |                            |                            |                            |                           |                           |
| LIBRARY G.O.                       | 9,420,682                  | 1,004,692                  | 775,554                    | 775,554                   | 765,425                   |
| STREET IMPROVEMENTS G.O. 2004A     | 349,368                    | 351,604                    | 353,299                    | 353,299                   | 359,126                   |
| BALLPARK G.O. 2015 REFUNDING       | 754,736                    | 751,141                    | 751,410                    | 751,410                   | 747,147                   |
| <b>TOTAL EXPENDITURES</b>          | <b><u>\$16,482,759</u></b> | <b><u>\$ 6,633,035</u></b> | <b><u>\$ 6,586,504</u></b> | <b><u>\$6,451,552</u></b> | <b><u>\$6,828,463</u></b> |

### FINANCE

### DEPARTMENT ALL FUNDS

### EXPENSE BY CLASSIFICATION

|                            | ACTUAL<br>FY 22            | ACTUAL<br>FY 23            | BUDGET<br>FY 24            | ESTIMATE<br>FY 24         | PROPOSED<br>FY 25         |
|----------------------------|----------------------------|----------------------------|----------------------------|---------------------------|---------------------------|
| PERSONAL SERVICES          | \$ 1,091,191               | \$ 1,131,415               | \$ 1,297,777               | \$1,157,984               | \$1,338,484               |
| OPERATIONS AND MAINTENANCE | 669,081                    | 685,870                    | 897,489                    | 763,380                   | 912,559                   |
| CAPITAL                    | 22,410                     | 35,904                     | 7,544                      | 37,501                    | -                         |
| DEBT SERVICE               | 12,950,758                 | 4,279,844                  | 4,383,694                  | 4,492,687                 | 4,577,420                 |
| TRANSFERS                  | 1,749,319                  | 500,002                    | -                          | -                         | -                         |
| <b>TOTAL EXPENDITURES</b>  | <b><u>\$16,482,759</u></b> | <b><u>\$ 6,633,035</u></b> | <b><u>\$ 6,586,504</u></b> | <b><u>\$6,451,552</u></b> | <b><u>\$6,828,463</u></b> |



**FINANCE  
OPERATING BUDGET**

GENERAL FUND

|                            | <b>ACTUAL<br/>FY 22</b>    | <b>ACTUAL<br/>FY 23</b>    | <b>BUDGET<br/>FY 24</b>    | <b>ESTIMATE<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|----------------------------|----------------------------|----------------------------|----------------------------|---------------------------|---------------------------|
| PERSONAL SERVICES          | \$ 1,091,191               | \$ 1,131,415               | \$ 1,297,777               | \$1,157,984               | \$1,338,484               |
| OPERATIONS AND MAINTENANCE | 534,843                    | 557,146                    | 690,095                    | 660,000                   | 704,015                   |
| CAPITAL                    | -                          | 8,238                      | -                          | 34,936                    | -                         |
|                            | <u>          </u>          | <u>          </u>          | <u>          </u>          | <u>          </u>         | <u>          </u>         |
| <b>TOTAL EXPENDITURES</b>  | <b><u>\$ 1,626,034</u></b> | <b><u>\$ 1,696,799</u></b> | <b><u>\$ 1,987,872</u></b> | <b><u>\$1,852,920</u></b> | <b><u>\$2,042,499</u></b> |

**STAFFING AUTHORIZATION**

| <b>POSITION</b>             | <b>ACTUAL<br/>FY 23</b> | <b>ACTUAL<br/>FY 24</b> | <b>BUDGET<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</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                     | 1.0                     | 1.0                     | 1.0                       |
| PURCHASING AGENT            | 1.0                     | 1.0                     | 1.0                     | 1.0                       |
|                             | <u>          </u>       | <u>          </u>       | <u>          </u>       | <u>          </u>         |
| <b>TOTAL</b>                | <b><u>12.0</u></b>      | <b><u>12.0</u></b>      | <b><u>12.0</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:**

\$12,759,008

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

(\$11,156,913)

#### **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 is 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:**

### **ALL TAX INCREMENT OPERATING FUNDS URBAN RENEWAL DEVELOPMENT BY CLASSIFICATION**

|                         | <b>ACTUAL<br/>FY 22</b>    | <b>ACTUAL<br/>FY 23</b>     | <b>APPROVED<br/>FY 24</b>   | <b>ESTIMATE<br/>FY 24</b>   | <b>PROPOSED<br/>FY 25</b>  |
|-------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|----------------------------|
| Contributions/Donations | \$ -                       | \$ 10,844                   | \$ -                        | \$ -                        | \$ -                       |
| Intergovernmental       | 718,713                    | 730,863                     | 730,863                     | 730,863                     | 730,862                    |
| Investment Earnings     | (142,799)                  | 329,596                     | 134,000                     | 425,745                     | 306,000                    |
| Transfers               | 179,373                    | 43,000                      | -                           | 147,502                     | -                          |
| Other Financing         | -                          | 3,000,000                   | 11,200,000                  | 4,700,000                   | -                          |
| Miscellaneous           | 620,158                    | 623,408                     | 100,000                     | 153,534                     | 93,520                     |
| Taxes                   | <u>7,142,228</u>           | <u>7,075,482</u>            | <u>7,209,476</u>            | <u>7,862,131</u>            | <u>8,050,588</u>           |
| <b>TOTAL REVENUE</b>    | <b><u>\$ 8,517,673</u></b> | <b><u>\$ 11,813,193</u></b> | <b><u>\$ 19,374,339</u></b> | <b><u>\$ 14,019,775</u></b> | <b><u>\$ 9,180,970</u></b> |

### **ALL TAX INCREMENT OPERATING FUNDS URBAN RENEWAL DEVELOPMENT BY FUND**

|                         | <b>ACTUAL<br/>FY 22</b>    | <b>ACTUAL<br/>FY 23</b>     | <b>APPROVED<br/>FY 24</b>   | <b>ESTIMATE<br/>FY 24</b>   | <b>PROPOSED<br/>FY 25</b>  |
|-------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|----------------------------|
| Downtown Revolving Loan | \$ 625,596                 | \$ 701,371                  | \$ 142,000                  | \$ 217,638                  | \$ 160,120                 |
| South TIF               | 3,882,119                  | 7,173,722                   | 10,599,247                  | 4,926,237                   | 4,760,755                  |
| East TIF                | 927,054                    | 974,537                     | 987,819                     | 1,226,563                   | 1,306,899                  |
| N. 27th TIF             | <u>3,082,904</u>           | <u>2,963,563</u>            | <u>7,645,273</u>            | <u>7,649,337</u>            | <u>2,953,196</u>           |
| <b>TOTAL REVENUE</b>    | <b><u>\$ 8,517,673</u></b> | <b><u>\$ 11,813,193</u></b> | <b><u>\$ 19,374,339</u></b> | <b><u>\$ 14,019,775</u></b> | <b><u>\$ 9,180,970</u></b> |

**Budgeted Expenditures:****ALL TAX INCREMENT OPERATING FUNDS  
URBAN RENEWAL DEVELOPMENT BY CLASSIFICATION**

|                             | <b>ACTUAL<br/>FY 22</b>     | <b>ACTUAL<br/>FY 23</b>    | <b>APPROVED<br/>FY 24</b>   | <b>ESTIMATE<br/>FY 24</b>   | <b>PROPOSED<br/>FY 25</b>   |
|-----------------------------|-----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Bond Issuance Costs         | \$ -                        | \$ 111,500                 | \$ 150,000                  | \$ -                        | \$ -                        |
| Capital Outlay              | 4,932,208                   | 3,300,723                  | 14,939,622                  | 6,693,437                   | 1,389,000                   |
| Interest and Fiscal Charges | 1,203,334                   | 1,167,469                  | 1,304,760                   | 1,306,060                   | 1,643,280                   |
| Operation and Maintenance   | 2,498,373                   | 3,033,858                  | 5,894,245                   | 4,311,514                   | 8,105,295                   |
| Principal                   | 985,000                     | 1,030,000                  | 1,185,000                   | 1,185,000                   | 1,180,000                   |
| Transfers Out               | 523,450                     | 377,898                    | 442,294                     | 583,175                     | 441,433                     |
| <b>TOTAL EXPENDITURES</b>   | <b><u>\$ 10,142,365</u></b> | <b><u>\$ 9,021,448</u></b> | <b><u>\$ 23,915,921</u></b> | <b><u>\$ 14,079,186</u></b> | <b><u>\$ 12,759,008</u></b> |

**ALL TAX INCREMENT OPERATING FUNDS  
URBAN RENEWAL DEVELOPMENT BY FUND**

|                           | <b>ACTUAL<br/>FY 22</b>     | <b>ACTUAL<br/>FY 23</b>    | <b>APPROVED<br/>FY 24</b>   | <b>ESTIMATE<br/>FY 24</b>   | <b>PROPOSED<br/>FY 25</b>   |
|---------------------------|-----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Downtown Revolving Loan   | \$ 132,513                  | \$ 229,644                 | \$ 843,892                  | 209,976                     | \$ 815,515                  |
| South TIF                 | 5,984,523                   | 4,392,951                  | 14,174,901                  | 5,873,781                   | 6,473,901                   |
| East TIF                  | 828,751                     | 840,226                    | 1,401,156                   | 1,099,515                   | 2,077,781                   |
| N. 27th TIF               | 3,196,578                   | 3,558,627                  | 7,495,972                   | 6,895,914                   | 3,391,811                   |
| <b>TOTAL EXPENDITURES</b> | <b><u>\$ 10,142,365</u></b> | <b><u>\$ 9,021,448</u></b> | <b><u>\$ 23,915,921</u></b> | <b><u>\$ 14,079,186</u></b> | <b><u>\$ 12,759,008</u></b> |

# **South Billings Boulevard Urban Renewal District**

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

\$6,473,901

## **Change from Prior year:**

(\$7,701,000)

## **Additional Comments:**

Overall, expenses decreased \$7.7m which is primarily due to the Parks Bond not passing. FY24 included \$6.5m for Multi-Generational Community Recreation Center design and construction costs. In FY2025, the SBURA anticipates capital improvements of \$850,000 which includes \$500,000 for the Multi-Generational Community Recreation Center design and \$350,000 for improvements to Optimist Park Lighting.



The South Billings Boulevard Urban Renewal District (SBBURD) will decrease its proposed administrative costs by \$10,000. The administrative fee will be \$176,000 in fiscal year 2025, down from \$186,000 in the prior fiscal year.

The Police Evidence Center was finished in August of 2020 and the South Tax Increment Fund will continue to provide the Debt Service payments from its construction. The debt service payments are estimated to be \$301,891 which is a slight decrease from the prior year due to interest rate fluctuations. Cost allocations are \$26,493 specifically to cover Planning and Community Services Department employee time and \$57,640 to cover additional city time and resources.

FY25 budget for developmental incentives project list includes \$1.5m for an all-weather turf for Amend Park; Mitchell Courts \$500k; Woodspring Suites \$346,201; Solar Heat Panels for Riverside School \$100k; Miscellaneous categories include Community Enhancements \$250k and Unspecified Development Assistance estimated at \$1.5m.

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 \$4,196,201 million is being requested in the FY25 budget for potential developmental incentive projects in the district. Before any expenditure of these funds, both the SBURA Board and City Council will need to approve the project.

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

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

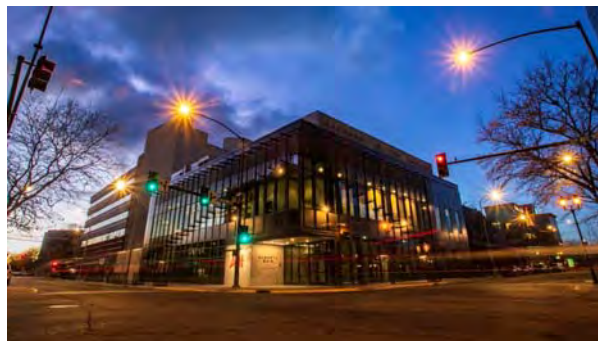
\$3,391,811

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

(\$4,104,161)

### **Additional Comments:**

Downtown Urban Renewal District will continue to reimburse the Police Department for three foot-patrol officers in the downtown area in FY25. The city will receive \$62,500 in FY25 from the Downtown Billings Partnership, Inc. for this program. Annually, \$100,000 is transferred to the City of Billings Parking Division for infrastructure projects. An additional \$39,542 will be added to the total transfer to the Parking Division for one month's free parking in downtown during the holiday period for FY25.



The Downtown Billings Partnership, Inc. increased their proposed administrative costs by approximately 3% from the prior year. The administrative fee will still be \$316,607 in fiscal year 2025.

Expenses in fiscal year 2025 for cost allocations are \$26,893 specifically to cover Planning and Community Services Department employee time and \$50,085 for additional city time and resources.

FY24 budget included \$4.3 million in bond sales to cover two major capital projects 1) Two Way Conversion estimated at \$3.8 million and 2) the 25<sup>th</sup> Street Bridge estimated at \$500,000. The only new capital project budgeted for FY25 was \$100,000 for North Broadway Pedestrian Lights.

Developmental incentives decreased \$344,647 from FY24. Two projects were approved in FY24, which have multiple payment streams, are to be paid in FY25 include the Stone Building \$221,922 and the Lincoln Apartments \$50,000. The DT TIF expects to complete the Kibler & Kirch project \$79,940 and MJ Shanks \$110,000 both of which have already been encumbered.

New development projects for FY25 include new money for the CPTED and Sign Programs at \$30,000 each; Montana Rescue Mission \$210,000; Battle of the Plans \$75,000; Streetscape Program \$100,000; Old Town Flats \$384,553; and Non-Profit TIFs \$100,000.

# **East Billings Urban Renewal District**

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

\$2,077,781

## **Change from Prior year:**

\$676,625

## **Additional Comments:**

The East Billings Urban Renewal District (EBURD) increased their proposed administrative costs in fiscal year 2025 by approximately 18%. The administrative fee will still be \$165,535 in fiscal year 2025 compared to \$139,948 in the prior fiscal year.



Expenses in fiscal year 2025 for cost allocation are \$21,189 specifically to cover Planning and Community Services Department employee time and \$30,036 for additional city time and resources. FY25 has several capital improvement projects planned in fiscal year 2025 for sidewalk improvements \$200,000; main street improvements \$150,000; and 12<sup>th</sup> Street project paving \$89,000.

Development Incentives are budgeted at \$955,126 for FY25 include the final payment to J&S properties \$207,400; Tailwinds \$68,543; Undammed \$81,683; Youngren II \$130,000; Thomas Printing Project \$65,000; Beano Brewery \$60,000; Vet \$65,000; Billings Machine & Welding \$20,000; Condo \$57,500; Blind Cat Chocolate \$50,000 and Miscellaneous \$150,000.



## **Downtown Revolving Loan**

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

\$815,515

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

(\$28,377)

### **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**

### **FY 2025 Department Budgeted Expense Total:**

- Fire: \$27,512,309
- 911: \$1,423,027
- Radio: \$391,518
- Grants: \$157,500
- Road Maintenance District: \$563

### **Change from FY 2024:**

- Fire: \$2,598,278
- 911: \$19,515
- Radio: \$7,917
- Grants: \$(100,500)
- Road Maintenance District: \$0

### **Overall Budget Justification:**

The Fire Department's primary duty is to provide fire, emergency medical, hazardous materials mitigation, rescues of all types and service assists. Also, on the prevention side, fire and arson investigation, public education, code enforcement, plans reviews, and community risk reduction to the citizens of Billings and Yellowstone County residents residing within the BUFSA (Billings Urban Fire Service Area). We are an all-hazards department that must continue to evolve in order to meet the increasing and changing demands of our community. Our department has many divisions that specialize in multiple disciplines to stay proficient and safe to handle almost any call for service we receive. The Billings Fire Department must maintain and grow in three sides of our organization: Fire, EMS and Communications (911). In addition, Fire is responsible for the maintenance of 11 separate facilities, including the newer 911 Center. Funds associated with the Fire group are Public Safety Fire, 911 Center, Radio Communication Fund, Fire Grants, and Road Maintenance funds. Fiscal year 2024 provided us with great visibility into where the department needs to go in order to maintain the great level of service our citizens have come to expect. Therefore, BFD will ask for an increased overall budget in many areas of our organization.

## PUBLIC SAFETY FUND

FIRE DEPARTMENT  
OPERATING BUDGET

|                            | ACTUAL<br>FY 22      | ACTUAL<br>FY 23      | BUDGET<br>FY 24      | ESTIMATE<br>FY 24    | PROPOSED<br>FY 25    |
|----------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| PERSONAL SERVICES          | \$ 18,722,712        | \$ 20,115,239        | \$ 20,458,514        | \$ 21,625,000        | \$ 22,636,880        |
| OPERATIONS AND MAINTENANCE | 2,423,647            | 2,657,555            | 2,822,256            | 2,822,112            | 3,456,207            |
| CAPITAL                    | 136,831              | 79,292               | 380,000              | 600,000              | 578,000              |
| TRANSFERS                  | 2,309,216            | 1,531,870            | 1,344,716            | 866,610              | 961,222              |
|                            | <u>23,592,406</u>    | <u>24,383,956</u>    | <u>25,005,486</u>    | <u>25,913,722</u>    | <u>27,632,309</u>    |
| <b>MENTAL HEALTH:</b>      |                      |                      |                      |                      |                      |
| CRISIS RESPONSE UNITS      | -                    | 61,237               | 233,730              | 94,674               | 194,151              |
| OTHER MH/SA PROGRAMS       | -                    | 199,349              | 1,018,966            | 254,742              | 1,150,000            |
|                            | <u>-</u>             | <u>260,586</u>       | <u>1,252,696</u>     | <u>349,416</u>       | <u>1,344,151</u>     |
| <b>TOTAL EXPENDITURES</b>  | <b>\$ 23,592,406</b> | <b>\$ 24,644,542</b> | <b>\$ 26,258,182</b> | <b>\$ 26,263,138</b> | <b>\$ 28,976,460</b> |

FIRE DEPARTMENT ALL FUNDS  
OPERATING BUDGET BY FUND

|                           | ACTUAL<br>FY 22      | ACTUAL<br>FY 23      | BUDGET<br>FY 24      | ESTIMATE<br>FY 24    | PROPOSED<br>FY 25    |
|---------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| FIRE DEPT GEN FUND        | \$ 23,592,406        | \$ 24,644,542        | \$ 26,258,182        | \$ 26,713,138        | \$ 28,976,460        |
| 911 EMERGENCY OPS         | 760,067              | 663,326              | 1,403,512            | 5,169,309            | 1,423,027            |
| FIRE GRANTS               | 120,773              | 374,346              | 258,000              | 65,000               | 157,500              |
| RADIO COMMUNICATIONS      | 359,574              | 600,389              | 383,601              | 200,000              | 391,518              |
| CAPITAL REPLACEMENT       | -                    | 1,548,133            | 15,000               | 355,000              | -                    |
| ROAD MAINTENANCE          | 417                  | 417                  | 563                  | 584                  | 563                  |
|                           | <u>417</u>           | <u>417</u>           | <u>563</u>           | <u>584</u>           | <u>563</u>           |
| <b>TOTAL EXPENDITURES</b> | <b>\$ 24,833,237</b> | <b>\$ 27,831,153</b> | <b>\$ 28,318,858</b> | <b>\$ 32,503,031</b> | <b>\$ 30,949,068</b> |

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

|                            | <b>ACTUAL</b>        | <b>ACTUAL</b>        | <b>BUDGET</b>        | <b>ESTIMATE</b>      | <b>PROPOSED</b>      |
|----------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
|                            | <b>FY 22</b>         | <b>FY 23</b>         | <b>FY 24</b>         | <b>FY 24</b>         | <b>FY 25</b>         |
| PERSONAL SERVICES          | \$ 18,959,050        | \$ 20,538,573        | \$ 21,339,473        | \$ 24,033,284        | \$ 23,001,275        |
| OPERATIONS AND MAINTENANCE | 3,303,140            | 3,827,678            | 4,658,175            | 4,661,112            | 6,408,571            |
| CAPITAL                    | 261,831              | 1,068,032            | 1,454,600            | 1,947,025            | 578,000              |
| TRANSFERS                  | <u>2,309,216</u>     | <u>2,396,870</u>     | <u>866,610</u>       | <u>1,861,610</u>     | <u>961,222</u>       |
| <b>TOTAL EXPENDITURES</b>  | <b>\$ 24,833,237</b> | <b>\$ 27,831,153</b> | <b>\$ 28,318,858</b> | <b>\$ 32,503,031</b> | <b>\$ 30,949,068</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 22</b>        | <b>FY 23</b>        | <b>FY 24</b>        | <b>FY 24</b>        | <b>FY 25</b>        |
| <b>REVENUE:</b>      |                     |                     |                     |                     |                     |
| LICENSES & PERMITS   | \$ 3,800            | \$ 2,000            | \$ 2,200            | \$ 2,000            | \$ 2,001            |
| INTER-GOVERNMENTAL   | 2,125,502           | 2,395,250           | 2,354,289           | 1,318,977           | 2,106,314           |
| CHARGES FOR SERVICE  | 2,329,861           | 2,816,511           | 2,553,955           | 2,387,153           | 2,750,937           |
| SPECIAL ASSESSMENTS  | 2,822               | 2,798               | 2,876               | 2,750               | 2,875               |
| TRANSFER             | -                   | 500,000             | -                   | -                   | -                   |
| MISCELLANEOUS        | <u>35,263</u>       | <u>229,948</u>      | <u>143,552</u>      | <u>140,000</u>      | <u>101,580</u>      |
| <b>TOTAL REVENUE</b> | <b>\$ 4,497,248</b> | <b>\$ 5,946,507</b> | <b>\$ 5,056,872</b> | <b>\$ 3,850,880</b> | <b>\$ 4,963,707</b> |

**FIRE DEPARTMENT ALL FUNDS  
REVENUE BY FUND**

|                           | <b>ACTUAL</b>       | <b>ACTUAL</b>       | <b>BUDGET</b>       | <b>ESTIMATE</b>     | <b>PROPOSED</b>     |
|---------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
|                           | <b>FY 22</b>        | <b>FY 23</b>        | <b>FY 24</b>        | <b>FY 24</b>        | <b>FY 25</b>        |
| <b>REVENUE:</b>           |                     |                     |                     |                     |                     |
| FIRE PUBLIC SAFETY        | \$ 3,121,040        | \$ 3,450,763        | \$ 3,300,170        | \$ 2,097,654        | \$ 3,450,763        |
| 911 EMERGENCY OPS         | 972,186             | 1,278,357           | 1,138,246           | 1,228,000           | 1,133,590           |
| FIRE GRANTS               | 109,924             | 394,113             | 272,881             | 155,500             | 116,900             |
| RADIO COMMUNICATIONS      | 291,558             | 301,521             | 342,499             | 351,499             | 248,078             |
| FIRE STATION CONSTRUCTION | -                   | 518,501             | -                   | 15,000              | 11,000              |
| ROAD MAINTENANCE          | <u>2,540</u>        | <u>3,252</u>        | <u>3,075</u>        | <u>3,227</u>        | <u>3,375</u>        |
| <b>TOTAL REVENUE</b>      | <b>\$ 4,497,248</b> | <b>\$ 5,946,507</b> | <b>\$ 5,056,871</b> | <b>\$ 3,850,880</b> | <b>\$ 4,963,706</b> |

## PUBLIC SAFETY FUND

FIRE DEPARTMENT  
OPERATING BUDGET

|                            | ACTUAL<br>FY 22      | ACTUAL<br>FY 23      | BUDGET<br>FY 24      | ESTIMATE<br>FY 24    | PROPOSED<br>FY 25    |
|----------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| ADMINISTRATION             | \$ 1,509,013         | \$ 1,815,568         | \$ 2,053,238         | \$ 1,879,952         | \$ 2,213,310         |
| PREVENTION/INVESTIGATIONS  | 970,699              | 917,397              | 984,365              | 980,404              | 1,148,752            |
| TRAINING                   | 416,769              | 421,092              | 505,730              | 400,000              | 501,279              |
| EQUIPMENT/MAINTENANCE      | 1,669,945            | 1,908,329            | 2,025,467            | 2,366,828            | 2,021,372            |
| SUPPRESSION                | 16,056,708           | 16,211,166           | 16,333,988           | 17,669,154           | 18,095,474           |
| 9-1-1 EMERGENCY OP CENTER  | 2,886,470            | 3,045,489            | 3,555,878            | 3,404,290            | 3,545,889            |
| COMMUNICATIONS EQUIPMENT   | 82,802               | 64,915               | 105,023              | 65,000               | 106,233              |
| <b>TOTAL FIRE</b>          | <b>\$ 23,592,406</b> | <b>\$ 24,383,956</b> | <b>\$ 25,563,689</b> | <b>\$ 26,765,628</b> | <b>\$ 27,632,309</b> |
| <b>MENTAL HEALTH:</b>      |                      |                      |                      |                      |                      |
| CRISIS RESPONSE UNITS      | -                    | 61,237               | 233,730              | 94,674               | 194,151              |
| OTHER MH/SA PROGRAMS       | -                    | 199,349              | 1,018,966            | 254,742              | 1,150,000            |
| <b>TOTAL MENTAL HEALTH</b> | <b>\$ -</b>          | <b>\$ 260,586</b>    | <b>\$ 1,252,696</b>  | <b>\$ 349,416</b>    | <b>\$ 1,344,151</b>  |
| <b>TOTAL EXPENDITURES</b>  | <b>\$ 23,592,406</b> | <b>\$ 24,644,542</b> | <b>\$ 26,816,385</b> | <b>\$ 27,115,044</b> | <b>\$ 28,976,460</b> |

## **Staffing:**

### **STAFFING AUTHORIZATION**

| <b>POSITION</b>                        | <b>ACTUAL<br/>FY 22</b> | <b>ACTUAL<br/>FY 23</b> | <b>BUDGET<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|----------------------------------------|-------------------------|-------------------------|-------------------------|---------------------------|
| FIRE CHIEF                             | 1.0                     | 1.0                     | 1.0                     | 1.0                       |
| ASSISTANT FIRE CHIEF                   | 3.0                     | 3.0                     | 3.0                     | 3.0                       |
| ADMINISTRATION SUPPORT I               | 1.0                     | -                       | -                       | -                         |
| ADMINISTRATION SUPPORT II              | 1.0                     | 2.0                     | 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                     | 5.0                     | 5.0                     | 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                    | 56.0                    | 56.0                    | 56.0                      |
| FIRE PROTECTION ENGINEER               |                         |                         |                         | 1.0                       |
| LOGISTICS OFFICER                      | -                       | 1.0                     | 1.0                     | 1.0                       |
| CRISIS RESPONSE EMT                    | -                       | 2.0                     | 2.0                     | 2.0                       |
| 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                     | 1.0                     | 1.0                     | 1.0                       |
| EMERGENCY SERV. DISPATCHER I           | 4.0                     | 1.0                     | 1.0                     | 1.0                       |
| EMERGENCY SERV OPERATOR-TRAIN          | 3.0                     | 6.0                     | 6.0                     | 6.0                       |
| EMERGENCY SERVICES OPERATOR            | 2.0                     | 4.0                     | 4.0                     | 4.0                       |
| EMERG.SERV.DISPATCH SHIFT SUPR.        | 4.0                     | 4.0                     | 4.0                     | 4.0                       |
| <b>SUBTOTAL PUBLIC SAFETY</b>          | <b>160.3</b>            | <b>175.3</b>            | <b>175.3</b>            | <b>176.3</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>161.6</b>            | <b>176.6</b>            | <b>176.6</b>            | <b>177.6</b>              |

## **Strategic Goals:**

### **Fire**

**Goal: Complete Station 8 renovation and in time pursue funding for staffing.**

Objective: Provide better all hazards coverage for the southern end of the Heights and east end of downtown.

Action(s): Get station 8 open and operational with an alternative response unit. Continue to work on staffing for the placement of an engine for a full service response.

**Goal: Begin the process of building Station 9 while pursuing funding for staffing.**

Objective: To provide full service coverage for our far westend.

Action(s): Begin to add staffing and start the search for proper location and station design phase.

**Goal: Develop an automatic aid agreement with the Lockwood Fire District**

Objective: To provide greater coverage and a higher level of service for both communities.

Action(s): Start the integration of training, implementation of new policies and SOPs.

**Goal: Continue monitoring data to determine the proper number of MRTs to maximize service efficiency.**

Objective: Maintain and increase efficiency with proper resource deployments.

Action(s): Add proper staffing and place more Squads in service.

### **EMS**

**Goal: Rewrite the EMS ordinance to ensure a high level of care for our community.**

Objective: To initiate a regulatory body for oversight of all EMS operations both private and public sector.

Action(s): Form an EMS committee for the city.

**Goal: Increase crisis response resources.**

Objective: To focus on a specific demographic within our jurisdiction and provide greater efficiency for our police and fire while providing greater opportunities for definitive and long-term solutions for our citizens in need.

Action(s): Continue monitoring data to determine the proper number of CRU units to maximize service efficiency.



**Goal: Design and implement a mobile integrated health and community paramedicine program.**

Objective: Another CPSM recommendation. This is the final step to providing a holistic approach for the maximum efficiency of EMS and total community health and wellbeing.

Action(s): Research and develop a system that best suits our community. Implement and monitor all data to ensure maximum effectiveness.

## **911**

**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, the community's expectations, and the 9-1-1 Center's ability to provide them.

Action(s): Implementation of priority, proximity dispatching, as well as new dispatch protocols for modernized emergency resource deployment.

**Goal: Reduce overall response times.**

Objective: Continue working on software and hardware upgrades.

Action(s): Upgrade the station alerting system to reduce dispatch processing and response times for deployed resources.

**Goal: Ensure system reliability and complete integration and agency interoperability with new technology for years to come.**

Objective: Mitigate system crashing with radio core replacement. All agencies across the state will have seamless communication.

Action(s): Complete implementation of the new core radio system.

# Human Resources

# **Human Resources Department**

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

Human Resources: \$1,130,791

City Health Benefits: \$18,504,012

Property Insurance: \$4,294,245

## **Change from Prior Year:**

Human Resources: \$41,087

City Health Benefits: \$2,418,222

Property Insurance: \$163,025



## **Overall Budget Justification:**

The FY25 Human Resources Department budget is \$1,130,791, this is an increase in costs of \$41,087 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 Negotiations and Administration, Employee Discipline and Grievance and Arbitration Procedures.

The FY25 Property and Liability Insurance budget will increase by \$154,024 driven by a 15% increase in property insurance premiums, a 5% increase in liability insurance premiums, and a 12% increase in cyber security insurance premiums.

The FY25 Health Insurance budget will increase by \$2,418,222, driven by a 9% projected increase in medical and prescription claims costs.

## **Ongoing Programs:**

- The Applicant Tracking software to streamline the recruiting process costs \$30,000 annually.
- The timekeeping software to make hours entry more efficient for departments costs \$44,000 annually.
- Cyber Security insurance costs have increased dramatically due to an industry-wide historic increase in cyber liability claims experienced nationwide. This year the premium will increase 13%, much improved over the previous 2 years.

## **Budgeted Revenues:**

### **HUMAN RESOURCES REVENUE BY FUND**

|                       | <b>ACTUAL<br/>FY 22</b>     | <b>ACTUAL<br/>FY 23</b>     | <b>BUDGET<br/>FY 24</b>     | <b>ESTIMATE<br/>FY 24</b>   | <b>PROPOSED<br/>FY 25</b>   |
|-----------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| GENERAL FUND          | \$ -                        | \$ -                        | \$ -                        | \$ -                        | \$ -                        |
| HEALTH BENEFITS       | 13,442,437                  | 14,292,608                  | 13,482,000                  | 14,236,000                  | 14,486,000                  |
| PROPERTY INSURANCE    | <u>2,516,693</u>            | <u>2,595,653</u>            | <u>3,774,748</u>            | <u>3,787,947</u>            | <u>5,000,442</u>            |
| <b>TOTAL REVENUES</b> | <b><u>\$ 15,959,130</u></b> | <b><u>\$ 16,888,261</u></b> | <b><u>\$ 17,256,748</u></b> | <b><u>\$ 18,023,947</u></b> | <b><u>\$ 19,486,442</u></b> |

### **HUMAN RESOURCES REVENUE BY CLASSIFICATION**

|                       | <b>ACTUAL<br/>FY 22</b>     | <b>ACTUAL<br/>FY 23</b>     | <b>BUDGET<br/>FY 24</b>     | <b>ESTIMATE<br/>FY 24</b>   | <b>PROPOSED<br/>FY 25</b>   |
|-----------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| CHARGE FOR SERVICES   | \$ 16,100,801               | \$ 16,697,202               | \$ 17,202,948               | \$ 17,746,947               | \$ 19,240,742               |
| INVESTMENT EARNINGS   | (148,731)                   | 230,223                     | 53,800                      | 271,000                     | 245,700                     |
| MISCELLANEOUS         | <u>7,060</u>                | <u>(39,164)</u>             | <u>-</u>                    | <u>6,000</u>                | <u>-</u>                    |
| <b>TOTAL REVENUES</b> | <b><u>\$ 15,959,130</u></b> | <b><u>\$ 16,888,261</u></b> | <b><u>\$ 17,256,748</u></b> | <b><u>\$ 18,023,947</u></b> | <b><u>\$ 19,486,442</u></b> |

## **Budgeted Expenditures:**

### **HUMAN RESOURCES OPERATING BUDGET BY FUND**

|                           | <b>ACTUAL<br/>FY 22</b>     | <b>ACTUAL<br/>FY 23</b>     | <b>BUDGET<br/>FY 24</b>     | <b>ESTIMATE<br/>FY 24</b>   | <b>PROPOSED<br/>FY 25</b>   |
|---------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| GENERAL FUND              | \$ 848,740                  | \$ 997,892                  | \$ 1,089,704                | \$ 975,000                  | \$ 1,130,791                |
| HEALTH BENEFITS           | 14,206,793                  | 13,173,927                  | 16,085,790                  | 16,998,938                  | 18,504,013                  |
| PROPERTY INSURANCE        | <u>2,798,401</u>            | <u>3,525,102</u>            | <u>4,131,220</u>            | <u>3,383,854</u>            | <u>4,294,244</u>            |
| <b>TOTAL EXPENDITURES</b> | <b><u>\$ 17,853,934</u></b> | <b><u>\$ 17,696,921</u></b> | <b><u>\$ 21,306,714</u></b> | <b><u>\$ 21,357,792</u></b> | <b><u>\$ 23,929,048</u></b> |

### **HUMAN RESOURCES OPERATING BUDGET BY CLASSIFICATION**

|                            | <b>ACTUAL<br/>FY 22</b>     | <b>ACTUAL<br/>FY 23</b>     | <b>BUDGET<br/>FY 24</b>     | <b>ESTIMATE<br/>FY 24</b>   | <b>PROPOSED<br/>FY 25</b>   |
|----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| PERSONAL SERVICES          | \$ 1,109,811                | \$ 16,859,738               | \$ 906,263                  | \$ 817,000                  | \$ 937,385                  |
| OPERATIONS AND MAINTENANCE | <u>16,744,123</u>           | <u>837,183</u>              | <u>20,400,451</u>           | <u>20,540,792</u>           | <u>22,991,663</u>           |
| <b>TOTAL EXPENDITURES</b>  | <b><u>\$ 17,853,934</u></b> | <b><u>\$ 17,696,921</u></b> | <b><u>\$ 21,306,714</u></b> | <b><u>\$ 21,357,792</u></b> | <b><u>\$ 23,929,048</u></b> |

## **Staffing:**

### **HUMAN RESOURCES STAFFING AUTHORIZATION**

| <b>POSITION</b>              | <b>ACTUAL<br/>FY 22</b> | <b>ACTUAL<br/>FY 23</b> | <b>BUDGET<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|------------------------------|-------------------------|-------------------------|-------------------------|---------------------------|
| <b>HUMAN RESOURCES</b>       |                         |                         |                         |                           |
| HUMAN RESOURCES DIRECTOR     | 1.0                     | 1.0                     | 1.0                     | 1.0                       |
| HUMAN RESOURCES MANAGER      | -                       | -                       | -                       | -                         |
| HUMAN RESOURCES ASSOCIATE    | 1.0                     | 1.0                     | 1.0                     | 1.0                       |
| PAYROLL/HR GENERALIST        | 1.0                     | 1.0                     | 1.0                     | 1.0                       |
| PAYROLL/HR ANALYST           | 1.0                     | 2.0                     | 2.0                     | 2.0                       |
| ADMINISTRATIVE SUPPORT II    | 1.0                     | 1.0                     | 1.0                     | 1.0                       |
| <b>PROPERTY INSURANCE</b>    |                         |                         |                         |                           |
| RISK/SAFETY OFFICER          | <u>1.0</u>              | <u>1.0</u>              | <u>1.0</u>              | <u>1.0</u>                |
| <b>TOTAL HUMAN RESOURCES</b> | <b><u>6.0</u></b>       | <b><u>7.0</u></b>       | <b><u>7.0</u></b>       | <b><u>7.0</u></b>         |

## **Department Goals:**

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

Action(s): Post all vacant positions on social media and professional websites. Continue to review and monitor which platform 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: Purchase new Payroll Software.**

Action(s): Research, review, and conduct a Request for Proposals to purchase new payroll software to improve payroll efficiencies. Implement and administer new payroll software that will benefit the city and its employees by decreasing errors and increasing efficiencies.

Outcome(s):

- New payroll software will decrease payroll errors, increase productivity and allow employees more self-service capabilities for revising their personal information.

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

Action(s): Increase training for 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 ethics, 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: \$ 4,080,261

Central Telephone: \$ 479,966

## **Change from Prior Year:**

Information Technology: \$ 306,741

Central Telephone: \$ 21,851

## **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 \$4,080,261 which is \$306,741 or 8.13% more than last year's budget. The FY25 budget increases are due to the increases in increased in software maintenance/licensing renewals, cyber security services, internal, forecasted sick/vacation retirement payout, and personal services.

In FY25, Personal Services costs increased over FY25 by \$199,902 primarily due to standard payroll increases including projected sick & vacation payout. Operating expenses have increased by \$220,339 which includes increases to cover added Cybersecurity Penetration Testing (PEN), increases in existing software/licensing services, website content management training, and increases in internal charges necessary to support our department. Capital expenses for FY25 are \$42,000 for a new licensed point-to-point wireless link from the new City Hall to the 4-Dances tower and 2 new network switches approved in the FY25 TRP. The Capital total for FY25 represents a reduction of < - \$113,500> from the FY24 Capital totals. Overall O & M plus Capital net increase for FY25 is \$106,839.

Information Technology is an internal support function with revenues of \$4,044,263 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. FY25 total revenues are \$ 35,998 below total expenses due in part to using of reserve funds saved for the replacement of the TRP approved new licensed point-to-point wireless network link between the new City Hall and the 4-Dances tower.



Under the direction of the Information Technology Director, the Telecommunications Manager and the IT Support Specialist provide telephone, voice mail, call accounting, communications related procurement, cell phone, infrastructure support, and related financial accounting services for 12 remote sites, 519 landline phones, 34 Centrex phone lines, 41 outside analog lines, and 410 Smartphones/cell phones.

The Central Telephone Service (Fund 606) is an internal support function with revenues of \$ 479,999 derived predominately from phone related services, including management of cellular services, and interest income. Expenses for FY25 are \$ 479,966 which represents an increase of \$ 21,851 (4.77%) above FY24. Increases in wages including a portion of a projected retirement payout are the reason for the increase in the FY25 Central Telephone Budget

### **Budgeted Revenues:**

#### **INFORMATION TECHNOLOGY DEPARTMENT REVENUE**

| REVENUE BY FUND       | ACTUAL<br>FY 22            | ACTUAL<br>FY 23            | BUDGET<br>FY 24            | ESTIMATE<br>FY 24          | PROPOSED<br>FY 25          |
|-----------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| INFORMATION RESOURCES | \$ 2,911,608               | \$ 3,547,604               | \$ 3,652,449               | \$ 3,591,186               | \$ 4,044,263               |
| TELEPHONE             | <u>428,833</u>             | <u>466,983</u>             | <u>465,330</u>             | <u>477,803</u>             | <u>479,999</u>             |
| <b>TOTAL REVENUE</b>  | <b><u>\$ 3,340,441</u></b> | <b><u>\$ 4,014,587</u></b> | <b><u>\$ 4,117,779</u></b> | <b><u>\$ 4,068,989</u></b> | <b><u>\$ 4,524,262</u></b> |

#### **INFORMATION TECHNOLOGY DEPARTMENT ALL FUNDS**

| REVENUE BY CLASSIFICATION | ACTUAL<br>FY 22            | ACTUAL<br>FY 23            | BUDGET<br>FY 24            | ESTIMATE<br>FY 24          | PROPOSED<br>FY 25          |
|---------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| CHARGE FOR SERVICE        | \$ 3,234,446               | \$ 3,913,190               | \$ 4,104,279               | \$ 4,023,148               | \$ 4,490,562               |
| OTHER                     | 123,584                    | 69,283                     | -                          | 2,825                      | 500                        |
| INVESTMENT EARNINGS       | <u>(17,589)</u>            | <u>32,114</u>              | <u>13,500</u>              | <u>43,015</u>              | <u>33,200</u>              |
| <b>TOTAL REVENUE</b>      | <b><u>\$ 3,340,441</u></b> | <b><u>\$ 4,014,587</u></b> | <b><u>\$ 4,117,779</u></b> | <b><u>\$ 4,068,988</u></b> | <b><u>\$ 4,524,262</u></b> |

## **Budgeted Expenditures:**

### **INFORMATION TECHNOLOGY DEPARTMENT EXPENSE**

| EXPENSE BY FUND           | ACTUAL<br>FY 22            | ACTUAL<br>FY 23            | BUDGET<br>FY 24            | ESTIMATE<br>FY 24          | PROPOSED<br>FY 25          |
|---------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| INFORMATION RESOURCES     | \$ 2,869,915               | \$ 3,356,216               | \$ 3,773,520               | \$ 3,480,885               | \$ 4,080,261               |
| TELEPHONE                 | <u>401,265</u>             | <u>446,964</u>             | <u>458,115</u>             | <u>446,675</u>             | <u>479,966</u>             |
| <b>TOTAL EXPENDITURES</b> | <b><u>\$ 3,271,180</u></b> | <b><u>\$ 3,803,180</u></b> | <b><u>\$ 4,231,635</u></b> | <b><u>\$ 3,927,560</u></b> | <b><u>\$ 4,560,227</u></b> |

### **DEPARTMENT ALL FUNDS**

| EXPENSE BY CLASSIFICATION  | ACTUAL<br>FY 22            | ACTUAL<br>FY 23            | BUDGET<br>FY 24            | ESTIMATE<br>FY 24          | PROPOSED<br>FY 25          |
|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| PERSONAL SERVICES          | \$ 2,143,834               | \$ 2,520,149               | \$ 2,521,981               | \$ 2,426,354               | \$ 2,747,193               |
| OPERATIONS AND MAINTENANCE | 1,095,432                  | 1,131,712                  | 1,554,154                  | 1,400,071                  | 1,771,034                  |
| CAPITAL                    | <u>31,914</u>              | <u>151,319</u>             | <u>155,500</u>             | <u>101,135</u>             | <u>42,000</u>              |
| <b>TOTAL EXPENDITURES</b>  | <b><u>\$ 3,271,180</u></b> | <b><u>\$ 3,803,180</u></b> | <b><u>\$ 4,231,635</u></b> | <b><u>\$ 3,927,560</u></b> | <b><u>\$ 4,560,227</u></b> |

## **Staffing:**

### **STAFFING AUTHORIZATION**

| <b>POSITION</b>                 | <b>ACTUAL<br/>FY22</b> | <b>ACTUAL<br/>FY23</b> | <b>BUDGET<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|---------------------------------|------------------------|------------------------|-------------------------|---------------------------|
| INFORMATION TECHNOLOGY DIRECTOR | 0.9                    | 0.9                    | 0.9                     | 0.9                       |
| APPLICATION DEVELOPER           | 3.0                    | 3.0                    | 3.0                     | 3.0                       |
| APPLICATION MANAGER             | -                      | -                      | -                       | -                         |
| 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                    | 2.0                    | 2.0                     | 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                       |
| IT SUPPORT SPECIALIST           | 0.8                    | 0.8                    | 0.8                     | 0.8                       |
| IT SECURITY ENGINEER            | 0.9                    | 0.9                    | 0.9                     | 0.9                       |
| GIS TECHNICIAN                  | 2.0                    | 3.0                    | 3.0                     | 3.0                       |
| GIS ASSET ANALYST               | 1.0                    | 1.0                    | 1.0                     | 1.0                       |
| <b>TOTAL</b>                    | <b><u>19.6</u></b>     | <b><u>21.5</u></b>     | <b><u>21.5</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. Update after visiting with City Clerk's office

**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): Work with departments in implementing the new ComDev and CIS software.

Outcome(s):

- Working with departments on the implementation, training, and utilization of new software to meet our ComDev & CIS/Utility Billing System needs.
- Set up self-serv reporting via SSMS or other reporting options when available. Many users need access to specific data sets on a frequent basis and this is a way to make sure they can access the data when needed.

Action(s): Complete the move of production software and data off our AS400 environment.

Outcome(s):

- Migrate systems including Property Tax, SIDs, and Land 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): 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.

Action(s): Categorize and document existing software applications.

Outcome(s):

- With a top-down look at all software applications city-wide, document endpoints, servers, contact information for support, credentials necessary to access, contract information and SOW agreements for each. IP Addresses and admin access and version history.

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

Action(s): Action(s): Provide support to end-users as we transition production computers from Windows 10 to Windows 11.

Outcome(s):

- Windows 10 will be "End of Support" in October of 2025. Migrating as many computers as possible to Windows 11 through replacement and upgrades during this fiscal year will prepare us for the fall of 2025.

Action(s): Action(s): Provide support to end-users as they work to eliminate computers more than 6 years old from production.

Outcome(s):

- Cybersecurity “Best Practices” recommend elimination of computers once they are 5 – 6 years old. Outdated systems are susceptible to new and emerging threats and vulnerabilities. They lack security updates and patches. They are also not compatible with new security technologies. By keeping our infrastructure up to date, we heighten the security of the entire enterprise.

Action(s): Engage a Professional Third-Party Cybersecurity Firm to do an unbiased Cybersecurity Risk Assessment of our City Network & Develop a Roadmap to guide us moving forward.

Outcome(s):

- Engaging in a Cybersecurity Risk Assessment conducted by an outside professional firm will help us establish a baseline on which to move forward in the protection of our network and critical data. We expect the study to identify all of the areas in which we excel, areas needing improvement, and any critical exposures in our environment.
- Development of a Cybersecurity Roadmap will guide us as we address the threats identified in the risk assessment. The roadmap will identify how we can improve our environment through policy, staffing, software, network hardware, and overall operational changes. In addition to defining how to address our risks, we expect the Roadmap to prioritize the recommendations so we can most effectively manage our staff, maintain or enhance existing cybersecurity resources, and support any requests for additional investments needed to meet our current and future cybersecurity goals.

Action(s): Improve network/system security to protect sensitive data, ensure system integrity, minimize cyber risks, comply with State & Federal Regulations, and cultivate cyber awareness

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. We reduce security vulnerabilities, and we increase the stability of the network and the applications running on it.

Action(s): Implement FSE/Safe Software for software integrations.

Outcome(s):

- Many departments will benefit from this software and its ability to integrate and connect existing software and new applications. Airport (Tadera), Utilities (Vertex), Building, Planning, Code Enforcement, Business Licenses, Engineering and Utility Permits (CityView), Street Traffic (CityWorks), Fleet (AssetWorks)

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

**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):** 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.

**Action(s):** Hire a GIS Manager with municipal experience, leadership capabilities, and fluent in modern GIS concepts.

**Outcome(s)**

- Provide direction for maintaining and enhancing the use of GIS technology within City Departments

**Action(s):** Work with Public Works to stand up CityWorks Storeroom

**Outcome(s):**

- Integrate inventory with asset management strategy. Streamline the inventory management process for Public Works. Improve efficiency in managing inventory of spare parts, equipment, and materials. Enable users to create and manage purchase orders, track vendor information, and automate purchasing workflows within the asset management system.

**Action(s):** Deploy ArcGIS Monitor.

**Outcome(s):**

- Continuously monitor the health and performance of ArcGIS Enterprise components, including servers, services, databases, and web applications. Monitor key performance indicators such as response times, throughput, and resource usage. Set alerts and notifications based on predefined thresholds and conditions. This helps detect and respond to critical issues in a timely manner, minimize downtime, and ensure continuous system operation.

**Action(s):** Take Utility Network from a proof of concept to an implemented functionality in GIS.

**Outcome(s):**

- Take the proof of concept developed by HDR and put it into action within the water, sewer, and storm sewer utilities. Improve modeling, analysis, and managing their infrastructure assets.

Action(s): Work with Public Works and consultants to build more asset management dashboards.

Outcome(s):

- Enhance efficiency, decision-making, and overall operations for the Public Works Department. Add real-time data visualization, performance monitoring, and operational efficiency to our GIS content.

Action(s): Cross-training GIS staff on enterprise GIS management and CityWorks

Outcome(s):

- Expand GIS staff members' expertise beyond traditional GIS functions. Improve collaboration and knowledge sharing among GIS team members. Operate more efficiently. Instead of relying on a single individual with specialized knowledge in enterprise GIS or CityWorks administration, multiple team members can perform these tasks. Mitigates the risks associated with staff turnover or absences.

Action(s): Train city staff on using the functionality of NearMap high-resolution aerial imagery products.

Outcome(s):

- Provide access to the last seven years of high-resolution imagery. Improve ability to assess site conditions, identify potential obstacles or opportunities, and visualize proposed change. Oblique imagery provides multiple views of an area from different angles, allowing users to visualize structures, terrain, and landscapes in greater detail. This enhanced visualization capability helps users gain a more comprehensive understanding of the environment, improving decision-making and planning processes.

Action(s): Train City Staff on how to use newly acquired Lidar products.

Outcome(s):

- Lidar data provides highly detailed and accurate 3D representations of the environment, including terrain, buildings, and vegetation. By training city staff to use Lidar products, the city can harness this valuable data to support a wide range of applications, including urban planning, infrastructure management, environmental monitoring, and emergency response. With a better understanding of the terrain, land use patterns, and infrastructure assets, decision-makers can develop more effective strategies and policies to address various challenges and priorities.

**Goal: Grow our staffing to meet anticipated future needs.**

Action(s): Seek Opportunities to add additional staff through budget and organizational support.

Outcome(s):

- Additional Public Safety Systems Analyst to support Fire/9-1-1 & provide redundancy/backup for Police, Mobile, & Jail
- Additional Asst Network Administration position to provide the needed support for our network, server & storage infrastructure, and cybersecurity challenges.

# Legal



# City Attorney

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

\$4,047,182

## **Change from Prior year:**

\$503,943

## **Overall Budget Justification:**

The FY25 budget for the City Attorney is \$4,047,182, which includes an increase of \$503,943 over FY24. This includes an increase in Personal Services which includes four (4) new positions: one (1) Prosecutor, one (1) Victim/Witness Specialist, and two (2) Administrative Assistants. These new 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 an approximate increase of \$5,379 in O&M costs due to increased regular monthly charges (IT, Telephone, Facilities, Parking, certification requirements, subscriptions, surface travel, etc.). There are also added costs due to the move to the new City Hall building which include moving expenses and office furniture. This number includes the increase in O&M for current staff, along with the six (4) additional staffing positions being budgeted for in FY25 which include new computers, equipment, new furniture, etc. for new staff. This total also includes an approximate \$3,600 increase in prosecutor membership fees due to a yearly increase in bar association dues, as well as, because there are additional attorneys being added to the office.

## **New or Expanded Programs:**

None proposed for FY 2025.

## **Staffing Changes:**

One (1) additional Municipal Court Prosecutors, one (1) Victim/Witness Specialists, and two (2) Administrative Assistants. One (1) new prosecutor will be an N35 grade, and one (1) current prosecutor will advance to an N44 grade, for a total approximate additional cost of \$160,000, including the costs for insurance, etc. The reason for this change is to add a front-line management level to the structure of the office. With the number of prosecutors increasing to ten (10), one of the prosecutor positions will be designated as Senior Deputy with supervisory responsibility of the prosecutors. The Senior Deputy can assist the prosecutors with day-to-day operations and relieve the burden of these responsibilities from the Assistant City Attorney, whose civil workload has also increased.

The one (1) Victim/Witness Specialist will be an M93 grade, for a total approximate cost of \$88,563, including the costs for insurance, etc.

The two (2) Administrative Assistants will be an M61 grade, for a total approximate cost of \$137,390, including the costs for insurance, etc.

**Additional Comments:**

As a result of the voters approving the Public Safety Mill Levy, the Legal Department was able to begin hiring additional staff in FY23 to be phased in over the next few years, ending in FY25. In FY23, the City Attorney's Office hired a Prosecutor and a Victim/Witness Specialist. An additional Prosecutor was also authorized during that first year, however, due to office space constraints, that second prosecutor position has been left unfilled. For the second phase, to be implemented in FY25, the Legal Department's plan for the levy funds includes one additional Municipal Court Prosecutor, one Victim/Witness Specialist, and two Administrative Assistants.

In anticipation of the Billings Municipal Court's recent decision to implement an Arraignment Court, the City Attorney's Office will need to hire an additional Prosecutor and a Victim Witness Specialist. The new staff are necessary to address ongoing prosecution needs and provide services to victims.

**Department Goals for FY 2025:**

- 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.

The most significant way this proposed budget will help address these goals is by providing the resources for this office to better manage the caseload burden of prosecutors. As this office hires 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.

### **Budgeted Revenues:**

#### **CITY ATTORNEY DEPARTMENT REVENUE**

| REVENUE BY FUND      | ACTUAL<br>FY 22          | ACTUAL<br>FY 23          | BUDGET<br>FY 24          | ESTIMATE<br>FY 24        | PROPOSED<br>FY 25        |
|----------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| GENERAL FUND         | \$ 3,120                 | \$ 2,803                 | \$ -                     | \$ 4,000                 |                          |
| CITY ATTORNEY GRANTS | <u>531,933</u>           | <u>596,319</u>           | <u>624,036</u>           | <u>450,235</u>           | <u>626,693</u>           |
| <b>TOTAL REVENUE</b> | <b><u>\$ 535,053</u></b> | <b><u>\$ 599,122</u></b> | <b><u>\$ 624,036</u></b> | <b><u>\$ 454,235</u></b> | <b><u>\$ 626,693</u></b> |

#### **CITY ATTORNEY DEPARTMENT ALL FUNDS**

| REVENUE BY CLASSIFICATION | ACTUAL<br>FY 22          | ACTUAL<br>FY 23          | BUDGET<br>FY 24          | ESTIMATE<br>FY 24        | PROPOSED<br>FY 25        |
|---------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| CHARGE FOR SERVICE        | \$ 3,120                 | \$ 2,803                 | \$ -                     | \$ 4,000                 | \$ -                     |
| FINES AND FORFEITURE      | 53,084                   | 47,573                   | 46,000                   | 52,000                   | 46,000                   |
| INTERGOVERNMENTAL         | 143,149                  | 104,973                  | 160,000                  | 148,000                  | 270,000                  |
| INVESTMENT EARNINGS       | (183)                    | (4)                      | -                        | 235                      | -                        |
| TRANSFER IN               | <u>335,883</u>           | <u>443,777</u>           | <u>418,036</u>           | <u>250,000</u>           | <u>310,693</u>           |
| <b>TOTAL REVENUE</b>      | <b><u>\$ 535,053</u></b> | <b><u>\$ 599,122</u></b> | <b><u>\$ 624,036</u></b> | <b><u>\$ 454,235</u></b> | <b><u>\$ 626,693</u></b> |

## **Budgeted Expenditures:**

### **CITY ATTORNEY DEPARTMENT EXPENSE BY FUND**

| EXPENSE BY FUND           | ACTUAL<br>FY 22           | ACTUAL<br>FY 23            | BUDGET<br>FY 24           | ESTIMATE<br>FY 24          | PROPOSED<br>FY 25         |
|---------------------------|---------------------------|----------------------------|---------------------------|----------------------------|---------------------------|
| GENERAL FUND              | \$ 2,346,529              | \$ 2,474,916               | \$ 2,924,845              | \$ 2,700,032               | \$ 3,423,409              |
| CITY ATTORNEY GRANTS      | <u>531,706</u>            | <u>597,731</u>             | <u>618,394</u>            | <u>441,458</u>             | <u>623,773</u>            |
| <b>TOTAL EXPENDITURES</b> | <b><u>\$2,878,235</u></b> | <b><u>\$ 3,072,647</u></b> | <b><u>\$3,543,239</u></b> | <b><u>\$ 3,141,490</u></b> | <b><u>\$4,047,182</u></b> |

### **CITY ATTORNEY DEPARTMENT ALL FUNDS BY CLASS**

| EXPENSE BY CLASSIFICATION | ACTUAL<br>FY 22           | ACTUAL<br>FY 23            | BUDGET<br>FY 24           | ESTIMATE<br>FY 24          | PROPOSED<br>FY 25         |
|---------------------------|---------------------------|----------------------------|---------------------------|----------------------------|---------------------------|
| PERSONAL SERVICES         | \$ 2,062,772              | \$ 2,281,468               | \$ 2,593,319              | \$ 2,394,789               | \$ 3,266,115              |
| OPERATIONS AND MAINTENANC | 479,580                   | 347,401                    | 531,884                   | 328,665                    | 470,374                   |
| TRANSFERS                 | <u>335,883</u>            | <u>443,777</u>             | <u>418,036</u>            | <u>418,036</u>             | <u>310,693</u>            |
| <b>TOTAL EXPENDITURES</b> | <b><u>\$2,878,235</u></b> | <b><u>\$ 3,072,646</u></b> | <b><u>\$3,543,239</u></b> | <b><u>\$ 3,141,490</u></b> | <b><u>\$4,047,182</u></b> |

## **Staffing:**

### **CITY ATTORNEY STAFFING AUTHORIZATION**

| <b>CITY ATTORNEY<br/>POSITION</b> | <b>ACTUAL<br/>FY 22</b>   | <b>ACTUAL<br/>FY 23</b>   | <b>BUDGET<br/>FY 24</b>   | <b>PROPOSED<br/>FY 25</b> |
|-----------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| CITY ATTORNEY                     | 1.0                       | 1.0                       | 1.0                       | 1.0                       |
| ASSISTANT CITY ATTORNEY           | 1.0                       | 1.0                       | 1.0                       | 1.0                       |
| CHIEF DEPUTY CITY ATTORNEY        | -                         | -                         | -                         | 1.0                       |
| DEPUTY CITY ATTORNEY              | 6.0                       | 8.0                       | 8.0                       | 7.0                       |
| VICTIM WITNESS SPECIALIST         | 1.0                       | 2.0                       | 2.0                       | 3.0                       |
| LEGAL SECRETARY                   | 1.0                       | 1.0                       | 1.0                       | 1.0                       |
| PARALEGAL                         | 1.0                       | 1.0                       | 1.0                       | 1.0                       |
| ADMINISTRATIVE SUPPORT II         | 3.0                       | 3.0                       | 3.0                       | 5.0                       |
| <b>TOTAL</b>                      | <b><u>14.0</u></b>        | <b><u>17.0</u></b>        | <b><u>17.0</u></b>        | <b><u>20.0</u></b>        |
| <b>LEGAL GRANT<br/>POSITION</b>   |                           |                           |                           |                           |
| VICTIM WITNESS SPECIALIST         | 3.0                       | 3.0                       | 3.0                       | 3.0                       |
| ADMINISTRATIVE ASSISTANT          | -                         | -                         | -                         | -                         |
| DEPUTY CITY ATTORNEY              | <u>2.0</u>                | <u>2.0</u>                | <u>2.0</u>                | <u>3.0</u>                |
| <b>TOTAL</b>                      | <b><u>5.0</u></b>         | <b><u>5.0</u></b>         | <b><u>5.0</u></b>         | <b><u>6.0</u></b>         |
| <b>TOTAL CITY ATTORNEY</b>        | <b><u><u>19.0</u></u></b> | <b><u><u>22.0</u></u></b> | <b><u><u>22.0</u></u></b> | <b><u><u>26.0</u></u></b> |

# Library



## **Library Department**

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

\$5,149,706

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

\$418,753

### **Overall Budget Justification:**

The FY25 operating budget for the Library Department is \$5.1 million. This is an increase of \$418,753 from the previous year, comprised mostly of payroll COLA and benefits, three additional staff positions (\$148,138), and O&M increases. The largest portion of the O&M increases stem from City cost allocation/interdepartmental charges and uncontrollable costs such as insurance (\$105,007), utilities (\$17,112), and small increases in maintenance contracts (\$39,615), supply costs, etc. All other costs are earmarked for one-time needs this fiscal year in anticipation of lower tax values next year.

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

#### **Library Express Lockers**

The Library continues to evolve to meet the ever-changing needs of patrons, community partners, and professionals in the community. To date, the Library has implemented three (3) Library Express Lockers to create 24/7 access to library materials for all patrons. Locker #4 is scheduled to be installed in late spring 2024. With the implementation of two more lockers, an additional staff member is required to fulfill the operational plan of servicing the lockers six days a week. Funding for locker #5 is underway with an anticipated installation date sometime in FY26. (The Billings Public Library remains the only library in the state to implement this type of delivery system to patrons.)

#### **Co+Lab**

In the last decade, the TECH Lab has been a resource for engaging teens and fostering STEM education. However, rapid technological advancements have rendered once state-of-the-art equipment and the static layout of the space outdated. The library has transformed this space into a Co+Lab that addresses the needs of all generations regarding collaborative learning and innovation. The library's Friends of the Library (FOL) and Billings Public Library Foundation (BPLF) have underwritten all costs for furniture and technology upgrades for this space. The Library's investment is to add another staff member to meet these new demands while continuing to focus on the importance of servicing the teen populace.

## **Technology Expansion**

With both of the aforementioned endeavors, the Library has significantly increased its technological offerings and capacities that require a third staff addition for this purpose. In addition to the duties of servicing the technological needs in these previously described modalities, this staff member will also be the direct liaison to the FOL and BPLF for their technology needs, and will continue servicing hotspots and increasing capacity for the library's Memory Lab. (Both the FOL and BPLF are housed in the library and give approximately a combined \$100,000 annually to the library.)

## **Budgeted Revenue:**

| CITY-COUNTY LIBRARY FUND      |                     |                     |                     |                     |                    |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|--------------------|
| OPERATING BUDGET              |                     |                     |                     |                     |                    |
|                               | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25  |
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 4,000,822</b> | <b>\$ 4,395,910</b> | <b>\$ 4,778,915</b> | <b>\$ 4,925,758</b> | <b>\$5,044,262</b> |
| <b>REVENUE:</b>               |                     |                     |                     |                     |                    |
| CITY TAXES                    | \$ 1,256,370        | \$ 1,286,309        | \$ 1,322,239        | \$ 1,368,479        | \$1,548,826        |
| FEDERAL GRANT                 | -                   | -                   |                     |                     |                    |
| COUNTY PROPERTY TAX           | 1,202,098           | 1,234,448           | 1,270,233           | 1,500,000           | 1,419,020          |
| STATE GRANTS/AID              | 2,247               | 2,252               | 2,000               | 2,125               | 2,200              |
| STATE REIMBURSEMENTS          | 529,910             | 544,815             | 410,167             | 424,710             | 440,702            |
| CHARGES FOR SERVICE           | 12,884              | 15,455              | 14,650              | 15,405              | 15,370             |
| FINES & FORFEITURES           | 12,589              | 15,655              | 15,000              | 15,700              | 15,100             |
| INTEREST ON INVESTMENTS       | (53,220)            | 97,413              | 23,500              | 115,500             | 98,300             |
| DONATIONS/CONTRIBUTIONS       | 14,927              | 13,183              | 87,500              | 73,500              | 93,490             |
| TRANSFER FR GENERAL FUND      | 1,127,533           | 1,144,540           | 1,196,458           | 1,198,831           | 1,392,818          |
| SALE OF SURPLUS EQUIP         | -                   | 56                  | 50                  |                     | 50                 |
| MISCELLANEOUS                 | 95,258              | 81,208              | 32,450              | 133,510             | 86,500             |
| <b>TOTAL REVENUE</b>          | <b>\$ 4,200,596</b> | <b>\$ 4,435,334</b> | <b>\$ 4,374,247</b> | <b>\$ 4,847,760</b> | <b>\$5,112,376</b> |



## **Budgeted Expenditures:**

| CITY-COUNTY LIBRARY FUND<br>OPERATING BUDGET |                            |                            |                            |                            |                            |
|----------------------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| EXPENSE BY CLASSIFICATION                    | ACTUAL<br>FY 22            | ACTUAL<br>FY 23            | BUDGET<br>FY 24            | ESTIMATE<br>FY 24          | PROPOSED<br>FY 25          |
| PERSONAL SERVICES                            | \$ 2,412,504               | \$ 2,439,881               | \$ 2,732,811               | \$ 2,696,681               | \$ 3,108,666               |
| OPERATIONS AND MAINTENANCE                   | 1,356,134                  | 1,421,900                  | 1,970,483                  | 1,997,699                  | 2,007,408                  |
| CAPITAL                                      | -                          | -                          | 5,000                      | 10,000                     | -                          |
| TRANSFERS                                    | <u>36,869</u>              | <u>43,705</u>              | <u>22,876</u>              | <u>24,876</u>              | <u>33,632</u>              |
| <b>TOTAL EXPENDITURES</b>                    | <b><u>\$ 3,805,507</u></b> | <b><u>\$ 3,905,486</u></b> | <b><u>\$ 4,731,170</u></b> | <b><u>\$ 4,729,256</u></b> | <b><u>\$ 5,149,706</u></b> |

## **Staffing Changes:**

| STAFFING AUTHORIZATION                     |                    |                    |                    |                    |
|--------------------------------------------|--------------------|--------------------|--------------------|--------------------|
| POSITION                                   | ACTUAL<br>FY 22    | ACTUAL<br>FY 23    | BUDGET<br>FY 24    | PROPOSED<br>FY 25  |
| 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               | 13.0               |
| LIBRARY & FACILITY COORD                   | 1.0                | 1.0                | 1.0                | 1.0                |
| LIBRARY TECHNICIAN                         | 1.0                | 1.0                | 1.0                | 1.0                |
| LIBRARY SVCS SPEC IV                       | 2.0                | 2.0                | 2.0                | 3.0                |
| LIBRARY SVCS SPEC II                       | 9.8                | 9.8                | 9.8                | 9.8                |
| FACILITIES MAINT SUPPORT II                | 2.0                | 2.0                | 2.0                | 2.0                |
| FACILITIES MAINT SUPPORT I                 | 1.0                | 1.0                | 2.0                | 2.0                |
| LIBRARY INFORMATION SYSTEMS<br>COORDINATOR | 1.0                | 1.0                | 1.0                | 1.0                |
| CIRCULATION MANAGER                        | -                  | 1.0                | 1.0                | 1.0                |
| LIBRARY SVCS SPEC I                        | <u>-</u>           | <u>-</u>           | <u>-</u>           | <u>-</u>           |
| <b>TOTAL</b>                               | <b><u>32.8</u></b> | <b><u>33.8</u></b> | <b><u>34.8</u></b> | <b><u>37.8</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:**     Continue the implementation and refinement of 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 2025 Department Budgeted Expense Total:**

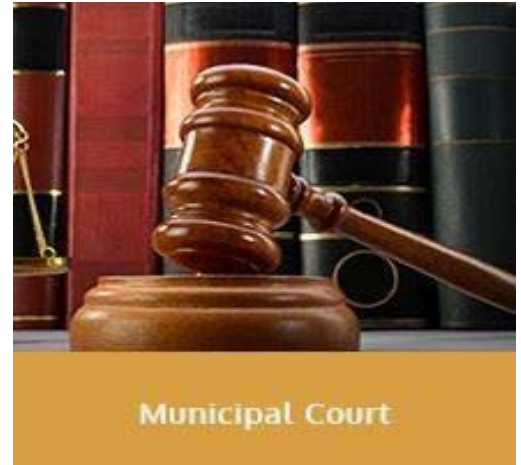
Municipal Court: \$2,119,094

Court Grants: \$523,826

### **Change from Budget FY 2024:**

Municipal Court: \$116,959

Court Grants: \$(24,001)



### **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 15,000 citations per year and over 25,000 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 two Municipal Court Judges, two Judicial Assistants, and four Bailiffs. The Receipts and Records budget funds one Municipal Court Administrator, seven Account Clerk II's, one Sr. Courtroom Collections Clerk, one Courtroom/Collections Clerk, and one Civil Infractions/Filing Clerk. Total of 19 full-time positions.

The personal proposed budget shows an increase of \$240,375 for FY 25. The increase is due to the full-time addition of three PSML staff additions, Merit, and COLA increases.

O&M proposed budget shows a decrease of \$123,416. The decrease is due to the one-time cost of the Court Efficiency study being included in the FY 24 budget. FY 25 O&M does include increases for internal services cost projections and one-time operational costs for New City Hall.

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 grant proposed budget is \$523,826 for FY 25.

The grants are reflected below under Municipal Court Grants. The grants fund 2 full-time positions, and one part-time position. 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.

## FUND 0100-12000

|                            | ACTUAL<br>FY 22           | ACTUAL<br>FY 23            | BUDGET<br>FY 24            | ESTIMATE<br>FY 24         | PROPOSED<br>FY 25         |
|----------------------------|---------------------------|----------------------------|----------------------------|---------------------------|---------------------------|
| PERSONAL SERVICES          | \$1,101,724               | \$ 1,169,784               | \$ 1,412,677               | \$1,299,288               | \$1,653,052               |
| OPERATIONS AND MAINTENANCE | <u>281,850</u>            | <u>325,559</u>             | <u>589,458</u>             | <u>465,000</u>            | <u>466,042</u>            |
| <b>TOTAL EXPENDITURES</b>  | <b><u>\$1,383,574</u></b> | <b><u>\$ 1,495,343</u></b> | <b><u>\$ 2,002,135</u></b> | <b><u>\$1,764,288</u></b> | <b><u>\$2,119,094</u></b> |

## STAFFING AUTHORIZATION

| POSITION                        | ACTUAL<br>FY 22    | ACTUAL<br>FY 23    | BUDGET<br>FY 24    | PROPOSED<br>FY 25  |
|---------------------------------|--------------------|--------------------|--------------------|--------------------|
| MUNICIPAL JUDGE                 | 1.5                | 1.5                | 2.0                | 2.0                |
| MUNICIPAL COURT BAILIFF/CLERK   | 3.0                | 4.0                | 4.0                | 4.0                |
| ADMINISTRATIVE SUPPORT II       | 1.0                | 1.0                | 2.0                | 2.0                |
| 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                |
| SR COLLECTION CLERK             | -                  | 1.0                | 1.0                | 1.0                |
| COLLECTION CLERK                | <u>1.0</u>         | <u>1.0</u>         | <u>1.0</u>         | <u>1.0</u>         |
| <b>SUBTOTAL MUNICIPAL COURT</b> | <b>16.3</b>        | <b>17.5</b>        | <b>19.0</b>        | <b>19.0</b>        |
| <b>GRANT POSITION:</b>          |                    |                    |                    |                    |
| TREATMENT COURT COORD/MGR       | 0.8                | 0.8                | 1.0                | 1.0                |
| TREATMENT COURT COORD           | <u>1.6</u>         | <u>1.6</u>         | <u>2.0</u>         | <u>2.0</u>         |
| <b>TOTAL MUNICIPAL COURT</b>    | <b><u>18.7</u></b> | <b><u>19.9</u></b> | <b><u>22.0</u></b> | <b><u>22.0</u></b> |

**MUNICIPAL COURT GRANTS  
OPERATING BUDGET**

FUNDS 2450-2480, 7370-7380

|                               | <b>ACTUAL<br/>FY 22</b> | <b>ACTUAL<br/>FY 22</b> | <b>BUDGET<br/>FY 24</b> | <b>ESTIMATE<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|-------------------------------|-------------------------|-------------------------|-------------------------|---------------------------|---------------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 48,439</b>        | <b>\$ (56,487)</b>      | <b>\$ (32,050)</b>      | <b>\$ 12,606</b>          | <b>\$ 2,384</b>           |
| <b>REVENUE:</b>               |                         |                         |                         |                           |                           |
| INTER-GOVERNMENTAL            | \$ 254,341              | \$ 451,369              | \$ 547,827              | \$ 375,000                | \$ 523,826                |
| CHARGES FOR SERVICE           | 1,028                   |                         | -                       | -                         | -                         |
| INTEREST                      | 25                      | 3                       | -                       | 61                        | -                         |
| <b>TOTAL REVENUE</b>          | <b>\$ 255,394</b>       | <b>\$ 451,372</b>       | <b>\$ 547,827</b>       | <b>\$ 375,061</b>         | <b>\$ 523,826</b>         |
| <b>EXPENDITURES:</b>          |                         |                         |                         |                           |                           |
| PERSONAL SERVICES             | \$ 161,835              | \$ 144,165              | \$ 197,514              | \$ 180,283                | \$ 213,618                |
| OPERATION & MAINTENANCE       | 198,485                 | 238,114                 | 350,313                 | 205,000                   | 310,208                   |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 360,320</b>       | <b>\$ 382,279</b>       | <b>\$ 547,827</b>       | <b>\$ 385,283</b>         | <b>\$ 523,826</b>         |
| <b>FUND BALANCE ENDING</b>    | <b>\$ (56,487)</b>      | <b>\$ 12,606</b>        | <b>\$ (32,050)</b>      | <b>\$ 2,384</b>           | <b>\$ 2,384</b>           |
| <b>LESS:</b>                  |                         |                         |                         |                           |                           |
| RESTRICTED                    | (56,487)                | 12,606                  | (32,050)                | 2,384                     | 2,384                     |
| <b>UNASSIGNED</b>             | <b>\$ -</b>             | <b>\$ -</b>             | <b>\$ -</b>             | <b>\$ -</b>               | <b>\$ -</b>               |

# Parks & Recreation & Public Lands

# FY25 Budget Overview

**Department:** Parks and Recreation Department

## **Overall Budget Justification:**

The FY25 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 some increases in seasonal wages and inflationary adjustments for goods and services to maintain our current level of service. Our proposed FY25 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 and Recreation Director, Project Manager, Project Manager/Asset Coordinator, Community Outreach and Engagement Coordinator, Administrative Support II, and Customer Service Coordinator. Major functions include budget management, customer service and guidance, park planning and development, project and asset management, volunteer coordination, public outreach and communication, awareness campaigns, and direction for the whole department.

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

- Consultant Services in Parks Programs Fund (\$120,000) The PRPL Comprehensive Plan needs updating, the National average for the life of a master plan is 5 years. The current Plan was completed in 2017 and completing a new plan will take until 2025 to complete. There has been a lot of change in the view of Parks and Recreation and the economy over those 8 years.
- Consultant Services (\$35,000) In order to evaluate Park programs and quantify Park usage accurate use data is necessary. Technology advancements now allow cellphone tracking information to be used to accurately determine use or attendance. Very difficult to prove how busy Parks are or how well attended an event is without a method of obtaining those counts.

## **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: Parks Superintendent, Parks Supervisor, Cemetery/Parks Supervisor, Forester, Arborist, a Parks Mechanic, and 18 Equipment Operators. During the summer months, over 42 seasonal employees join the team and are spread throughout the city parks. Park maintenance covers park amenities including 5 spray grounds, 2 wading pools, over 40 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. Safe and clean parks for the community are a major focus is to ensure a great space to enjoy and recreate.

Continued training and certifications are vital to maintaining the parks. Currently, four staff members are Certified Playground Safety Inspectors with another four being certified this spring of 2024. There are eight staff that hold State of Montana Certified Pesticide Applicator Licenses, with another seven being certified this spring of 2024. 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 land that we do not own but manages 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, 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 staff maintain 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 work with community organizations to hold community memorial events in the Cemetery.

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

- Temporary Wages (\$82,600) This increase is to provide a \$1.00/hr. increase for Parks seasonal staff. Wages are currently budgeted at FY22 levels. In that time, Parks increased wages to attract employees and absorbed the difference with no additional funding. At the current proposed starting rate of \$17.50/hr., there will not be sufficient funding to hire the required number of seasonal employees.
- FICA (\$44,568) Currently benefits for temporary employees are not budgeted. This amount covers unemployment, Industrial Accident, FICA, and Medicare based on the proposed temp wage budget of \$533,760 x 8.35%.
- Janitorial Supplies (\$3,000) Cover increase costs of cleaning supplies and toiletries for Park restrooms.
- Clothing and Uniforms (\$1,830) Clothing allowance for 3 additional FTEs, Parks Supervisor, Equipment Operator, and Arborist.
- Other Operating Supplies (\$4,000) Cover increase costs of materials and supplies used in all parks.
- Motor Vehicle Parts (\$7,000) Cover increase costs of parts for repairs to park vehicles. Additional costs for accessories and parts including snowplows, utility boxes, and safety beacons.
- Mach/Equip Parts (\$5000) Price increase of repair parts for mowers, tractors, sprayers, UTV's, and other equipment.
- Irrigation Parts and Supplies (\$8,000) Cover increase costs of parts and supplies for irrigation repairs. Major manufacturers including Rainbird announced a price increase to all vendors for this next season.
- Building/Equipment Maintenance (\$7,000) Building infrastructure is aging throughout the parks system. Staff is making more repairs annually to maintain the integrity of facilities.

- Phone (\$1,440) Phone allowance for three additional full-time employees (Parks Supervisor, Equipment Operator, Arborist).
- Grounds Maintenance (\$4,000) Increase is to cover price increases for fertilizer, mulch, compost, and pesticides.
- Other Repair/Maintenance (\$141,000) Three new ½ trucks for additional full-time employees (\$47,000 x 3).
- Temporary Wages (\$7,520) Increase to provide \$1.00/hr. increase for seasonal wages assisting with retention and recruitment of seasonal employees.
- Temporary Wages (\$33,600) High School baseball is being implemented by SD2 and will be using City Parks for their ball fields. A minimum of two (2 x \$17.50hrx960hrs season) additional seasonals to create a field crew is required. Crew will travel between parks dragging fields, dressing mound and home plate areas, and other daily maintenance activities. Parks is currently negotiating with SD2 for expense reimbursement back to the city.
- FICA (\$11,863) Currently benefits for temporary employees are not budgeted. This amount covers unemployment, Industrial Accident, FICA, and Medicare based on the proposed temp wage budget of \$142,080 x 8.35%.
- Other Operating Supplies (\$19,500) Additional costs of upgrading #1675 Ditch Witch trencher in approved FY25 ERP to a Vac-Trailer.
- Mach/Equip Parts (\$5,000) Cover cost increases for mower, snowplows, tractors, and other equipment.
- Playground Repair Parts (\$5,000) Increase costs of all repair parts and the additional playground at Castle Rock.
- Ground Maintenance (\$5,000) This increase is to cover the additional costs of fertilizer, compost, and pesticides. Also, will provide additional maintenance in parks being used as sports fields.
- Maintenance Services (\$75,000) High School baseball is being implemented by SD2 and will be using City Parks for their ball fields. Fields currently are not up to high school standards and require upgrades to be ready for practice and games. Parks is currently negotiating with SD2 for expense reimbursement back to the city. Location of fields identified for high school use are Centennial, Central, Stewart, Clevenger, and Optimist. Work to be done includes replacing fencing, infield material, re-build pitching mounds and home plate, bull pen warm up areas, remove lips and edges along infield/outfield line, turf maintenance with top dressing and aerating, grading, and re-sodding as necessary.
- Irrigation Pump/Water Service Repair/Maintenance (\$5,000) Upgrade aging pumps, water meters, and backflows to increase water/energy efficiency.
- Other Contract Services (\$26,724) Additional inflation costs of 16' mowers #3615 and #3616 ERP replacements (\$13,362 x 2 mowers).

Total New Program Request Package for Park Division - \$372,681

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

- Temporary Wages (\$14,140) This increase would allow the Cemetery to offer a \$1.00/hr. increase for seasonal wages. The Cemetery division increased wages in previous years to attract employees. The difference was absorbed with no additional funding. At the current proposed starting rate of \$18.50/hr., there will not be sufficient funding to hire the required number of seasonal employees.

- FICA (\$4,448) Currently benefits for temporary employees are not budgeted. This amount covers unemployment, Industrial Accident, FICA, and Medicare based on the proposed temp wage budget of \$53,280 x 8.35%.
- Clothing and Uniforms (\$610) Clothing allowance for additional full-time Admin I position.
- Building/Equipment Maintenance (\$10,000) Replace and upgrade workshop heaters with new high efficiency units. Estimated to save approximately \$1,200 annually in energy costs. Staff works in the shop during the winter months, stores equipment, and keeps any freezable items inside.
- Cemetery Curb/Containers/Vaults (\$25,500) Additional vault purchases to sell for burials. Expenses to be offset by revenue from vault sales.
- Ground Maintenance (\$10,000) This will fund Section 15 development which is unirrigated with no grave sites. New underground irrigation and seeding would be installed. Developing an additional 1.5 acres over the next three years will allow the cemetery to have developed graves to sell when the existing supply is sold out in approximately 5 years.

Total New Program Request Package for Cemetery Division - \$60,250

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

- Temporary Wages (\$16,520) Forestry seasonal wage increase of \$1.00/hr. Wages are currently budgeted at FY22 levels. The Forestry division increased wages to attract employees and absorbed the difference with no additional funding. At the current proposed starting rate of \$18.50/hr., there will not be sufficient funding to hire the required number of seasonal employees.
- FICA (\$5,930) Currently benefits for temporary employees are not budgeted. This amount covers unemployment, Industrial Accident, FICA, and Medicare based on the proposed temp wage budget of \$71,040 x 8.35%.
- Machine/Equipment Parts (\$3,000) Make additional repairs to equipment damaged during weed abetments for Code Enforcement.
- Ground Maintenance (\$2,000) Treat additional trees and area with fertilizer, mulch, and pesticides.
- \*USDA Grant 7740-51850-407840 (\$1,000,000) United States Department of Agriculture grant expenses for tree planting, pruning, and maintenance in qualifying areas. Grant revenue will offset with no impact to the General Fund.
  - a. Wages Project Manager (\$74,160) Hire a new full-time employee as Project Manager for the duration of the grant funding (3-5 years). Wages and benefits will be paid from the grant funding.

Total New Program Request Package for Forestry Division - \$27,450 \*(USDA Grant omitted)

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

The Recreation Division FY25 budget request of \$2,011,200 (\$240,000 more than FY24, not including 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. With all of the recreational opportunities available to our

community and the increase in programs offered, we have budgeted an estimated \$1,127,000 in revenue for FY25, which is 56% of the overall requested budget for the Recreation Division.

Our focus is providing quality year-round recreational opportunities for all children, teenagers, adults, and seniors, in an effort to connect with as many families as possible and to help reduce crime. Our goal is to improve the social, emotional, and physical well-being of all who participate in our programs.

In FY25, you will see new and expanded program requests to increase our activities that connect with more families through our new Rec2U program, connect with more children through our Vacation Station Camps, connect with teenagers through our eSports Center, Jr. Park Board, after school programs at all middle schools, and connect with more seniors with our expanded wellness programs at multiple locations.

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

#### **Inflation Adjustments**

- Inflationary Adjustment for Pool Chemicals and Supplies – \$9,000 (ongoing). We continue to see increases in pool chemicals, cleaning supplies, first aid supplies, and water testing systems. This request also includes ongoing costs from the installation of internet to connect to City Network and security systems.
- Seasonal Wage Increase for Aquatics Staff – \$10,500 (ongoing). Increase hourly wage rates by \$0.50 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.
- Seasonal Wage Increase for Program Staff - \$6,500 (ongoing). To remain competitive in attracting seasonal staff for all of our youth, adult and senior recreation programs and activities, we have increased wages by \$0.50 on average.

#### **Extended Summer Season**

- Bonus Weeks Supplement for Aquatics - \$25,000 Wages (one-time) and \$5,000 Supplies (one-time). The two-week extension to the summer due to the start of the school year being pushed back to September 3rd. The majority of this amount will contribute to payroll costs for staffing during this two-week period. There will be a need to provide recreational swimming despite anticipated staff shortages during that timeframe. Our plan is to offer swimming through Labor Day Weekend.
- Bonus Weeks Supplement for Camps - \$8,000 Wages (one-time) and \$2,000 supplies (one-time). The two-week extension to the summer due to the start of the school year being pushed back to September 3rd. The majority of this amount will contribute to payroll costs for running the camps during this two-week period. An estimated offsetting revenue of \$20,000 would result in a potential bottom line of around \$10,000 in net income. There will be a need to provide as much programming as possible despite anticipated staff shortages during that timeframe. Our plan is to offer as much variety as possible between specialty camps and day-long camps as long as adequate staffing can be attained to run these camps as planned.

## Efficiency / Safety Improvements

- Vermont Systems Mobile App costs - \$3,900 (ongoing) and \$2,000 (one-time). It offers custom mobile app features specifically for parks and recreation departments without the need for developers to make changes or updates or a custom app price. Seamless integration means the WebTrac App will always be updated and ready for patrons to connect.
- RecTrac Elevate Registration Audit – \$2,500 (one-time). Rec-Trac Elevate starts with an audit of your system. Our team of experts will evaluate your current setup and processes to identify areas to optimize your use of RecTrac and WebTrac. With the audit creating a baseline, we work with your team to identify critical areas that will deliver the most improvement and value to your department and patrons. Then we create and implement a training schedule to ensure that those that need the information have the tools to execute the plan.
- Auto Pulse Resuscitation System – \$6,750 (one-time). *This is a late arriving request from our Aquatic Staff. It was not included in the requested FY25 budget.* Automated Chest Compression System is a unique, non-invasive cardiac support pump that moves more blood, more consistently than is possible with human hands. Easy to use and battery operated, its load distributing LifeBand® squeezes the entire chest. As a result, victims receive consistent, high-quality compressions that deliver improved blood flow. The Auto Pulse also minimizes time where compressions are not traditionally received, such as during transporting or while changing tiring rescuers. It also allows rescuers to provide compressions while performing other life-saving activities. Consistent, uninterrupted compressions during cardiac arrest. The Auto Pulse delivers improved blood flow without interruptions of fatigue and provides hospital and ambulance-based care-givers better access to the patient resulting in the possibility of improved survival for cardiac arrest victims. In fact, it has been shown to double survival to hospital discharge.

## New and Expanded Activities (Specifically for Teenagers)

- After School Programming for Middle School Aged - \$10,000 (ongoing). Billings Parks and Recreation would like to partner with School District #2 to help facilitate new after school programs starting in the fall of 2024. We would like to rely on the expertise of local educators to design after-school programs of their choice and help fill these programs through registrations with our department. Parks and Rec would also like to help with funding these programs through small registration fees and/or possible grants and funding requests. These fees and/or grants could help with costs of equipment needed for the program as well as paying the instructor for their time and effort. Recreation would have the full intension of making these programs affordable for as many students as possible.
- Junior Park Board - \$10,000 (ongoing). The Recreation Division would like to create a Jr Park Board program with local high school aged students. The goals of the program would be to work with young leaders in our community to solve the lack programming issues and work with these students to create a yearly event of their design in one of the city's many parks. We envision Jr Park Board running during the school year and meeting once per month the same as our Park Board does. The funding for this program being used for meals at our meetings and the event that these students would like to design. Seeking out other funding, grants, partnerships, and/or donations within the community would also be a priority for this group. We foresee this board having 10-15 members who will be leading the way for teens to take ownership of our parks system in a positive way now and into the future, and to help contribute to the overall public safety in the city of Billings.

- eSports Center - \$22,000 (one-time) and \$8,000 (ongoing). Electronic Esports is a vastly growing trend in Parks and Recreation departments and centers throughout the country. Currently, there are several colleges and high schools in the state of Montana that offer some type of Esports team or gaming center that bring people joy, provide mental stimulation, provide stress relief, bring different people together, and create a feeling of community. Billings offers nothing in the world of Esports and is a very untapped recreational program in our area/region. The ability to open a “gaming center” that would be a public facility open for free play or to host small tournaments/leagues, would allow us to connect with hard-to-reach audiences (teenagers) and other children/adults unable to participate in traditional sports, whether it be due to a disability, overstimulation, or pressure. It also provides physical and mental activity with (multigenerational) socialization benefits. Moreover, it allows the capability to utilize and maximize facility usage as well as generate revenue through facility rentals, participant fees for camps/tournaments, facility memberships, or sponsorships.
- eSports Center Network - \$2,300 (ongoing). Funds used to implement and provide a 2G network for speeds required to operate an eSports Center.

#### New and Expanded Activities (Specifically for Children and Families)

- Vacation Station Camps - \$8,000 Wages (ongoing) and \$2,000 supplies (ongoing). Request to expand programming, including day camps, during school district vacations/holidays such as spring break and Christmas.
- Rec2U Mobile Recreation Program - \$17,000 Wages (ongoing) and \$3,000 supplies (ongoing). Expanding the program to 8 parks during the week with potential special events. Three part-time staff in addition to the coordinators’ wages would total around \$17,000 of the budget pertaining to payroll costs. The additional \$3,000 would be necessary for a variety of daily/weekly recurring costs for the program such as snacks, water, games, arts, and crafts throughout the 8-week period. The overall goal of this program is to provide free programming to underserved youth of our community by providing a safe and fun environment where children of all ages can enjoy the park space Billings have to offer for about an hour at eight locations. Billings is far behind the national trends regarding offering free programming to underprivileged youth, therefore growing this program is vital in positively impacting the public safety issues that continue to be problematic across Billings.

#### New and Expanded Activities (Specifically for Seniors)

- Senior Fall Prevention Program - \$7,000 Wages (ongoing) and \$3,000 supplies (ongoing). We are requesting special funds for starting New Fall Prevention Classes. We are training with the State Department of Health on 2 different fall Prevention programs. They both fall under evidence-based programming and the state will provide free training and support. Most of the classes being offered are at a very low to no fee as it is a way to help give seniors access to programming to prevent falling. St. Vicent Healthcare is offering these programs for free. Being able to provide programs that can help our seniors age in place with grace. Falls are very costly for the senior and for the community due to the number of resources necessary to provide care. Nearly, one out of three Montanans over the age of 65 fall each year. Falling is not a normal part of aging. We will be working to put in for increase in funding through state to help offset the costs and help purchase equipment for the classes. We are currently looking into Silver Sneakers which is a benefit many seniors have through their Medicare. This potentially could offset their costs and help increase accessibility to classes. There are many regulations and requirements to apply. We will continue to update as we know more.

- Senior Program Expansion - \$20,000 Wages (ongoing) and \$7,500 supplies (ongoing). This includes seasonal staffing and 13 more program offerings a week which increases the amount of temp. wages needed. These programs include expanding at the Adult Resource Alliance two locations (Heights and Westend) and expanding into faith-based locations (King of Glory). This is based on a self-sustaining model.

#### Program Staff Raise

- Recreation Specialist Grade Increase – \$23,562 wages (ongoing). Request to increase the grade of the Recreation Specialists from M72 to M80. To assist in public safety and to help to combat criminal activity, the programs offered by the Recreation Division continue to increase and the demands and expectations for more activities for youth, teens, adults, seniors, and families intensifies. These expectations and their capacity for growth has dramatically increased the requirements placed on the Specialists. Currently, the Specialists are asked to provide programs and services ranging from swimming pool maintenance to managing activities for special needs children and adults. Their focus is to enhance the lives through recreation, wellness, and educational activities for as many children, teenagers, adults, and seniors as possible.

Total New Program Request Package for Recreation Division - \$220,762

#### **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 improved public safety, the Recreation Staff will provide many youth, teenagers, adults, and seniors with a safe and healthy outlet to pursue recreation, helping to reduce criminal activity.

**PARKS RECREATION AND PUBLIC LANDS  
DEPARTMENT REVENUE**

REVENUE BY FUND

|                           | <b>ACTUAL<br/>FY 22</b>    | <b>ACTUAL<br/>FY 23</b>    | <b>BUDGET<br/>FY 24</b>    | <b>ESTIMATE<br/>FY 24</b>  | <b>PROPOSED<br/>FY 25</b>   |
|---------------------------|----------------------------|----------------------------|----------------------------|----------------------------|-----------------------------|
| GENERAL FUND              | \$ 1,418,507               | \$ 1,455,218               | \$ 1,701,100               | \$ 1,480,000               | \$ -                        |
| PARK DISTRICT 1           | 3,429,165                  | 3,781,224                  | 3,865,482                  | 3,802,610                  | 10,041,898                  |
| PARK MAINTENANCE DISTRICT | 1,135,067                  | 1,312,681                  | 1,361,036                  | 1,430,000                  | 1,506,637                   |
| AMEND PARK                | 12,550                     | 22,518                     | 27,300                     | 26,000                     | 30,000                      |
| BALLPARK DONATION         | 61,708                     | 23,192                     | 74,500                     | 75,400                     | 80,300                      |
| BALLPARK REPAIR FUND      | 27,963                     | 33,296                     | 32,000                     | 33,000                     | 33,400                      |
| CEMETERY IMPROVEMENTS     | 29,453                     | 24,710                     | 16,500                     | 30,000                     | 24,665                      |
| CEMETERY PERPETUAL TRUST  | 14,560                     | 37,587                     | 23,450                     | 55,500                     | 37,250                      |
| DOG PARK CONSTRUCTION     | 7                          | 111                        | 5,000                      | 140                        | 5,000                       |
| PARK CONSTRUCTION         | 1,414                      | 1,264                      | 600                        | 1,900                      | 3,000                       |
| PARKS PROGRAMS            | <u>139,502</u>             | <u>205,855</u>             | <u>167,750</u>             | <u>137,000</u>             | <u>1,198,260</u>            |
| <b>TOTAL REVENUE</b>      | <b><u>\$ 6,269,896</u></b> | <b><u>\$ 6,897,656</u></b> | <b><u>\$ 7,274,718</u></b> | <b><u>\$ 7,071,550</u></b> | <b><u>\$ 12,960,410</u></b> |

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

REVENUE BY CLASSIFICATION

|                            | <b>ACTUAL<br/>FY 22</b>    | <b>ACTUAL<br/>FY 23</b>    | <b>BUDGET<br/>FY 24</b>    | <b>ESTIMATE<br/>FY 24</b>  | <b>PROPOSED<br/>FY 25</b>   |
|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|-----------------------------|
| SPECIAL ASSESSMENTS - PMD  | \$ 4,278,026               | \$ 4,889,976               | \$ 1,348,036               | \$ 1,355,000               | \$ 1,464,637                |
| TRANSFER FROM GENERAL FUND | -                          | -                          | 3,823,482                  | 3,700,000                  | 8,021,100                   |
| CHARGE FOR SERVICE         | 1,437,166                  | 1,443,790                  | 1,699,250                  | 1,558,950                  | 1,920,348                   |
| CONTRIBUTIONS/DONATIONS    | 292,158                    | 145,975                    | 217,500                    | 150,000                    | 1,221,500                   |
| INTERGOVERNMENTAL          | 238,503                    | 104,731                    | 40,000                     | 40,000                     | 40,000                      |
| INVESTMENT EARNINGS        | (147,018)                  | 230,835                    | 94,850                     | 210,000                    | 211,625                     |
| LICENSE AND PERMITS        | 12,882                     | 9,760                      | 6,000                      | 11,000                     | 6,000                       |
| MICELLANEOUS               | 4,258                      | 3,286                      | -                          | 1,000                      | -                           |
| TRANSFERS IN               | <u>153,921</u>             | <u>69,303</u>              | <u>45,600</u>              | <u>45,600</u>              | <u>75,200</u>               |
| <b>TOTAL REVENUE</b>       | <b><u>\$ 6,269,896</u></b> | <b><u>\$ 6,897,656</u></b> | <b><u>\$ 7,274,718</u></b> | <b><u>\$ 7,071,550</u></b> | <b><u>\$ 12,960,410</u></b> |



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

|                            | <b>ACTUAL<br/>FY 22</b>    | <b>ACTUAL<br/>FY 23</b>    | <b>BUDGET<br/>FY 24</b>    | <b>ESTIMATE<br/>FY 24</b>  | <b>PROPOSED<br/>FY 25</b>  |
|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| PERSONAL SERVICES          | \$ 3,905,719               | \$ 4,041,785               | \$ 4,215,083               | \$ 4,100,000               | \$ -                       |
| OPERATIONS AND MAINTENANCE | 604,825                    | 692,426                    | 703,085                    | 660,000                    | -                          |
| CAPITAL                    | 68,345                     | 72,675                     | 19,345                     | -                          | -                          |
| TRANSFERS                  | <u>347,201</u>             | <u>109,809</u>             | <u>66,973</u>              | <u>66,973</u>              | <u>8,021,100</u>           |
| <b>TOTAL EXPENDITURES</b>  | <b><u>\$ 4,926,090</u></b> | <b><u>\$ 4,916,695</u></b> | <b><u>\$ 5,004,486</u></b> | <b><u>\$ 4,826,973</u></b> | <b><u>\$ 8,021,100</u></b> |

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

|                            | <b>ACTUAL<br/>FY 22</b>    | <b>ACTUAL<br/>FY 23</b>     | <b>BUDGET<br/>FY 24</b>     | <b>ESTIMATE<br/>FY 24</b>   | <b>PROPOSED<br/>FY 25</b>   |
|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| PERSONAL SERVICES          | \$ 4,240,869               | \$ 4,399,111                | \$ 4,661,662                | \$ 4,300,000                | \$ 5,009,498                |
| OPERATIONS AND MAINTENANCE | 2,937,489                  | 3,224,688                   | 3,737,980                   | 3,100,000                   | 5,340,673                   |
| CAPITAL                    | 2,089,976                  | 2,942,117                   | 3,902,896                   | 2,500,000                   | 2,223,641                   |
| TRANSFERS                  | 547,480                    | 682,572                     | 442,119                     | 453,869                     | 1,097,458                   |
| <b>TOTAL EXPENDITURES</b>  | <b><u>\$ 9,815,814</u></b> | <b><u>\$ 11,248,488</u></b> | <b><u>\$ 12,744,657</u></b> | <b><u>\$ 10,353,869</u></b> | <b><u>\$ 13,671,270</u></b> |

**STAFFING AUTHORIZATION**

| <b>POSITION</b>                      | <b>ACTUAL<br/>FY 22</b> | <b>ACTUAL<br/>FY 23</b> | <b>BUDGET<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</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                     | 8.0                     | 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                     | 7.0                     | 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                       |
| PROJECT MANAGER                      | -                       | 1.0                     | 1.0                     | 1.0                       |
| ADMINISTRATIVE SUPPORT I             | 1.0                     | 1.0                     | 1.0                     | 1.0                       |
| COMMUNITY CENTER SUPERVISOR          | 1.0                     | 1.0                     | 1.0                     | 1.0                       |
| VOLUNTEER PROGRAM COORDINATOR        | 1.0                     | 1.0                     | 1.0                     | 1.0                       |
| FACILITIES MAINT SUPPORT II          | <u>1.0</u>              | <u>1.0</u>              | <u>1.0</u>              | <u>1.0</u>                |
| COMMUNITY CENTER SUPERVISOR          |                         |                         |                         |                           |
| <b>TOTAL</b>                         | <b><u>33.0</u></b>      | <b><u>34.0</u></b>      | <b><u>34.0</u></b>      | <b><u>34.0</u></b>        |

**PARKS RECREATION AND PUBLIC LANDS  
DEPARTMENT EXPENSE**

EXPENSE BY FUND

|                           | ACTUAL<br>FY 22     | ACTUAL<br>FY 23      | BUDGET<br>FY 24      | ESTIMATE<br>FY 24    | PROPOSED<br>FY 25    |
|---------------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
| GENERAL FUND              | \$ 4,926,090        | \$ 4,916,695         | \$ 5,004,486         | \$ 5,000,000         | \$ -                 |
| PARK DISTRICT 1           | 3,628,877           | 4,447,279            | 5,590,277            | 3,500,000            | 10,038,396           |
| PARK MAINTENANCE DISTRICT | 966,172             | 1,002,503            | 1,284,867            | 1,245,000            | 1,574,623            |
| AMEND PARK                | 31,253              | 31,017               | 90,989               | 29,000               | 240,964              |
| BALLPARK DONATION         | 9,309               | 19,875               | 80,759               | 10,756               | 110,855              |
| BALLPARK REPAIR FUND      | 15,073              | 16,270               | 30,726               | 30,726               | 30,733               |
| CEMETERY IMPROVEMENTS     | -                   | 44,240               | 230,000              | 193,338              | -                    |
| CEMETERY PERPETUAL TRUST  | 1,972               | 14,853               | 5,600                | 5,600                | 35,200               |
| DOG PARK CONSTRUCTION     | -                   | -                    | 5,000                | -                    | 5,000                |
| PARK CONSTRUCTION         | 80,610              | -                    | 65,662               | 65,662               | -                    |
| PARKS PROGRAMS            | 156,458             | 308,182              | 26,393               | 24,500               | 1,138,752            |
| CAPITAL REPLACEMENT       | -                   | 444,474              | 329,898              | 320,000              | 496,747              |
| <b>TOTAL EXPENDITURES</b> | <b>\$ 9,815,814</b> | <b>\$ 11,245,388</b> | <b>\$ 12,744,657</b> | <b>\$ 10,424,582</b> | <b>\$ 13,671,270</b> |

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

EXPENSE BY CLASSIFICATION

|                            | ACTUAL<br>FY 22     | ACTUAL<br>FY 23      | BUDGET<br>FY 24      | ESTIMATE<br>FY 24    | PROPOSED<br>FY 25    |
|----------------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
| PERSONAL SERVICES          | \$ 4,240,869        | \$ 4,399,111         | \$ 4,661,662         | \$ 4,300,000         | \$ 5,009,498         |
| OPERATIONS AND MAINTENANCE | 2,937,489           | 3,224,688            | 3,737,980            | 3,100,000            | 5,340,673            |
| CAPITAL                    | 2,089,976           | 2,942,117            | 3,902,896            | 2,570,713            | 2,223,641            |
| TRANSFERS                  | 547,480             | 682,572              | 442,119              | 453,869              | 1,097,458            |
| <b>TOTAL EXPENDITURES</b>  | <b>\$ 9,815,814</b> | <b>\$ 11,248,488</b> | <b>\$ 12,744,657</b> | <b>\$ 10,424,582</b> | <b>\$ 13,671,270</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 PCSD is made up of three divisions – Code Enforcement, Community Development and Planning. We also provide direct support to the City for its three Urban Renewal Districts and we support the City's Neighborhood Task Forces. The Planning Division serves both Billings and Yellowstone County and our designation as a Metropolitan Planning Organization for Transportation Planning work also requires we work across political boundaries with the City and County. Our activities are public facing in all of our services and that makes excellent customer service a critical pillar in our Department.

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

\$11,808,043

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

\$5,654,028

### **Overall Budget Justification:**

The Planning and Community Services Department (PCSD) FY25 budget is \$11,808,043; this is an increase in expenses from FY24 of \$5.6m. A significant amount of revenue for FY25 is the Transportation Alternative Program (TAP) Grant for the Stagecoach Trail project. In addition, the ongoing management of CDBG-CV (CARES Act) and HOME-ARP (American Rescue Plan) funding received by the City of Billings from the Department of Housing and Urban Development is a second large revenue source (See summary in Community Development Division section below). The Planning Division, as the only enterprise like Division in the PCSD, continues to maintain reserve levels near the minimum set by City Council.

The large increase in expenses is primarily attributed to the Bike Path Fund for the capital project Stagecoach Trail which is estimated to costs of \$5.5 million. Majority of the project is expected to be funded by grants but there is a \$605,000 match required from the General Fund, which the City Council approved as part of the latest CIP in December 2023.

In addition to the program changes discussed below, IT and GIS charges are budgeted at \$265,661 for FY25 (this includes City and County GIS). While IT costs had increased sharply in the past three years for the Planning and CD Divisions, CD saw a reduction of about \$4,000 for FY25 and Planning Division saw the most significant reduction of over \$19,000 after some changes to how IT charges and specifically GIS charges are allocated across Departments and Division were made during FY24. Further, modifications to the quantity of some equipment needed at the new City Hall helped



reduce some costs as well. Code Enforcement saw an increase in IT charges, but that was mainly due to the re-allocation of GIS services across all City Departments and removing some charges that had gone to Planning that were actually CE related from past years.

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. PCSD revenue is expected to remain about the same in FY25 aside from the stagecoach trail project with expected steady license and application income, the ongoing HUD and FHWA grants, and the Public Safety Mill Levy.

### **Highlighted Programs:**

#### **CDBG-CV Projects Ongoing:**

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.

The City worked with the CD Board and City Council in making a substantial amendment to the Consolidated Plan to allocate CDBG funding for coronavirus response, preparation, and prevention projects. Funding has been allocated for administration and grant awards have been made to The Salvation Army, the Downtown Business Improvement District, Alternatives, Billings Public Schools, and Boys and Girls Club, and for several park improvements across the City. All awards can be viewed online at [www.BillingsMT.gov/CDBGcv](http://www.BillingsMT.gov/CDBGcv).

#### **HOME-ARP Application Process in 2025:**

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.

Seven organizations applied for HOME-ARP funding and the Community Development Board will be making award recommendations to the City Council in April/May 2024. Funding must be expended by 2030. Given the cost for housing development, services was deemed the best way to get the funding out to the populations in Billings is it designated for.

#### **Code Enforcement PSML Strategy Implementation:**

Code Enforcement goes into FY25 with 5 residential Code Enforcement Officers, two specialized Code Enforcement Officer IIs, updated service areas to create a more equal distribution of workload and enforcement, improved coordination with Municipal Court and City Legal, and critical involvement in the City's new Nuisance Property Team.

Code Enforcement is also updating a number of city ordinances to improve enforcement options. The Division is poised to continue robust implementation of its PSML Strategies in FY25.

### **Neighborhood Plan and IBL/Hwy 3 Area Plan work Moving Forward:**

The Planning Division is under contract to complete two Neighborhood plans in FY25. However, the Division will still 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, the time frame to complete them all is still many years.

The IBL/Hwy 3 Area Plan is set to kick off in mid 2024 (early FY25) as is the start of implementation of the MT Land Use Planning Act (SB 382) in FY24 and carrying into FY25 and FY26. The Council provided funding for these efforts in FY24 and this funding will continue into FY25 as these projects are implemented.

These one-time funding of critical planning projects has been positive, but it does not address the need for a long-term, permanent funding source for area and corridor land use plans, neighborhood planning, and comprehensive land use planning as part of the greater solution to quality land use planning in Billings.

### **Department Staffing and Resources**

#### **PCSD Director Allocations**

The PCSD Director continues to work with PCSD Division Managers, City Finance and Administration to improve the allocation of the salary, benefits, and expenses of the Director across the PCSD Divisions and three urban renewal districts. While the Director's position has historically been financially attached to the Planning Division, increased allocation from the CE Division still needs to be addressed to better reflect where the position's time and oversight is focused. The \$30,900 allocated from CE to the PCSD Director position is still low compared to the time spent supporting the CE Division.

#### **Code Enforcement FTE Recommendation for FY 25**

Code Enforcement is requesting an additional full-time Commercial Code Enforcement Officer II in FY25. Commercial properties span the entire city, creating an enormous enforcement area for a single officer to cover thoroughly. A second position would allow the city to better serve its commercial properties, sharing the long list of responsibilities assigned to the commercial officer. Some of these duties include graffiti; marijuana licensing/inspections; massage/spa facility inspections; sign code; business licensing; short term rental licensing; sober living homes; and a variety of other ordinances that apply to commercial properties. We are currently doing many things well, but a second commercial officer would allow us to distribute those resources more effectively to better serve our community.

### Community Development Internal Operations FTE Recommendation for FY25

Community Development has been budgeting for a half-time Grants Technician position for many years, although has not had consistent revenue to fill the position. The Grants Technician's responsibilities include overall grants and office management, including records retention, assisting the Division Manager with Consolidated and Annual Action Planning, financial management and data entry in HUD's drawdown IDIS system. Another critical gap that this position would fill is developing policies and procedures for the various HUD programs administered by the CD Division to ensure future staff have road maps of how to operate and administer programs.

Since 2020, the Division's funding level and program responsibility has been tripled, but the division still only has four staff members. Also, since the grant sources are not renewable, and even though the Division had 15% of one grant it could attribute to administration, as an example, the grants still need to be monitored for years and years to come so the administration must be managed over the time period. That means, whatever funding CD received for administration must be focused on that one specific grant for its period. HOME-ARP's expenditure deadline, for example is 2030, so that creates a long time period to manage administration.

Given this administrative allocation challenge, the Division is not able to fund the needed Grant Technician with its grant funds and would need GF support to fill it for FY25 and going forward.

### Planning Division FY25 FTE Recommendation

Planning is prioritizing the Neighborhood Planner as a position to try and fill in FY25 to ensure the City will have capacity to continue to support the completion of the West Billings Neighborhood Plan and the Heights Neighborhood Plan, and to ensure the community can move ahead with updates to the other 6 neighborhood plans that need to be addressed. This position would likely be partially funded through the MPO program for Transportation Planning but would also utilize available revenue/reserves from the Division to fully fund it annually.

In addition to the request for an additional FTE, the Division is proposing eliminating the Administrative Support I position. With the move to the Stillwater Building and the proposed layout, this position will no longer be necessary and should be terminated in the FY25 budget. This position was funded between Planning, Code Enforcement, and Building. The employee that occupied this position has retired and there are no plans to fill this position.

## **Department and City Council Priorities and Goals (adopted April 2022):**

### **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 FY25 Planning Division Budget for the Active Transportation Planner and Traffic Technician positions, and conducting planning studies and outreach efforts to prioritize SRTS, multi-modal access, and safety programs and projects.

### **Goal: Implement allocation of CDBG-CV (COVID) and HUD-ARP funding provided to the City of Billings in 2022 and 2023** *(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)*

- Work in coordination with City PIO to:
  - Inform and engage Neighborhood Task Forces
  - Continue application of Social Media Tools, Implementation of Public Participation Plan in Land Use, Zoning and Transportation Planning Projects
- Continue successful utilization of electronic public engagement and meeting tools

### **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 secure a permanent funding source for grant matching funds and construction of 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 continues
- Code Enforcement, Finance, Building, Police and Legal are coordinating on license process and 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



- Use zoning code to support new development and redevelopment for new commercial, residential and mixed use projects
- Participate in Housing Strategy Initiative passed by Council in 2022

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

- Billings Bypass Corridor Study completed in early 2023
- Construct the Inner Belt Loop (IBL) and Skyline Trail
- Fund evaluation of land use planning and utility extension options for IBL and northern portion of the Billings Bypass corridors

**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)*

- RFP launched in February 2023
- Contract with consultant in spring 2023 to complete 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 concluded in spring 2022
- Proposed Substantive Amendments to the code to Council in Spring 2023

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

- Applying for State CDBG grant as part of strategy to tackle up to 2 neighborhood plan updates annually
- Identify funding options to further increase capacity for this kind of long range planning program

**STAFFING AUTHORIZATION - ALL DEPARTMENTS**

| POSITION                        | DIVISION FUNDING | ACTUAL      | ACTUAL      | BUDGET      | PROPOSED    |
|---------------------------------|------------------|-------------|-------------|-------------|-------------|
|                                 |                  | FY 22       | FY23        | FY24        | FY25        |
| PLANNING/COMM SERV DIRECTOR     | PLANNING         | 1.0         | 1.0         | 1.0         | 1.0         |
| ADMINISTRATIVE SUPPORT I        | BUILDING         | 0.3         | 0.3         | 0.3         | 0.0         |
|                                 | CODE ENFORCEMENT | 0.3         | 0.3         | 0.3         | 0.0         |
|                                 | PLANNING         | 0.4         | 0.4         | 0.4         | 0.0         |
|                                 | <b>TOTAL</b>     | <b>1.0</b>  | <b>1.0</b>  | <b>1.0</b>  | <b>0.0</b>  |
| COMMUNITY SERVICES MANAGER      | CDBG             | 1.0         | 1.0         | 1.0         | 1.0         |
| COMMUNITY DEV GRANT COORDINATOR | CDBG             | 3.0         | 3.0         | 3.0         | 3.0         |
| GRANTS TECHNICIAN               | CDBG             | 0.5         | 0.5         | 0.5         | 0.5         |
| CODE ENFORCEMENT CLERK          | CODE ENFORCEMENT | 1.0         | 1.0         | 1.0         | 1.0         |
| CODE ENFORCEMENT OFFICER        | CODE ENFORCEMENT | 3.0         | 3.0         | 5.0         | 5.0         |
| CODE ENFORCEMENT OFFICER II     | CODE ENFORCEMENT | 1.0         | 1.0         | 2.0         | 2.0         |
| CODE ENFORCEMENT MANAGER        | CODE ENFORCEMENT | 1.0         | 1.0         | 1.0         | 1.0         |
| ACTIVE TRANSPORTATION PLANNER   | PLANNING         | 1.0         | 1.0         | 1.0         | 1.0         |
| ZONING COORDINATOR              | PLANNING         | 1.0         | 1.0         | 1.0         | 1.0         |
| PLANNER I                       | PLANNING         | 2.0         | 2.0         | 3.0         | 3.0         |
| PLANNER II                      | PLANNING         | 1.0         | 1.0         | 1.0         | 2.0         |
| PLANNING ASSISTANT              | PLANNING         | 1.0         | 1.0         | 0.0         | 0.0         |
| 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>22.5</b> | <b>22.5</b> | <b>25.5</b> | <b>25.5</b> |

## **Budgeted Revenues:**

### **Revenues**

(by Class)

| REVENUE BY CLASSIFICATION | PCSD<br>DEPARTMENT AND FUNDS |                           |                           |                            |                            |
|---------------------------|------------------------------|---------------------------|---------------------------|----------------------------|----------------------------|
|                           | ACTUAL<br>FY 22              | ACTUAL<br>FY 23           | BUDGET<br>FY 24           | ESTIMATE<br>FY 24          | PROPOSED<br>FY 25          |
| TAXES                     | \$ 555,899                   | \$ 564,142                | \$ 508,247                | \$ 424,992                 | \$ 642,650                 |
| LICENSES & PERMITS        | 83,637                       | 95,507                    | 85,000                    | 106,675                    | 90,000                     |
| INTERGOVERNMENTAL         | 2,050,552                    | 4,263,346                 | 3,447,727                 | 6,158,537                  | 8,398,904                  |
| CHARGES FOR SERVICE       | 516,776                      | 493,768                   | 411,347                   | 436,931                    | 421,075                    |
| INVESTMENT EARNINGS       | (21,187)                     | 51,021                    | 18,971                    | 107,316                    | 48,678                     |
| CONTRIBUTIONS/DONATIONS   | 85,000                       | 9,070                     | 5,000                     | 16,000                     | 222,000                    |
| INTERFUND TRANSFERS       | 65,000                       | 81,183                    | 379,750                   | 389,750                    | 838,988                    |
| FINES AND FORFEITURES     | -                            | -                         | -                         | -                          | 500                        |
| MISCELLANEOUS             | 963,228                      | 709,482                   | 650,000                   | 604,407                    | 200,000                    |
| <b>TOTAL REVENUE</b>      | <b><u>\$ 4,298,905</u></b>   | <b><u>\$6,267,519</u></b> | <b><u>\$5,506,042</u></b> | <b><u>\$ 8,244,608</u></b> | <b><u>\$10,862,795</u></b> |

| REVENUE BY FUND           | PCSD<br>ALL DEPARTMENT REVENUES |                           |                           |                            |                            |
|---------------------------|---------------------------------|---------------------------|---------------------------|----------------------------|----------------------------|
|                           | ACTUAL<br>FY 22                 | ACTUAL<br>FY 23           | BUDGET<br>FY 24           | ESTIMATE<br>FY 24          | PROPOSED<br>FY 25          |
| GENERAL FUND              | \$ 40,371                       | \$ 33,250                 | \$ 23,000                 | \$ 19,982                  | \$ 23,000                  |
| ANTI-GRAFFITI FUND        | -                               | -                         | -                         | -                          | 2,500                      |
| BIKE PATH/TRAIL DONATION  | 84,496                          | 2,104,279                 | 200                       | 2,898,780                  | 5,599,823                  |
| CDBG FUND                 | 2,016,320                       | 1,680,964                 | 2,995,279                 | 3,023,934                  | 2,484,466                  |
| CITY COUNTY PLANNING FUND | 2,157,718                       | 2,449,026                 | 2,487,563                 | 2,301,912                  | 2,753,006                  |
| <b>TOTAL REVENUE</b>      | <b><u>\$ 4,298,905</u></b>      | <b><u>\$6,267,519</u></b> | <b><u>\$5,506,042</u></b> | <b><u>\$ 8,244,608</u></b> | <b><u>\$10,862,795</u></b> |

## **Budgeted Expenditures:**

### **Expenses**

**(By Class)**

| EXPENSE BY CLASSIFICATION  | PCSD<br>ALL DEPARTMENTS AND FUNDS |                           |                           |                            |                             |
|----------------------------|-----------------------------------|---------------------------|---------------------------|----------------------------|-----------------------------|
|                            | ACTUAL<br>FY 22                   | ACTUAL<br>FY 23           | BUDGET<br>FY 24           | ESTIMATE<br>FY 24          | PROPOSED<br>FY 25           |
| PERSONAL SERVICES          | \$2,250,264                       | \$2,516,430               | \$2,754,341               | \$ 2,516,871               | \$ 2,994,075                |
| OPERATIONS AND MAINTENANCE | 2,004,311                         | 1,836,363                 | 3,367,098                 | 2,373,381                  | 3,232,563                   |
| CAPITAL                    | 182,542                           | 2,696,714                 | 7,000                     | 3,802,715                  | 5,553,800                   |
| TRANSFERS                  | <u>16,759</u>                     | <u>32,722</u>             | <u>25,576</u>             | <u>25,576</u>              | <u>27,605</u>               |
| <b>TOTAL EXPENDITURES</b>  | <b><u>\$4,453,876</u></b>         | <b><u>\$7,082,229</u></b> | <b><u>\$6,154,015</u></b> | <b><u>\$ 8,718,543</u></b> | <b><u>\$ 11,808,043</u></b> |

| EXPENSE BY FUND           | PCSD<br>ALL DEPARTMENT EXPENSES |                           |                           |                            |                             |
|---------------------------|---------------------------------|---------------------------|---------------------------|----------------------------|-----------------------------|
|                           | ACTUAL<br>FY 22                 | ACTUAL<br>FY 23           | BUDGET<br>FY 24           | ESTIMATE<br>FY 24          | PROPOSED<br>FY 25           |
| GENERAL FUND              | \$ 722,168                      | \$ 976,587                | \$1,111,845               | \$ 989,625                 | \$ 1,200,866                |
| BIKE PATH/TRAIL DONATION  | 72,580                          | 2,171,308                 | -                         | 2,897,140                  | 5,545,000                   |
| CAPITAL REPLACEMENT       | 23,966                          | -                         | -                         | -                          | -                           |
| ANTI-GRAFFITI FUND        | -                               | -                         | -                         | -                          | 2,500                       |
| CDBG FUND                 | 1,633,018                       | 1,764,786                 | 2,352,554                 | 2,402,488                  | 2,274,289                   |
| CITY COUNTY PLANNING FUND | <u>2,002,144</u>                | <u>2,169,548</u>          | <u>2,689,616</u>          | <u>2,429,290</u>           | <u>2,785,388</u>            |
| <b>TOTAL EXPENDITURES</b> | <b><u>\$4,453,876</u></b>       | <b><u>\$7,082,229</u></b> | <b><u>\$6,154,015</u></b> | <b><u>\$ 8,718,543</u></b> | <b><u>\$ 11,808,043</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 3,500 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:**

\$1,200,866

## **Expenses:**

\$1,200,866

## **Additional Notes:**

- The CE Division is integral to the City Council's priority to improve the safety of Billings through voter approval of the Public Safety Mill Levy in 2022 and ongoing efforts. The added resources for the Division with passage of the levy adds about \$500,000 in additional revenue over the next five years and is helping implement additions of staff and resources. This financial investment is enabling the Division to:
  - o Maintain a high compliance rate of 90% or better.
  - o Implement and improve proactive nuisance property abatement procedures to efficiently increase neighborhood safety and stability.
  - o Continue progression of the multi-discipline nuisance property team to improve neighborhoods.
  - o Propose ordinance amendments to increase efficiency and improve accountability.
  - o Improve court outcomes and process with Legal staff support
  - o Increase outreach and education programs increasing community awareness of city codes through a monthly blog.

**Budgeted Expenditures:**

| GENERAL FUND               | CODE ENFORCEMENT<br>OPERATING BUDGET |                          |                            |                          |                            |
|----------------------------|--------------------------------------|--------------------------|----------------------------|--------------------------|----------------------------|
|                            | ACTUAL<br>FY 22                      | ACTUAL<br>FY 23          | BUDGET<br>FY 24            | ESTIMATE<br>FY 24        | PROPOSED<br>FY 25          |
| PERSONAL SERVICES          | \$ 506,181                           | \$ 743,840               | \$ 827,126                 | \$ 759,476               | \$ 888,312                 |
| OPERATIONS AND MAINTENANCE | 121,912                              | 203,730                  | 261,640                    | 207,070                  | 285,563                    |
| CAPITAL                    | 81,028                               | -                        | -                          | -                        | 1,800                      |
| TRANSFERS                  | <u>13,047</u>                        | <u>29,017</u>            | <u>23,079</u>              | <u>23,079</u>            | <u>25,191</u>              |
| <b>TOTAL EXPENDITURES</b>  | <b><u>\$ 722,168</u></b>             | <b><u>\$ 976,587</u></b> | <b><u>\$ 1,111,845</u></b> | <b><u>\$ 989,625</u></b> | <b><u>\$ 1,200,866</u></b> |

### **Anti-Graffiti Fund:**

On April 8, 2024, City Council unanimously passed a resolution to establish a graffiti reward fund to encourage the reporting of graffiti vandalism and lead to the identification, apprehension, and conviction of graffiti vandals. This fund is also designed to receive donations and court fines to self-sustain. Supplies and materials associated with graffiti abatement may also be paid from this fund.

### **Revenue:**

\$2,500

### **Expenses:**

\$2,500

### **Budgeted Revenue & Expenditures:**

| ANTI-GRAFFITI FUND<br>OPERATING BUDGET |                 |                 |                 |                   |                   |
|----------------------------------------|-----------------|-----------------|-----------------|-------------------|-------------------|
| FUND 2140                              | ACTUAL<br>FY 22 | ACTUAL<br>FY 23 | BUDGET<br>FY 24 | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
| FUND BALANCE BEGINNING                 | \$ -            | \$ -            | \$ -            | \$ -              | \$ -              |
| REVENUE:                               |                 |                 |                 |                   |                   |
| ANTI-GRAFFITI:                         |                 |                 |                 |                   |                   |
| FINES AND FORFEITURES                  | \$ -            | \$ -            | \$ -            | \$ -              | \$ 500            |
| CONTRIBUTIONS/DONATIONS                | -               | -               | -               | -                 | 2,000             |
| TOTAL REVENUE                          | \$ -            | \$ -            | \$ -            | \$ -              | \$ 2,500          |
| EXPENDITURES:                          |                 |                 |                 |                   |                   |
| ANTI-GRAFFITI:                         |                 |                 |                 |                   |                   |
| OPERATION & MAINTENANCE                | \$ -            | \$ -            | \$ -            | \$ -              | \$ 2,500          |
| TOTAL EXPENDITURES                     | \$ -            | \$ -            | \$ -            | \$ -              | \$ 2,500          |
| FUND BALANCE ENDING                    | \$ -            | \$ -            | \$ -            | \$ -              | \$ -              |

## **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 (FY24 \$79,750). 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 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 Highlighted Programs section below.

## **FY25 Revenue/Expenditures:**

| <b>Program</b>                     | <b>Revenue Amount</b> | <b>Expenditure Amount</b> |
|------------------------------------|-----------------------|---------------------------|
| Community Development Block Grant  | \$750,000             | \$650,000                 |
| HOME Grant                         | \$400,000             | \$300,000                 |
| HOME-ARP Grant                     | \$1,084,623           | \$1,084,623               |
| AmeriCorps VISTA Grant             | \$85,000              | \$85,000                  |
| General Funds Transfer (Parking)   | \$69,285              | \$69,285                  |
| Council Revolving Loan Fund & Misc | \$490                 | -                         |
| <b>TOTAL</b>                       | <b>\$2,389,398</b>    | <b>\$2,188,908</b>        |



## **Budgeted Expenditures:**

### **COMMUNITY DEVELOPMENT GRANTS FUND OPERATING BUDGET**

|                            | <b>ACTUAL<br/>FY 22</b>    | <b>ACTUAL<br/>FY 23</b>    | <b>BUDGET<br/>FY24</b>     | <b>ESTIMATE<br/>FY24</b>   | <b>PROPOSED<br/>FY25</b>   |
|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| PERSONAL SERVICES          | \$ 451,211                 | \$ 473,841                 | \$ 494,132                 | \$ 336,703                 | \$ 518,000                 |
| OPERATIONS AND MAINTENANCE | 1,167,165                  | 757,212                    | 1,838,377                  | 1,155,116                  | 1,735,908                  |
| CAPITAL                    | <u>4,968</u>               | <u>525,406</u>             | <u>-</u>                   | <u>899,276</u>             | <u>-</u>                   |
| <b>TOTAL EXPENDITURES</b>  | <b><u>\$ 1,623,344</u></b> | <b><u>\$ 1,756,459</u></b> | <b><u>\$ 2,332,509</u></b> | <b><u>\$ 2,391,095</u></b> | <b><u>\$ 2,253,908</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.

#### **URBAN RENEWAL PROPERTY ACQUISITION FUND OPERATING BUDGET**

FUND 4280

|                               | <b>ACTUAL<br/>FY 22</b>   | <b>ACTUAL<br/>FY 23</b>   | <b>BUDGET<br/>FY 24</b>   | <b>ESTIMATE<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|-------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| <b>FUND BALANCE BEGINNING</b> | <b><u>\$ 223,683</u></b>  | <b><u>\$ 213,601</u></b>  | <b><u>\$ 204,086</u></b>  | <b><u>\$ 205,729</u></b>  | <b><u>\$ 195,314</u></b>  |
| <b>REVENUE:</b>               |                           |                           |                           |                           |                           |
| TRANSFERS IN                  | \$ -                      | \$ -                      | \$ -                      | \$ -                      | \$ -                      |
| INTEREST ON INVESTMENTS       | <u>(410)</u>              | <u>455</u>                | <u>270</u>                | <u>1,260</u>              | <u>500</u>                |
| <b>TOTAL REVENUE</b>          | <b><u>\$ (410)</u></b>    | <b><u>\$ 455</u></b>      | <b><u>\$ 270</u></b>      | <b><u>\$ 1,260</u></b>    | <b><u>\$ 500</u></b>      |
| <b>EXPENDITURES:</b>          |                           |                           |                           |                           |                           |
| OPERATIONS & MAINTENANCE      | \$ 9,672                  | \$ 8,327                  | \$ 13,045                 | \$ 11,674                 | \$ 13,381                 |
| LAND & IMPROVEMENTS           | <u>-</u>                  | <u>-</u>                  | <u>7,000</u>              | <u>-</u>                  | <u>7,000</u>              |
| <b>TOTAL EXPENDITURES</b>     | <b><u>\$ 9,672</u></b>    | <b><u>\$ 8,327</u></b>    | <b><u>\$ 20,045</u></b>   | <b><u>\$ 11,674</u></b>   | <b><u>\$ 20,381</u></b>   |
| <b>FUND BALANCE ENDING</b>    | <b><u>\$ 213,601</u></b>  | <b><u>\$ 205,729</u></b>  | <b><u>\$ 184,311</u></b>  | <b><u>\$ 195,314</u></b>  | <b><u>\$ 175,433</u></b>  |
| <b>LESS:</b>                  |                           |                           |                           |                           |                           |
| RESTRICTED                    | <u>213,601</u>            | <u>205,729</u>            | <u>184,311</u>            | <u>195,314</u>            | <u>175,433</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> |

## **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 with local match 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 significant challenges in funding long range planning activities without the support City Council provided in FY24 for the Inner Belt Loop/Highway 3 Area Plan, the West Billings Neighborhood Plan, Heights Neighborhood Plan and complying with the new MT Land Use Planning Act. A long term, consistent funding source for larger long range planning projects is a need of the Division and, as is noted below, increasing the County-Wide Planning Levy would be one of the most stable ways to increase revenue for larger, long range projects.

The Division also can't easily absorb significant internal charges increases even with its ability to modify fees every two years. The Division did work hard with City Administration, Finance, the IT Director, PCSD Director, and Planning Manager to make needed updates in the FY24 budget and also further changes in the FY 25 budget to update how IT and GIS charges are allocated to the Planning Division and other divisions in PCSD and City-wide.

There are ongoing discussions between Administration and PCSD to include consideration of an increase in the County-Wide Planning Levy. The levy is a multi-year strategy.

FY 25 is a year that the Division reviews its fees and brings proposed changes to the City Council. Staff will be preparing proposed fee changes and coordinating review and action on the fees by resolution during the Council's budget actions in June.

## **Revenue:**

\$2,753,006

## **Expenses:**

\$2,785,388

## **Reserve:**

Spending \$32,382 in reserves in FY25

**Budgeted Expenditures:****CITY-COUNTY PLANNING FUND  
OPERATING BUDGET**

|                            | <b>ACTUAL<br/>FY 22</b>    | <b>ACTUAL<br/>FY 23</b>    | <b>BUDGET<br/>FY 24</b>    | <b>ESTIMATE<br/>FY 24</b>  | <b>PROPOSED<br/>FY 25</b>  |
|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| PERSONAL SERVICES          | \$ 1,292,871               | \$ 1,298,749               | \$ 1,433,083               | \$ 1,420,692               | \$ 1,587,763               |
| OPERATIONS AND MAINTENANCE | 705,561                    | 867,094                    | 1,254,036                  | 999,802                    | 1,195,211                  |
| CAPITAL                    | -                          | -                          | -                          | 6,299                      | -                          |
| TRANSFERS                  | <u>3,712</u>               | <u>3,705</u>               | <u>2,497</u>               | <u>2,497</u>               | <u>2,414</u>               |
| <b>TOTAL EXPENDITURES</b>  | <b><u>\$ 2,002,144</u></b> | <b><u>\$ 2,169,548</u></b> | <b><u>\$ 2,689,616</u></b> | <b><u>\$ 2,429,290</u></b> | <b><u>\$ 2,785,388</u></b> |

# Police

## **Billings Police Department Budget Overview:**

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

\$33,530,100

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

\$1,115,517

### **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, statutes, 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 \$33.5 million and has increased from the prior year by \$1,115,517. Expenses of \$44,700 are included in the budget to cover estimated TRP costs. There are 4 detective vehicles budgeted for in the Equipment Replacement Plan (ERP) at a capital cost of \$140,281 and two vehicles for the Animal Shelter at \$67,573. The police department also reserved an additional \$28,495 to cover excess costs, over the equipment replacement program, to cover inflated car values.

Personal Services increased by \$1,081,264 which is consistent with their contract. Operation and Maintenance showed a small increase of 280,455. The debt service for the Police Evidence Building is \$301,891 for FY25. The South TIF Urban Renewal Fund will continue to transfer in \$301,891 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.

\$52,000 was added to the Animal Shelter budget to repair and fully rebuild the crematorium. Any other 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.

**Downtown Police Officer**

In FY23, the Downtown Billings Association (DBA) requested that an additional officer be available during evening hours in the Downtown area. The DBA increased the BID charges to pay for the new officer. The current year's budget is \$282,706 for both revenue and expenditures for the three officers.

**Mobile Data Terminals**

The police department is contracting with Insight Public Sector to purchase 15 new Mobile Data Terminals (MDT) for \$91,250. The goal is to fully equip 128 patrol vehicles. 40 MDT's were replaced in FY 2023. 15 MDT's will be replaced in FY 2025 and 15 in FY 2026.

**SRO Training**

The school district is planning on reimbursing \$30,000 in training and supplies for school resource officers. This will increase revenue in the Public Safety Fund by \$30,000 and increase the training expense in the Public Safety Fund.

The FY25 budget includes 4 FTE positions requested to be added at an estimated cost of \$341,262 to cover salaries and benefits for three Police Officers and One Community Service Officer.

## **Budgeted Revenues:**

### **REVENUES**

| REVENUE BY FUND        | POLICE DEPARTMENT<br>POLICE DEPARTMENT BY FUND |                            |                            |                            |                            |
|------------------------|------------------------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
|                        | ACTUAL<br>FY 22                                | ACTUAL<br>FY 23            | BUDGET<br>FY 24            | ESTIMATE<br>FY 24          | PROPOSED<br>FY 25          |
| ANIMAL SHELTER         | \$ (554)                                       | \$ 595                     | \$ 410                     | \$ 832                     | \$ 526                     |
| POLICE PROGRAMS/GRANTS | 1,191,215                                      | 1,554,537                  | 1,086,791                  | 1,279,133                  | 912,246                    |
| PUBLIC SAFETY          | <u>1,171,820</u>                               | <u>1,430,226</u>           | <u>1,368,075</u>           | <u>1,404,684</u>           | <u>1,560,819</u>           |
| <b>TOTAL REVENUE</b>   | <b><u>\$ 2,362,481</u></b>                     | <b><u>\$ 2,985,358</u></b> | <b><u>\$ 2,455,276</u></b> | <b><u>\$ 2,684,649</u></b> | <b><u>\$ 2,473,591</u></b> |

### **REVENUES**

| REVENUE BY CLASSIFICATION | POLICE DEPARTMENT<br>POLICE DEPARTMENT BY CLASSIFICATION |                            |                            |                            |                            |
|---------------------------|----------------------------------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
|                           | ACTUAL<br>FY 22                                          | ACTUAL<br>FY 23            | BUDGET<br>FY 24            | ESTIMATE<br>FY 24          | PROPOSED<br>FY 25          |
| CHARGE FOR SERVICE        | \$ 482,949                                               | \$ 801,237                 | \$ 684,190                 | \$ 687,325                 | \$ 852,156                 |
| CONTRIBUTIONS/DONATIONS   | 107,401                                                  | 54,114                     | 85,000                     | 50,018                     | 50,000                     |
| FINES AND FORFEITURES     | 283,821                                                  | 180,149                    | 137,300                    | 318,478                    | 196,900                    |
| INTERGOVERNMENTAL         | 1,242,176                                                | 1,312,684                  | 1,181,932                  | 1,213,323                  | 994,378                    |
| INVESTMENT EARNINGS       | (19,626)                                                 | 30,025                     | 14,460                     | 37,660                     | 18,066                     |
| LICENSE AND PERMITS       | 30,827                                                   | 16,485                     | 32,000                     | 34,440                     | 35,000                     |
| MISCELLANEOUS             | 17,671                                                   | 31,948                     | 8,100                      | 36,997                     | 25,200                     |
| OTHER FINANCING           | 3,185                                                    | -                          | -                          | 735                        | -                          |
| TRANSFER FROMS            | <u>214,077</u>                                           | <u>558,716</u>             | <u>312,294</u>             | <u>305,673</u>             | <u>301,891</u>             |
| <b>TOTAL REVENUE</b>      | <b><u>\$ 2,362,481</u></b>                               | <b><u>\$ 2,985,358</u></b> | <b><u>\$ 2,455,276</u></b> | <b><u>\$ 2,684,649</u></b> | <b><u>\$ 2,473,591</u></b> |



## **Budgeted Expenditures:**

| EXPENDITURES BY FUND               | POLICE DEPARTMENT<br>POLICE DEPARTMENT BY FUND |                             |                             |                             |                             |
|------------------------------------|------------------------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
|                                    | ACTUAL<br>FY 22                                | ACTUAL<br>FY 23             | BUDGET<br>FY 24             | ESTIMATE<br>FY 24           | PROPOSED<br>FY 25           |
| ANIMAL SHELTER                     | \$ -                                           | \$ 17,104                   | \$ -                        | \$ -                        | \$ -                        |
| CAPITAL REPLACEMENT                | 359,030                                        | 836,343                     | 361,488                     | 440,005                     | 207,854                     |
| POLICE PROGRAMS/GRANTS             | 1,392,861                                      | 2,226,593                   | 1,359,747                   | 1,237,145                   | 814,316                     |
| PUBLIC SAFETY                      | <u>26,850,611</u>                              | <u>29,663,385</u>           | <u>30,693,348</u>           | <u>29,145,211</u>           | <u>32,507,930</u>           |
| <b>TOTAL BUDGETED EXPENDITURES</b> | <b><u>\$ 28,602,502</u></b>                    | <b><u>\$ 32,743,425</u></b> | <b><u>\$ 32,414,583</u></b> | <b><u>\$ 30,822,361</u></b> | <b><u>\$ 33,530,100</u></b> |

| EXPENDITURES BY CLASSIFICATION     | POLICE DEPARTMENT<br>POLICE DEPARTMENT BY CLASSIFICATION |                             |                             |                             |                             |
|------------------------------------|----------------------------------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
|                                    | ACTUAL<br>FY 22                                          | ACTUAL<br>FY 23             | BUDGET<br>FY 24             | ESTIMATE<br>FY 24           | PROPOSED<br>FY 25           |
| PERSONAL SERVICES                  | \$ 21,420,429                                            | \$ 23,414,176               | \$ 24,771,591               | \$ 23,019,494               | \$ 25,852,855               |
| OPERATIONS & MAINTENANCE           | 5,615,889                                                | 6,332,791                   | 5,831,552                   | 5,873,029                   | 6,112,007                   |
| CAPITAL OUTLAY                     | 501,569                                                  | 1,106,162                   | 510,188                     | 635,207                     | 272,776                     |
| DEBT SERVICE                       | 214,077                                                  | 204,897                     | 312,294                     | 305,673                     | 301,891                     |
| TRANSFERS OUT                      | <u>850,538</u>                                           | <u>1,685,399</u>            | <u>988,958</u>              | <u>988,958</u>              | <u>990,571</u>              |
| <b>TOTAL BUDGETED EXPENDITURES</b> | <b><u>\$ 28,602,502</u></b>                              | <b><u>\$ 32,743,425</u></b> | <b><u>\$ 32,414,583</u></b> | <b><u>\$ 30,822,361</u></b> | <b><u>\$ 33,530,100</u></b> |

**Public Safety Fund:****POLICE DEPARTMENT  
OPERATING BUDGET****PUBLIC SAFETY FUND**

|                            | <b>ACTUAL<br/>FY 22</b>     | <b>ACTUAL<br/>FY 23</b>     | <b>BUDGET<br/>FY 24</b>     | <b>ESTIMATE<br/>FY 24</b>   | <b>PROPOSED<br/>FY 25</b>   |
|----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| PERSONAL SERVICES          | \$ 21,106,257               | \$ 23,005,856               | \$ 24,271,756               | \$ 22,816,378               | \$ 25,350,539               |
| OPERATIONS AND MAINTENANCE | 4,537,200                   | 5,010,000                   | 4,971,640                   | 5,084,307                   | 5,800,007                   |
| CAPITAL                    | 142,539                     | 611,051                     | 148,700                     | 202,017                     | 64,922                      |
| DEBT SERVICE               | 214,077                     | 204,897                     | 312,294                     | 305,673                     | 301,891                     |
| TRANSFERS                  | <u>850,538</u>              | <u>831,581</u>              | <u>988,958</u>              | <u>988,958</u>              | <u>990,571</u>              |
| <b>TOTAL EXPENDITURES</b>  | <b><u>\$ 26,850,611</u></b> | <b><u>\$ 29,663,385</u></b> | <b><u>\$ 30,693,348</u></b> | <b><u>\$ 29,397,333</u></b> | <b><u>\$ 32,507,930</u></b> |

## **Staffing:**

| <b>POSITION</b>                   | <b>STAFFING AUTHORIZATION</b> |                         |                         |                           |
|-----------------------------------|-------------------------------|-------------------------|-------------------------|---------------------------|
|                                   | <b>ACTUAL<br/>FY 22</b>       | <b>ACTUAL<br/>FY 23</b> | <b>BUDGET<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
| 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                       |
| INVESTIGATION ANALYST             | -                             | -                       | -                       | 1.0                       |
| POLICE SUPPORT SPECIALIST         | 13.0                          | 14.5                    | 14.5                    | 15.0                      |
| POLICE CAPTAINS                   | 3.0                           | 3.0                     | 3.0                     | 3.0                       |
| POLICE LIEUTENANT                 | 6.0                           | 6.0                     | 6.0                     | 6.0                       |
| POLICE SERGEANT                   | 16.0                          | 20.0                    | 20.0                    | 20.0                      |
| POLICE OFFICER                    | 126.0                         | 133.0                   | 133.0                   | 136.0                     |
| COMMUNITY SERVICE OFFICERS        | -                             | 7.0                     | 7.0                     | 8.0                       |
| PROPERTY EVIDENCE TECHNICIAN      | 3.0                           | 3.0                     | 3.0                     | 1.0                       |
| PROPERTY EVIDENCE TECHNICIAN II   | -                             | -                       | -                       | 5.0                       |
| CRIME ANALYST                     | 1.0                           | 1.0                     | 1.0                     | -                         |
| CRIME ANALYST II                  | -                             | -                       | -                       | 1.0                       |
| IDENTIFICATION TECHNICIAN         | 1.0                           | 6.0                     | 6.0                     | 2.0                       |
| 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>208.8</b>            | <b>208.8</b>            | <b>213.3</b>              |
| <b>GRANT POSITIONS:</b>           |                               |                         |                         |                           |
| ADMINISTRATIVE SUPPORT II         | 1.0                           | 1.0                     | 1.0                     | 1.0                       |
| POLICE OFFICER-DOWNTOWN BEAT      | 2.0                           | 3.0                     | 3.0                     | 3.0                       |
| PC/COMPUTER FORENSIC EXAMINER     | 1.0                           | -                       | -                       | -                         |
| <b>TOTAL POLICE/POLICE GRANTS</b> | <b>188.3</b>                  | <b>212.8</b>            | <b>212.8</b>            | <b>217.3</b>              |

## **Department Goals:**

**Goal: Ensure safe community for residents and visitors.**

*This goal can be accomplished by achieving the following objectives:*

1. Reduce crime and improve the quality of life in the community.
  - 1.1 Evaluate service delivery model and develop strategies to ensure effective and efficient implementation.
  - 1.2 Increase number of sworn and non-sworn personnel.
  - 1.3 Ensure proper and professional training, equipment, and facilities are available to PD personnel.
  - 1.4 Strengthen public outreach and safety programs.

**Outcome: Administrative support to ensure department is adequately staffed and equipped to provide effective and efficient police services.**

**Goal: Utilize independent and neutral review of all department operations.**

*This goal can be accomplished by achieving the following objectives.*

2. Select third party to conduct assessment.
  - 2.1 Evaluate staffing, deployment, dispatch, records, and support.
  - 2.2 Coordinate with partners and stakeholders.

**Outcome: Independent review provides legitimacy to operation and staffing request.**

**Goal: Strengthen community outreach, engagement, and communications.**

*This goal can be accomplished by achieving the following objectives:*

3. Establish positive relationships with public, City Council, and city leadership.
  - 3.1 Increase Chat with the Chief or Coffee with a Cop opportunities.
  - 3.2 Better utilize social media, city's PIO, and department's PR officers.
  - 3.3 Encourage participation in Citizen Police Academy.
  - 3.4 Engage Native American population to strengthen and improve relations.

**Outcome: Strengthened relationships with community that fosters trust, goodwill, transparency, and accountability.**

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

**Goal: Increase and strengthen crime prevention efforts.**

*This goal can be accomplished by achieving the following objectives:*

4. Strengthen and integrate crime prevention programs in the community.
  - 4.1 Re-energize Neighborhood Watch, Business Watch, Crime Stoppers.
  - 4.2 Introduce new programs and educational opportunities.
  - 4.3 Increase number of volunteers through aggressive and creative recruiting.
  - 4.4 Expand volunteer opportunities.

**Outcome: Increased citizen awareness, engagement, and participation. Developed rapport between citizens and police department and reduction in criminal activity.**

**Goal: Strengthen public outreach programs.**

*This goal can be accomplished by achieving the following objectives:*

5. Re-enforce citizen outreach.
  - 5.1 Monthly Coffee With a Cop event.
  - 5.2 PD Podcast highlighting current issues and positive stories.
  - 5.3 Increased CPTED (Crime Prevention Through Environmental Design).
  - 5.4 Engage more neighborhoods for Neighborhood Watch.
  - 5.5 Expand Shop with a Cop and Shop with a Cop Back to School.
  - 5.6 Expand Beat the Heat fun run and BPD/BFD softball and hockey games.
  - 5.7 Expand Project Eyes on the Block.

**Outcome: Increased interaction with citizens in a non-threatening environment. Open dialogue with increases trust, goodwill, transparency, and accountability.**

### **Division – Patrol Operations:**

**Goal: Effectively, efficiently, and professionally respond to calls for service, deter crime, proactively patrol, enforce local and state law, and make arrests.**

*This goal can be accomplished by achieving the following objectives*

6. Target violent crime.
  - 6.1 Utilize crime mapping and analysis for hot spot policing.
  - 6.2 Utilize high visibility patrol.
7. Decrease injury accidents.
  - 7.1 Focus on problematic areas.
  - 7.2 Utilize technology (Radar, speed trailers)

- 7.3 Dedicated traffic unit (STEP) work area as team.
- 7.4 Traffic check points.

**Outcome: Provide effective patrol service that is visible and deters crime, and engages in traffic enforcement.**

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

**Goal: Develop training programs to increase law enforcement personnel skills and knowledge.**

*This goal can be accomplished by achieving the following objectives:*

- 8. Create and implement annual in-house training program.
  - 8.1 DVI and general investigations.
  - 8.2 Promote other programs and training courses that are focused on the development of Law Enforcement personnel.
- 9. Provide quality law enforcement training for all area law enforcement personnel.
  - 9.1 Host regional training that is timely, affordable, and available to all area law enforcement personnel.

**Outcome: To provide comprehensive and contemporary training to our officers and law enforcement partners.**

**Goal: Review and update policy and procedure manual for all BPD personnel.**

*This goal can be accomplished by achieving the following objectives:*

- 10. Assign content expert to review.
  - 10.1 Update policy and procedures to stay current with local, state, and federal laws.

**Outcome: Highly professional and disciplined police force grounded with contemporary policies and procedures that highlight ethics and accountability.**

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

*This goal can be accomplished by achieving the following objectives:*

- 11. Provide accessible location with adequate equipment.

**Outcome: Provide the means for officers to attain training and certifications via a variety of platforms.**

### **Division – Support Services:**

#### **Goal: Update Records Management system.**

*This goal can be accomplished by achieving the following objectives:*

- 12. Refine and troubleshoot software problems.
  - 12.1 Address failures and increase ease of use.
  - 12.2 Advocate for new, updated software.
- 13. Deploy in-car citation software and printers.
  - 13.1 Secure funding.
  - 13.2 Coordinate installation with Fleet services and command staff.
- 14. Digitize records
  - 14.1 Identify documents that can be digitized.
  - 14.2 Reduce division footprint by eliminating paper.

**Outcome: Correct system flaws, make system easier to use, and increase officer's efficiency by eliminating the need for paper reports.**

### **Subdivision – Animal Control:**

#### **Goal: Enforcement plan maximizing available animal control personnel.**

*This goal can be accomplished by achieving the following objective:*

- 15. Flexible scheduling
  - 15.1 Schedules that cover more of the day and week.
- 16. Liaison with Parks and Recreation
  - 16.1. Ensure compliance in parks
- 17. Public engagement.
  - 17.1 Public service announcements.
  - 17.2 Increased programs, presentations, and public contact.

**Outcome: Provide the best coverage with a minimal amount of staff. Increase public relations opportunities and work closer with Parks personnel.**

## **Division – Investigations:**

### **Goal: Create Special Victims Unit**

*This goal can be accomplished by achieving the following objectives:*

#### 18. Add additional FTE's

- 18.1 Add six (6) detectives.
- 18.2 Split division into Major Crimes and Family Violence
- 18.3 Provide specialized training.

**Outcome: Increase size of division by 6 FTE's and redefine division's model. Grow family violence unit and support creation of Family Justice Center.**

### **Goal: Improve efficiency of digital evidence analysis.**

- 19.1 Hire additional FTE.
- 19.2 Explore technology and software options

**Outcome: Increase capacity for efficient investigations.**

#### 20. Specialized training

20.1. Locate specialized training for shooting reconstruction, arson, photography, and forensics.

**Outcome: Increase detectives' capabilities when investigating complicated crime scenes.**



# 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       |
|---------------|---------------|-----------------|
| FY24 Total    | FY25 Total    | From Prior Year |
| \$152,417,518 | \$238,753,790 | \$86,336,272    |

### Total Public Works Budgeted Revenues

| Prior Year    | Current Year  | \$ Change       |
|---------------|---------------|-----------------|
| FY24 Total    | FY25 Total    | From Prior Year |
| \$132,506,845 | \$196,117,287 | \$63,610,442    |

### Overall Budget Justification (Summary)

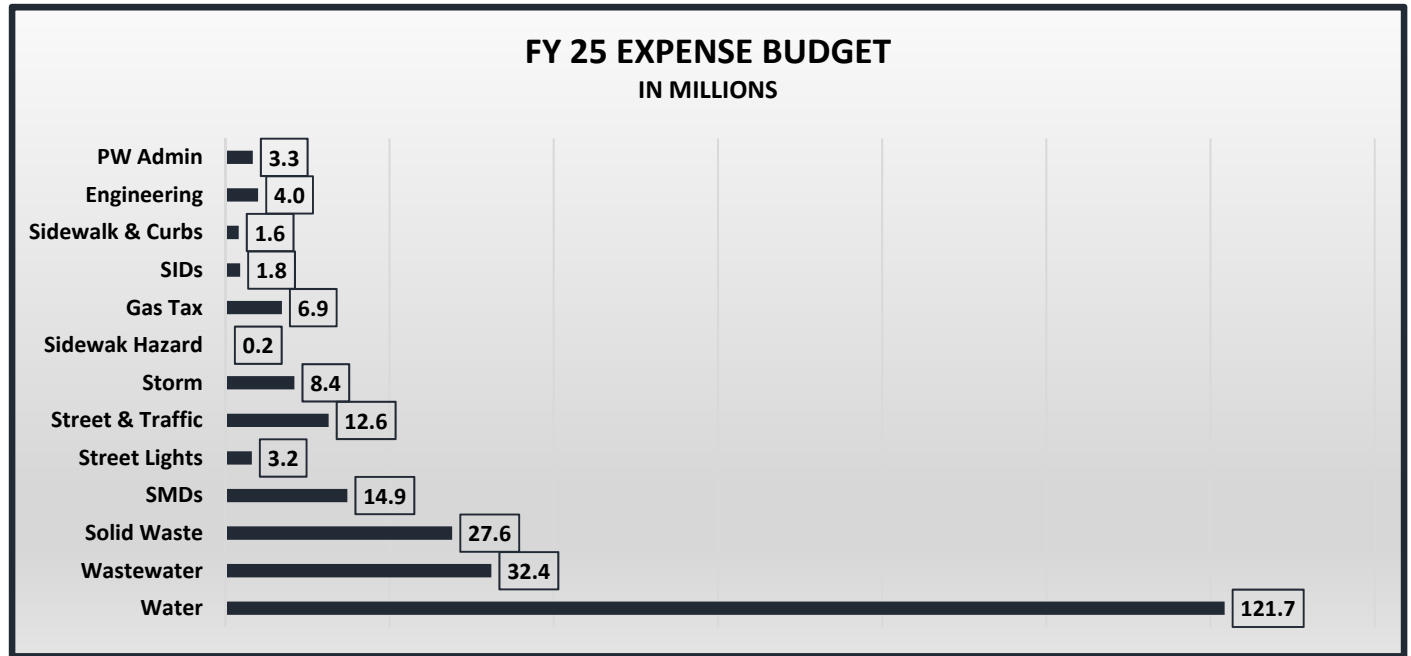
The FY25 budget of \$238,753,790 supports all the functions and services that the Public Works Department currently provides. These functions and services are managed by seven divisions within the Public Works Department and include:

- **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 4,800 fire hydrants and 8,200 valves that require 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 520 miles of wastewater pipe and respond to sewer back-ups.
  - **Water Mains** Condition assessments, regular maintenance of approximately 515 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**
  - **Cross-Connection Control Program** Work with customers to ensure backflow preventers are tested regularly.
  - **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 8,600 inlets.
  - **Streetlights** Streetlight maintenance for approximately 4,500 lights.
  - **Traffic Controls** Traffic signal and sign maintenance, crosswalk, bike lanes, 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 13 accounting funds as shown below:

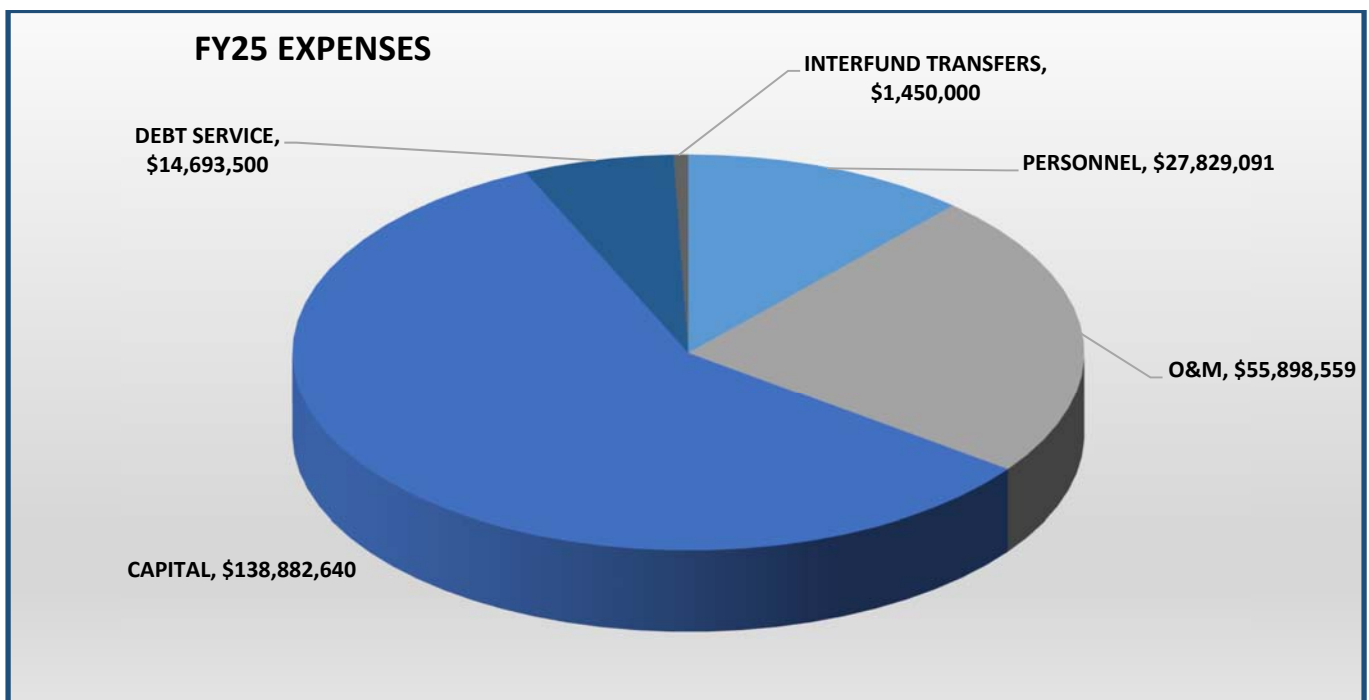


Each fund accounts for its own expenses and revenues and revenues are legally restricted to be used for legal expenses of the fund. The following is the purpose of each Public Works fund:

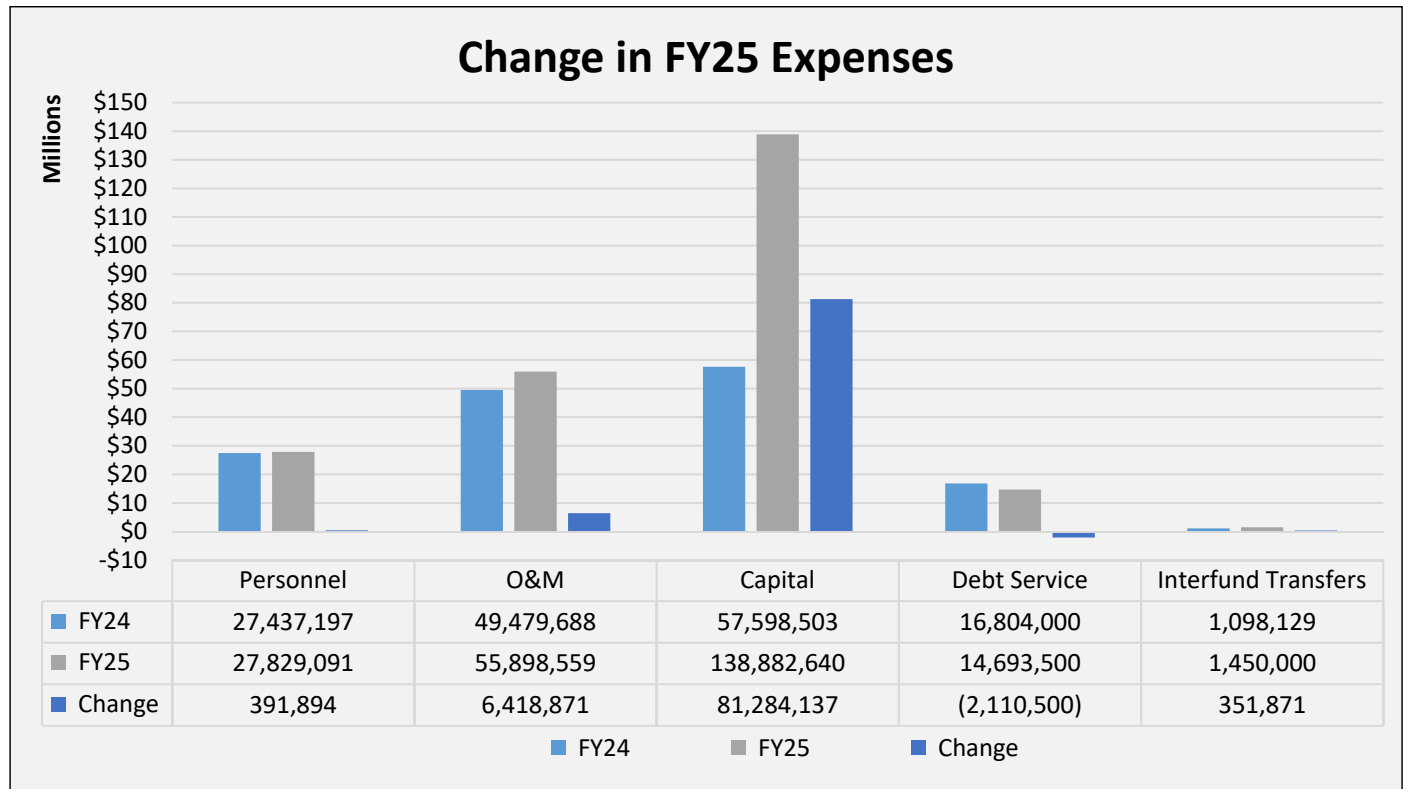
- **Internal Service Funds [\$7,352,800]** account for services performed for other Public Works and City Departments' funds.
  - **Public Works Administration [\$3,348,356]** provides services to the Public Works divisions.
  - **Public Works Engineering [\$4,004,444]** provides capital project management services to other Public Works funds, other City Departments and manages public right-of-way.
- **Capital Project Funds [\$3,442,500]** account for financial resources to be used for the construction of infrastructure that are financed through assessments to property owners that benefit from the improvements.
  - **Sidewalk and Curb District [\$1,635,000]** accounts for the construction of sidewalks and curbs.
  - **Special Improvement Districts (SIDs) [\$1,807,500]** accounts for the construction of public streets, water, wastewater, streetlights, and storm infrastructure.
- **Special Revenue Funds [\$46,186,086]** account for the proceeds of specific revenue sources to finance specified legal activities.
  - **Gas Tax [\$6,889,567]** 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 [\$190,000]** 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 [\$8,418,227]** 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 [\$12,586,521]** 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 [\$3,228,775]** accounts for the operations and maintenance of street lighting systems within all light districts in the City.
- **Street Maintenance Districts (SMD) [\$14,872,996]** 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 [\$181,772,404]** account for operations that are funded and operated in a manner similar to private business enterprises.
  - **Solid Waste [\$27,643,897]** accounts for all activities of trash collection and the landfill.
  - **Wastewater [\$32,409,820]** accounts for all activities of the wastewater system.
  - **Water [\$121,718,687]** 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. 11.7% of Public Works FY25 budget is for personnel expenses, 23.4% is O&M, 58.2% is capital, 6.1% is debt service, and the remaining 0.6% is interfund transfers. \$1,015,000 of the interfund transfer is transferred to debt service funds, bringing the actual amount of debt service expenses for the Department to \$15,708,500.



The changes from the FY24 budget to the FY25 budget are shown below and the major changes for each expense category are detailed in the subsections below the following chart:



## Personnel Budget

The FY25 personnel budget of \$27,829,091 is an increase of \$391,894 or 1.4% over the FY24 budget. The budget includes about \$91,000 for the addition of a motor vehicle operator trainer that was added in December 2023. This new position was required to meet Federal Entry-Level Driver Training (ELDT) requirements that went into effect for obtaining a Commercial Driver's License (CDL) in November 2023. Public Works has 169 positions in the Distribution and Collection, Solid Waste, Street and Traffic, and Solid Waste divisions that require a CDL. Outsourcing the ELDT requirements would cost Public Works about \$5,000 per employee and require new employees to miss several weeks of work for this training.

Approximately \$200,000 of the increase is due to increasing all equipment operator positions by 2% in FY24 because we were unable to attract applicants at the lower wage. The remainder of the FY25 budget increase is for step increases for employees. No COLA increases were included in the budget because the Agreement between the City of Billings and Teamsters Local 190 expires on June 30, 2024. Additional personnel expenses will need to be added to the FY25 budget after budget adoption and the new Agreement is negotiated and approved. Public Works estimated personnel increases of 5% of FY25 personnel budgets when calculating the revenue requirements of each fund.

## Operating and Maintenance Budget

The FY25 operation and maintenance budget of \$55,898,559 is an increase of \$6,418,871 from the FY24 budget. The primary FY25 operating and maintenance budget increases include the following:

- **\$420,000** in the Solid Waste fund for **Landfill closure/post closure** costs. Funding these costs is a regulatory requirement of the Environmental Protection Agency.
- **\$110,000** in the Solid Waste fund for a **Solid Waste Master Plan**.
- **\$55,000** in the Street & Traffic fund to **replace traffic signal radios**. The replacement of all traffic signal radios will occur over four years.
- **\$75,000** in the Water fund for **maintenance of existing equipment**. This includes rebuilding the Willett Pump #1 motor, replacing bearings in the H2-3 pump, and replacing VFDs in the low service pump station #2.
- **\$175,000** in the Water fund for **hauling sediment to the Landfill**.
- **\$97,000** 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.
- **\$1,526,193** in the Storm Sewer fund for an increase in **Street and Traffic charges for storm services**. The increase is due to equipment replacements related to storm activities that are in the FY25 approved Equipment Replacement Program and increases in anticipated maintenance activities.
- **\$392,000** for an increase in **Engineering charges for services**. Approximately \$202,000 of this increase is due to moving the two inspectors that were in the Distribution and Collection Division to the Engineering Division to improve efficiencies. The \$202,000 will be allocated back to the water and wastewater funds to pay for the services these inspectors provide. The remaining increase is due to a need to increase reserves in the Engineering fund which are currently below the recommended level.
- **\$100,000** in Engineering for **automated Pavement Condition Index (PCI) collection**.
- **\$290,500** for increases in **electricity**, primarily in the Street Light Maintenance District fund.
- **\$795,700** for increases in **motor vehicle parts**, primarily in the Solid Waste fund.
- **\$146,300** for increases in **motor vehicle labor**, primarily in the Solid Waste fund.
- **\$339,800** for increases in **fuel**, primarily in Solid Waste fund.
- **\$713,770** in **insurance** increases across all funds.
- **\$365,138** in **City General Fund and internal services cost allocation** increases across all funds.

The remaining increases are all inflationary increases needed for miscellaneous materials, supplies, and services across all Public Works divisions. The majority of the increase is in the Solid Waste, Wastewater, and Water funds.

## Capital Budget

Capital expenses of \$138,882,640 are included in the FY25 budget for Public Works. These expenses include:

- **Equipment & Technology Replacements [\$9,043,276]** 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 Administration, Engineering, Street-Traffic, Solid Waste, Wastewater, and Water funds.



- **Additional Equipment & Technology [\$165,864]** CCTV camera technology is programmed in the amount of \$160,000 in the Street and Traffic fund and \$5,864 was added to the Wastewater fund for a new temperature calibrator/accurate thermal system.
- **Solid Waste [\$2,085,000]** Expenses are budgeted in the Solid Waste fund.
  - **Landfill Household Hazardous Waste Facility [\$500,000]** Funds the construction of a new facility adjacent to the existing drop-off building.
  - **Landfill Road [\$500,000]** Pave approximately one mile of gravel road from the maintenance shop to the cell tower at the Landfill.
  - **Landfill Secondary Leachate Pond [\$285,000]** Construction of a secondary leachate pond at the landfill.
  - **Lift Horizontal Gas Wells [\$800,000]** Lift 2 of the horizontal methane gas collection wells at the Landfill.
- **Stormwater [\$3,897,000]** Expenses are budgeted in the Storm Sewer Fund.
  - **54<sup>th</sup> to Grand to 48<sup>th</sup> Drainage Corridor [\$1,292,000]** Construction of drainage corridor from the intersection of Rimrock and 54<sup>th</sup> to the Shiloh Drain.
  - **Annual Projects [\$705,000]** Expenditures address culvert, problem drainage locations, and storm sewer rehabilitation.
  - **Wicks Lane Storm Drain Phase II [\$1,900,000]** Completes the trunk storm drain in Wicks Lane from Moose Hollow Road east to the outfall on Wicks Lane.
- **Transportation [\$16,473,500]** Expenses are budgeted in the Sidewalk and Curb District [\$1,610,000], Special Improvement Districts [\$1,782,500], Gas Tax [\$6,427,000], and Street Maintenance District [\$6,654,000] funds.
  - **Annual ADA & Sidewalk Projects [\$1,343,000]** Includes the annual Americans with Disabilities Act ramp construction and the annual replacement and infill sidewalk programs.
  - **Annual Street Reconstruction Projects [\$3,229,500]** Includes annual gravel street reconstruction and annual non-maintainable street reconstruction. Staff is actively pursuing gravel street SIDs to help reduce maintenance costs.
  - **Bike Boulevard [\$240,000]** Construction of a bike boulevard in the area of Howard, Terry and 24<sup>th</sup> Street West and a second along 24<sup>th</sup> Street West and Arvin. This project diverts bicyclists to non-arterial streets and creates barriers between vehicular and bicycle traffic.
  - **Grand Avenue 43<sup>rd</sup> to 62<sup>nd</sup> [2,000,000]** Design to complete improvements on Grand including replacement of pavement, construction of multi-modal elements and a traffic signal at 56<sup>th</sup> Street West. Right of way acquisition is slated for FY26 and construction is in FY27. This project will be funded by Urban Funds.
  - **PAVER Program [\$3,900,000]** Annual program to address crack sealing, overlay, chip seals, and dig outs on City streets.
  - **Safe Routes to School (SRTS) [\$700,000]** Updates to street, traffic control devices, and routes in residential and commercial areas to improve safety and encourage walking and biking to elementary schools.
  - **Special Improvement District Projects (SID) [\$1,200,000]** Annual amount for any SIDs that neighborhoods bring forward.

- **Traffic Control Projects [\$1,261,000]** Annual programs for enhanced pedestrian crossings and travel corridor construction, as well as continuation of traffic calming projects, traffic signal upgrades, and planned intersection improvements.
- **Hesper Road Improvements [\$2,000,000]** Reconstruction of Hesper Road as part of the West End Reservoir project.
- **Rimrock Road Improvements 54<sup>th</sup> to 62<sup>nd</sup> [\$600,000]** Design of the reconstruction of Rimrock Road from 54<sup>th</sup> Street West to 62<sup>nd</sup> Street West to replace deteriorating pavement and construct it to complete streets standards. Construction of the project is slated for FY26 in the amount of \$6,200,000.
- **Utility [\$107,218,000]** Expenses are budgeted in Wastewater [\$14,200,000] and Water [\$93,018,000]
  - **Intake #2 Catwalk Repair [\$3,738,000]** Reconstruction of catwalk, building and intake that was damaged during the 2022 flood. The majority of the project will be reimbursed by insurance and a FEMA grant.
  - **Central Sewer and Water Extension [\$1,570,000]** Construction of additional water and wastewater mains west of Shiloh to 44<sup>th</sup> Street West to serve community growth.
  - **Digester Gas Boiler Replacement [\$1,000,000]** Replace boiler for the anaerobic digestion process at the Water Reclamation Facility.
  - **Fiber from Service Center/Water Plant to Stillwater Building [\$600,000]** Replace wireless point to point network link with City owned fiber.
  - **Hesper Sewer [\$3,800,000]** Construction of new sewer main on Hesper Road from Shiloh to 48<sup>th</sup> Street West.
  - **Hydrogen Sulfide Mitigation [\$500,000]** Construction of buildings and upgrades needed to mitigate H<sub>2</sub>S in the wastewater system.
  - **MetraPark Water Line [\$100,000]** Funds the City's share of the County's waterline replacement project through MetraPark that will benefit the wastewater treatment plant.
  - **Wastewater and Water Compensation Agreements [\$600,000]** Annual program for compensation agreements with private developers for oversizing water and sewer mains.
  - **Water and Wastewater Line Extensions [\$3,000,000]** Funds developer driven extensions as developments occur in previously unserved areas. Costs are expected to be paid back over time as development occurs.
  - **Wastewater Electrical Upgrades [\$300,000]** Upgrades of wastewater campus electrical.
  - **Wastewater Main Replacements [\$5,800,000]** 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.
  - **Water Main Replacements [\$5,800,000]** 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 [\$900,000]** On-going program to fund the replacement of power lines, switches, and transformers at the water treatment plant and pump stations.
  - **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 Reservoir [\$69,400,000]** Construction of a new west end reservoir. Design was funded in prior years and the amount in the FY25 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.

- **Zone 1 Water Storage Improvements [\$6,000,000]** Construction of additional water tank in pressure zone #1 which serves the downtown area.
- **Zone 6 Water Storage and Looping Improvements [\$110,000]** Funds the right of way acquisition required to construct an additional water tank and water line in pressure zone #6 which serves the area on top of the rims including a portion of the inner belt loop. Design is slated for FY26 and construction is in FY27.

### Debt Service and Interfund Transfers Budget

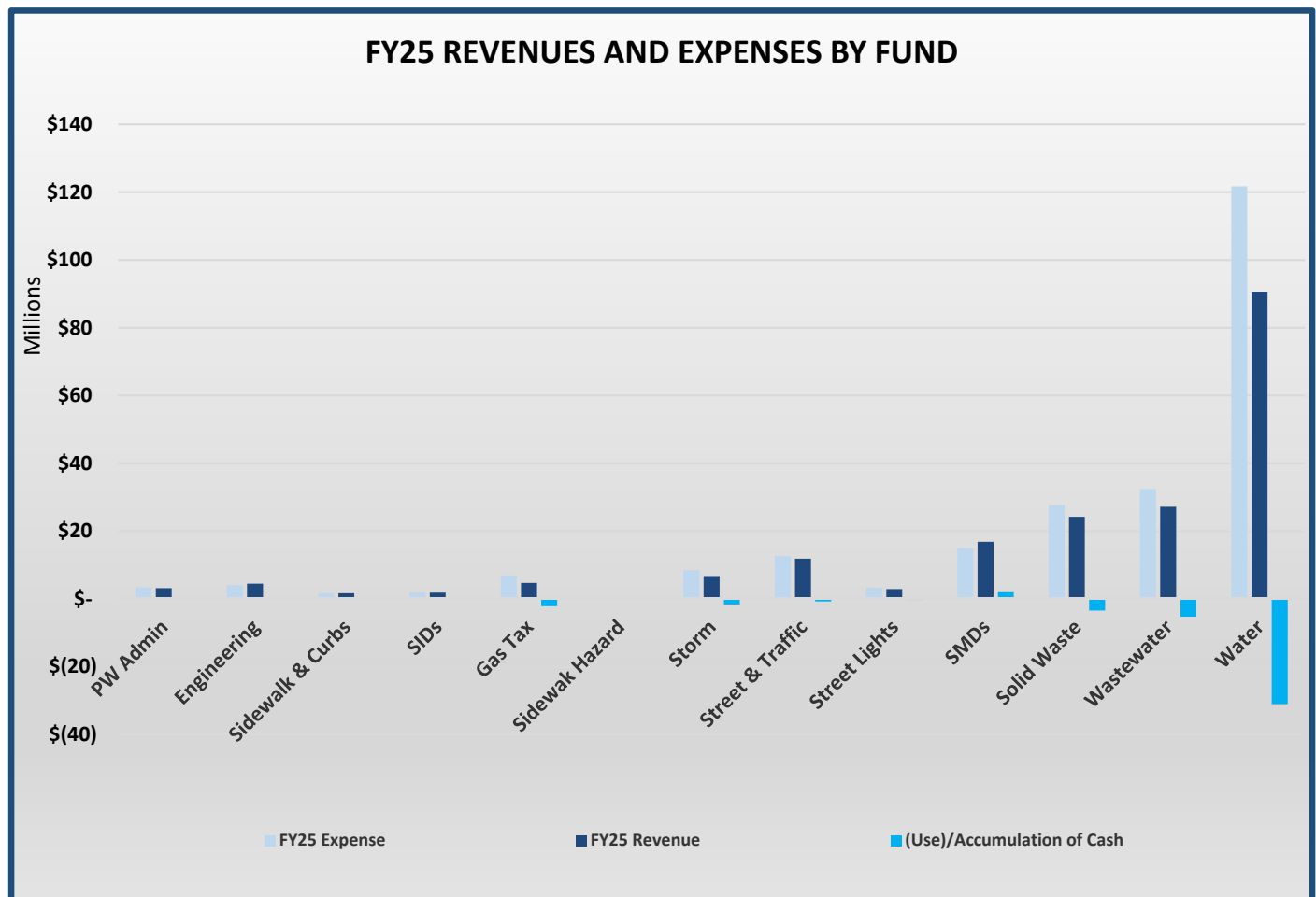
The FY25 debt service budget of \$14,693,500 is a decrease of \$2,110,500 over the FY24 budget. This is the annual amount required to pay for debt service on Public Works outstanding bond issues. The decrease is due to structuring the debt service for the west end water plant and reservoir project into two bond issues and delaying the second bond issue until cash is needed in order to save on interest expense. 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.
- \$5,331,000 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.
- \$7,797,500 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, Briarwood reservoir expansion, and west end water treatment plant and reservoir. The first debt issue will be paid off in 2026 and the last and largest of the debt will be paid off in 2043.

The FY25 interfund transfer budget of \$1,450,000 is an increase of \$351,871 from the FY24 budget. The increase is due to a transfer from the Solid Waste fund of \$415,000 and Street/Traffic fund of \$25,000 to the General Fund to pay for the land purchase at the BOC. 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

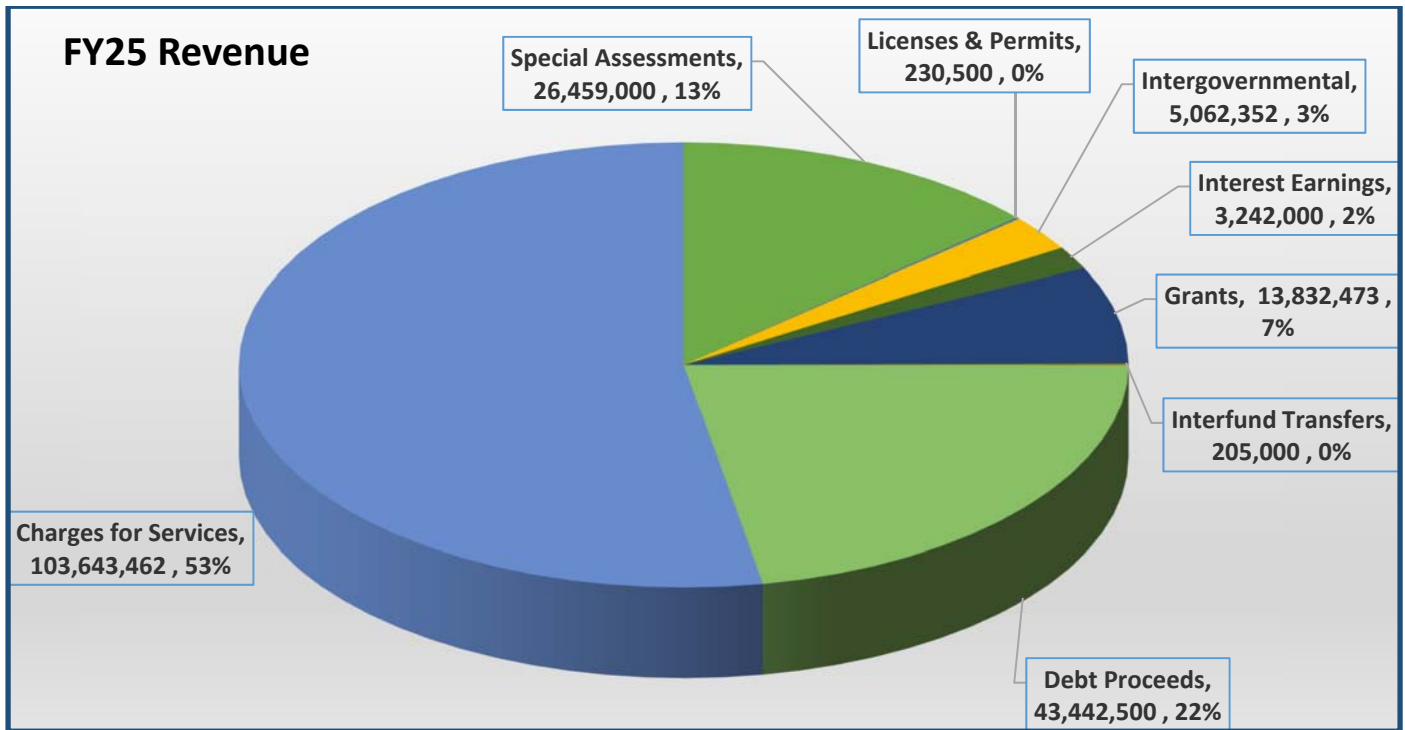
The FY25 revenue budget for Public Works is \$196,117,287, an increase of \$63,610,442 over the FY24 budget. FY25 budgeted revenues are \$42,636,503 less than FY25 budgeted expenses. This revenue gap is primarily for capital projects planned in FY25 for which Public Works has been accumulating cash. The Water fund has the largest revenue gap at more than \$31 million. This is due to accumulation of cash from both user rates and a bond sale for the west end project that is anticipated to be spent in FY25 and FY26. The Public Works Administration, Gas Tax, Storm Sewer, Street & Traffic, Light Districts, Solid Waste, and Wastewater funds also have large revenue gaps, but have a planned excess of cash reserves to cover the expenses in the FY25 budget. The Street Maintenance District fund has a planned accumulation of cash to fund projects in the approved Capital Improvement Plan and Equipment Replacement Program in future years. The Public Works Engineering fund is also budgeted for more revenues than expenses in FY25 because the fund is currently below minimum reserve levels.



Revenues in Public Works are distributed into eight categories. The largest category in FY25 is charges for services. \$103,643,462 of charges for services revenue is budgeted in FY25, representing 52.8% of the revenues. Charges for services consist primarily of 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 debt proceeds, grants, interest earnings, interfund transfers, intergovernmental, licenses and permits, and special assessments. Debt proceeds, 22.2% of the budget, include a second bond issue of \$40,000,000 for the west end project, and revenues from the sale of Sidewalk and Curb District and Special Improvement District (SID) bonds of \$3,442,500. Budgeted grants of \$13,832,473 in FY25 is for American Rescue Plan Act (ARPA) grants and FEMA grants for water projects. Interest earnings budgeted in FY25 is \$3,242,000. Interfund transfers of \$205,000 are for a transfer from the general fund to the Solid Waste fund for 50% of CNG revenues. Public Works has invested several million dollars into the methane system at the landfill and will receive 50% of the CNG revenues until the Solid Waste fund is paid back. Intergovernmental revenues of \$5,062,352 include \$4,400,000 for state fuel tax revenues and \$142,352 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 \$520,000 for Street-Traffic's share of the HB 124 state entitlement funding. Licenses and permits for engineering, sidewalk hazard, storm, water, and wastewater total \$230,500 in the FY25 budget. Budgeted special assessments in FY25 are

\$26,459,000, representing 13.5% 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 FY25. Public Works has historically adjusted its assessments annually for storm, and street maintenance districts per the Cost Indexes published by the Engineering News Index. The 2023 average Construction Cost Index (CCI) was 2.7% and the average Materials Cost Index was 4.9%.

However, Public Works is in the process of revising its storm program to a proactive approach as the current storm system will continue to fail at current funding levels. The proposed increase is 20% for storm fees in FY25 and this is the first of a seven-year ramp-up to eventually fund approximately \$180 million of deferred storm maintenance and capital projects. If Council approves a rate increase at less than 20%, both operations and maintenance and capital expenses will need to be cut from the FY25 budget.

Public Works is requesting a 1.6% increase for Street Maintenance District 1 in FY25 and a 6.6% increase in Street Maintenance District (SMD) 2 assessments. The SMD 2 increase is greater than the inflationary cost indexes because in 2023, Council requested that Public Works fund more Safe Routes To School (SRTS) and traffic calming projects, as well as increase PAVER funding to reach a funding level on par with recommended overlay and chip seal cycles in ten years' time. The 6.5% increase funds an FY25 expense budget that is an increase of \$2,425,000 for PAVER while SRTS and Traffic Calming is moved from Street Maintenance District to Gas Tax funds.

Currently, a residential property owner with an average 9,691 square foot lot pays \$59.56 for storm per year. However, the storm fee is currently assessed by zoning and square footage, so some residential property owners pay more than this and some pay less. Public Works is proposing new methodology for calculating storm fees. If Council adopts the new methodology, storm fees will be calculated using impervious surface area and an Equivalent

Residential Unit (ERU) approach. There are several levels of service that Council can choose from including minimum, proactive, and best practices. Each level of service results in different funding needs and variable schedules to complete deferred maintenance and capital projects. If Council adopts the best practices level of service, the ERU will be approximately \$7 per month or \$84 per year. Every residential property in Billings would pay for one ERU under the proposed methodology, whereas commercial properties will pay for the number of ERUs that equates to its impervious area.

Residential properties currently pay \$198.04 per year for a 9,691 square foot property for street maintenance district fees. It is estimated that the FY25 amount for the average residential property owner will be approximately \$211.11, an increase of \$13.07 annually.

Light district assessments for FY25 will be calculated in August 2024 after all expenses of each district for FY24 are accounted for. Each district will be assessed for their estimated electricity, maintenance, administration costs, as well as for any needed increases or decreases to reserve levels.

A comprehensive solid waste rate study has been conducted to establish collection, landfill, and roll off rates for FY25. Residential and commercial collection fees will need to increase by 4.3%, roll off fees need to increase by 6%, and landfill tipping fees will need to increase by 6.9%. The following are the current and proposed rates:

| Solid Waste Service                              | FY24 Monthly Rate | Proposed FY25 Monthly Rate |
|--------------------------------------------------|-------------------|----------------------------|
| Residential Garbage Collection                   | \$13.90           | \$14.50                    |
| Commercial Garbage Collection (8yd, 2x per week) | \$166.22          | \$173.14                   |
| Roll Off Service                                 | \$200.00          | \$212.00                   |
| Landfill MSW per Ton – Billings                  | \$26.00           | \$27.80                    |
| Landfill MSW per Ton – MT other than Billings    | \$39.00           | \$41.70                    |
| Landfill MSW per Ton – Outside of Montana        | \$52.00           | \$55.60                    |

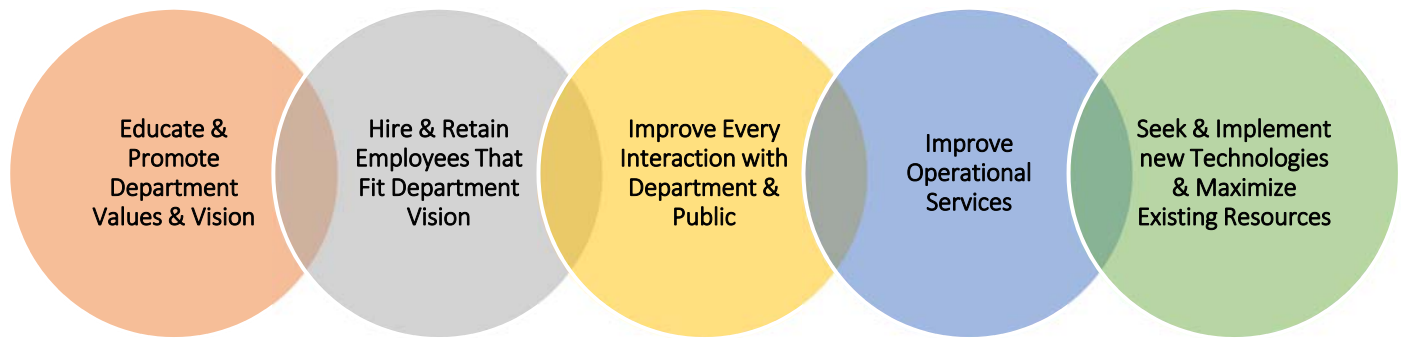
A rate study was conducted last year to establish water and wastewater rates for fiscal years 2024 and 2025. On average, a homeowner will see a \$4.31 increase per month for water and a \$1.81 increase per month for wastewater. The resale rate charged to the Heights Water District (HWD) was recalculated for FY25 because the west end project was originally intended to be in use and therefore in the rate base for the HWD but has since been delayed. The rate increases per the rate study for FY25 are as follows:

| Customer Type                                | % Increase        |
|----------------------------------------------|-------------------|
| Water – Residential                          | 10%               |
| Water – Non-Residential                      | 7.6%              |
| Water – Seasonal                             | 12%               |
| Water – Bulk Resellers                       | 8%                |
| Heights Water District                       | 2.4% <sup>f</sup> |
| Private Fire Line                            | 6.0%              |
| Wastewater – Residential & Non-Residential   | 6.2%              |
| Wastewater – Septage                         | 0%                |
| Wastewater – Lockwood Water & Sewer          | 4%                |
| Wastewater – Phillips 66 Refinery            | 4%                |
| Wastewater – ExxonMobil Refinery             | 4%                |
| Water and Wastewater System Development Fees | 0%                |

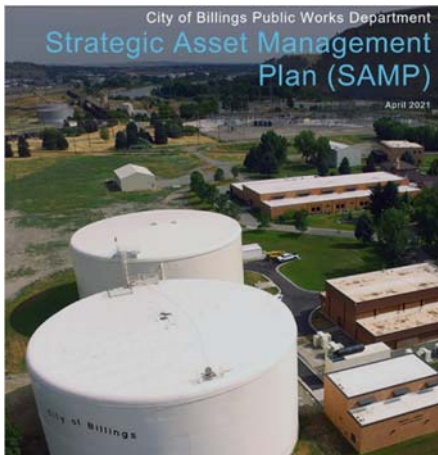


## Planning for the Future

Public Works vision is “Exceed expectations through innovation, integrity and service to the community.” Staff try to embody this vision in everything Public Works does to support the City Council’s strategic plan and the needs of the community. In addition to implementing the action plans in the City Council’s strategic plan to achieve Council’s desired objectives, 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. Public Works continues to utilize employees from all levels of the organization on its six strategic planning groups to engage employees, develop innovative strategies, and create buy-in amongst employees. The Public Works leadership team will continue to identify ways to improve efficiencies and create policies and programs that support our vision and mission.



The following are some of the new or expanded programs Public Works is working on:



### Asset Management

Infrastructure intensive organizations like Public Works recognize 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 has continued for several years and will require extensive staff resources again in FY25. The implementation phase is scheduled to be substantially complete by the end of FY25 and then Public Works will enter the continuous improvement phase. With more than \$7 billion of assets in Public Works, asset management plays a critical role in building and maintaining critical infrastructure.



## Cardboard Collection

The inaugural collection of cardboard began in July of 2023 which was the City's first foray into any type of curbside recycling. Now that Solid Waste has worked out the "bugs" of the program, Public Works will be targeting public outreach efforts to encourage residents to put out more cardboard to be recycled. This will keep it out of the landfill and extend the life of our current landfill.



## Fats, Oils, and Grease (FOG)

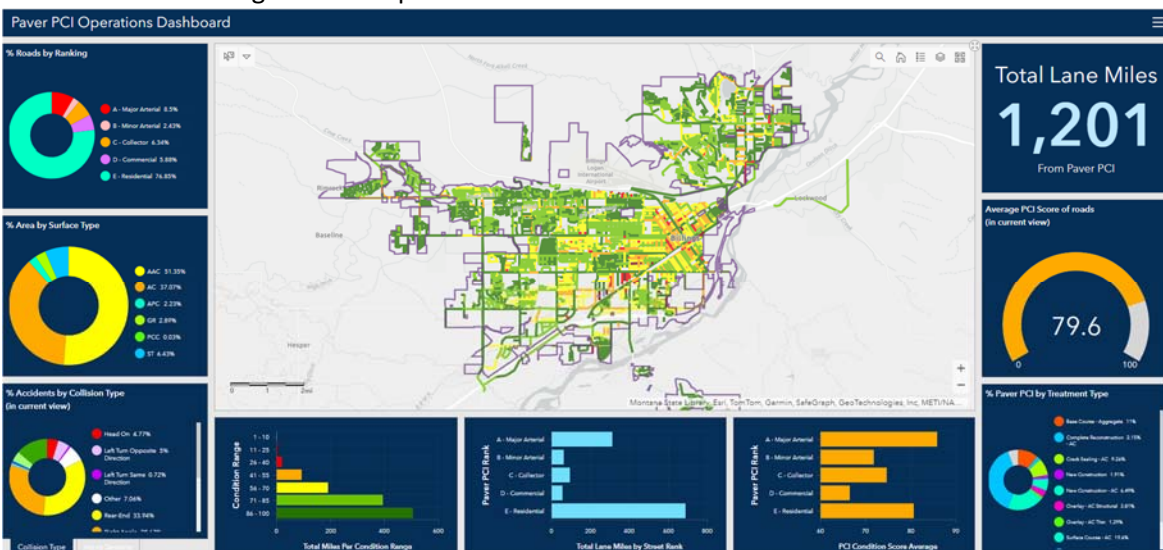
The discharge of FOG into the wastewater system causes blockages in pipes and creates significant challenges for wastewater plant operations. Staff came up with an innovative plan to dispose of FOG at the landfill. Prior to this, staff did not enforce compliance of FOG disposal as there was no place for businesses to take the FOG. Now that we have a working location to dispose of FOG, you will see staff start to step up inspections and compliance with the food services industry.



## Geographic Information Systems (GIS)

A connected and accurate GIS system is required for a connected, data-driven future. Public Works began extensive investments into the City's GIS system in FY20. Utilizing a consultant to support the City's GIS team, we have been able to build new maps and spatial intelligence to improve service delivery to residents. To date, the team has completed a GIS governance project, a data schema update, database improvements, implementation of ArcGIS Portal, updated

ArcGIS Online apps and dashboards, an ESRI pilot using Feature Manipulation Engine workflows for data migration, Cityworks updates and integrations, automatic vehicle location tracking for snow plowing and sanding, and OneCall integrations with GIS and Cityworks. The implementation phase is planned to be complete by December 2024 and at that time the City's GIS team will be able to maintain and continue improving the system into the future, as well as extend the tools that have been developed to other City departments. The City of Billings has received a Special Achievement in GIS (SAG) award for its efforts focused on modernizing Public Works' workflows in a GIS/Esri-centric fashion. The following is an example of one of the new dashboards:







**Heights Water District.** Public Works is in the process of working with the HWD Board to select a consultant that will serve as an independent third party in analyzing the HWD's infrastructure and financial condition. This study is estimated to be completed in early 2025.



## Landfill Composting Program

The creation of a new composting facility allows us to 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. The composting project is expected to be completed in June 2024.



## Lead Services

The City has replaced all lead line water services between the water main and the private property line. There were over 3,500 lead lines when the program to replace them was started. The EPA is currently finalizing new regulations pertaining to the lead services on private property. There are just under 200 lead lines from property lines to houses. We anticipate the new regulation will require replacement of these lines over a 10-year period. There will need to be a program in place to get these lines replaced. The City's role will be somewhere between passing along the requirement to property owners to get the lines replaced and actually replacing the lines on the private property. It is most likely that the city will be in the role of ensuring the replacements are completed and possibly assisting financially in some manner. A program will be developed in FY25 regarding the replacement of the lines.



## PAVER Program

Public Works has an annual program for overlays, chipseals, and digouts. However, the funding is far below what is needed for recommended overlays and chipseals. Council approved an increase to the PAVER program with the FY25-FY29 CIP with street maintenance district assessment increases planned over ten years to reach the funding levels needed.



## Stormwater Program

Public Works is proposing big changes for storm that would be effective with the FY25 budget. The stormwater system has not been addressed adequately for many years in terms of deferred maintenance, capital improvements, and planning for the future which has resulted in approximately \$180 million of deferred maintenance and capital projects. It will be up to Council to determine what Level of Service (LOS) they want for a stormwater program in Billings. The number of years that it will take to get through the backlog of projects is dependent on the LOS selected, as will the rates that will be implemented over seven years. Staff is also

proposing the implementation of a storm system development fee and to revise the methodology for calculating storm fees from zoning and square footage to impervious area and Equivalent Residential Unit (ERU). Each residential property would pay for one ERU under this methodology and commercial properties would pay for the number of ERUs that the parcel's impervious area equates to. Finally, residents will not find the storm fee on the annual property tax statement anymore. Instead, it will be on the monthly utility bill for increased transparency and to free up cash that currently must be kept in reserves due to the twice-per-year revenue collection that comes with billing fees on the property tax statement.



### Street Lights

Public Works manages 199 street light districts in Billings. 123 of these districts are solely owned, operated, and maintained by other entities (NorthWestern Energy, Yellowstone Vally Electric Company, and Montana Department of Transportation). The other 76 districts that include approximately 4,500 lights are owned, operated, and maintained by Public Works. Some of the light district infrastructure is over 100 years old and needs replacement. The lights also need to be changed out from high pressure sodium to LED which require metering in all of these districts but will result in less electricity costs. Currently, 53 of the City-owned light districts (about 3,000 lights) are unmetered and it costs about \$6,000 per meter. The major barrier to moving forward with these

changes is coming up with a funding mechanism. Basically, the City has two choices. The first is to utilize Special Improvement Districts (SIDs) to fund the improvements and the second is to recreate most of the light districts with terminology that allows for the replacement of widespread infrastructure and pay for the upgrades through the light district assessments. Lighting is a key component of Crime Prevention Through Environmental Design (CPTED) and Public Works is prioritizing this light district issue in FY25. This will allow us to devise options for moving forward and projecting costs of the changes for the FY26 budget.



### Transportation Master Plan

The City needs to determine the direction our transportation system should take. By doing a transportation master plan that looks at transportation goals, defines modal corridors and sections, and develops appropriate associated land uses, we can do a better job of developing the system more intentionally to meet our goals. This effort will involve significant involvement from all of our citizens, other governmental

entities, the City Council and staff from Administration, Planning, Zoning, Transit, and PW. While the City has some funding available, we intend to work with MDT to utilize planning funds that they have available.



### Wastewater regulations.

Public Works has been working collaboratively with DEQ to support a holistic watershed approach to water quality management to attempt to eliminate the need for Billings to invest in costly expenses in the tens of millions of dollars that would result in little to no improved water quality in the Yellowstone River. Staff is also closely monitoring Per- and Polyflouroalkyl Substances (PFAS) discussions at the Federal level.



A person wearing a dark jacket and blue pants is kneeling in a snowy landscape, planting a small green seedling into a hole in the snow. To the left, a snowman stands in the snow. In the background, there are snow-covered houses and trees under a cloudy sky.

Until FY23, the rate of pipe replacement was approximately ½% per year which means that water and wastewater lines would need to last 200 years before they are replaced. FY23 was the first year of a 5-year plan to increase the funding for pipe replacements with a goal of a 100 year pipe replacement program. The high inflation we have experience over the last couple of years, particularly in material costs, has delayed this timeline and it is estimated that we will be at an appropriate fundling level for pipe replacements in FY30 if we

FY24 brought the long-awaited groundbreaking of the west end project. This \$160M project is the largest project of this type ever seen in Montana and will be completed in FY27. This project will increase water storage from hours to months and provide critical redundancy in the water system. \$110M will be funded with bond proceeds and the remainder with user rates. Funding for the amenities (beach, boat ramps, picnic tables, public restrooms) has not yet been identified. Rate increases are in place to fund the west end project. If the cost of the project comes in higher than anticipated, the City will either have to scale back the size of the project or implement additional rate increases.

When the new west end water treatment plant and reservoirs are online, additional operating and maintenance costs of \$1.5 million are anticipated. These operational costs have already been planned for in Public Works rate studies and large rate increases for these costs are not expected.

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maintenance/equipment operator at the Landfill, and two maintenance/equipment operators in Solid Waste every three years. Finally, the implementation of the stormwater program improvements will require the addition of 6 maintenance/equipment operators in the Street/Traffic division.

The following are the anticipated personnel and operations and maintenance needs of Public Works over the next five years:

|                               | FY26      | FY27        | FY28        | FY29        | FY30        |
|-------------------------------|-----------|-------------|-------------|-------------|-------------|
| Water FTE                     |           |             |             | 2           |             |
| Wastewater FTE                |           |             |             | 2           |             |
| Engineering FTE               |           | 1           | 1           |             |             |
| PWA FTE                       | 1         |             |             |             |             |
| Solid Waste FTE               | 1         | 2           | 1           |             | 2           |
| Street and Traffic FTE        | 2         |             | 2           |             | 2           |
| Water Operation & Maintenance | \$500,000 | \$1,500,000 | \$1,500,000 | \$1,500,000 | \$1,500,000 |
| Capital Outlay                |           |             |             |             | \$3,000,000 |

Detailed Fund Summaries

# FY25 Budget Overview

# Public Works Department

## PUBLIC WORKS ADMINISTRATION OPERATING BUDGET

FUND 6600

|                                   | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>WORKING CAPITAL-BEGINNING</b>  | <b>\$ 615,971</b>   | <b>\$ 875,032</b>   | <b>\$ 857,000</b>   | <b>\$ 932,662</b>   | <b>\$ 1,044,689</b> |
| <b>REVENUES:</b>                  |                     |                     |                     |                     |                     |
| CHARGE FOR SERVICES               | 2,794,737           | 2,924,383           | 3,166,871           | 3,166,871           | 3,114,119           |
| INTERGOVERNMENTAL                 | 89,689              | 49,675              | -                   | -                   | -                   |
| INVESTMENT EARNINGS               | (13,651)            | 28,384              | 4,000               | 40,300              | 20,000              |
| <b>TOTAL REVENUE</b>              | <b>\$ 2,870,775</b> | <b>\$ 3,002,442</b> | <b>\$ 3,170,871</b> | <b>\$ 3,207,171</b> | <b>\$ 3,134,119</b> |
| <b>EXPENSES:</b>                  |                     |                     |                     |                     |                     |
| PERSONAL SERVICES                 | \$ 1,612,923        | \$ 2,081,413        | \$ 2,137,224        | \$ 2,052,310        | \$ 2,245,282        |
| OPERATIONS & MAINTENANCE          | 860,628             | 979,112             | 1,078,202           | 1,042,834           | 1,083,074           |
| CAPITAL                           | 12,598              | -                   | -                   | -                   | 20,000              |
| <b>TOTAL EXPENSES</b>             | <b>\$ 2,486,149</b> | <b>\$ 3,060,525</b> | <b>\$ 3,215,426</b> | <b>\$ 3,095,144</b> | <b>\$ 3,348,356</b> |
| WORKING CAP. CHANGES NOT BUDGETED | (125,565)           | 115,713             | -                   | -                   | -                   |
| <b>WORKING CAPITAL-ENDING</b>     | <b>\$ 875,032</b>   | <b>\$ 932,662</b>   | <b>\$ 812,445</b>   | <b>\$ 1,044,689</b> | <b>\$ 830,452</b>   |
| LESS OPERATING RESERVE            | 197,884             | 244,842             | 257,234             | 247,612             | 266,268             |
| <b>AVAILABLE WORKING CAPITAL</b>  | <b>\$ 677,148</b>   | <b>\$ 687,820</b>   | <b>\$ 555,211</b>   | <b>\$ 797,077</b>   | <b>\$ 564,184</b>   |

## STAFFING AUTHORIZATION

| POSITION                         | ACTUAL<br>FY 22 | ACTUAL<br>FY 23 | BUDGET<br>FY 24 | PROPOSED<br>FY 25 |
|----------------------------------|-----------------|-----------------|-----------------|-------------------|
| 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             | 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               |
| MOTOR VEHICLE OPERATOR TRAINER   | -               | -               | -               | 1.0               |
| ACCOUNT CLERK II                 | 6.0             | 6.0             | 6.0             | 6.0               |
| BILLINGS SERV COORD              | 1.0             | 1.0             | 1.0             | 1.0               |
| FACILITIES MAINT SUPPORT II      | 2.0             | 2.0             | 2.0             | 2.0               |
| ADMINISTRATIVE SUPPORT II        | -               | -               | 1.0             | 1.0               |
| ADMINISTRATIVE SUPPORT III       | 1.0             | 1.0             | 1.0             | 1.0               |
| PROJECT & COMMUNICATION COORD    | 1.0             | 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             | 2.0               |
| ASSET MANAGEMENT ANALYST         | -               | 1.0             | 1.0             | 1.0               |
| <b>TOTAL</b>                     | <b>20.0</b>     | <b>21.0</b>     | <b>22.0</b>     | <b>23.0</b>       |

# FY25 Budget Overview

# Public Works Department

FUND 6700

## PUBLIC WORKS ENGINEERING OPERATING BUDGET

|                                   | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>WORKING CAPITAL-BEGINNING</b>  | <b>\$ 234,065</b>   | <b>\$ 219,901</b>   | <b>\$ 269,645</b>   | <b>\$ (6,756)</b>   | <b>\$ (88,697)</b>  |
| <b>REVENUES:</b>                  |                     |                     |                     |                     |                     |
| SPECIAL ASSESSMENTS               | \$ 60,979           | \$ 86,380           | \$ 85,000           | \$ 105,000          | \$ 120,000          |
| LICENSES & PERMITS                | 127,936             | 99,746              | 140,500             | 74,500              | 100,000             |
| CHARGE FOR SERVICES               | 2,984,796           | 3,024,963           | 3,677,186           | 3,561,198           | 4,237,843           |
| INTERGOVERNMENTAL                 | 135,891             | 73,257              | -                   | -                   | -                   |
| INVESTMENT EARNINGS               | (3,637)             | 2,399               | 2,500               | 4,900               | 3,000               |
| MISCELLANEOUS                     | 2,455               | 326                 | -                   | 191                 | -                   |
| <b>TOTAL REVENUE</b>              | <b>\$ 3,308,420</b> | <b>\$ 3,287,071</b> | <b>\$ 3,905,186</b> | <b>\$ 3,745,789</b> | <b>\$ 4,460,843</b> |
| <b>EXPENSES:</b>                  |                     |                     |                     |                     |                     |
| PERSONAL SERVICES                 | \$ 2,386,123        | \$ 2,894,501        | \$ 2,771,437        | \$ 2,773,694        | \$ 2,939,993        |
| OPERATIONS & MAINTENANCE          | 763,061             | 768,611             | 926,345             | 911,419             | 942,101             |
| CAPITAL                           | 32,762              | -                   | 179,000             | 142,617             | 122,350             |
| <b>TOTAL EXPENSES</b>             | <b>\$ 3,181,946</b> | <b>\$ 3,663,112</b> | <b>\$ 3,893,782</b> | <b>\$ 3,827,730</b> | <b>\$ 4,004,444</b> |
| WORKING CAP. CHANGES NOT BUDGETED | (140,638)           | 149,384             | -                   | -                   | -                   |
| <b>WORKING CAPITAL-ENDING</b>     | <b>\$ 219,901</b>   | <b>\$ (6,756)</b>   | <b>\$ 281,049</b>   | <b>\$ (88,697)</b>  | <b>\$ 367,702</b>   |
| LESS OPERATING RESERVE            | 314,918             | 366,311             | 371,478             | 368,511             | 388,209             |
| <b>AVAILABLE WORKING CAPITAL</b>  | <b>\$ (95,017)</b>  | <b>\$ (373,067)</b> | <b>\$ (90,429)</b>  | <b>\$ (457,208)</b> | <b>\$ (20,507)</b>  |

|                                  | STAFFING AUTHORIZATION |                 |                 |                 |                   |
|----------------------------------|------------------------|-----------------|-----------------|-----------------|-------------------|
| POSITION                         | ACTUAL<br>FY 21        | ACTUAL<br>FY 22 | BUDGET<br>FY 23 | BUDGET<br>FY 24 | PROPOSED<br>FY 25 |
| CITY ENGINEER                    | 1.0                    | 1.0             | 1.0             | 1.0             | 1.0               |
| CITY TRAFFIC ENGINEER            | 1.0                    | 1.0             | 1.0             | -               | -                 |
| ENGINEER II                      | 5.0                    | 5.0             | 6.0             | 8.0             | 8.0               |
| ENGINEER I                       | 4.0                    | 4.0             | 4.0             | 3.0             | 2.0               |
| ENGINEER III                     | 1.0                    | 1.0             | 1.0             | 1.0             | 1.0               |
| PERMIT CLERK                     | 1.0                    | 1.0             | 1.0             | 1.0             | 1.0               |
| ENGINEERING DATA SPECIALIST      | 1.0                    | 1.0             | 1.0             | 1.0             | 1.0               |
| ENGINEER INSPECTOR II            | 4.0                    | 4.0             | 5.0             | 5.0             | 7.0               |
| ENGINEERING INSPECTOR SUPERVISOR | 1.0                    | 1.0             | -               | -               | -                 |
| SURVEYOR/CAD TECH                | 1.0                    | 1.0             | 1.0             | 1.0             | 1.0               |
| TRAFFIC TECHNICIAN*              | 1.0                    | 1.0             | 1.0             | 1.0             | 1.0               |
| SENIOR ENGINEERING TECH          | 2.0                    | 2.0             | 1.0             | 1.0             | 2.0               |
| ADMINISTRATIVE SUPPORT II        | 1.0                    | 1.0             | 1.0             | 1.0             | 1.0               |
| <b>TOTAL</b>                     | <b>24.0</b>            | <b>24.0</b>     | <b>24.0</b>     | <b>24.0</b>     | <b>26.0</b>       |

# FY25 Budget Overview

# Public Works Department

## SIDEWALK AND CURB DISTRICTS FUND OPERATING BUDGET

FUNDS 4340

|                               | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ (487,460)</b> | <b>\$ (832,177)</b> | <b>\$ -</b>         | <b>\$ 24,388</b>    | <b>\$ -</b>         |
| <b>REVENUE:</b>               |                     |                     |                     |                     |                     |
| INTEREST EARNINGS             | \$ (3,254)          | \$ 2,034            | \$ 100              | \$ 11,358           | \$ -                |
| PRIVATE CONTRIBUTIONS         | 393,842             | -                   | -                   | 140,295             | -                   |
| SALE OF BONDS                 | 960,000             | 1,710,593           | 1,847,650           | 2,568,876           | 1,635,000           |
| <b>TOTAL REVENUE</b>          | <b>\$ 1,350,588</b> | <b>\$ 1,712,627</b> | <b>\$ 1,847,750</b> | <b>\$ 2,720,529</b> | <b>\$ 1,635,000</b> |
| <b>EXPENDITURES:</b>          |                     |                     |                     |                     |                     |
| OPERATIONS & MAINTENANCE      | \$ -                | \$ 32,641           | \$ -                | \$ -                | \$ -                |
| BOND ISSUANCE COSTS           | 15,000              | 44,950              | 25,000              | -                   | 25,000              |
| CONST-SIDEWALK BY CITY        | 1,680,305           | 771,282             | 1,822,750           | 2,744,917           | 1,610,000           |
| TRANSFER OTHER FUNDS          | -                   | 7,189               | -                   | -                   | -                   |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 1,695,305</b> | <b>\$ 856,062</b>   | <b>\$ 1,847,750</b> | <b>\$ 2,744,917</b> | <b>\$ 1,635,000</b> |
| <b>FUND BALANCE ENDING</b>    | <b>\$ (832,177)</b> | <b>\$ 24,388</b>    | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         |
| LESS:<br>RESTRICTED           | (832,177)           | 24,388              | -                   | -                   | -                   |
| <b>UNASSIGNED</b>             | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         |



# FY25 Budget Overview

# Public Works Department

## SPECIAL IMPROVEMENT DISTRICT FUNDS OPERATING BUDGET

FUND 4500

|                               | ACTUAL<br>FY 22     | ACTUAL<br>FY 23   | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
|-------------------------------|---------------------|-------------------|---------------------|---------------------|---------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 308,574</b>   | <b>\$ 345,979</b> | <b>\$ -</b>         | <b>\$ 180,301</b>   | <b>\$ -</b>         |
| <b>REVENUE:</b>               |                     |                   |                     |                     |                     |
| INTEREST EARNINGS             | \$ (12,326)         | \$ 7,289          | \$ -                | \$ 1,750            | \$ -                |
| PRIVATE CONTRIBUTIONS         | 2,889               | 68,500            | -                   | 808,408             | -                   |
| SALE OF BONDS                 | 3,040,000           | -                 | 3,076,250           | 4,607,295           | 1,807,500           |
| <b>TOTAL REVENUE</b>          | <b>\$ 3,030,563</b> | <b>\$ 75,789</b>  | <b>\$ 3,076,250</b> | <b>\$ 5,417,453</b> | <b>\$ 1,807,500</b> |
| <b>EXPENDITURES:</b>          |                     |                   |                     |                     |                     |
| BOND ISSUANCE COSTS           | \$ 159,777          | \$ -              | \$ -                | \$ 23,000           | \$ 25,000           |
| REFUNDS                       | 34,494              | 18,694            | -                   | -                   | -                   |
| CONST-ROADS/STREET/PARKING    | 2,746,652           | 220,317           | 3,076,250           | 5,272,915           | 1,782,500           |
| TRANSFER OTHER FUNDS          | 52,235              | 2,456             | -                   | 301,839             | -                   |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 2,993,158</b> | <b>\$ 241,467</b> | <b>\$ 3,076,250</b> | <b>\$ 5,597,754</b> | <b>\$ 1,807,500</b> |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 345,979</b>   | <b>\$ 180,301</b> | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         |
| LESS:                         |                     |                   |                     |                     |                     |
| RESTRICTED                    | 345,979             | 180,301           | -                   | -                   | -                   |
| <b>UNASSIGNED</b>             | <b>\$ -</b>         | <b>\$ -</b>       | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         |

# FY25 Budget Overview

# Public Works Department

## ARTERIAL STREET FEES FUND OPERATING BUDGET

FUND 8450

|                               | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24   | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25 |
|-------------------------------|---------------------|---------------------|-------------------|---------------------|-------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 9,186,611</b> | <b>\$ 8,846,692</b> | <b>\$ 451,443</b> | <b>\$ 6,418,386</b> | <b>\$ -</b>       |
| <b>REVENUE:</b>               |                     |                     |                   |                     |                   |
| SPECIAL ASSESSMENTS           | \$ 4,759,537        | \$ 30,399           | \$ -              | \$ 200              | \$ -              |
| INTEREST ON INVESTMENTS       | (109,577)           | 150,621             | 1,000             | 175,000             | -                 |
| MISCELLANEOUS                 | -                   | 97,832              | -                 | 234,047             | -                 |
| GRANTS-DOT                    | -                   | 1,621,424           | -                 | 5,485,510           | -                 |
| <b>TOTAL REVENUE</b>          | <b>\$ 4,649,960</b> | <b>\$ 1,900,276</b> | <b>\$ 1,000</b>   | <b>\$ 5,894,757</b> | <b>\$ -</b>       |
| <b>EXPENDITURES:</b>          |                     |                     |                   |                     |                   |
| OPERATION & MAINTENANCE       | \$ 359,507          | \$ 562,957          | \$ 2,443          | \$ 3,064            | \$ -              |
| CAPITAL                       | 4,630,372           | 3,765,625           | 450,000           | 12,310,079          | -                 |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 4,989,879</b> | <b>\$ 4,328,582</b> | <b>\$ 452,443</b> | <b>\$12,313,143</b> | <b>\$ -</b>       |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 8,846,692</b> | <b>\$ 6,418,386</b> | <b>\$ -</b>       | <b>\$ -</b>         | <b>\$ -</b>       |
| <b>LESS:</b>                  |                     |                     |                   |                     |                   |
| NONSPENDABLE                  | -                   | -                   | -                 | -                   | -                 |
| RESTRICTED                    | -                   | -                   | -                 | -                   | -                 |
| COMMITTED                     | 8,846,692           | 6,418,386           | -                 | -                   | -                 |
| ASSIGNED                      | -                   | -                   | -                 | -                   | -                 |
| <b>UNASSIGNED</b>             | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>       | <b>\$ -</b>         | <b>\$ -</b>       |

# FY25 Budget Overview

# Public Works Department

| GAS TAX FUND<br>OPERATING BUDGET |                     |                     |                     |                     |                     |
|----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| FUND 2050 & 2060                 | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
| <b>FUND BALANCE BEGINNING</b>    | <b>\$ 8,588,839</b> | <b>\$ 7,432,295</b> | <b>\$ 2,715,697</b> | <b>\$ 6,309,023</b> | <b>\$ 8,539,212</b> |
| <b>REVENUE:</b>                  |                     |                     |                     |                     |                     |
| STATE GAS TAX                    | \$ 3,944,961        | \$ 1,779,937        | \$ 4,275,000        | \$ 8,480,000        | \$ 4,400,000        |
| COUNTY CONTRACT SERVICE          | 88,488              | 101,565             | 95,334              | 95,334              | 142,352             |
| INTEREST ON INVESTMENTS          | (91,523)            | 190,687             | 21,000              | 400,000             | 150,000             |
| CONTRIBUTIONS/DONATIONS          | -                   | 60,471              | -                   | -                   | -                   |
| TRANSFERS:                       |                     |                     |                     |                     |                     |
| STREET MAINT DISTRICTS           | 1,760,000           | -                   | -                   | -                   | -                   |
| MISCELLANEOUS                    | -                   | -                   | -                   | -                   | -                   |
| <b>TOTAL REVENUE</b>             | <b>\$ 5,701,926</b> | <b>\$ 2,132,660</b> | <b>\$ 4,391,334</b> | <b>\$ 8,975,334</b> | <b>\$ 4,692,352</b> |
| <b>EXPENDITURES:</b>             |                     |                     |                     |                     |                     |
| PERSONAL SERVICES                | \$ 87,944           | \$ 92,893           | \$ 95,333           | \$ 95,293           | \$ 95,723           |
| OPERATION & MAINTENANCE          | 3,462,048           | 1,131,397           | 353,760             | 379,260             | 366,844             |
| CAPITAL PROJECTS                 | 3,293,478           | 2,031,642           | 1,127,000           | 6,270,592           | 6,427,000           |
| TRANSFERS                        | 15,000              | -                   | -                   | -                   | -                   |
| <b>TOTAL EXPENDITURES</b>        | <b>\$ 6,858,470</b> | <b>\$ 3,255,932</b> | <b>\$ 1,576,093</b> | <b>\$ 6,745,145</b> | <b>\$ 6,889,567</b> |
| <b>FUND BALANCE ENDING</b>       | <b>\$ 7,432,295</b> | <b>\$ 6,309,023</b> | <b>\$ 5,530,938</b> | <b>\$ 8,539,212</b> | <b>\$ 6,341,997</b> |
| <b>LESS:</b>                     |                     |                     |                     |                     |                     |
| RESTRICTED:                      |                     |                     |                     |                     |                     |
| OTHER PROJECTS                   | 7,432,295           | 6,309,023           | 5,530,938           | 8,539,212           | 6,341,997           |
| <b>UNASSIGNED</b>                | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         |

# FY25 Budget Overview

# Public Works Department

| SIDEWALK HAZARD<br>OPERATING BUDGET |                  |                  |                   |                   |                   |
|-------------------------------------|------------------|------------------|-------------------|-------------------|-------------------|
| FUND 2080                           |                  |                  |                   |                   |                   |
|                                     | ACTUAL<br>FY 22  | ACTUAL<br>FY 23  | BUDGET<br>FY 24   | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
| <b>FUND BALANCE BEGINNING</b>       | <b>\$ 80,646</b> | <b>\$ 95,763</b> | <b>\$ 9,016</b>   | <b>\$ 81,553</b>  | <b>\$ 83,323</b>  |
| <b>REVENUE:</b>                     |                  |                  |                   |                   |                   |
| SPECIAL ASSESSMENTS                 | \$ 1,324         | \$ 17,926        | \$ 150,000        | \$ 140,000        | \$ 173,000        |
| LICENSES & PERMITS                  | -                | 4,610            | 12,000            | 8,000             | 15,000            |
| INTEREST ON INVESTMENTS             | (1,296)          | 1,924            | 200               | 2,850             | 2,000             |
| TRANSFERS                           | 15,000           | -                | -                 | -                 | -                 |
| <b>TOTAL REVENUE</b>                | <b>\$ 15,028</b> | <b>\$ 24,460</b> | <b>\$ 162,200</b> | <b>\$ 150,850</b> | <b>\$ 190,000</b> |
| <b>EXPENDITURES:</b>                |                  |                  |                   |                   |                   |
| OPERATION & MAINTENANCE             | (89)             | 38,670           | 150,000           | 149,080           | 190,000           |
| <b>TOTAL EXPENDITURES</b>           | <b>\$ (89)</b>   | <b>\$ 38,670</b> | <b>\$ 150,000</b> | <b>\$ 149,080</b> | <b>\$ 190,000</b> |
| <b>FUND BALANCE ENDING</b>          | <b>\$ 95,763</b> | <b>\$ 81,553</b> | <b>\$ 21,216</b>  | <b>\$ 83,323</b>  | <b>\$ 83,323</b>  |
| <b>LESS:</b>                        |                  |                  |                   |                   |                   |
| RESTRICTED:                         |                  |                  |                   |                   |                   |
| OTHER PROJECTS                      | 95,763           | 81,553           | -                 | 83,323            | 83,323            |
| <b>UNASSIGNED</b>                   | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       |

# FY25 Budget Overview

# Public Works Department

FUND 8400 & 2070

## STORM SEWER FUND OPERATING BUDGET

|                                | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
|--------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>FUND BALANCE BEGINNING</b>  | <b>\$ 3,190,729</b> | <b>\$ 3,959,535</b> | <b>\$1,569,195</b>  | <b>\$ 4,778,352</b> | <b>\$ 2,533,393</b> |
| <b>REVENUE:</b>                |                     |                     |                     |                     |                     |
| SPECIAL ASSESSMENTS            | \$ 4,912,574        | \$ 5,286,125        | \$ 5,440,000        | \$ 5,525,000        | \$ 6,630,000        |
| INTEREST ON INVESTMENTS        | (52,799)            | 123,148             | 15,500              | 169,200             | 102,000             |
| LICENSES & PERMITS             | -                   | -                   | 500                 | -                   | 500                 |
| OTHER                          | 52,553              | 5,712               | 5,610               | 5,837               | 5,900               |
| <b>TOTAL REVENUE</b>           | <b>\$ 4,912,328</b> | <b>\$ 5,414,985</b> | <b>\$ 5,461,610</b> | <b>\$ 5,700,037</b> | <b>\$ 6,738,400</b> |
| <b>EXPENDITURES:</b>           |                     |                     |                     |                     |                     |
| OPERATIONS & MAINTENANCE       | \$ 2,015,987        | \$ 1,925,327        | \$ 1,987,497        | \$ 2,246,247        | \$ 3,506,227        |
| CAPITAL                        | 1,107,535           | 835,841             | 2,712,000           | 4,683,749           | 3,897,000           |
| TRANSFERS TO BOND AND INTEREST | 1,020,000           | 1,835,000           | 1,015,000           | 1,015,000           | 1,015,000           |
| <b>TOTAL EXPENDITURES</b>      | <b>\$ 4,143,522</b> | <b>\$ 4,596,168</b> | <b>\$ 5,714,497</b> | <b>\$ 7,944,996</b> | <b>\$ 8,418,227</b> |
| <b>FUND BALANCE ENDING</b>     | <b>\$ 3,959,535</b> | <b>\$ 4,778,352</b> | <b>\$ 1,316,308</b> | <b>\$ 2,533,393</b> | <b>\$ 853,566</b>   |
| <b>LESS:</b>                   |                     |                     |                     |                     |                     |
| NONSPENDABLE                   | -                   | -                   | -                   | -                   | -                   |
| RESTRICTED                     | 3,959,535           | 4,778,352           | 1,316,308           | 2,533,393           | 853,566             |
| COMMITTED                      | -                   | -                   | -                   | -                   | -                   |
| ASSIGNED                       | -                   | -                   | -                   | -                   | -                   |
| <b>UNASSIGNED</b>              | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         |

# FY25 Budget Overview

# Public Works Department

## STREET AND TRAFFIC FUND OPERATING BUDGET

FUND 2110

|                               | ACTUAL<br>FY 22     | ACTUAL<br>FY 23      | BUDGET<br>FY 24      | ESTIMATE<br>FY 24    | PROPOSED<br>FY 25    |
|-------------------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 5,323,361</b> | <b>\$ 6,804,812</b>  | <b>\$ 5,552,676</b>  | <b>\$ 7,789,639</b>  | <b>\$ 5,803,492</b>  |
| <b>REVENUE:</b>               |                     |                      |                      |                      |                      |
| STATE REIMBURSEMENTS          | \$ 760,485          | \$ 792,049           | \$ 463,800           | \$ 515,510           | \$ 520,000           |
| CONCRETE REPAIR               | -                   | -                    | 150,000              | -                    | -                    |
| FIRE SERVICES FEES            | 11,948              | 13,955               | 11,000               | 11,000               | 11,000               |
| STREET LIGHT                  | 181,945             | 469,772              | 251,932              | 251,932              | 281,000              |
| STREET MAINTENANCE            | 7,900,000           | 6,953,028            | 7,612,000            | 7,612,000            | 7,855,000            |
| SOLID WASTE                   | 115,388             | 100,000              | 100,000              | 100,000              | 100,000              |
| STORM SEWER MAINT.            | 953,158             | 1,058,231            | 1,108,807            | 1,108,807            | 2,635,000            |
| BBWA LATERAL MAINT.           | 4,500               | 4,500                | 4,500                | 4,500                | 4,500                |
| UTILITY CHG FOR SERVICES      | 528,509             | 568,756              | 300,000              | 400,000              | 300,000              |
| INTERDEPARTMENTAL CHGS        | 1,058               | 41,605               | 1,000                | 2,000                | 2,000                |
| INVESTMENT EARNINGS           | (62,443)            | 88,423               | 10,000               | 200,000              | 100,000              |
| MISCELLANEOUS                 | 20,573              | 12,227               | 10,000               | 98,464               | 7,500                |
| <b>TOTAL REVENUE</b>          | <b>\$10,415,121</b> | <b>\$ 10,102,546</b> | <b>\$ 10,023,039</b> | <b>\$ 10,304,213</b> | <b>\$ 11,816,000</b> |
| <b>EXPENDITURES:</b>          |                     |                      |                      |                      |                      |
| PERSONAL SERVICES             | \$ 4,005,181        | \$ 4,432,277         | \$ 5,057,646         | \$ 4,743,680         | \$ 5,034,353         |
| OPERATIONS AND MAINTENANCE    | 3,606,609           | 3,884,867            | 4,873,193            | 4,720,163            | 5,240,168            |
| CAPITAL                       | 1,196,377           | 595,247              | 1,832,186            | 2,743,388            | 2,287,000            |
| TRANSFERS                     | 125,503             | 205,328              | 83,129               | 83,129               | 25,000               |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 8,933,670</b> | <b>\$ 9,117,719</b>  | <b>\$ 11,846,154</b> | <b>\$ 12,290,360</b> | <b>\$ 12,586,521</b> |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 6,804,812</b> | <b>\$ 7,789,639</b>  | <b>\$ 3,729,561</b>  | <b>\$ 5,803,492</b>  | <b>\$ 5,032,971</b>  |
| <b>LESS:</b>                  |                     |                      |                      |                      |                      |
| NONSPENDABLE                  | -                   | -                    | -                    | -                    | -                    |
| RESTRICTED                    | 6,804,812           | 7,789,639            | 3,729,561            | 5,803,492            | 5,032,971            |
| COMMITTED                     | -                   | -                    | -                    | -                    | -                    |
| ASSIGNED                      | -                   | -                    | -                    | -                    | -                    |
| <b>UNASSIGNED</b>             | <b>\$ -</b>         | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          |

## STREET AND TRAFFIC FUND OPERATING BUDGET

FUND 2110

|                            | ACTUAL<br>FY 22            | ACTUAL<br>FY 23            | BUDGET<br>FY 24             | ESTIMATE<br>FY 24           | PROPOSED<br>FY 25           |
|----------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| PERSONAL SERVICES          | \$ 4,005,181               | \$ 4,432,277               | \$ 5,057,646                | \$ 4,743,680                | \$ 5,034,353                |
| OPERATIONS AND MAINTENANCE | 3,606,609                  | 3,884,867                  | 4,873,193                   | 4,720,163                   | 5,240,168                   |
| CAPITAL                    | 1,196,377                  | 595,247                    | 1,832,186                   | 2,743,388                   | 2,287,000                   |
| TRANSFERS                  | <u>207,502</u>             | <u>208,078</u>             | <u>83,129</u>               | <u>83,129</u>               | <u>25,000</u>               |
| <b>TOTAL EXPENDITURES</b>  | <b><u>\$ 9,015,669</u></b> | <b><u>\$ 9,120,469</u></b> | <b><u>\$ 11,846,154</u></b> | <b><u>\$ 12,290,360</u></b> | <b><u>\$ 12,586,521</u></b> |

## STAFFING AUTHORIZATION

| POSITION                              | ACTUAL<br>FY 22    | ACTUAL<br>FY 23    | BUDGET<br>FY 24    | PROPOSED<br>FY 25  |
|---------------------------------------|--------------------|--------------------|--------------------|--------------------|
| 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               | 37.0               | 37.0               |
| MAINTENANCE WORKER                    | 4.0                | 5.0                | 5.0                | 5.0                |
| TRAFFIC INSPECTOR/SIGNAL SPECIALIST   | 1.0                | 1.0                | 1.0                | 1.0                |
| ADMINISTRATIVE SUPPORT III            | 1.0                | 1.0                | 1.0                | 1.0                |
| STREET LIGHT & TRAFFIC SIGNAL TECH II | 2.0                | 1.0                | 1.0                | 1.0                |
| STREET LIGHT & TRAFFIC SIGNAL TECH I  | -                  | 3.0                | 3.0                | 3.0                |
| ARBORIST                              | 1.0                | -                  | -                  | -                  |
| <b>TOTAL</b>                          | <b><u>48.0</u></b> | <b><u>51.0</u></b> | <b><u>56.0</u></b> | <b><u>56.0</u></b> |

## STREET LIGHT MAINTENANCE DISTRICTS FUND OPERATING BUDGET

FUND 8100

|                                 | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>FUND BALANCE - BEGINNING</b> | <b>\$ 2,245,385</b> | <b>\$ 2,419,169</b> | <b>\$ 2,255,418</b> | <b>\$ 2,178,365</b> | <b>\$ 1,856,869</b> |
| <b>REVENUE:</b>                 |                     |                     |                     |                     |                     |
| INTEREST EARNINGS               | \$ (31,453)         | \$ 52,096           | \$ 6,000            | \$ 56,000           | \$ 30,000           |
| SPECIAL ASSESSMENTS             | 2,377,577           | 2,482,477           | 2,700,000           | 2,658,000           | 2,870,000           |
| MISCELLANEOUS                   | 14,621              | 28,365              | -                   | 5,650               | -                   |
| <b>TOTAL REVENUE</b>            | <b>\$ 2,360,745</b> | <b>\$ 2,562,938</b> | <b>\$ 2,706,000</b> | <b>\$ 2,719,650</b> | <b>\$ 2,900,000</b> |
| <b>EXPENDITURES:</b>            |                     |                     |                     |                     |                     |
| OPERATIONS & MAINTENANCE        | \$ 2,186,961        | \$ 2,803,742        | \$ 3,239,446        | \$ 3,041,146        | \$ 3,228,775        |
| <b>TOTAL EXPENDITURES</b>       | <b>\$ 2,186,961</b> | <b>\$ 2,803,742</b> | <b>\$ 3,239,446</b> | <b>\$ 3,041,146</b> | <b>\$ 3,228,775</b> |
| <b>FUND BALANCE - ENDING</b>    | <b>\$ 2,419,169</b> | <b>\$ 2,178,365</b> | <b>\$ 1,721,972</b> | <b>\$ 1,856,869</b> | <b>\$ 1,528,094</b> |
| <b>LESS:</b>                    |                     |                     |                     |                     |                     |
| NONSPENDABLE                    | -                   | -                   | -                   | -                   | -                   |
| RESTRICTED                      | 2,419,169           | 2,178,365           | 1,721,972           | 1,856,869           | 1,528,094           |
| COMMITTED                       | -                   | -                   | -                   | -                   | -                   |
| ASSIGNED                        | -                   | -                   | -                   | -                   | -                   |
| <b>UNASSIGNED</b>               | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         |



# FY25 Budget Overview

# Public Works Department

| STREET MAINTENANCE DISTRICTS FUND |                     |                      |                      |                      |                      |
|-----------------------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
| OPERATING BUDGET                  |                     |                      |                      |                      |                      |
| FUND 8010 & 8020                  |                     |                      |                      |                      |                      |
|                                   | ACTUAL<br>FY 22     | ACTUAL<br>FY 23      | BUDGET<br>FY 24      | ESTIMATE<br>FY 24    | PROPOSED<br>FY 25    |
| <b>FUND BALANCE BEGINNING</b>     | <b>\$ 4,631,883</b> | <b>\$ 4,423,655</b>  | <b>\$ 6,109,865</b>  | <b>\$ 10,294,185</b> | <b>\$ 9,381,240</b>  |
| <b>REVENUE:</b>                   |                     |                      |                      |                      |                      |
| SPECIAL ASSESSMENTS               | \$ 9,625,744        | \$ 15,020,802        | \$ 15,773,649        | \$ 15,885,050        | \$ 16,666,000        |
| INTEREST ON INVESTMENTS           | (73,626)            | 231,633              | 20,500               | 289,500              | 155,000              |
| <b>TOTAL REVENUE</b>              | <b>\$ 9,552,118</b> | <b>\$ 15,252,435</b> | <b>\$ 15,794,149</b> | <b>\$ 16,174,550</b> | <b>\$ 16,821,000</b> |
| <b>EXPENDITURES:</b>              |                     |                      |                      |                      |                      |
| OPERATION & MAINTENANCE           | \$ 8,000,346        | \$ 7,649,002         | \$ 7,883,111         | \$ 7,883,111         | \$ 8,218,996         |
| CAPITAL                           | -                   | 1,732,903            | 9,378,631            | 9,204,384            | 6,654,000            |
| TRANSFER TO GAS TAX FUND          | 1,760,000           | -                    | -                    | -                    | -                    |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ 9,760,346</b> | <b>\$ 9,381,905</b>  | <b>\$ 17,261,742</b> | <b>\$ 17,087,495</b> | <b>\$ 14,872,996</b> |
| <b>FUND BALANCE ENDING</b>        | <b>\$ 4,423,655</b> | <b>\$ 10,294,185</b> | <b>\$ 4,642,272</b>  | <b>\$ 9,381,240</b>  | <b>\$ 11,329,244</b> |
| <b>LESS:</b>                      |                     |                      |                      |                      |                      |
| NONSPENDABLE                      | -                   | -                    | -                    | -                    | -                    |
| RESTRICTED                        | 4,423,655           | 10,294,185           | 4,642,272            | 9,381,240            | 11,329,244           |
| COMMITTED                         | -                   | -                    | -                    | -                    | -                    |
| ASSIGNED                          | -                   | -                    | -                    | -                    | -                    |
| <b>UNASSIGNED</b>                 | <b>\$ -</b>         | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          |

# FY25 Budget Overview

# Public Works Department

| SOLID WASTE FUND<br>OPERATING BUDGET |                     |                     |                     |                     |                     |
|--------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| FUNDS 5410,5420,5440,5450            |                     |                     |                     |                     |                     |
|                                      | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
| <b>WORKING CAPITAL - BEGINNING</b>   | <b>\$15,460,105</b> | <b>\$17,963,506</b> | <b>\$7,209,643</b>  | <b>\$17,968,624</b> | <b>\$10,045,525</b> |
| <b>REVENUES:</b>                     |                     |                     |                     |                     |                     |
| GARBAGE COLLECTION-RES               | \$6,091,303         | \$6,329,044         | \$6,150,000         | \$7,200,000         | \$7,488,000         |
| GARBAGE COLLECTION-COMM              | 4,807,288           | 5,107,667           | 4,910,000           | 6,000,000           | 6,240,000           |
| CONATINER SALES                      | 35,600              | -                   | -                   | -                   | -                   |
| COLLECTION-BILLED                    | 1,411,872           | 1,561,928           | 1,482,700           | 1,740,000           | 1,838,000           |
| LANDFILL CHARGES                     | 6,460,887           | 6,840,635           | 6,817,250           | 7,273,754           | 7,780,000           |
| MISC CHARGE FOR SERVICES             | 82,831              | 140,959             | 113,500             | 139,781             | 339,000             |
| SURCHARGES                           | 19,460              | 56                  | 21,000              | -                   | -                   |
| SPECIAL ASSESSMENTS                  | -                   | -                   | -                   | 1,977               | -                   |
| INTEREST ON INVSTMNT/LOANS           | (393,599)           | 420,107             | 121,300             | 735,500             | 497,000             |
| SALE OF SURPLUS EQUIP/LAND           | 10,374              | -                   | -                   | -                   | -                   |
| TRANSFERS FROM OTHER FUNDS           | -                   | -                   | -                   | 174,000             | -                   |
| REFUNDS/REIMBURSEMENTS               | 755,856             | 2,260,572           | -                   | -                   | -                   |
| <b>TOTAL REVENUE</b>                 | <b>\$19,281,872</b> | <b>\$22,660,968</b> | <b>\$19,615,750</b> | <b>\$23,265,012</b> | <b>\$24,182,000</b> |
| <b>EXPENSES:</b>                     |                     |                     |                     |                     |                     |
| ADMINISTRATION                       | \$4,038,902         | \$2,593,728         | \$1,689,800         | \$1,839,529         | \$2,457,790         |
| TRANSFER OUT-FACILITIES              | -                   | -                   | 143,743             | 143,743             | 1,973,000           |
| COLLECTION                           | 9,938,534           | 9,713,539           | 12,168,548          | 15,194,694          | 14,820,136          |
| LANDFILL                             | 4,770,874           | 10,534,565          | 7,516,926           | 14,010,145          | 9,955,971           |
| <b>TOTAL EXPENSES</b>                | <b>\$18,748,310</b> | <b>\$22,841,832</b> | <b>\$21,519,017</b> | <b>\$31,188,111</b> | <b>\$29,206,897</b> |
| WORKING CAP. CHANGES NOT BUDGETED    | 1,969,839           | 185,982             | -                   | -                   | -                   |
| <b>WORKING CAPITAL - ENDING</b>      | <b>\$17,963,506</b> | <b>\$17,968,624</b> | <b>\$5,306,376</b>  | <b>\$10,045,525</b> | <b>\$5,020,628</b>  |
| LESS OPERATING RESERVE               | 5,260,000           | 5,260,000           | 3,500,000           | -                   | 5,108,460           |
| LESS DEBT RESERVE                    | -                   | -                   | -                   | -                   | -                   |
| <b>AVAILABLE WORKING CAPITAL</b>     | <b>\$12,703,506</b> | <b>\$12,708,624</b> | <b>\$1,806,376</b>  | <b>\$10,045,525</b> | <b>\$(87,832)</b>   |

# FY25 Budget Overview

# Public Works Department

## SOLID WASTE FUND OPERATING BUDGET

FUNDS 5410,5420,5440,5450

|                            | ACTUAL<br>FY 22            | ACTUAL<br>FY 23            | BUDGET<br>FY 24             | ESTIMATE<br>FY 24           | PROPOSED<br>FY 25           |
|----------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| PERSONAL SERVICES          | \$ 6,014,192               | \$ 6,686,003               | \$ 7,352,195                | \$ 7,286,821                | \$ 7,551,689                |
| OPERATIONS AND MAINTENANCE | 10,097,407                 | 12,268,305                 | 8,297,883                   | 9,444,802                   | 10,552,208                  |
| CAPITAL                    | 1,875,742                  | 3,201,783                  | 4,145,891                   | 12,623,002                  | 7,565,000                   |
| DEBT SERVICE               | 722,969                    | 684,269                    | 1,546,000                   | 1,546,000                   | 1,565,000                   |
| TRANSFERS                  | <u>38,000</u>              | <u>1,472</u>               | <u>143,743</u>              | <u>143,743</u>              | <u>1,973,000</u>            |
|                            |                            | -                          |                             |                             |                             |
| <b>TOTAL EXPENSES</b>      | <b><u>\$18,748,310</u></b> | <b><u>\$22,841,832</u></b> | <b><u>\$ 21,485,712</u></b> | <b><u>\$ 31,044,368</u></b> | <b><u>\$ 29,206,897</u></b> |

## STAFFING AUTHORIZATION

| POSITION                      | ACTUAL<br>FY 22    | ACTUAL<br>FY 23    | BUDGET<br>FY 24    | PROPOSED<br>FY 25  |
|-------------------------------|--------------------|--------------------|--------------------|--------------------|
| SOLID WASTE SUPT.             | 1.0                | 1.0                | 1.0                | 1.0                |
| SOLID WASTE SUPERVISOR        | 5.0                | 5.0                | 5.0                | 5.0                |
| SR EQUIP. OPER / MAINT WORKER | 5.0                | 5.0                | 5.0                | 5.0                |
| ADMINISTRATIVE SUPPORT III    | 1.0                | -                  | -                  | -                  |
| EQUIP. OPER / MAINT. WORKER   | 46.0               | 42.0               | 65.0               | 67.0               |
| MAINTENANCE WORKER            | 9.0                | 15.0               | 5.0                | 3.0                |
| ADMINISTRATIVE SUPPORT II     | -                  | 1.0                | 1.0                | 1.0                |
| FACILITIES MAINT SUPPORT I    | 1.0                | 1.0                | 1.0                | 1.0                |
| LANDFILL ATTENDANTS           | <u>3.0</u>         | <u>3.0</u>         | <u>3.0</u>         | <u>3.0</u>         |
| <b>TOTAL</b>                  | <b><u>71.0</u></b> | <b><u>73.0</u></b> | <b><u>86.0</u></b> | <b><u>86.0</u></b> |

# FY25 Budget Overview

# Public Works Department

| WASTEWATER FUND<br>OPERATING BUDGET |                            |                             |                             |                             |                             |
|-------------------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| FUNDS 5120,5130,5180,5190,4210      |                            |                             |                             |                             |                             |
|                                     | ACTUAL<br>FY 22            | ACTUAL<br>FY 23             | BUDGET<br>FY 24             | ESTIMATE<br>FY 24           | PROPOSED<br>FY 25           |
| <b>WORKING CAPITAL - BEGINNING</b>  | <b><u>\$34,689,881</u></b> | <b><u>\$ 27,143,989</u></b> | <b><u>\$ 15,470,542</u></b> | <b><u>\$ 30,568,505</u></b> | <b><u>\$ 17,735,796</u></b> |
| <b>REVENUES:</b>                    |                            |                             |                             |                             |                             |
| WASTEWATER CHARGES                  | \$20,487,507               | \$ 21,022,316               | \$ 21,049,600               | \$ 23,200,105               | \$ 24,528,600               |
| PERMITS                             | 65,285                     | 50,825                      | 65,000                      | 52,000                      | 55,000                      |
| OTHER CHARGES FOR SERV.             | 265,703                    | 321,805                     | 438,360                     | 339,899                     | 375,000                     |
| WHOLESALE SURCHARGE                 | 90,568                     | 89,528                      | 93,000                      | 110,000                     | 115,000                     |
| LATE PAYMENT CHARGES                | 44,917                     | 42,988                      | 45,000                      | 42,000                      | 45,000                      |
| SYSTEM DEVELOPMENT FEE              | 2,661,255                  | 2,040,706                   | 1,800,000                   | 1,400,000                   | 1,500,000                   |
| STATE FEE                           | 58,120                     | 44,434                      | 55,000                      | 45,000                      | 55,000                      |
| ARPA GRANT                          | -                          | 5,838                       | -                           | -                           | -                           |
| ARMY CORPS OF ENGINEERS GR          | -                          | 1,800,000                   | 200,000                     | 200,000                     | -                           |
| MISCELLANEOUS                       | 15,127                     | 9,129                       | -                           | 259,775                     | -                           |
| SALE OF EQUIPMENT                   | 2,600                      | -                           | -                           | 12,700                      | -                           |
| TRANSFERS IN-OTHER FUNDS            | 8,000                      | -                           | -                           | -                           | -                           |
| INTEREST ON INVESTMENTS             | (485,564)                  | 653,519                     | 145,000                     | 1,037,000                   | 460,000                     |
| <b>TOTAL REVENUE</b>                | <b><u>\$23,213,518</u></b> | <b><u>\$ 26,081,088</u></b> | <b><u>\$ 23,890,960</u></b> | <b><u>\$ 26,698,479</u></b> | <b><u>\$ 27,133,600</u></b> |
| <b>EXPENSES:</b>                    |                            |                             |                             |                             |                             |
| ADMINISTRATION                      | \$ 1,689,791               | \$ 1,711,790                | \$ 2,225,151                | \$ 2,191,178                | \$ 2,569,378                |
| FISCAL SERVICES                     | (23,148)                   | 228,404                     | 80,324                      | 78,477                      | 79,168                      |
| TREATMENT PLANT                     | 6,585,357                  | 6,560,451                   | 7,072,619                   | 7,370,094                   | 7,100,247                   |
| COLLECTION SYSTEM                   | 1,750,455                  | 1,915,647                   | 2,227,172                   | 2,223,241                   | 2,262,729                   |
| ENVIRONMENTAL AFFAIRS               | 398,629                    | 414,712                     | 520,132                     | 430,768                     | 532,558                     |
| REPLACEMENT EXPEND.                 | 13,275,330                 | 8,330,134                   | 14,023,379                  | 21,879,430                  | 14,534,740                  |
| INTRA-FUND TRANSFERS                | 15,200                     | -                           | -                           | -                           | -                           |
| BOND PRINCIPAL                      | -                          | -                           | 2,840,000                   | 2,840,000                   | 3,265,000                   |
| BOND INTEREST                       | 2,141,143                  | 2,025,353                   | 2,518,000                   | 2,518,000                   | 2,066,000                   |
| <b>TOTAL EXPENSES</b>               | <b><u>\$25,832,757</u></b> | <b><u>\$ 21,186,491</u></b> | <b><u>\$ 31,506,777</u></b> | <b><u>\$ 39,531,188</u></b> | <b><u>\$ 32,409,820</u></b> |
| W.C. CHANGES NOT BUDGETED           | (4,926,653)                | (1,470,081)                 | -                           | -                           | -                           |
| <b>WORKING CAPITAL - ENDING</b>     | <b><u>\$27,143,989</u></b> | <b><u>\$ 30,568,505</u></b> | <b><u>\$ 7,854,725</u></b>  | <b><u>\$ 17,735,796</u></b> | <b><u>\$ 12,459,576</u></b> |
| <b>LESS OPERATING RESERVE</b>       | <b><u>1,845,000</u></b>    | <b><u>2,180,000</u></b>     | <b><u>2,180,000</u></b>     | <b><u>1,800,000</u></b>     | <b><u>2,072,662</u></b>     |
| <b>LESS SRF LOAN RESERVE</b>        | <b><u>1,444,526</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>\$23,854,463</u></b> | <b><u>\$ 26,943,979</u></b> | <b><u>\$ 4,229,725</u></b>  | <b><u>\$ 14,490,796</u></b> | <b><u>\$ 8,941,914</u></b>  |

# FY25 Budget Overview

# Public Works Department

## WASTEWATER FUND

### OPERATING BUDGET

FUND 5120,5130,5180,4210

|                            | ACTUAL<br>FY 22             | ACTUAL<br>FY 23             | BUDGET<br>FY 24            | ESTIMATE<br>FY 24           | PROPOSED<br>FY 25          |
|----------------------------|-----------------------------|-----------------------------|----------------------------|-----------------------------|----------------------------|
| PERSONAL SERVICES          | \$ 3,853,610                | \$ 4,360,530                | \$ 4,748,274               | \$ 4,542,499                | \$ 4,728,145               |
| OPERATIONS AND MAINTENANCE | 6,562,674                   | 6,470,474                   | 7,377,126                  | 7,751,259                   | 7,815,935                  |
| CAPITAL                    | 13,275,330                  | 8,330,134                   | 14,023,379                 | 21,879,430                  | 14,534,740                 |
| DEBT SERVICE               | 2,141,143                   | 2,025,353                   | 5,358,000                  | 5,358,000                   | 5,331,000                  |
|                            |                             |                             | -                          |                             | -                          |
| <b>TOTAL EXPENSES</b>      | <b><u>\$ 25,832,757</u></b> | <b><u>\$ 21,186,491</u></b> | <b><u>\$31,506,779</u></b> | <b><u>\$ 39,531,188</u></b> | <b><u>\$32,409,820</u></b> |

## STAFFING AUTHORIZATION

| POSITION                      | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | PROPOSED<br>FY 25   |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| INVENTORY COORDINATOR         | 0.25                | 0.25                | 0.25                | 0.25                |
| ADMINISTRATIVE SUPPORT II     | 0.4                 | 0.4                 | -                   | -                   |
| CHEMIST                       | 1.0                 | 1.0                 | 1.0                 | 1.0                 |
| CONTROL SYS PROG ANALYST II   | 1.0                 | 1.0                 | 1.0                 | 1.0                 |
| D&C SUPERINTENDENT            | 0.4                 | 0.4                 | 0.5                 | 0.5                 |
| DRAFTING TECHNICIAN           | 0.4                 | 0.4                 | 0.5                 | 0.5                 |
| 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                 | 3.5                 | 3.5                 | 3.5                 |
| ENG INSPECTOR II              | 0.8                 | 0.8                 | 1.0                 | -                   |
| ENVIRONMENTAL COMPL COORD     | 2.0                 | 2.0                 | 2.0                 | 2.0                 |
| ENVIRONMENTAL ENGINEER        | 1.0                 | 1.0                 | 1.0                 | 1.0                 |
| ENVIRONMENTAL COORD I         | 1.0                 | 1.0                 | 1.0                 | 1.0                 |
| EQUIP OPER/MAINT WORKER       | 7.6                 | 7.6                 | 11.5                | 11.5                |
| FACILITIES MAINT SUPPORT II   | 1.0                 | 1.0                 | 1.0                 | 1.0                 |
| LAB SUPERVISOR                | 1.0                 | 1.0                 | 1.0                 | 1.0                 |
| LAB TECHNICIAN                | 1.0                 | 1.0                 | 1.0                 | 1.0                 |
| MECHANIC I                    | 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                 | 2.0                 | 2.0                 |
| SYSTEMS MAINT SUPERVISOR      | 1.6                 | 1.6                 | 2.0                 | 2.0                 |
| TREATMENT PLANT TECH III      | 6.0                 | 11.0                | 11.0                | 11.0                |
| TREATMENT PLANT TECHNICIAN I  | 1.0                 | -                   | -                   | -                   |
| TREATMENT PLANT TECHNICIAN II | 6.0                 | 2.0                 | 1.0                 | 1.0                 |
| 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                 | -                   | -                   | -                   |
| <b>TOTAL</b>                  | <b><u>43.45</u></b> | <b><u>43.05</u></b> | <b><u>46.75</u></b> | <b><u>45.75</u></b> |

# FY25 Budget Overview

# Public Works Department

| WATER FUND<br>OPERATING BUDGET      |                      |                      |                      |                       |                       |
|-------------------------------------|----------------------|----------------------|----------------------|-----------------------|-----------------------|
| FUNDS 5020,5030,5050,5070,4160,8700 |                      |                      |                      |                       |                       |
|                                     | ACTUAL<br>FY 22      | ACTUAL<br>FY 23      | BUDGET<br>FY 24      | ESTIMATE<br>FY 24     | PROPOSED<br>FY 25     |
| <b>WORKING CAPITAL - BEGINNING</b>  | <b>\$ 46,359,048</b> | <b>\$ 53,126,848</b> | <b>\$ 26,268,476</b> | <b>\$ 61,987,139</b>  | <b>\$ 62,571,001</b>  |
| <b>REVENUES:</b>                    |                      |                      |                      |                       |                       |
| WATER SALES                         | \$ 27,412,980        | \$ 28,697,524        | \$ 28,229,500        | \$ 29,950,500         | \$ 32,201,000         |
| FIRE HYDRANT CHARGES                | 478,180              | 510,878              | 480,000              | 515,000               | 515,000               |
| WATER SERVICE LINE INS.             | 469,820              | 459,250              | 450,000              | 468,000               | 465,000               |
| OTHER CHARGES FOR SERV.             | 579,296              | 423,064              | 417,000              | 427,125               | 435,000               |
| LATE PAYMENT CHARGES                | 32,827               | 37,133               | 35,000               | 38,000                | 40,000                |
| SYSTEM DEVELOPMENT FEE              | 2,623,428            | 1,643,560            | 1,650,000            | 1,250,000             | 1,400,000             |
| STATE FEE                           | 62,899               | 63,671               | 60,000               | 63,331                | 65,000                |
| DEBT PROCEEDS                       | -                    | -                    | -                    | 73,935,931            | 40,000,000            |
| ARPA FEMA GRANTS                    | 1,763,546            | 5,537,977            | 7,063,546            | 7,063,549             | 13,832,473            |
| MISCELLANEOUS                       | 13,769               | 13,769               | 13,000               | 861,866               | 15,000                |
| SALE OF EQUIPMENT/LAND              | 10,012               | -                    | -                    | 700                   | -                     |
| INTEREST ON INVESTMENTS             | (660,374)            | 1,237,671            | 62,700               | 4,210,235             | 1,638,000             |
| <b>TOTAL REVENUE</b>                | <b>\$ 32,786,383</b> | <b>\$ 38,624,497</b> | <b>\$ 38,460,746</b> | <b>\$ 118,784,237</b> | <b>\$ 90,606,473</b>  |
| <b>EXPENSES:</b>                    |                      |                      |                      |                       |                       |
| ADMINISTRATION                      | \$ 2,531,158         | \$ 2,520,954         | \$ 2,848,681         | \$ 2,901,262          | \$ 3,527,273          |
| FISCAL SERVICES                     | 1,891,559            | 2,005,370            | 292,070              | 269,366               | 298,055               |
| TREATMENT PLANT                     | 6,505,981            | 7,208,968            | 10,449,195           | 7,479,760             | 10,999,343            |
| DISTRIB/COLLECT/METERS              | 2,893,542            | 3,002,405            | 4,603,826            | 4,541,482             | 4,764,966             |
| CAPITAL                             | 8,968,077            | 13,363,256           | 19,092,742           | 96,286,649            | 93,983,050            |
| WATER SERVICE INS. PROG             | 380,836              | 468,016              | 350,000              | 387,095               | 350,000               |
| INTRA-FUND TRANSFERS                | 22,800               | 144                  | -                    | -                     | -                     |
| BOND PRINCIPAL                      | -                    | -                    | 7,200,000            | 3,620,000             | 4,120,000             |
| BOND INTEREST                       | 503,055              | 443,805              | 2,700,000            | 2,714,761             | 3,676,000             |
| <b>TOTAL EXPENSES</b>               | <b>\$ 23,697,008</b> | <b>\$ 29,012,918</b> | <b>\$ 47,536,514</b> | <b>\$ 118,200,375</b> | <b>\$ 121,718,687</b> |
| W.C. CHANGES NOT BUDGETED           | (2,321,575)          | (751,288)            | -                    | -                     | -                     |
| <b>WORKING CAPITAL - ENDING</b>     | <b>\$ 53,126,848</b> | <b>\$ 61,987,139</b> | <b>\$ 17,192,708</b> | <b>\$ 62,571,001</b>  | <b>\$ 31,458,787</b>  |
| <b>LESS OPERATING RESERVE</b>       | <b>3,646,000</b>     | <b>4,020,000</b>     | <b>5,000,000</b>     | <b>4,020,000</b>      | <b>5,000,000</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>\$ 48,094,277</b> | <b>\$ 56,580,568</b> | <b>\$ 10,807,708</b> | <b>\$ 57,166,001</b>  | <b>\$ 25,073,787</b>  |

# FY25 Budget Overview

# Public Works Department

| WATER FUND                          |                             |                             |                             |                              |                              |
|-------------------------------------|-----------------------------|-----------------------------|-----------------------------|------------------------------|------------------------------|
| FUNDS 5020,5030,5050,5070,4160,8700 |                             |                             |                             |                              |                              |
| OPERATING BUDGET                    |                             |                             |                             |                              |                              |
|                                     | ACTUAL<br>FY 22             | ACTUAL<br>FY 23             | BUDGET<br>FY 24             | ESTIMATE<br>FY 24            | PROPOSED<br>FY 25            |
| PERSONAL SERVICES                   | \$ 4,686,408                | \$ 5,135,579                | \$ 5,275,092                | \$ 5,025,577                 | \$ 5,233,906                 |
| OPERATIONS AND MAINTENANCE          | 9,539,468                   | 10,070,278                  | 13,268,681                  | 10,783,788                   | 14,704,231                   |
| CAPITAL                             | 8,968,077                   | 13,363,256                  | 19,092,742                  | 96,054,749                   | 93,983,050                   |
| DEBT SERVICE                        | 503,055                     | 443,805                     | 9,900,000                   | 6,336,261                    | 7,797,500                    |
| <b>TOTAL EXPENSES</b>               | <b><u>\$ 23,697,008</u></b> | <b><u>\$ 29,012,918</u></b> | <b><u>\$ 47,536,515</u></b> | <b><u>\$ 118,200,375</u></b> | <b><u>\$ 121,718,687</u></b> |

| STAFFING AUTHORIZATION         |                     |                     |                     |                     |
|--------------------------------|---------------------|---------------------|---------------------|---------------------|
| POSITION                       | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | PROPOSED<br>FY 25   |
| INVENTORY COORDINATOR          | 0.75                | 0.75                | 0.75                | 0.75                |
| ADMINISTRATIVE SUPPORT II      | 0.6                 | 0.6                 | -                   | -                   |
| CHEMIST                        | 2.0                 | 2.0                 | 2.0                 | 2.0                 |
| CHIEF CHEMIST                  | 1.0                 | 1.0                 | 1.0                 | 1.0                 |
| CONTROL SYS PROG ANALYST II    | 1.0                 | 1.0                 | 1.0                 | 1.0                 |
| D&C SUPERINTENDANT             | 0.6                 | 0.6                 | 0.5                 | 0.5                 |
| DRAFTING TECHNICIAN            | 0.6                 | 0.6                 | 0.5                 | 0.5                 |
| ELEC CONTROL SYS SPECIALIST    | 0.5                 | 0.5                 | 0.5                 | 0.5                 |
| ELECTRICAL MAIN SUPERVISOR     | 0.5                 | 0.5                 | 0.5                 | 0.5                 |
| ELECTRICIAN III                | 3.0                 | 3.5                 | 3.5                 | 3.5                 |
| ENGINEERING INSPECTOR II       | 1.2                 | 1.2                 | 1.0                 | -                   |
| EQUIP. OPER/MAINT WORKER       | 9.0                 | 9.6                 | 10.5                | 11.5                |
| FIELD SERVICE MGR              | 1.0                 | 1.0                 | 1.0                 | 1.0                 |
| FIELD SERVICE REP.             | 8.0                 | 8.0                 | 8.0                 | 8.0                 |
| LAB TECHNICIAN                 | 1.0                 | 1.0                 | 1.0                 | 1.0                 |
| MAINTENANCE WORKER             | 2.4                 | 1.8                 | 1.0                 |                     |
| MECHANIC I                     | 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. EQUIP OPER MAINT WKR       | 2.4                 | 2.4                 | 2.0                 | 2.0                 |
| SYSTEMS MAINT SUPERVISOR       | 2.4                 | 2.4                 | 2.0                 | 2.0                 |
| TREATMENT PLANT TECHNICIAN I   | 1.0                 | -                   | -                   | -                   |
| TREATMENT PLANT TECHNICIAN II  | 3.0                 | 1.0                 | -                   | -                   |
| TREATMENT PLANT TECHNICIAN III | 8.0                 | 12.0                | 13.0                | 13.0                |
| WATER QUALITY SUPER            | 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                 | -                   | -                   | -                   |
| <b>TOTAL</b>                   | <b><u>54.55</u></b> | <b><u>54.95</u></b> | <b><u>53.25</u></b> | <b><u>52.25</u></b> |

# Business Improvement Districts



# Downtown Business Improvement District



Business  
Improvement  
District

## **Downtown Billings Business Improvement District**

### **Work Plan FY25**

#### **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.

#### **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.

#### **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

- Homeless Outreach Team (HOT Team) in partnership with Rimrock
- In-house CPTED program (Smart Design + Safer Space) in partnership with Billings Police Department and Billings Chamber.

### **Public Art Program**

- Community Murals
- Downtown Billings LightBike Trail
- Sculpture installation and display
- Alley Activation

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

- Purchase, maintain, daily watering of hanging flower baskets
- Trash removal in PMD 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.

### **Key Staff**

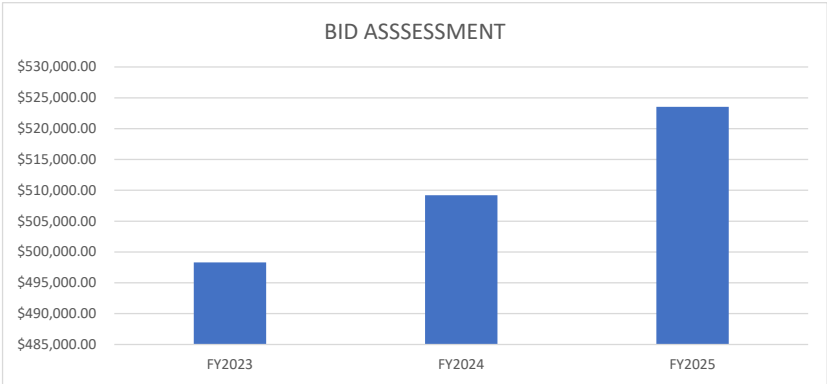
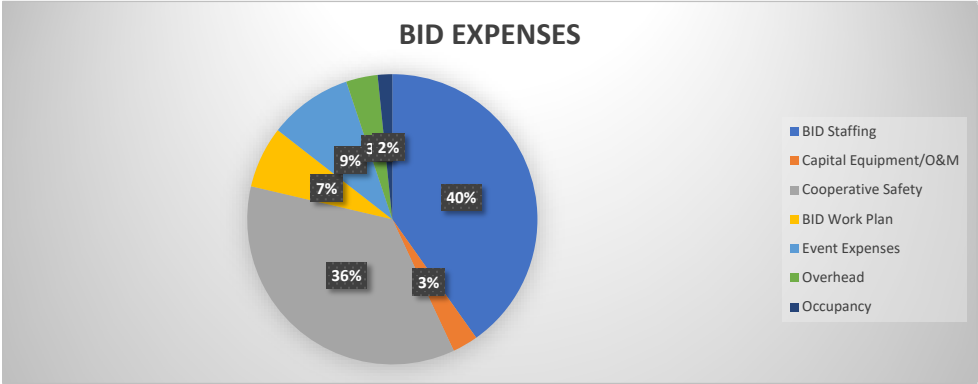
The BID is managed by the BID Board of Directors via the DBA CEO and includes the following staff:

- BID Director – Joe Stout, full time
- Events Director – Lexie Mann, full time
- BID Street Team – James Chandler, Adam Roebling, Robert Smith
- Billings Police Department Downtown Resource Officers (three officers) – 75% paid by BID, 25% paid by TIF
- 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.**

| GOAL              | ACTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| General           | <ul style="list-style-type: none"> <li>• Condensing dumpsters as something that was observed in the most recent aspirational visit in Omaha, NE</li> <li>• Marketing / Advertising / PR Campaign</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Planning          | <ul style="list-style-type: none"> <li>• Plan for additional Portland Loo facilities. <ul style="list-style-type: none"> <li>o Locations</li> <li>o Fundraising</li> </ul> </li> <li>• Pedestrian Mall – closing Broadway <ul style="list-style-type: none"> <li>o Informational Meetings with Property Owners</li> <li>o Programming with Stakeholders</li> <li>o Design with City Staff for Closure</li> <li>o Identify Pedlet/Parklet Options with Budget and Designs</li> <li>o Temporary/Pilot Program for Designated Period</li> </ul> </li> <li>• 4<sup>th</sup> Resource Officer or Community Service Officer <ul style="list-style-type: none"> <li>o Identify Objective/Need</li> <li>o Proposal/Budget for Assessment Change</li> </ul> </li> </ul> |
| BID Renewal       | <ul style="list-style-type: none"> <li>• \$5,000 Budget</li> <li>• Identify Desired BID Boundary</li> <li>• Identify High % Property Owners Needed for Approval</li> <li>• One-on-One Meetings with High % Property Owners</li> <li>• Quarterly Informational Meetings with Property Owners</li> <li>• Media outreach</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Built Environment | <ul style="list-style-type: none"> <li>• Evaluate and fund one digital kiosk</li> <li>• Commission 10-15 new Trash Cans from local vendor</li> <li>• Commission and install new, branded bike racks</li> <li>• Evaluate seating options for downtown corners. Contract one new seating/play/sculptural seating arrangement.</li> <li>• Repair and Paint all kiosks</li> <li>• Identify and apply for one public art grant</li> <li>• Design and construct “Napa” style wayfinding structures</li> <li>• Identify dark areas downtown</li> </ul>                                                                                                                                                                                                                |
| Safe              | <ul style="list-style-type: none"> <li>• Continue CPTED evaluations and grants in partnership with DBP</li> <li>• Create HOT Team introduction and education program for BID properties</li> <li>• Meet with Parks Department re: PMD on Broadway and MT Ave.s</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Events            | <ul style="list-style-type: none"> <li>• Evaluate opportunity for winter event. (Winter Fest, New Year’s Eve, Fire and Ice Fest)</li> <li>• Restaurant Week</li> <li>• Spring Fest</li> <li>• Share Placer AI contract with DBP, DBA, CI</li> <li>• Targeted Ad Budget for Events</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

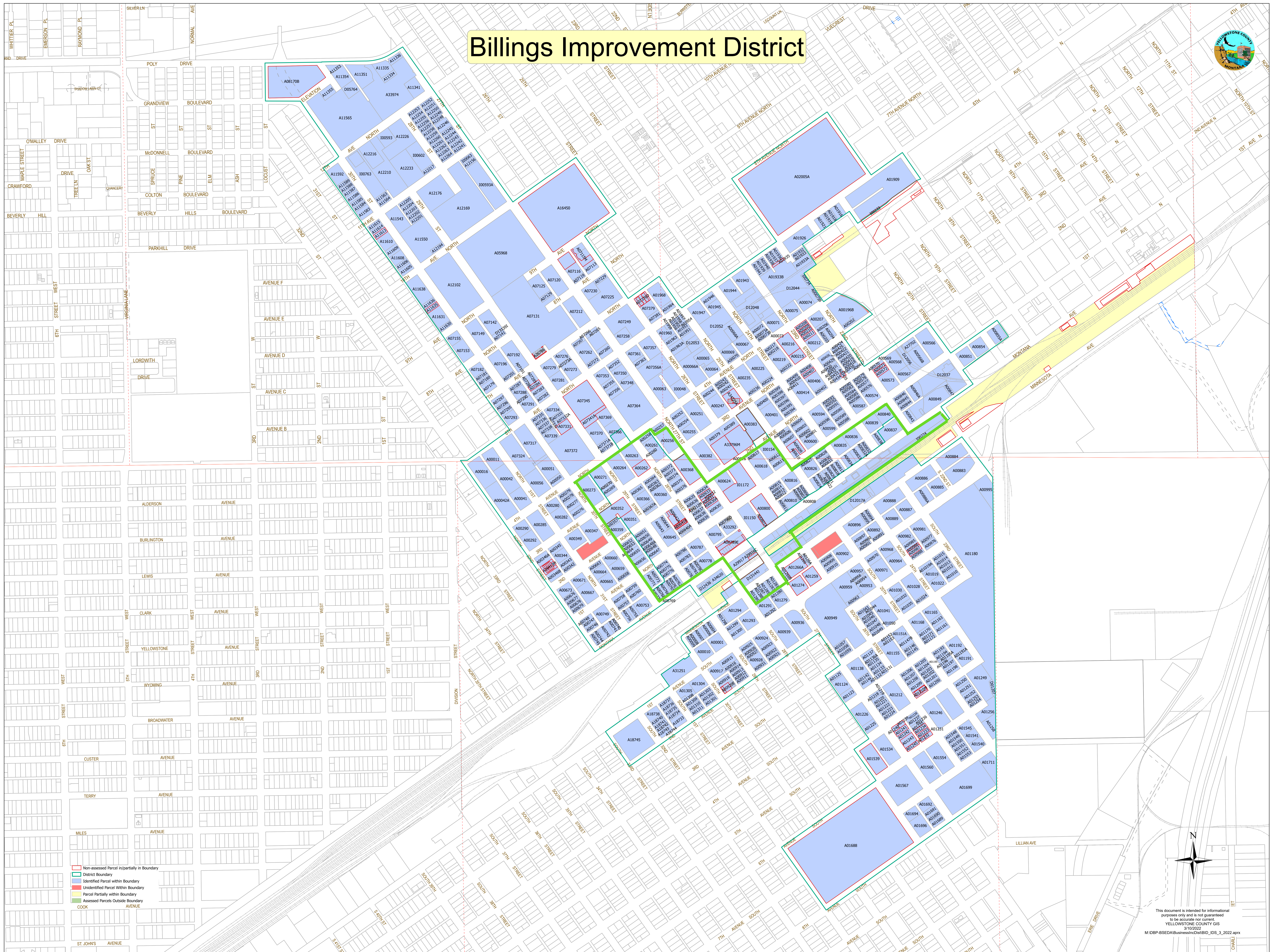
| Downtown Billings Business Improvement District |                   |          | Final Budget   | Final Budget  | Final Budget  |
|-------------------------------------------------|-------------------|----------|----------------|---------------|---------------|
| Revenue                                         |                   |          | FY2023         | FY2024        | FY2025        |
| Property Assessments                            | per assmt formula |          | \$ 498,305.00  | \$509,207.00  | \$523,522.00  |
| DBP Allocation to Cooperative Safety            |                   | annual   | \$ 56,250.00   | \$62,500.00   | \$62,500.00   |
| Event Income                                    |                   | variable | \$ 106,025.00  | \$126,025.00  | \$163,602.00  |
| Public Art Income                               |                   |          | \$ -           | \$52,000.00   | \$30,000.00   |
| Delinquent Assmts (3%)                          |                   |          | \$ (14,949.15) | \$(15,276.21) | \$(15,705.66) |
|                                                 | Total Revenue     |          | \$645,630.85   | \$ 734,455.79 | \$763,918.34  |
|                                                 |                   |          |                |               |               |
|                                                 |                   |          |                |               |               |
| Expenses                                        |                   |          |                |               |               |
| BID Staffing                                    |                   |          | \$ 247,233.00  | \$233,967.00  | \$282,115.00  |
| Capital Equipment/O&M                           |                   |          | \$ 34,900.00   | \$20,000.00   | \$20,000.00   |
| Cooperative Safety                              |                   |          | \$ 156,000.00  | \$234,000.00  | \$250,000.00  |
| BID Work Plan                                   |                   |          | \$ 42,578.00   | \$61,250.00   | \$48,200.00   |
| Event Expenses                                  |                   |          | \$ 59,344.00   | \$57,196.00   | \$65,546.00   |
| Overhead                                        |                   |          | \$ 45,907.00   | \$54,600.00   | \$24,682.00   |
| Occupancy                                       |                   |          | \$ 27,467.00   | \$ 27,467.00  | \$ 11,400.00  |
| Reserves                                        |                   |          | \$ 32,201.00   | \$ 45,975.00  | \$ 61,975.00  |
|                                                 | Total Expense     |          | \$645,630.00   | \$ 734,455.00 | \$763,918.00  |



| Assesment Formula FY25  |    |         |
|-------------------------|----|---------|
| Lot Square Footage      | \$ | 0.055   |
| Building Square Footage | \$ | 0.028   |
| All Taxable Value       | \$ | 0.00038 |
| Admin Cost per Parcel   | \$ | 50.00   |
| Clean Zone              |    | 100%    |
| Safe Zone 1             |    | 21%     |
| Safe Zone 2             |    | 11.50%  |
| Safe Zone 3             |    | 3%      |



## The seal of Yellowstone County, Montana, is a circular emblem. It features a bison in the foreground, a river flowing through the center, and a large building in the background. The words "YELLOWSTONE COUNTY" are written along the top arc, and "MONTANA" is written along the bottom arc.





# Tourism Business Improvement District

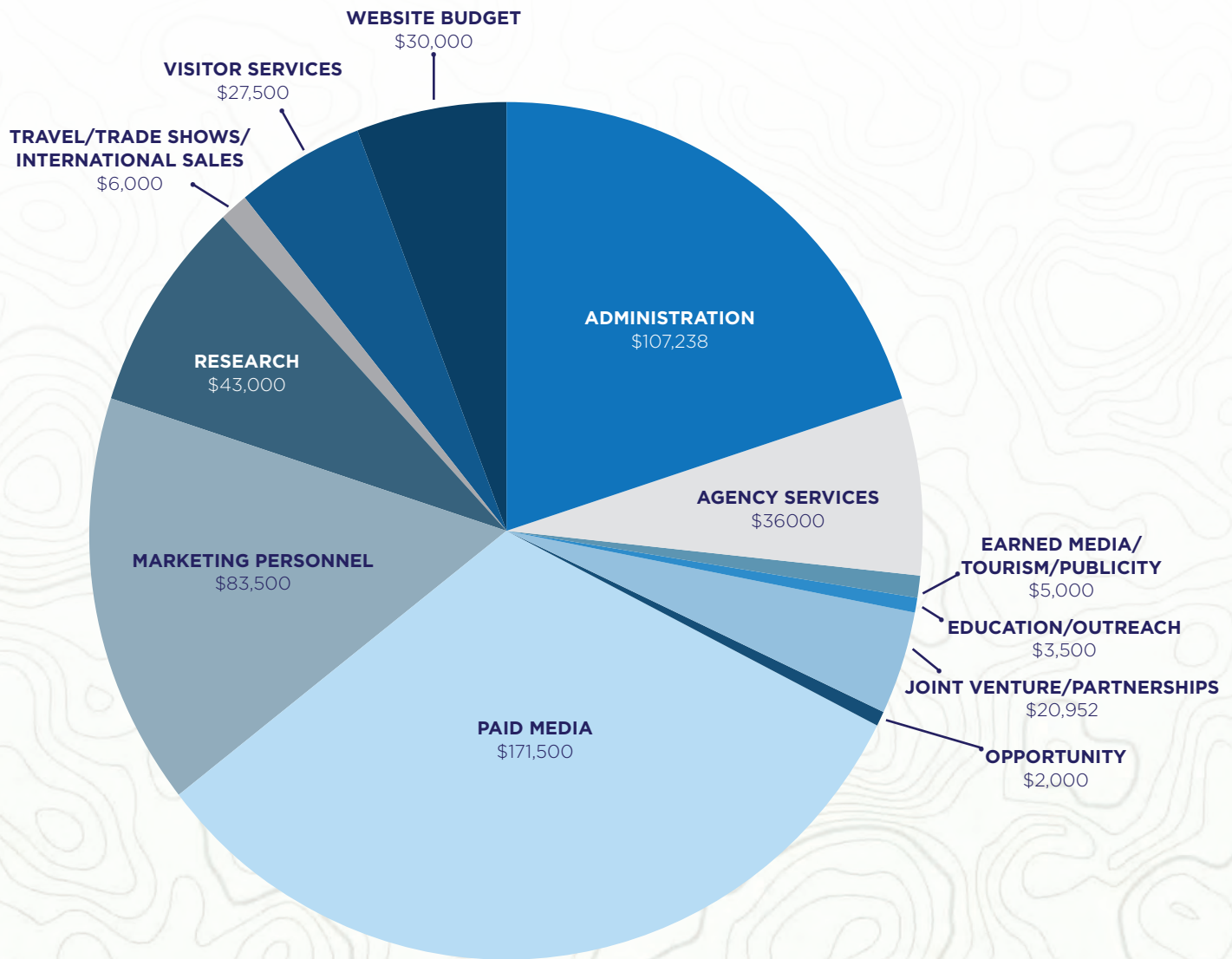
# BILLINGS CONVENTION AND VISITORS BUREAU (BCVB) **FY25 BUDGET**

|                                        |                  |
|----------------------------------------|------------------|
| Administration                         | \$107,238        |
| Agency Services                        | \$36,000         |
| Earned Media/Tourism/Publicity         | \$5,000          |
| Education/Outreach                     | \$3,500          |
| Joint Venture/Partnerships             | \$20,952         |
| Opportunity                            | \$2,000          |
| Paid Media                             | \$171,500        |
| Marketing Personnel                    | \$83,500         |
| Research                               | \$43,000         |
| Travel/Trade Shows/International Sales | \$6,000          |
| Visitor Services                       | \$27,500         |
| Website Budget                         | \$30,000         |
| <b>PROJECTED BCVB FY25 REVENUE</b>     | <b>\$536,190</b> |





## FY25 BUDGET BILLINGS CONVENTION AND VISITORS BUREAU (BCVB)



**PROJECTED BCVB FY25 REVENUE**  
\$536,190

# BILLINGS TOURISM BUSINESS IMPROVEMENT DISTRICT (BTBID) FY25 BUDGET

|                                    |                    |
|------------------------------------|--------------------|
| Leisure Visitation                 | \$681,930          |
| Group Sales                        | \$315,474          |
| Sports Tourism                     | \$276,851          |
| Web/Digital Assets                 | \$90,610           |
| Publicity/Advocacy                 | \$97,000           |
| Reserves/Grants/Opportunity        | \$49,500           |
| Visitor Experience                 | \$183,363          |
| Administrative                     | \$251,272          |
| <b>PROJECTED BTBID FY25 BUDGET</b> | <b>\$1,946,000</b> |

## ADDITIONAL BTBID REVENUE BREAKDOWN:

- Projected Revenue & Interest: \$1,715,000
- FY24 Carryover: \$131,000
- BTBID Reserves for Group Sales: \$100,000

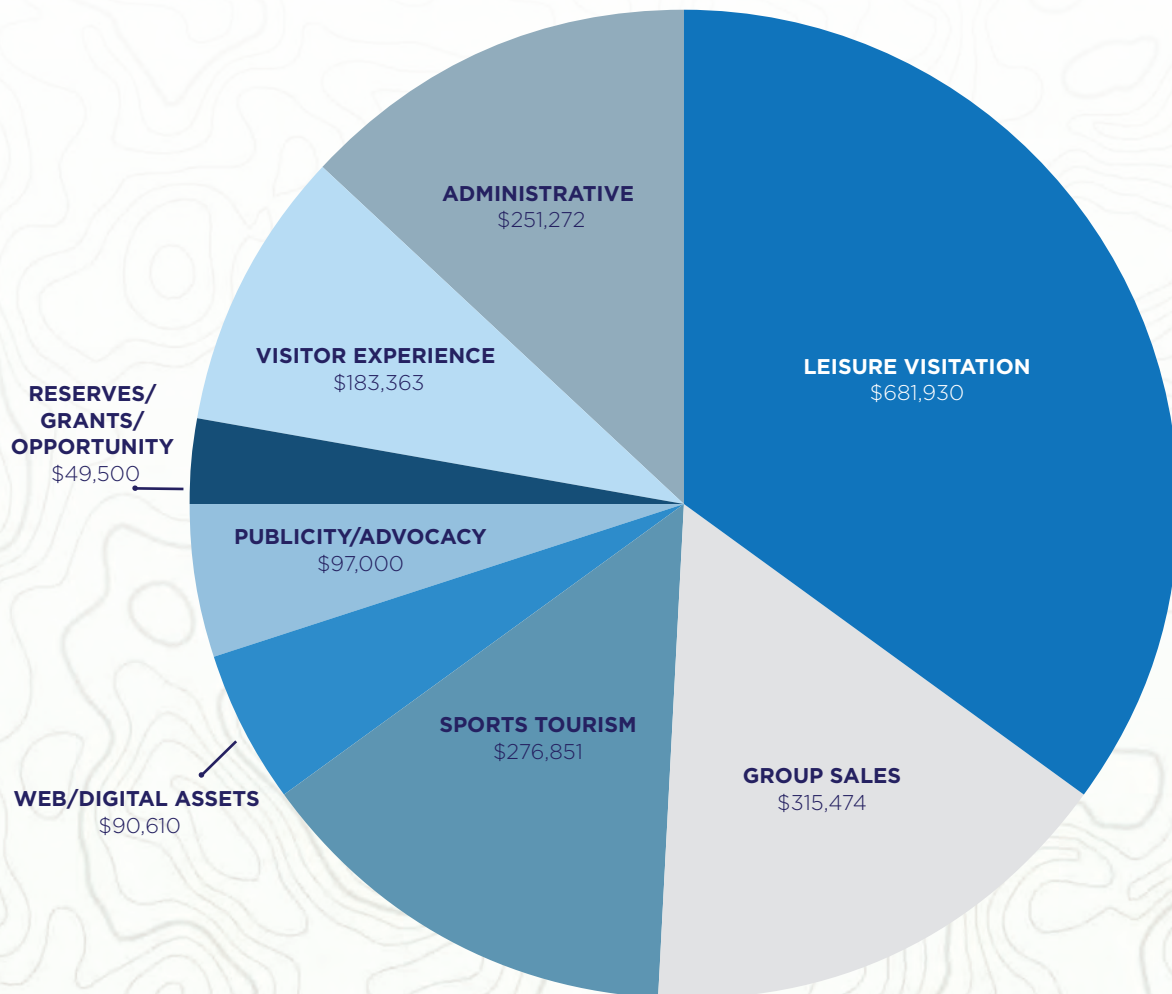
## OTHER BTBID NOTES:

- BTBID Board Restricted Reserves for BIL/Air Service Commitment: \$475,000
- General BTBID Board Restricted Reserves: \$225,447





## FY25 BUDGET BILLINGS TOURISM BUSINESS IMPROVEMENT DISTRICT (BTBID)



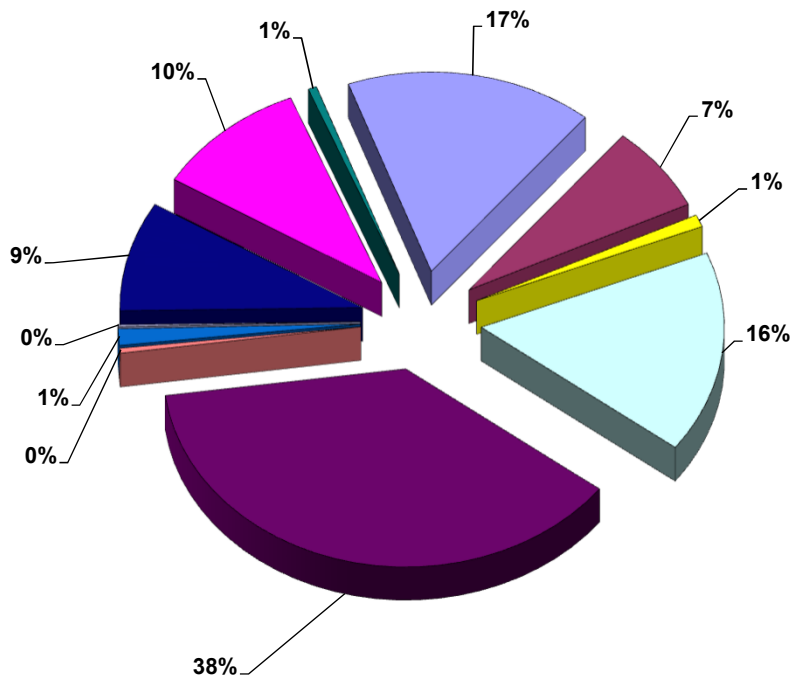
**TOTAL PROJECTED BTBID FY25 BUDGET:**  
\$1,946,000

# Summary Pages

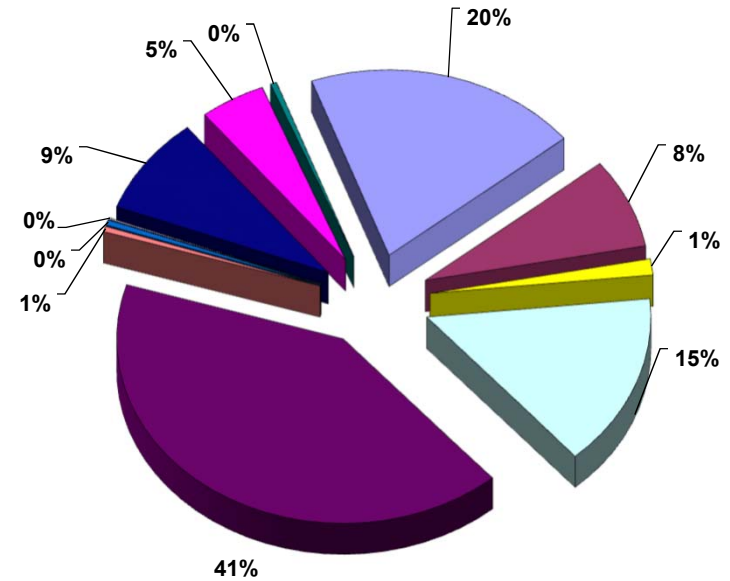
# All Funds

## Summary of Revenues

| <u>FY 25</u>          |                           | <u>FY 24</u>          |
|-----------------------|---------------------------|-----------------------|
| \$ 70,156,849         | TAXES                     | \$ 67,665,206         |
| 29,721,512            | SPECIAL ASSESSMENTS       | 27,024,911            |
| 4,252,576             | LICENSES & PERMITS        | 4,840,228             |
| 69,475,721            | INTER-GOVERNMENTAL        | 51,943,579            |
| 159,777,726           | CHARGES FOR SERVICE       | 141,410,385           |
| 1,724,546             | FINES & FORFEITS          | 1,620,696             |
| 5,677,060             | INVESTMENT EARNINGS       | 1,589,058             |
| 602,990               | DONATIONS / CONTRIBUTIONS | 437,000               |
| 37,825,619            | INTERFUND TRANSFERS       | 29,280,853            |
| 43,442,500            | DEBT PROCEEDS             | 16,123,900            |
| 2,434,117             | <u>MISCELLANEOUS</u>      | 1,537,975             |
| <u>\$ 425,091,216</u> | TOTAL                     | <u>\$ 343,473,791</u> |



Fiscal Year 2025

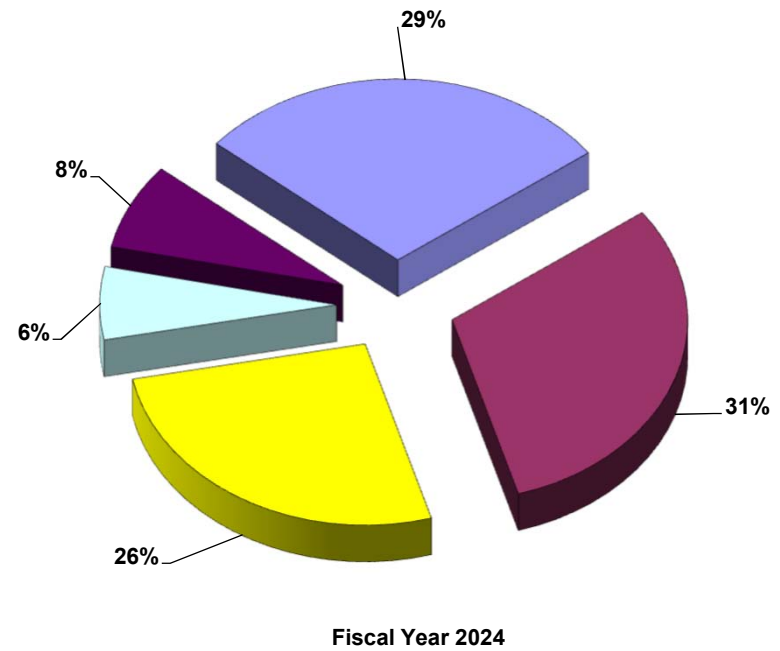
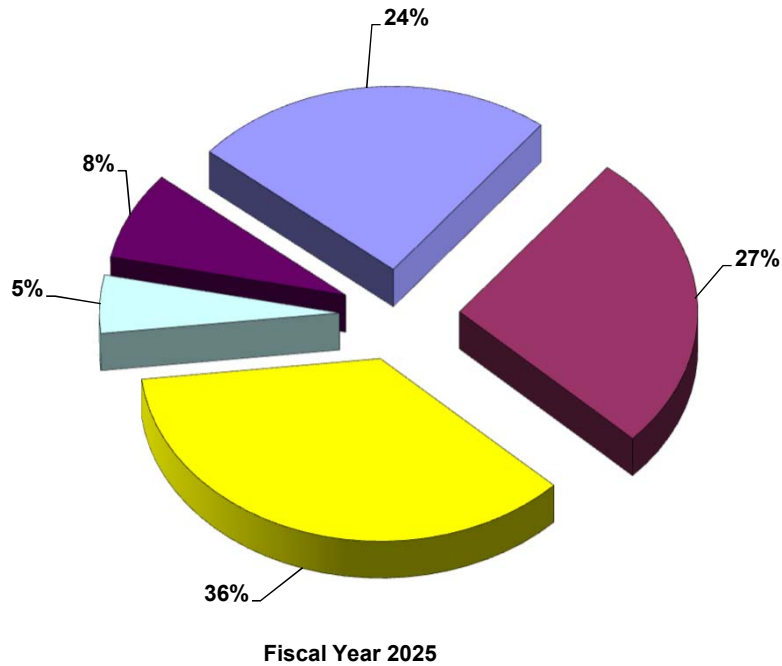


Fiscal Year 2024

# All Funds

## Summary of Expenditures

| <u>FY 25</u>          |                            |  | <u>FY 24</u>          |
|-----------------------|----------------------------|--|-----------------------|
| \$ 115,733,330        | PERSONAL SERVICES          |  | \$ 109,407,468        |
| 126,093,665           | OPERATION & MAINTENANCE    |  | 116,166,572           |
| 170,719,720           | CAPITAL                    |  | 100,259,970           |
| 24,319,375            | DEBT SERVICE               |  | 24,754,681            |
| 36,830,619            | <u>INTERFUND TRANSFERS</u> |  | 29,280,853            |
| <u>\$ 473,696,709</u> | <u>TOTAL</u>               |  | <u>\$ 379,869,544</u> |



**SUMMARY  
ALL FUNDS  
OPERATING BUDGET  
FY 24**

|                                     | GENERAL       | SPECIAL<br>REVENUE | DEBT<br>SERVICE | CAPITAL<br>PROJECTS | ENTERPRISE     | INTERNAL<br>SERVICE | PERMANENT  |
|-------------------------------------|---------------|--------------------|-----------------|---------------------|----------------|---------------------|------------|
| FUND BALANCE - BEGINNING            | \$ 12,398,052 | \$ 68,743,912      | \$ 7,264,783    | \$ 269,221          |                |                     | \$ 798,006 |
| WORKING CAPITAL - BEGINNING         |               |                    |                 |                     | \$ 128,216,864 | \$ 17,405,940       |            |
| REVENUES:                           |               |                    |                 |                     |                |                     |            |
| TAXES                               | \$ 22,920,627 | \$ 42,487,703      | \$ 1,451,272    | \$ 200,000          | \$ 3,097,247   | \$ -                | \$ -       |
| SPECIAL ASSESSMENTS                 | -             | 27,806,512         | 1,795,000       | -                   | -              | 120,000             | -          |
| LICENSES & PERMITS                  | 1,845,576     | 2,291,500          | -               | -                   | 15,500         | 100,000             | -          |
| INTER-GOVERNMENTAL                  | 13,707,744    | 23,207,018         | -               | 650,000             | 31,910,959     | -                   | -          |
| CHARGES FOR SERVICE                 | 3,790,321     | 17,006,558         | -               | -                   | 103,132,287    | 35,829,810          | 18,750     |
| FINES & FORFEITS                    | 1,294,046     | 283,000            | -               | -                   | 147,500        | -                   | -          |
| INVESTMENT EARNINGS                 | 97,000        | 1,435,060          | 134,800         | 182,200             | 3,369,000      | 440,500             | 18,500     |
| DONATIONS / CONTRIBUTIONS           | -             | 597,990            | -               | 5,000               | -              | -                   | -          |
| INTERFUND TRANSFERS                 | 769,802       | 32,440,690         | 2,010,000       | 2,465,585           | 139,542        | -                   | -          |
| DEBT PROCEEDS                       | -             | -                  | -               | 3,442,500           | 40,000,000     | -                   | -          |
| MISCELLANEOUS                       | -             | 519,375            | -               | 1,080               | 259,179        | 1,654,483           | -          |
| TOTAL REVENUES                      | \$ 44,425,116 | \$ 148,075,406     | \$ 5,391,072    | \$ 6,946,365        | \$ 182,071,214 | \$ 38,144,793       | \$ 37,250  |
| EXPENDITURES:                       |               |                    |                 |                     |                |                     |            |
| PERSONAL SERVICES                   | \$ 8,639,240  | \$ 66,745,659      | \$ -            | \$ -                | \$ 29,683,644  | \$ 10,664,787       | \$ -       |
| OPERATION & MAINTENANCE             | 4,191,912     | 52,325,475         | 86,048          | 45,362              | 40,660,239     | 28,784,629          | -          |
| CAPITAL                             | 1,800         | 28,584,560         | -               | 5,366,369           | 136,262,641    | 504,350             | -          |
| DEBT SERVICE                        | -             | 3,125,171          | 5,588,145       | -                   | 15,606,059     | -                   | -          |
| INTERFUND TRANSFERS                 | 31,519,087    | 4,531,530          | -               | -                   | 410,000        | 334,802             | 35,200     |
| TOTAL EXPENDITURES                  | \$ 44,352,039 | \$ 155,312,395     | \$ 5,674,193    | \$ 5,411,731        | \$ 222,622,583 | \$ 40,288,568       | \$ 35,200  |
| FUND BALANCE - ENDING               | \$ 12,471,129 | \$ 61,506,923      | \$ 6,981,662    | \$ 1,803,855        |                |                     | \$ 800,056 |
| WORKING CAPITAL NOT BUDGETED        |               |                    |                 |                     | -              | -                   |            |
| WORKING CAPITAL - ENDING            |               |                    |                 |                     | \$ 87,665,495  | \$ 15,262,165       |            |
| LESS OPERATING RESERVE              |               |                    |                 |                     | 15,020,000     | 4,151,372           |            |
| LESS BOND/LOAN RESERVE REQUIREMENTS |               |                    |                 |                     | 5,255,000      | -                   |            |
| AVAILABLE WORKING CAPITAL           |               |                    |                 |                     | \$ 67,390,495  | \$ 11,110,793       |            |

**SUMMARY  
ALL FUNDS  
OPERATING BUDGET  
FY 24**

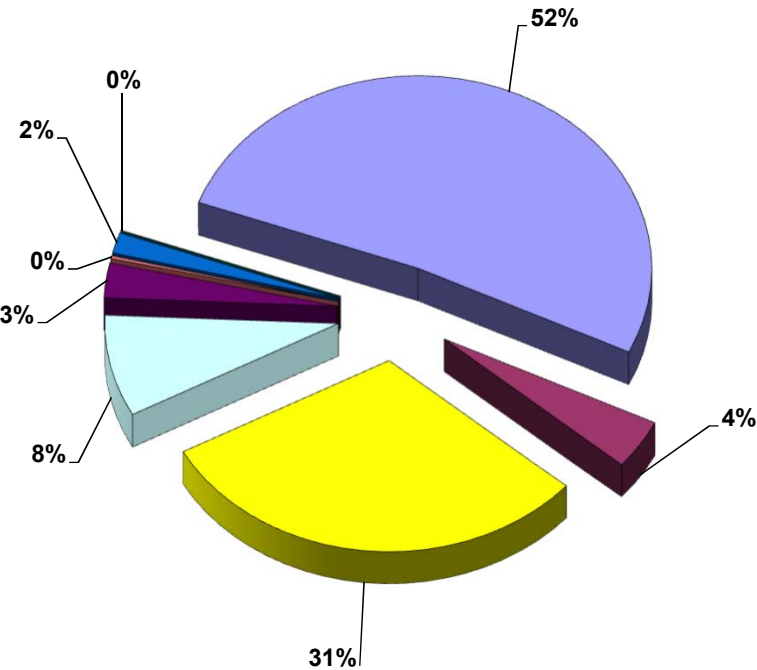
|                                     | BUDGET<br>FY 25 | BUDGET<br>FY 24 | INCREASE<br>(DECREASE) | ACTUAL<br>FY 23 |
|-------------------------------------|-----------------|-----------------|------------------------|-----------------|
| FUND BALANCE - BEGINNING            | \$ 89,473,975   | \$ 107,266,189  | \$ (17,792,214)        | \$ 97,776,705   |
| WORKING CAPITAL - BEGINNING         | \$ 145,622,804  | \$ 100,321,227  | \$ 45,301,577          | \$ 145,590,137  |
| REVENUES:                           |                 |                 |                        |                 |
| TAXES                               | \$ 70,156,849   | \$ 67,665,206   | \$ 2,491,643           | \$ 58,942,052   |
| SPECIAL ASSESSMENTS                 | 29,721,512      | 27,024,911      | 2,696,601              | 29,342,636      |
| LICENSES & PERMITS                  | 4,252,576       | 4,840,228       | (587,652)              | 4,706,110       |
| INTER-GOVERNMENTAL                  | 69,475,721      | 51,943,579      | 17,532,142             | 48,396,991      |
| CHARGES FOR SERVICE                 | 159,777,726     | 141,410,385     | 18,367,341             | 139,861,709     |
| FINES & FORFEITS                    | 1,724,546       | 1,620,696       | 103,850                | 1,567,456       |
| INVESTMENT EARNINGS                 | 5,677,060       | 1,589,058       | 4,088,002              | 6,785,122       |
| DONATIONS / CONTRIBUTIONS           | 602,990         | 437,000         | 165,990                | 501,270         |
| INTERFUND TRANSFERS                 | 37,825,619      | 29,280,853      | 8,544,766              | 40,955,593      |
| DEBT PROCEEDS                       | 43,442,500      | 16,123,900      | 27,318,600             | 1,710,593       |
| MISCELLANEOUS                       | 2,434,117       | 1,537,975       | 896,142                | 6,150,876       |
| TOTAL REVENUES                      | \$ 425,091,216  | \$ 343,473,791  | \$ 81,617,425          | \$ 338,920,408  |
| EXPENDITURES:                       |                 |                 |                        |                 |
| PERSONAL SERVICES                   | \$ 115,733,330  | \$ 109,407,468  | \$ 6,325,862           | \$ 100,473,014  |
| OPERATION & MAINTENANCE             | 126,093,665     | 116,166,572     | 9,927,093              | 99,130,615      |
| CAPITAL                             | 170,719,720     | 100,259,970     | 70,459,750             | 55,405,176      |
| DEBT SERVICE                        | 24,319,375      | 24,754,681      | (435,306)              | 12,410,444      |
| INTERFUND TRANSFERS                 | 36,830,619      | 29,280,853      | 7,549,766              | 31,291,784      |
| TOTAL EXPENDITURES                  | \$ 473,696,709  | \$ 379,869,544  | \$ 93,827,165          | \$ 298,711,033  |
| FUND BALANCE - ENDING               | \$ 83,563,626   | \$ 97,590,096   | \$ (14,026,470)        | \$ 122,182,446  |
| WORKING CAPITAL NOT BUDGETED        | -               | -               | -                      | (1,125,558)     |
| WORKING CAPITAL - ENDING            | \$ 102,927,660  | \$ 73,601,597   | \$ 29,326,063          | \$ 160,268,212  |
| LESS OPERATING RESERVE              | 19,171,372      | 17,641,258      | 1,530,114              | 14,134,661      |
| LESS BOND/LOAN RESERVE REQUIREMENTS | 5,255,000       | 5,255,000       | -                      | 10,516,097      |
| AVAILABLE WORKING CAPITAL           | \$ 78,501,288   | \$ 50,705,309   | \$ 27,795,979          | \$ 135,617,454  |



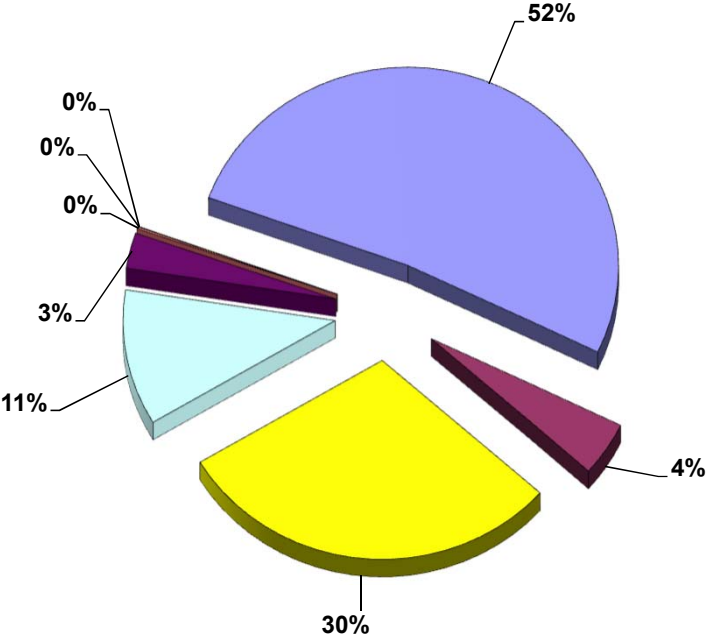
# General Fund

# General Fund Summary of Revenues

| <u>FY 25</u>         |                     | <u>FY 24</u>         |
|----------------------|---------------------|----------------------|
| \$ 22,920,627        | TAXES               | \$ 23,004,702        |
| 1,845,576            | LICENSES & PERMITS  | 1,974,028            |
| 13,707,744           | INTER-GOVERNMENTAL  | 13,279,363           |
| 3,790,321            | CHARGES FOR SERVICE | 4,924,395            |
| 1,294,046            | FINES & FORFEITS    | 1,294,046            |
| 97,000               | INVESTMENT EARNINGS | 65,000               |
| 769,802              | INTERFUND TRANSFERS | 10,600               |
| -                    | OTHER               | -                    |
| <u>\$ 44,425,116</u> | <u>TOTAL</u>        | <u>\$ 44,552,134</u> |



Fiscal Year 2025



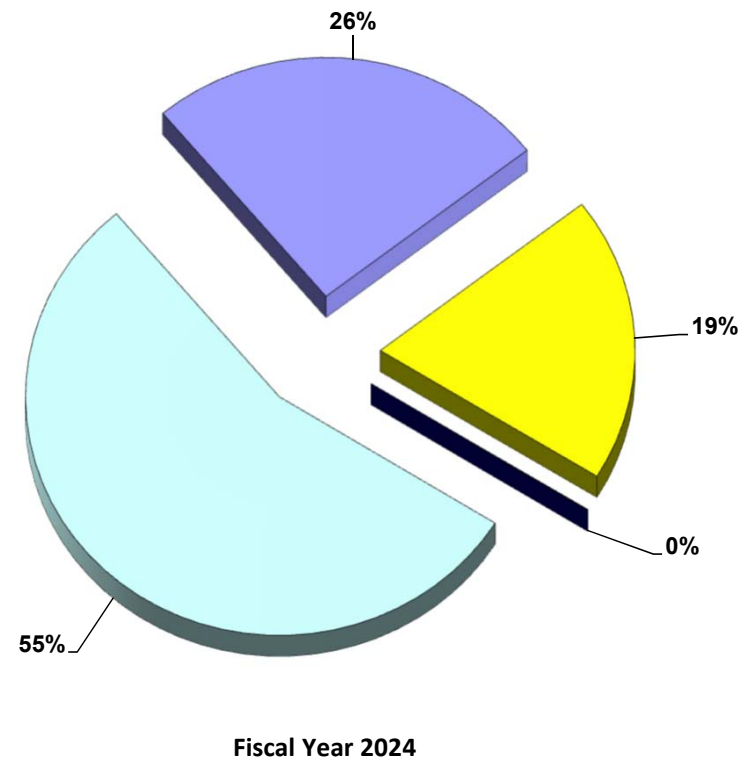
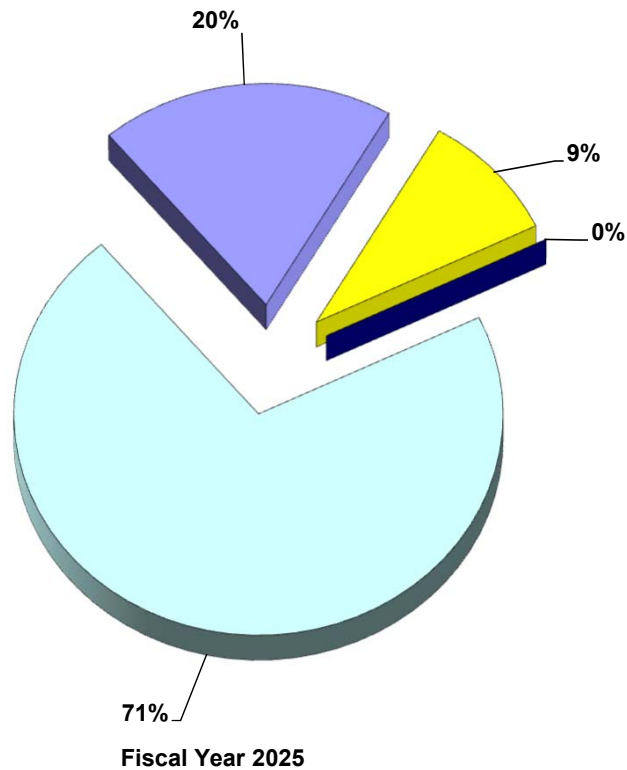
Fiscal Year 2024

# General Fund Summary of Expenditures

| <u>FY 25</u>         |
|----------------------|
| \$ 8,639,240         |
| 4,191,912            |
| 1,800                |
| 31,519,087           |
| <u>\$ 44,352,039</u> |

|                         |
|-------------------------|
| PERSONAL SERVICES       |
| OPERATION & MAINTENANCE |
| CAPITAL                 |
| INTERFUND TRANSFERS     |
| TOTAL                   |

| <u>FY 24</u>         |
|----------------------|
| \$ 11,789,018        |
| 8,866,706            |
| 19,345               |
| 25,302,233           |
| <u>\$ 45,977,302</u> |



**GENERAL OPERATING FUND  
SUMMARY  
OPERATING BUDGET  
FY25**

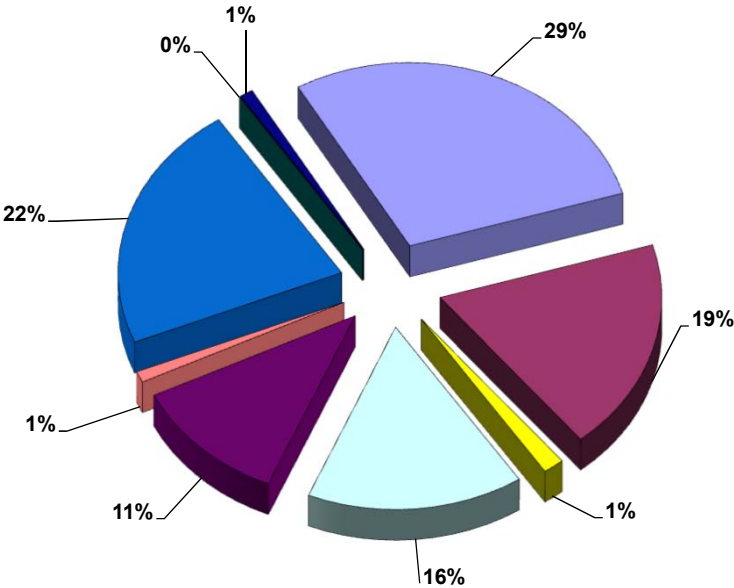
|                                 | <b>PROPOSED<br/>BUDGET<br/>FY 25</b> | <b>APPROVED<br/>BUDGET<br/>FY 24</b> | <b>INCREASE<br/>(DECREASE)</b> | <b>ACTUAL<br/>FY 23</b> |
|---------------------------------|--------------------------------------|--------------------------------------|--------------------------------|-------------------------|
| <b>FUND BALANCE - BEGINNING</b> | <b>\$ 12,398,052</b>                 | <b>\$ 14,247,913</b>                 | <b>\$ (1,849,861)</b>          | <b>\$ 11,579,301</b>    |
| <b>REVENUES:</b>                |                                      |                                      |                                |                         |
| TAXES                           | \$ 22,920,627                        | \$ 23,004,702                        | \$ (84,075)                    | \$ 19,195,911           |
| SPECIAL ASSESSMENTS             | -                                    | -                                    | -                              | 17,005                  |
| LICENSES & PERMITS              | 1,845,576                            | 1,974,028                            | (128,452)                      | 1,986,222               |
| INTER-GOVERNMENTAL              | 13,707,744                           | 13,279,363                           | 428,381                        | 12,853,964              |
| CHARGES FOR SERVICE             | 3,790,321                            | 4,924,395                            | (1,134,074)                    | 4,677,141               |
| FINES & FORFEITS                | 1,294,046                            | 1,294,046                            | -                              | 1,152,957               |
| INVESTMENT EARNINGS             | 97,000                               | 65,000                               | 32,000                         | 139,063                 |
| INTERFUND TRANSFERS             | 769,802                              | 10,600                               | 759,202                        | 19,303                  |
| MISCELLANEOUS                   | -                                    | -                                    | -                              | 13,184                  |
| <b>TOTAL REVENUES</b>           | <b>\$ 44,425,116</b>                 | <b>\$ 44,552,134</b>                 | <b>\$ (127,018)</b>            | <b>\$ 40,054,750</b>    |
| <b>EXPENDITURES:</b>            |                                      |                                      |                                |                         |
| PERSONAL SERVICES               | \$ 8,639,240                         | \$ 11,789,018                        | \$ (3,149,778)                 | \$ 10,738,021           |
| OPERATION & MAINTENANCE         | 4,191,912                            | 8,866,706                            | (4,674,794)                    | 3,855,832               |
| CAPITAL                         | 1,800                                | 19,345                               | (17,545)                       | 116,859                 |
| INTERFUND TRANSFERS             | 31,519,087                           | 25,302,233                           | 6,216,854                      | 24,168,462              |
| <b>TOTAL EXPENDITURES</b>       | <b>\$ 44,352,039</b>                 | <b>\$ 45,977,302</b>                 | <b>\$ (1,625,263)</b>          | <b>\$ 38,879,174</b>    |
| <b>FUND BALANCE - ENDING</b>    | <b>\$ 12,471,129</b>                 | <b>\$ 12,822,745</b>                 | <b>\$ (351,616)</b>            | <b>\$ 12,754,877</b>    |

# Special Revenue Funds

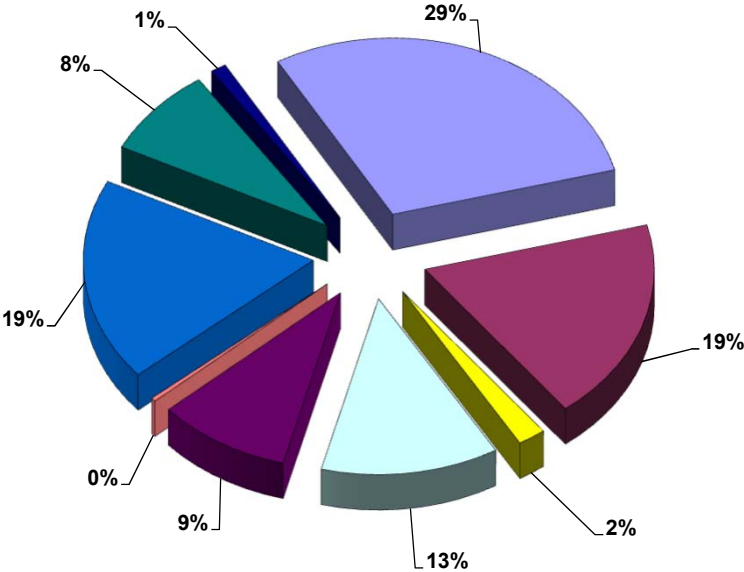
# Special Revenue Funds

## Summary of Revenues

| <u>FY 25</u>          |                     | <u>FY 24</u>         |
|-----------------------|---------------------|----------------------|
| \$ 42,487,703         | TAXES               | \$ 40,047,100        |
| 27,806,512            | SPECIAL ASSESSMENTS | 25,424,911           |
| 2,291,500             | LICENSES & PERMITS  | 2,690,700            |
| 23,207,018            | INTER-GOVERNMENTAL  | 17,109,067           |
| 17,006,558            | CHARGES FOR SERVICE | 12,897,882           |
| 1,435,060             | INVESTMENT EARNINGS | 456,853              |
| 32,440,690            | INTERFUND TRANSFERS | 25,460,506           |
| -                     | DEBT PROCEEDS       | 11,200,160           |
| 1,400,365             | <u>OTHER</u>        | 1,565,460            |
| <u>\$ 148,075,406</u> | <u>TOTAL</u>        | <u>\$136,852,639</u> |



Fiscal Year 2025

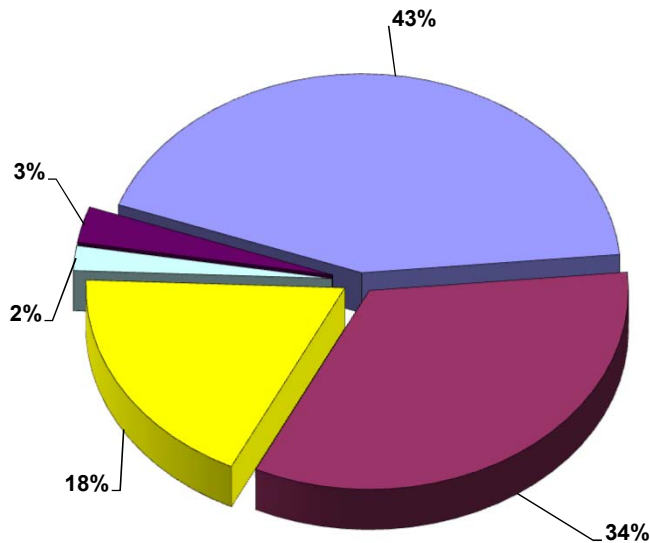


Fiscal Year 2024

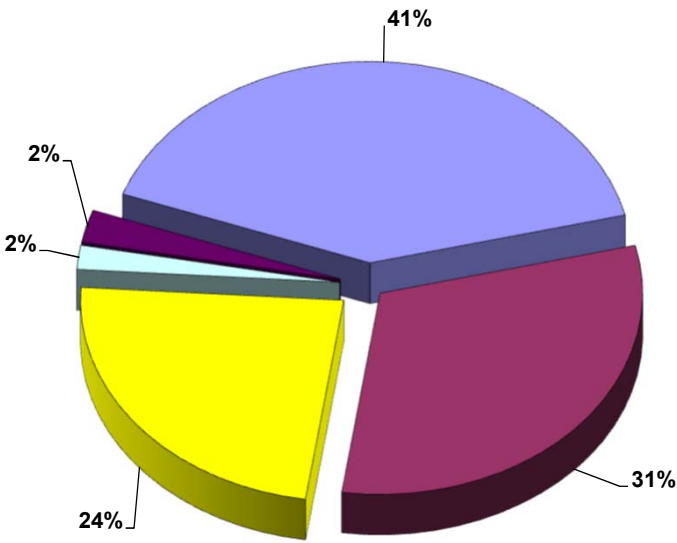
# Special Revenue Funds

## Summary of Expenditures

| <u>FY 25</u>          |                         | <u>FY 24</u>          |
|-----------------------|-------------------------|-----------------------|
| \$ 66,745,659         | PERSONAL SERVICES       | \$ 59,080,514         |
| 52,325,475            | OPERATION & MAINTENANCE | 45,311,739            |
| 28,584,560            | CAPITAL                 | 34,462,533            |
| 3,125,171             | DEBT SERVICE            | 2,802,054             |
| 4,531,530             | INTERFUND TRANSFERS     | 3,791,941             |
| <u>\$ 155,312,395</u> | <u>TOTAL</u>            | <u>\$ 145,448,781</u> |



Fiscal Year 2025



Fiscal Year 2024

**SPECIAL REVENUE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 25**

|                                 | <b>PUBLIC<br/>SAFETY</b> | <b>SOUTH<br/>TAX<br/>INCREMENT</b> | <b>EAST<br/>TAX<br/>INCREMENT</b> | <b>NORTH 27th<br/>STREET<br/>TAX INCREMENT</b> | <b>GAS TAX</b>      | <b>BUILDING<br/>INSPECTION</b> | <b>TRANSP.<br/>ENHANC.<br/>GRANT</b> | <b>STREET &amp;<br/>TRAFFIC</b> | <b>FIRE<br/>PROGRAMS</b> |
|---------------------------------|--------------------------|------------------------------------|-----------------------------------|------------------------------------------------|---------------------|--------------------------------|--------------------------------------|---------------------------------|--------------------------|
| <b>FUND BALANCE - BEGINNING</b> | <b>\$ 2,240,356</b>      | <b>\$ 6,852,830</b>                | <b>\$ 2,068,937</b>               | <b>\$ 3,522,374</b>                            | <b>\$ 8,539,212</b> | <b>\$ 3,664,667</b>            | <b>\$ -</b>                          | <b>\$ 5,803,492</b>             | <b>\$ 374,373</b>        |
| <b>REVENUE:</b>                 |                          |                                    |                                   |                                                |                     |                                |                                      |                                 |                          |
| TAXES                           | \$ 32,245,639            | \$ 4,318,168                       | \$ 1,105,420                      | \$ 2,627,000                                   | \$ -                | \$ -                           | \$ -                                 | \$ -                            | \$ -                     |
| SPECIAL ASSESSMENTS             | -                        | -                                  | -                                 | -                                              | -                   | -                              | -                                    | -                               | -                        |
| LICENSES & PERMITS              | 37,000                   | -                                  | -                                 | -                                              | -                   | 2,158,000                      | -                                    | -                               | -                        |
| INTER-GOVERNMENTAL              | 3,757,267                | 292,587                            | 171,479                           | 266,796                                        | 4,542,352           | -                              | -                                    | 520,000                         | 69,875                   |
| CHARGES FOR SERVICE             | 3,171,309                | -                                  | -                                 | -                                              | -                   | -                              | -                                    | 11,188,500                      | 22,000                   |
| FINES & FORFEITS                | 51,900                   | -                                  | -                                 | -                                              | -                   | -                              | -                                    | -                               | -                        |
| INVESTMENT EARNINGS             | 19,991                   | 150,000                            | 30,000                            | 59,400                                         | 150,000             | 104,000                        | -                                    | 100,000                         | 4,525                    |
| CONTRIBUTIONS / DONATIONS       | -                        | -                                  | -                                 | -                                              | -                   | -                              | -                                    | -                               | 18,000                   |
| INTERFUND TRANSFERS             | 21,801,891               | -                                  | -                                 | -                                              | -                   | -                              | -                                    | -                               | -                        |
| DEBT PROCEEDS                   | -                        | -                                  | -                                 | -                                              | -                   | -                              | -                                    | -                               | -                        |
| MISCELLANEOUS                   | 122,200                  | -                                  | -                                 | -                                              | -                   | -                              | -                                    | 7,500                           | 2,500                    |
| <b>TOTAL REVENUE</b>            | <b>\$ 61,207,197</b>     | <b>\$ 4,760,755</b>                | <b>\$ 1,306,899</b>               | <b>\$ 2,953,196</b>                            | <b>\$ 4,692,352</b> | <b>\$ 2,262,000</b>            | <b>\$ -</b>                          | <b>\$ 11,816,000</b>            | <b>\$ 116,900</b>        |
| <b>EXPENDITURES:</b>            |                          |                                    |                                   |                                                |                     |                                |                                      |                                 |                          |
| PERSONAL SERVICES               | \$ 48,146,970            | \$ -                               | \$ -                              | \$ -                                           | \$ 95,723           | \$ 1,700,135                   | \$ -                                 | \$ 5,034,353                    | \$ 7,500                 |
| OPERATION & MAINTENANCE         | 10,440,814               | 4,456,334                          | 1,171,886                         | 1,661,560                                      | 366,844             | 750,764                        | -                                    | 5,240,168                       | 150,000                  |
| CAPITAL                         | 642,922                  | 850,000                            | 439,000                           | 100,000                                        | 6,427,000           | 20,744                         | -                                    | 2,287,000                       | -                        |
| DEBT SERVICE                    | 301,891                  | 865,676                            | 466,895                           | 1,490,709                                      | -                   | -                              | -                                    | -                               | -                        |
| INTERFUND TRANSFERS             | 1,951,793                | 301,891                            | -                                 | 139,542                                        | -                   | -                              | -                                    | 25,000                          | -                        |
| <b>TOTAL EXPENDITURES</b>       | <b>\$ 61,484,390</b>     | <b>\$ 6,473,901</b>                | <b>\$ 2,077,781</b>               | <b>\$ 3,391,811</b>                            | <b>\$ 6,889,567</b> | <b>\$ 2,471,643</b>            | <b>\$ -</b>                          | <b>\$ 12,586,521</b>            | <b>\$ 157,500</b>        |
| <b>FUND BALANCE ENDING</b>      | <b>\$ 1,963,163</b>      | <b>\$ 5,139,684</b>                | <b>\$ 1,298,055</b>               | <b>\$ 3,083,759</b>                            | <b>\$ 6,341,997</b> | <b>\$ 3,455,024</b>            | <b>\$ -</b>                          | <b>\$ 5,032,971</b>             | <b>\$ 333,773</b>        |



**SPECIAL REVENUE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 25**

|                                 | EOC 9-1-1           | CITY<br>COUNTY<br>PLANNING | CITY<br>ATTORNEY<br>GRANTS | MUNCIPAL<br>COURT<br>GRANTS | ADMINI-<br>STRATION<br>GRANTS | POLICE<br>PROGRAMS | CITY<br>COUNTY<br>LIBRARY | AMERICAN<br>RESCUE PLAN<br>FUND | COMMUNITY<br>DEVELOPMENT<br>GRANTS |
|---------------------------------|---------------------|----------------------------|----------------------------|-----------------------------|-------------------------------|--------------------|---------------------------|---------------------------------|------------------------------------|
| <b>FUND BALANCE - BEGINNING</b> | <b>\$ 644,244</b>   | <b>\$ 988,330</b>          | <b>\$ 4,614</b>            | <b>\$ 2,384</b>             | <b>\$ -</b>                   | <b>\$ 794,842</b>  | <b>\$ 5,044,262</b>       | <b>\$ 884,504</b>               | <b>\$ 1,586,698</b>                |
| <b>REVENUE:</b>                 |                     |                            |                            |                             |                               |                    |                           |                                 |                                    |
| TAXES                           | \$ -                | \$ 642,650                 | \$ -                       | \$ -                        | \$ -                          | \$ -               | \$ 1,548,826              | \$ -                            | \$ -                               |
| SPECIAL ASSESSMENTS             | -                   | -                          | -                          | -                           | -                             | -                  | -                         | -                               | -                                  |
| LICENSES & PERMITS              | -                   | 90,000                     | -                          | -                           | -                             | -                  | -                         | -                               | -                                  |
| INTER-GOVERNMENTAL              | 1,112,010           | 1,499,281                  | 270,000                    | 523,826                     | -                             | 380,000            | 1,861,922                 | -                               | 2,169,623                          |
| CHARGES FOR SERVICE             | -                   | 383,075                    | -                          | -                           | -                             | 294,706            | 15,370                    | -                               | 15,000                             |
| FINES & FORFEITS                | -                   | -                          | 46,000                     | -                           | -                             | 170,000            | 15,100                    | -                               | -                                  |
| INVESTMENT EARNINGS             | 96,375              | 18,000                     | -                          | -                           | -                             | 17,540             | 98,300                    | 10,000                          | 30,058                             |
| CONTRIBUTIONS / DONATIONS       | -                   | 20,000                     | -                          | -                           | -                             | 50,000             | 93,490                    | -                               | -                                  |
| INTERFUND TRANSFERS             | -                   | 100,000                    | 310,693                    | -                           | -                             | -                  | 1,392,818                 | -                               | 69,285                             |
| DEBT PROCEEDS                   | -                   | -                          | -                          | -                           | -                             | -                  | -                         | -                               | -                                  |
| MISCELLANEOUS                   | 1,205               | -                          | -                          | -                           | -                             | -                  | 86,550                    | -                               | 200,000                            |
| <b>TOTAL REVENUE</b>            | <b>\$ 1,209,590</b> | <b>\$ 2,753,006</b>        | <b>\$ 626,693</b>          | <b>\$ 523,826</b>           | <b>\$ -</b>                   | <b>\$ 912,246</b>  | <b>\$ 5,112,376</b>       | <b>\$ 10,000</b>                | <b>\$ 2,483,966</b>                |
| <b>EXPENDITURES:</b>            |                     |                            |                            |                             |                               |                    |                           |                                 |                                    |
| PERSONAL SERVICES               | \$ 197,344          | \$ 1,587,763               | \$ 623,773                 | \$ 213,618                  | \$ -                          | \$ 502,316         | \$ 3,108,666              | \$ -                            | \$ 518,000                         |
| OPERATION & MAINTENANCE         | 1,225,683           | 1,195,211                  | -                          | 310,208                     | -                             | 312,000            | 2,007,408                 | -                               | 1,735,908                          |
| CAPITAL                         | -                   | -                          | -                          | -                           | -                             | -                  | -                         | -                               | -                                  |
| DEBT SERVICE                    | -                   | -                          | -                          | -                           | -                             | -                  | -                         | -                               | -                                  |
| INTERFUND TRANSFERS             | -                   | 2,414                      | -                          | -                           | -                             | -                  | 33,632                    | -                               | -                                  |
| <b>TOTAL EXPENDITURES</b>       | <b>\$ 1,423,027</b> | <b>\$ 2,785,388</b>        | <b>\$ 623,773</b>          | <b>\$ 523,826</b>           | <b>\$ -</b>                   | <b>\$ 814,316</b>  | <b>\$ 5,149,706</b>       | <b>\$ -</b>                     | <b>\$ 2,253,908</b>                |
| <b>FUND BALANCE ENDING</b>      | <b>\$ 430,807</b>   | <b>\$ 955,948</b>          | <b>\$ 7,534</b>            | <b>\$ 2,384</b>             | <b>\$ -</b>                   | <b>\$ 892,772</b>  | <b>\$ 5,006,932</b>       | <b>\$ 894,504</b>               | <b>\$ 1,816,756</b>                |

**SPECIAL REVENUE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 25**

|                                 | <b>PARK<br/>PROGRAMS</b>   | <b>DOWNTOWN<br/>REVOLVING<br/>LOAN PGM</b> | <b>CEMETERY<br/>IMPROVE-<br/>MENT</b> | <b>BIKE PATH/<br/>TRAIL<br/>DONATIONS</b> | <b>ANIMAL<br/>CONTROL<br/>DONATIONS</b> | <b>STREET<br/>MAINTENANCE<br/>DISTRICTS</b> | <b>STREET<br/>LIGHT MAINT<br/>DISTRICTS</b> | <b>STORM<br/>SEWER</b>     | <b>PARK<br/>MAINT.<br/>DISTRICTS</b> |
|---------------------------------|----------------------------|--------------------------------------------|---------------------------------------|-------------------------------------------|-----------------------------------------|---------------------------------------------|---------------------------------------------|----------------------------|--------------------------------------|
| <b>FUND BALANCE - BEGINNING</b> | <b><u>\$ 2,260,353</u></b> | <b><u>\$ 1,918,036</u></b>                 | <b><u>\$ 61,127</u></b>               | <b><u>\$ (66,612)</u></b>                 | <b><u>\$ 23,642</u></b>                 | <b><u>\$ 9,381,240</u></b>                  | <b><u>\$ 1,856,869</u></b>                  | <b><u>\$ 2,533,393</u></b> | <b><u>\$ 2,273,279</u></b>           |
| <b>REVENUE:</b>                 |                            |                                            |                                       |                                           |                                         |                                             |                                             |                            |                                      |
| TAXES                           | \$ -                       | \$ -                                       | \$ -                                  | \$ -                                      | \$ -                                    | \$ -                                        | \$ -                                        | \$ -                       | \$ -                                 |
| SPECIAL ASSESSMENTS             | -                          | -                                          | -                                     | -                                         | -                                       | 16,666,000                                  | 2,870,000                                   | 6,630,000                  | 1,464,637                            |
| LICENSES & PERMITS              | -                          | -                                          | -                                     | -                                         | -                                       | -                                           | -                                           | 500                        | -                                    |
| INTER-GOVERNMENTAL              | 1,000,000                  | -                                          | -                                     | 4,730,000                                 | -                                       | -                                           | -                                           | -                          | -                                    |
| CHARGES FOR SERVICE             | -                          | -                                          | 20,000                                | -                                         | -                                       | -                                           | -                                           | -                          | -                                    |
| FINES & FORFEITS                | -                          | -                                          | -                                     | -                                         | -                                       | -                                           | -                                           | -                          | -                                    |
| INVESTMENT EARNINGS             | 50,760                     | 66,600                                     | 4,665                                 | 120                                       | 526                                     | 155,000                                     | 30,000                                      | 102,000                    | 42,000                               |
| CONTRIBUTIONS / DONATIONS       | 142,500                    | -                                          | -                                     | 200,000                                   | -                                       | -                                           | -                                           | -                          | -                                    |
| INTERFUND TRANSFERS             | 5,000                      | -                                          | -                                     | 669,703                                   | -                                       | -                                           | -                                           | -                          | -                                    |
| DEBT PROCEEDS                   | -                          | -                                          | -                                     | -                                         | -                                       | -                                           | -                                           | -                          | -                                    |
| MISCELLANEOUS                   | -                          | 93,520                                     | -                                     | -                                         | -                                       | -                                           | -                                           | 5,900                      | -                                    |
| <b>TOTAL REVENUE</b>            | <b><u>\$ 1,198,260</u></b> | <b><u>\$ 160,120</u></b>                   | <b><u>\$ 24,665</u></b>               | <b><u>\$ 5,599,823</u></b>                | <b><u>\$ 526</u></b>                    | <b><u>\$ 16,821,000</u></b>                 | <b><u>\$ 2,900,000</u></b>                  | <b><u>\$ 6,738,400</u></b> | <b><u>\$ 1,506,637</u></b>           |
| <b>EXPENDITURES:</b>            |                            |                                            |                                       |                                           |                                         |                                             |                                             |                            |                                      |
| PERSONAL SERVICES               | \$ -                       | \$ -                                       | \$ -                                  | \$ -                                      | \$ -                                    | \$ -                                        | \$ -                                        | \$ -                       | \$ -                                 |
| OPERATION & MAINTENANCE         | 1,138,752                  | 815,515                                    | -                                     | -                                         | -                                       | 8,218,996                                   | 3,228,775                                   | 3,506,227                  | 1,374,623                            |
| CAPITAL                         | -                          | -                                          | -                                     | 5,545,000                                 | -                                       | 6,654,000                                   | -                                           | 3,897,000                  | 200,000                              |
| DEBT SERVICE                    | -                          | -                                          | -                                     | -                                         | -                                       | -                                           | -                                           | -                          | -                                    |
| INTERFUND TRANSFERS             | -                          | -                                          | -                                     | -                                         | -                                       | -                                           | -                                           | 1,015,000                  | -                                    |
| <b>TOTAL EXPENDITURES</b>       | <b><u>\$ 1,138,752</u></b> | <b><u>\$ 815,515</u></b>                   | <b><u>\$ -</u></b>                    | <b><u>\$ 5,545,000</u></b>                | <b><u>\$ -</u></b>                      | <b><u>\$ 14,872,996</u></b>                 | <b><u>\$ 3,228,775</u></b>                  | <b><u>\$ 8,418,227</u></b> | <b><u>\$ 1,574,623</u></b>           |
| <b>FUND BALANCE ENDING</b>      | <b><u>\$ 2,319,861</u></b> | <b><u>\$ 1,262,641</u></b>                 | <b><u>\$ 85,792</u></b>               | <b><u>\$ (11,789)</u></b>                 | <b><u>\$ 24,168</u></b>                 | <b><u>\$ 11,329,244</u></b>                 | <b><u>\$ 1,528,094</u></b>                  | <b><u>\$ 853,566</u></b>   | <b><u>\$ 2,205,293</u></b>           |

**SPECIAL REVENUE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 25**

|                                 | <b>PARK<br/>DISTRICT<br/>1</b> | <b>ARTERIAL<br/>STREET<br/>FEES</b> | <b>AMEND<br/>PARK</b> | <b>BALLFIELD<br/>STADIUM<br/>DONATIONS</b> | <b>ROAD<br/>MAINTENANCE<br/>DISTRICT</b> | <b>SIDEWALK<br/>HAZARD<br/>REPAIR</b> | <b>BALLPARK<br/>REPAIR<br/>FUND</b> |
|---------------------------------|--------------------------------|-------------------------------------|-----------------------|--------------------------------------------|------------------------------------------|---------------------------------------|-------------------------------------|
| <b>FUND BALANCE - BEGINNING</b> | <b>\$ 3,918,784</b>            | <b>\$ -</b>                         | <b>\$ 220,173</b>     | <b>\$ 492,667</b>                          | <b>\$ 24,301</b>                         | <b>\$ 679,091</b>                     | <b>\$ 151,450</b>                   |
| <b>REVENUE:</b>                 |                                |                                     |                       |                                            |                                          |                                       |                                     |
| TAXES                           | \$ -                           | \$ -                                | \$ -                  | \$ -                                       | \$ -                                     | \$ -                                  | \$ -                                |
| SPECIAL ASSESSMENTS             | -                              | -                                   | -                     | -                                          | 2,875                                    | 173,000                               | -                                   |
| LICENSES & PERMITS              | 6,000                          | -                                   | -                     | -                                          | -                                        | -                                     | -                                   |
| INTER-GOVERNMENTAL              | 40,000                         | -                                   | -                     | -                                          | -                                        | -                                     | -                                   |
| CHARGES FOR SERVICE             | 1,856,598                      | -                                   | 25,000                | -                                          | -                                        | 15,000                                | -                                   |
| FINES & FORFEITS                | -                              | -                                   | -                     | -                                          | -                                        | -                                     | -                                   |
| INVESTMENT EARNINGS             | 74,000                         | -                                   | 5,000                 | 10,300                                     | 500                                      | 2,000                                 | 3,400                               |
| CONTRIBUTIONS / DONATIONS       | 4,000                          | -                                   | -                     | 70,000                                     | -                                        | -                                     | -                                   |
| INTERFUND TRANSFERS             | 8,061,300                      | -                                   | -                     | -                                          | -                                        | -                                     | 30,000                              |
| DEBT PROCEEDS                   | -                              | -                                   | -                     | -                                          | -                                        | -                                     | -                                   |
| MISCELLANEOUS                   | -                              | -                                   | -                     | -                                          | -                                        | -                                     | -                                   |
| <b>TOTAL REVENUE</b>            | <b>\$ 10,041,898</b>           | <b>\$ -</b>                         | <b>\$ 30,000</b>      | <b>\$ 80,300</b>                           | <b>\$ 3,375</b>                          | <b>\$ 190,000</b>                     | <b>\$ 33,400</b>                    |
| <b>EXPENDITURES:</b>            |                                |                                     |                       |                                            |                                          |                                       |                                     |
| PERSONAL SERVICES               | \$ 5,009,498                   | \$ -                                | \$ -                  | \$ -                                       | \$ -                                     | \$ -                                  | \$ -                                |
| OPERATION & MAINTENANCE         | 2,549,746                      | -                                   | 235,964               | 10,855                                     | 501                                      | 190,000                               | 30,733                              |
| CAPITAL                         | 1,421,894                      | -                                   | -                     | 100,000                                    | -                                        | -                                     | -                                   |
| DEBT SERVICE                    | -                              | -                                   | -                     | -                                          | -                                        | -                                     | -                                   |
| INTERFUND TRANSFERS             | 1,057,258                      | -                                   | 5,000                 | -                                          | -                                        | -                                     | -                                   |
| <b>TOTAL EXPENDITURES</b>       | <b>\$ 10,038,396</b>           | <b>\$ -</b>                         | <b>\$ 240,964</b>     | <b>\$ 110,855</b>                          | <b>\$ 501</b>                            | <b>\$ 190,000</b>                     | <b>\$ 30,733</b>                    |
| <b>FUND BALANCE ENDING</b>      | <b>\$ 3,922,286</b>            | <b>\$ -</b>                         | <b>\$ 9,209</b>       | <b>\$ 462,112</b>                          | <b>\$ 27,175</b>                         | <b>\$ 679,091</b>                     | <b>\$ 154,117</b>                   |

**SPECIAL REVENUE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 25**

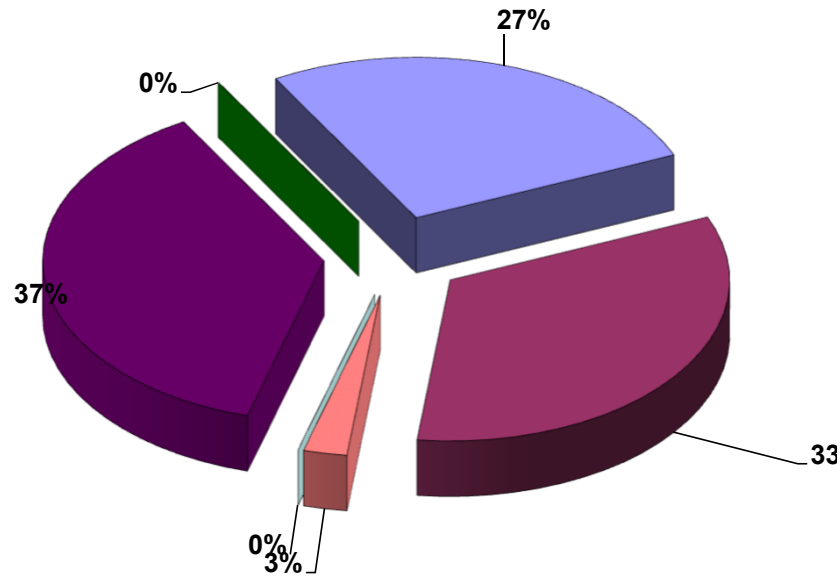
|                                 | <b>PROPOSED<br/>BUDGET<br/>FY 25</b> | <b>APPROVED<br/>BUDGET<br/>FY 24</b> | <b>INCREASE<br/>(DECREASE)</b> | <b>ACTUAL<br/>FY 23</b>      |
|---------------------------------|--------------------------------------|--------------------------------------|--------------------------------|------------------------------|
| <b>FUND BALANCE - BEGINNING</b> | <b><u>\$ 68,743,912</u></b>          | <b><u>\$ 60,147,770</u></b>          | <b><u>\$ 8,596,142</u></b>     | <b><u>\$ 70,752,148</u></b>  |
| <b>REVENUE:</b>                 |                                      |                                      |                                |                              |
| TAXES                           | \$ 42,487,703                        | \$ 40,047,100                        | \$ 2,440,603                   | \$ 35,235,552                |
| SPECIAL ASSESSMENTS             | 27,806,512                           | 25,424,911                           | 2,381,601                      | 27,712,577                   |
| LICENSES & PERMITS              | 2,291,500                            | 2,690,700                            | (399,200)                      | 2,620,142                    |
| INTER-GOVERNMENTAL              | 23,207,018                           | 17,109,067                           | 6,097,951                      | 13,349,171                   |
| CHARGES FOR SERVICE             | 17,006,558                           | 12,897,882                           | 4,108,676                      | 13,623,606                   |
| FINES & FORFEITS                | 283,000                              | 215,800                              | 67,200                         | 331,234                      |
| INVESTMENT EARNINGS             | 1,435,060                            | 456,853                              | 978,207                        | 2,946,404                    |
| CONTRIBUTIONS / DONATIONS       | 597,990                              | 432,000                              | 165,990                        | 306,394                      |
| INTERFUND TRANSFERS             | 32,440,690                           | 25,460,506                           | 6,980,184                      | 23,767,851                   |
| DEBT PROCEEDS                   | -                                    | 11,200,160                           | (11,200,160)                   | 353,818                      |
| MISCELLANEOUS                   | <u>519,375</u>                       | <u>917,660</u>                       | <u>(398,285)</u>               | <u>1,798,744</u>             |
| <b>TOTAL REVENUE</b>            | <b><u>\$ 148,075,406</u></b>         | <b><u>\$ 136,852,639</u></b>         | <b><u>\$ 11,222,767</u></b>    | <b><u>\$ 122,045,493</u></b> |
| <b>EXPENDITURES:</b>            |                                      |                                      |                                |                              |
| PERSONAL SERVICES               | \$ 66,745,659                        | \$ 59,080,514                        | \$ 7,665,145                   | \$ 54,718,458                |
| OPERATION & MAINTENANCE         | 52,325,475                           | 45,311,739                           | 7,013,736                      | 35,763,306                   |
| CAPITAL                         | 28,584,560                           | 34,462,533                           | (5,877,973)                    | 15,073,823                   |
| DEBT SERVICE                    | 3,125,171                            | 2,802,054                            | 323,117                        | 4,759,202                    |
| INTERFUND TRANSFERS             | <u>4,531,530</u>                     | <u>3,791,941</u>                     | <u>739,589</u>                 | <u>5,936,043</u>             |
| <b>TOTAL EXPENDITURES</b>       | <b><u>\$ 155,312,395</u></b>         | <b><u>\$ 145,448,781</u></b>         | <b><u>\$ 9,863,614</u></b>     | <b><u>\$ 116,250,832</u></b> |
| <b>FUND BALANCE ENDING</b>      | <b><u>\$ 61,506,923</u></b>          | <b><u>\$ 51,551,628</u></b>          | <b><u>\$ 9,955,295</u></b>     | <b><u>\$ 76,546,809</u></b>  |

# Debt Service Funds

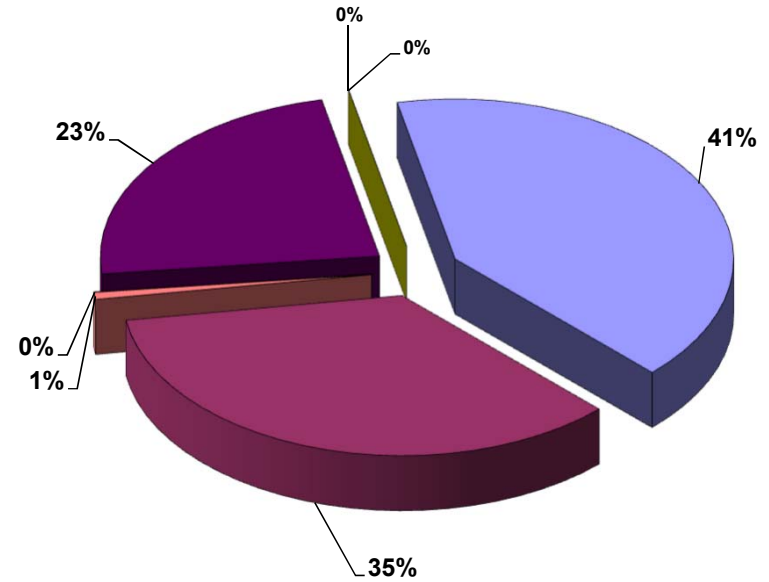
# Debt Service Funds

## Summary of Revenues

| <u>FY 25</u>        |                     | <u>FY 24</u>        |
|---------------------|---------------------|---------------------|
| \$ 1,451,272        | TAXES               | \$ 1,769,299        |
| 1,795,000           | SPECIAL ASSESSMENTS | 1,515,000           |
| 134,800             | INVESTMENT EARNINGS | 30,250              |
| -                   | DONATIONS           | -                   |
| 2,010,000           | INTERFUND TRANSFERS | 1,015,000           |
| -                   | DEBT PROCEEDS       | -                   |
| -                   | MISCELLANEOUS       | -                   |
| <u>\$ 5,391,072</u> | <u>TOTAL</u>        | <u>\$ 4,329,549</u> |



Fiscal Year 2025

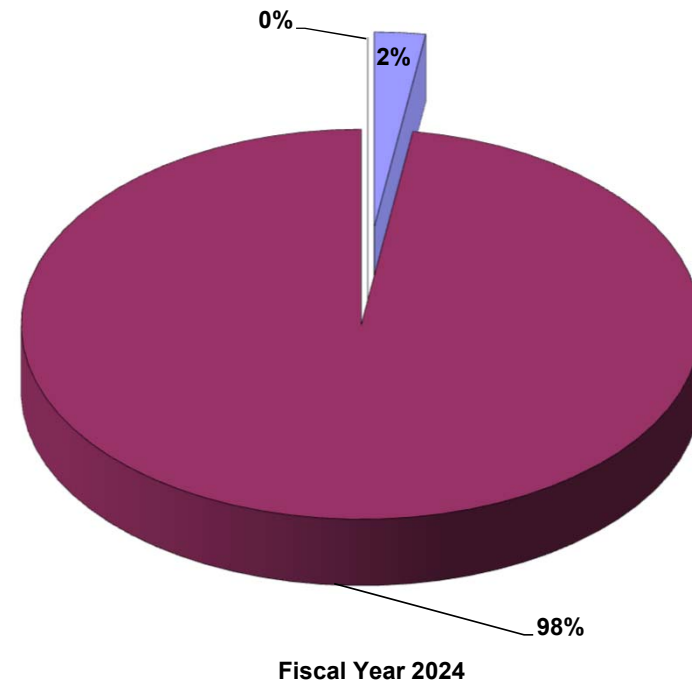
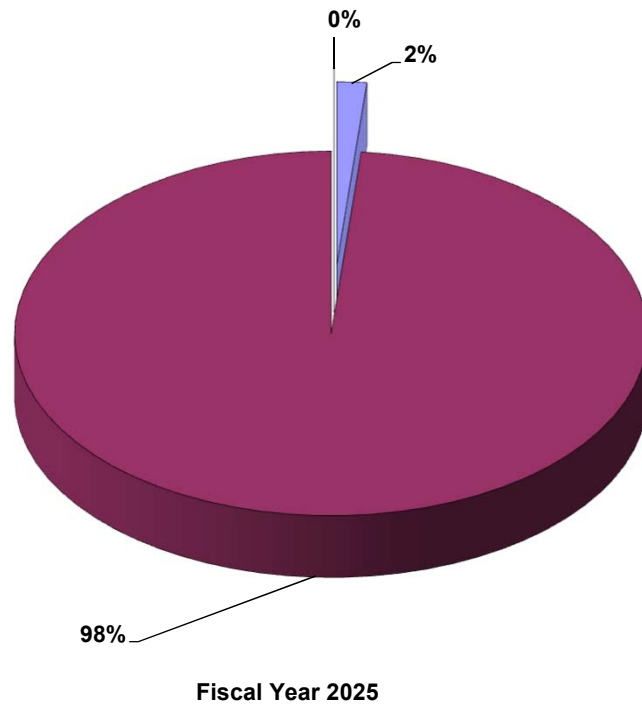


Fiscal Year 2024

# Debt Service Funds

## Summary of Expenditures

| <u>FY 25</u>        |                         | <u>FY 24</u>        |
|---------------------|-------------------------|---------------------|
| \$ 86,048           | OPERATION & MAINTENANCE | \$ 108,993          |
| 5,588,145           | DEBT SERVICE            | 4,383,694           |
| -                   | INTERFUND TRANSFERS     | -                   |
| <u>\$ 5,674,193</u> | TOTAL                   | <u>\$ 4,492,687</u> |



**DEBT SERVICE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 25**

|                                 | <b>SPECIAL<br/>IMPROVEMENT<br/>DISTRICTS</b> | <b>CITY HALL</b>  | <b>SERIES 2004A<br/>STREET<br/>IMPROVEMENTS</b> | <b>STORM<br/>SEWER</b> | <b>SIDEWALK &amp;<br/>CURB<br/>DISTRICTS</b> | <b>SERIES 2015<br/>BASEBALL FIELD<br/>REFUNDING</b> | <b>SERIES 2021<br/>LIBRARY</b> |
|---------------------------------|----------------------------------------------|-------------------|-------------------------------------------------|------------------------|----------------------------------------------|-----------------------------------------------------|--------------------------------|
| <b>FUND BALANCE - BEGINNING</b> | <b>\$ 1,913,449</b>                          | <b>\$ -</b>       | <b>\$ 370,270</b>                               | <b>\$ 2,729,780</b>    | <b>\$ 679,091</b>                            | <b>\$ 823,634</b>                                   | <b>\$ 748,559</b>              |
| <b>REVENUE:</b>                 |                                              |                   |                                                 |                        |                                              |                                                     |                                |
| TAXES                           | \$ -                                         | \$ -              | \$ -                                            | \$ -                   | \$ -                                         | \$ 745,755                                          | \$ 705,517                     |
| SPECIAL ASSESSMENTS             | 1,020,000                                    | -                 | -                                               | -                      | 775,000                                      | -                                                   | -                              |
| INVESTMENT EARNINGS             | 100,000                                      | -                 | -                                               | 24,300                 | 5,000                                        | 1,000                                               | 4,500                          |
| DONATIONS                       | -                                            | -                 | -                                               | -                      | -                                            | -                                                   | -                              |
| INTERFUND TRANSFERS             | -                                            | 995,000           | -                                               | 1,015,000              | -                                            | -                                                   | -                              |
| <b>TOTAL REVENUE</b>            | <b>\$ 1,120,000</b>                          | <b>\$ 995,000</b> | <b>\$ -</b>                                     | <b>\$ 1,039,300</b>    | <b>\$ 780,000</b>                            | <b>\$ 746,755</b>                                   | <b>\$ 710,017</b>              |
| <b>EXPENDITURES:</b>            |                                              |                   |                                                 |                        |                                              |                                                     |                                |
| OPERATION & MAINTENANCE         | \$ 43,600                                    | \$ -              | \$ 8,951                                        | \$ 8,500               | \$ 13,800                                    | \$ 10,547                                           | \$ 650                         |
| DEBT SERVICE                    | 1,076,500                                    | 995,000           | 350,175                                         | 995,095                | 670,000                                      | 736,600                                             | 764,775                        |
| INTERFUND TRANSFERS             | -                                            | -                 | -                                               | -                      | -                                            | -                                                   | -                              |
| <b>TOTAL EXPENDITURES</b>       | <b>\$ 1,120,100</b>                          | <b>\$ 995,000</b> | <b>\$ 359,126</b>                               | <b>\$ 1,003,595</b>    | <b>\$ 683,800</b>                            | <b>\$ 747,147</b>                                   | <b>\$ 765,425</b>              |
| <b>FUND BALANCE ENDING</b>      | <b>\$ 1,913,349</b>                          | <b>\$ -</b>       | <b>\$ 11,144</b>                                | <b>\$ 2,765,485</b>    | <b>\$ 775,291</b>                            | <b>\$ 823,242</b>                                   | <b>\$ 693,151</b>              |



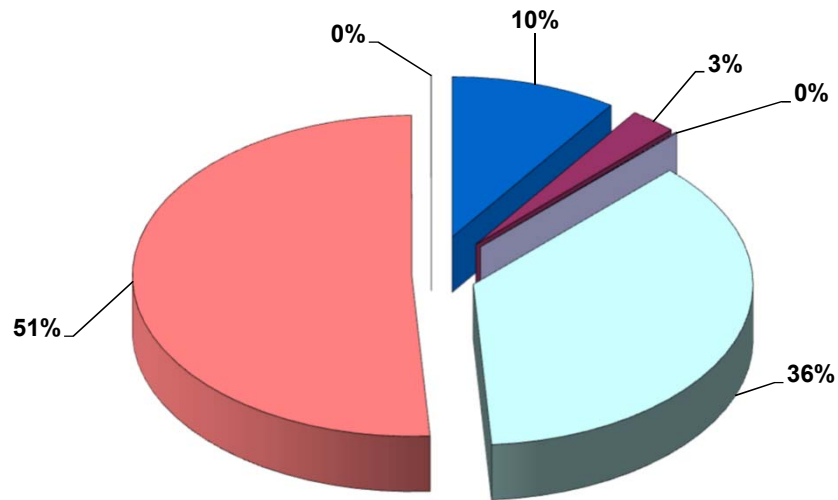
**DEBT SERVICE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 25**

|                                 | <b>PROPOSED<br/>BUDGET<br/>FY 25</b> | <b>APPROVED<br/>BUDGET<br/>FY 24</b> | <b>INCREASE<br/>(DECREASE)</b> | <b>ACTUAL<br/>FY 23</b> |
|---------------------------------|--------------------------------------|--------------------------------------|--------------------------------|-------------------------|
| <b>FUND BALANCE - BEGINNING</b> | <b>\$ 7,264,783</b>                  | <b>\$ 6,208,568</b>                  | <b>\$ 1,056,215</b>            | <b>\$ 6,520,291</b>     |
| <b>REVENUE:</b>                 |                                      |                                      |                                |                         |
| TAXES                           | \$ 1,451,272                         | \$ 1,769,299                         | \$ (318,027)                   | \$ 1,742,930            |
| SPECIAL ASSESSMENTS             | 1,795,000                            | 1,515,000                            | 280,000                        | 1,526,674               |
| INVESTMENT EARNINGS             | 134,800                              | 30,250                               | 104,550                        | 98,059                  |
| DONATIONS                       | -                                    | -                                    | -                              | -                       |
| INTERFUND TRANSFERS             | <u>2,010,000</u>                     | <u>1,015,000</u>                     | <u>995,000</u>                 | <u>1,844,647</u>        |
| <b>TOTAL REVENUE</b>            | <b>\$ 5,391,072</b>                  | <b>\$ 4,329,549</b>                  | <b>\$ 1,061,523</b>            | <b>\$ 5,212,310</b>     |
| <b>EXPENDITURES:</b>            |                                      |                                      |                                |                         |
| OPERATION & MAINTENANCE         | \$ 86,048                            | \$ 108,993                           | \$ (22,945)                    | \$ 22,512               |
| DEBT SERVICE                    | 5,588,145                            | 4,383,694                            | 1,204,451                      | 4,301,431               |
| INTERFUND TRANSFERS             | <u>-</u>                             | <u>-</u>                             | <u>-</u>                       | <u>2</u>                |
| <b>TOTAL EXPENDITURES</b>       | <b>\$ 5,674,193</b>                  | <b>\$ 4,492,687</b>                  | <b>\$ 1,181,506</b>            | <b>\$ 4,323,945</b>     |
| <b>FUND BALANCE ENDING</b>      | <b>\$ 6,981,662</b>                  | <b>\$ 6,045,430</b>                  | <b>\$ 936,232</b>              | <b>\$ 7,408,656</b>     |

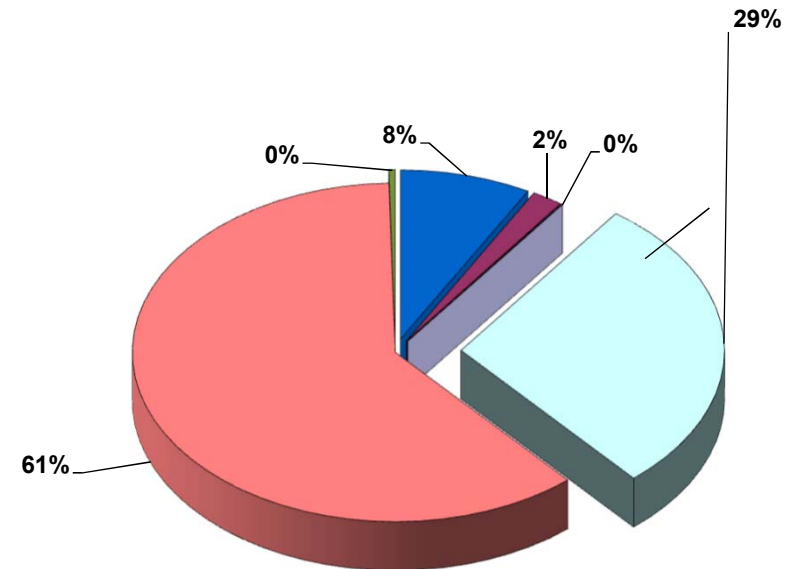
# Capital Projects Funds

# Capital Project Funds Summary of Revenues

| <u>FY 25</u>        |                      |                     | <u>FY 24</u> |
|---------------------|----------------------|---------------------|--------------|
| \$ 650,000          | INTER-GOVERNMENTAL   | \$ 650,000          |              |
| 182,200             | INVESTMENT EARNINGS  | 153,970             |              |
| 5,000               | DONATIONS            | 5,000               |              |
| 2,465,585           | INTERFUND TRANSFERS  | 2,308,884           |              |
| 3,442,500           | DEBT PROCEEDS        | 4,923,900           |              |
| 1,080               | <u>MISCELLANEOUS</u> | 31,116              |              |
| <u>\$ 6,746,365</u> | <u>TOTAL</u>         | <u>\$ 8,072,870</u> |              |



Fiscal Year 2025



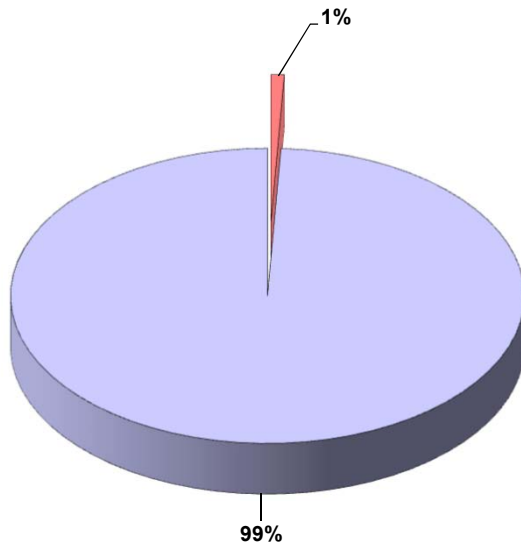
Fiscal Year 2024

# Capital Project Funds Summary of Expenditures

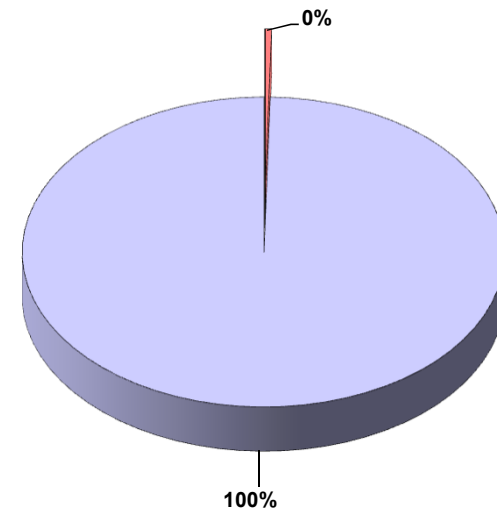
|           | <u>FY 25</u>     |
|-----------|------------------|
| \$        | 45,362           |
|           | 5,366,369        |
|           | -                |
| <u>\$</u> | <u>5,411,731</u> |

OPERATION & MAINTENANCE  
CAPITAL  
TRANSFERS  
TOTAL

|           | <u>FY 24</u>      |
|-----------|-------------------|
| \$        | 88,185            |
|           | 21,216,106        |
|           | -                 |
| <u>\$</u> | <u>21,304,291</u> |



Fiscal Year 2025



Fiscal Year 2024

**CAPITAL PROJECT FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 25**

|                                 | URBAN<br>RENEWAL<br>PROP. ACQUIST. | SIDEWALK<br>AND CURB<br>DISTRICTS | SPECIAL<br>IMPROVEMENT<br>DISTRICTS | CITY HALL<br>CONSTRUCTION | FIRE<br>STATION<br>CONSTR. | CAPITAL<br>REPLACEMENT | DOG PARK<br>CONSTRUCTION | PARK<br>CONSTRUCTION |
|---------------------------------|------------------------------------|-----------------------------------|-------------------------------------|---------------------------|----------------------------|------------------------|--------------------------|----------------------|
| <b>FUND BALANCE - BEGINNING</b> | <b>\$ 195,314</b>                  | <b>\$ -</b>                       | <b>\$ -</b>                         | <b>\$ (6,831,386)</b>     | <b>\$ 108,134</b>          | <b>\$ 6,718,273</b>    | <b>\$ 5,230</b>          | <b>\$ 73,656</b>     |
| <b>REVENUE:</b>                 |                                    |                                   |                                     |                           |                            |                        |                          |                      |
| TAXES                           | \$ -                               | \$ -                              | \$ -                                | \$ 200,000                | \$ -                       | \$ -                   | \$ -                     | \$ -                 |
| INTER-GOVERNMENTAL              | -                                  | -                                 | -                                   | 650,000                   | -                          | -                      | -                        | -                    |
| INVESTMENT EARNINGS             | 500                                | -                                 | -                                   | 30,000                    | 11,000                     | 137,700                | -                        | 3,000                |
| DONATIONS                       | -                                  | -                                 | -                                   | -                         | -                          | -                      | 5,000                    | -                    |
| INTERFUND TRANSFERS             | -                                  | -                                 | -                                   | 100,000                   | -                          | 2,365,585              | -                        | -                    |
| DEBT PROCEEDS                   | -                                  | 1,635,000                         | 1,807,500                           | -                         | -                          | -                      | -                        | -                    |
| MISCELLANEOUS                   | -                                  | -                                 | -                                   | -                         | -                          | 1,080                  | -                        | -                    |
| <b>TOTAL REVENUE</b>            | <b>\$ 500</b>                      | <b>\$ 1,635,000</b>               | <b>\$ 1,807,500</b>                 | <b>\$ 980,000</b>         | <b>\$ 11,000</b>           | <b>\$ 2,504,365</b>    | <b>\$ 5,000</b>          | <b>\$ 3,000</b>      |
| <b>EXPENDITURES:</b>            |                                    |                                   |                                     |                           |                            |                        |                          |                      |
| OPERATION & MAINTENANCE         | \$ 13,381                          | \$ -                              | \$ 25,000                           | \$ -                      | \$ -                       | \$ 6,981               | \$ -                     | \$ -                 |
| CAPITAL                         | 7,000                              | 1,635,000                         | 1,782,500                           | 995,000                   | -                          | 941,869                | 5,000                    | -                    |
| DEBT SERVICE                    | -                                  | -                                 | -                                   | -                         | -                          | -                      | -                        | -                    |
| INTERFUND TRANSFERS             | -                                  | -                                 | -                                   | -                         | -                          | -                      | -                        | -                    |
| <b>TOTAL EXPENDITURES</b>       | <b>\$ 20,381</b>                   | <b>\$ 1,635,000</b>               | <b>\$ 1,807,500</b>                 | <b>\$ 995,000</b>         | <b>\$ -</b>                | <b>\$ 948,850</b>      | <b>\$ 5,000</b>          | <b>\$ -</b>          |
| <b>FUND BALANCE ENDING</b>      | <b>\$ 175,433</b>                  | <b>\$ -</b>                       | <b>\$ -</b>                         | <b>\$ (6,846,386)</b>     | <b>\$ 119,134</b>          | <b>\$ 8,273,788</b>    | <b>\$ 5,230</b>          | <b>\$ 76,656</b>     |

**CAPITAL PROJECT FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 25**

|                                 | <b>PROPOSED<br/>BUDGET<br/>FY 25</b> | <b>APPROVED<br/>BUDGET<br/>FY 24</b> | <b>INCREASE<br/>(DECREASE)</b> | <b>ACTUAL<br/>FY 23</b>     |
|---------------------------------|--------------------------------------|--------------------------------------|--------------------------------|-----------------------------|
| <b>FUND BALANCE - BEGINNING</b> | <b><u>\$ 269,221</u></b>             | <b><u>\$ 17,321,281</u></b>          | <b><u>\$ (17,052,060)</u></b>  | <b><u>\$ 6,722,066</u></b>  |
| <b>REVENUE:</b>                 |                                      |                                      |                                |                             |
| TAXES                           | \$ 200,000                           | \$ 200,000                           | \$ -                           | \$ -                        |
| INTER-GOVERNMENTAL              | 650,000                              | 650,000                              | -                              | -                           |
| INVESTMENT EARNINGS             | 182,200                              | 153,970                              | 28,230                         | 307,006                     |
| DONATIONS                       | 5,000                                | 5,000                                | -                              | 68,500                      |
| INTERFUND TRANSFERS             | 2,465,585                            | 2,308,884                            | 156,701                        | 14,197,208                  |
| DEBT PROCEEDS                   | 3,442,500                            | 4,923,900                            | (1,481,400)                    | 1,710,593                   |
| MISCELLANEOUS                   | <u>1,080</u>                         | <u>31,116</u>                        | <u>(30,036)</u>                | <u>61,451</u>               |
| <b>TOTAL REVENUE</b>            | <b><u>\$ 6,946,365</u></b>           | <b><u>\$ 8,272,870</u></b>           | <b><u>\$ (1,326,505)</u></b>   | <b><u>\$ 16,344,758</u></b> |
| <b>EXPENDITURES:</b>            |                                      |                                      |                                |                             |
| OPERATION & MAINTENANCE         | \$ 45,362                            | \$ 88,185                            | \$ (42,823)                    | \$ 448,460                  |
| CAPITAL                         | 5,366,369                            | 21,216,106                           | (15,849,737)                   | 1,491,599                   |
| DEBT SERVICE                    | -                                    | -                                    | -                              | -                           |
| INTERFUND TRANSFERS             | <u>-</u>                             | <u>-</u>                             | <u>-</u>                       | <u>2,456</u>                |
| <b>TOTAL EXPENDITURES</b>       | <b><u>\$ 5,411,731</u></b>           | <b><u>\$ 21,304,291</u></b>          | <b><u>\$ (15,892,560)</u></b>  | <b><u>\$ 1,942,515</u></b>  |
| <b>FUND BALANCE ENDING</b>      | <b><u>\$ 1,803,855</u></b>           | <b><u>\$ 4,289,860</u></b>           | <b><u>\$ (2,486,005)</u></b>   | <b><u>\$ 21,124,309</u></b> |

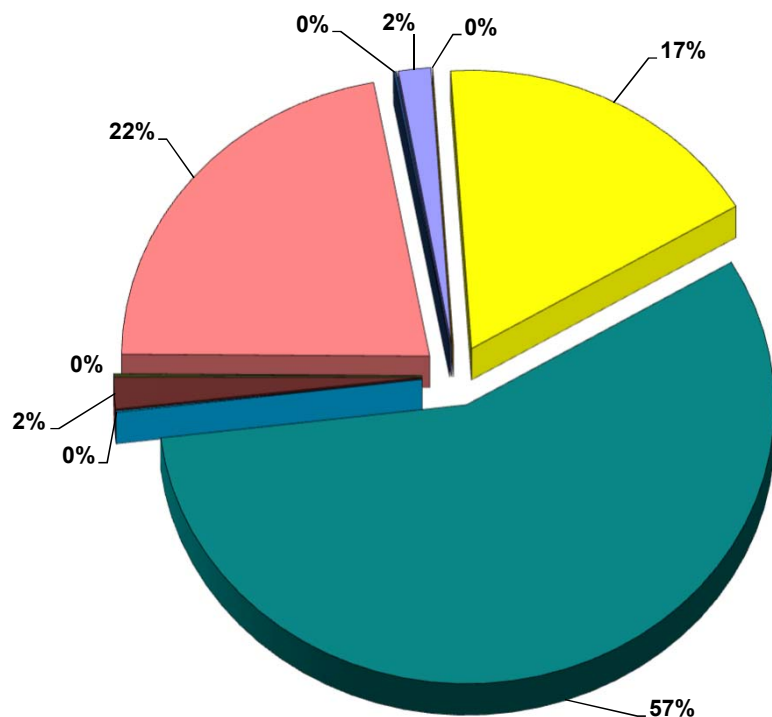
# Enterprise Funds

# Enterprise Funds Summary of Revenues

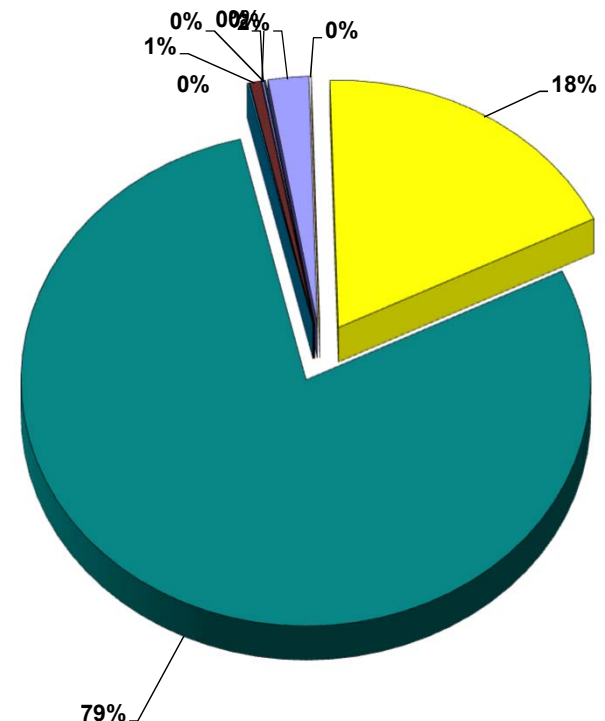
|    | <u>FY 25</u>          |
|----|-----------------------|
| \$ | 3,097,247             |
|    | -                     |
|    | 31,910,959            |
|    | 103,132,287           |
|    | 147,500               |
|    | 3,369,000             |
|    | 139,542               |
|    | 40,000,000            |
|    | 259,179               |
|    | <u>\$ 182,055,714</u> |

|                     |
|---------------------|
| TAXES               |
| SPECIAL ASSESSMENTS |
| INTER-GOVERNMENTAL  |
| CHARGES FOR SERVICE |
| FINES & FORFEITS    |
| INVESTMENT EARNINGS |
| INTERFUND TRANSFERS |
| DEBT PROCEEDS       |
| MISCELLANEOUS       |
| TOTAL               |

|    | <u>FY 24</u>          |
|----|-----------------------|
| \$ | 2,644,105             |
|    | -                     |
|    | 20,905,149            |
|    | 90,100,176            |
|    | 110,850               |
|    | 737,985               |
|    | 130,000               |
|    | -                     |
|    | 89,039                |
|    | <u>\$ 114,717,304</u> |



Fiscal Year 2025

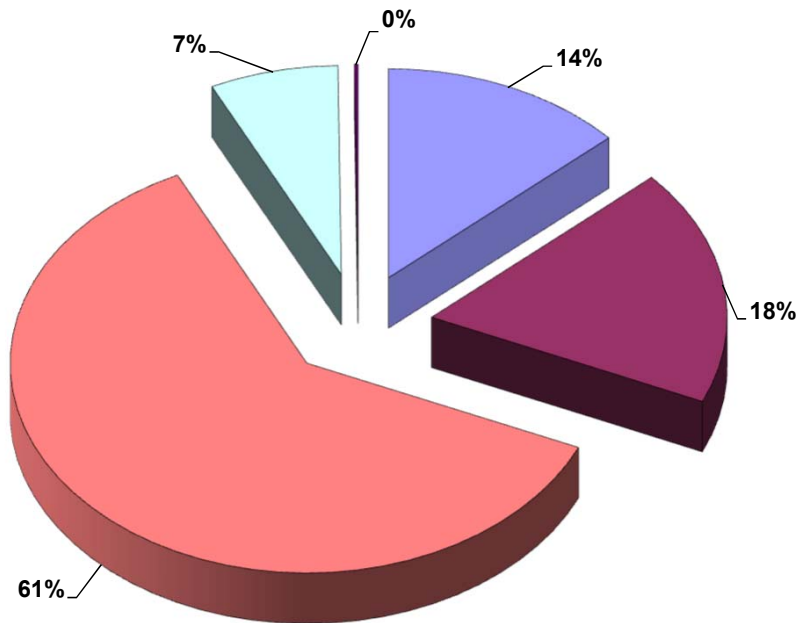


Fiscal Year 2024

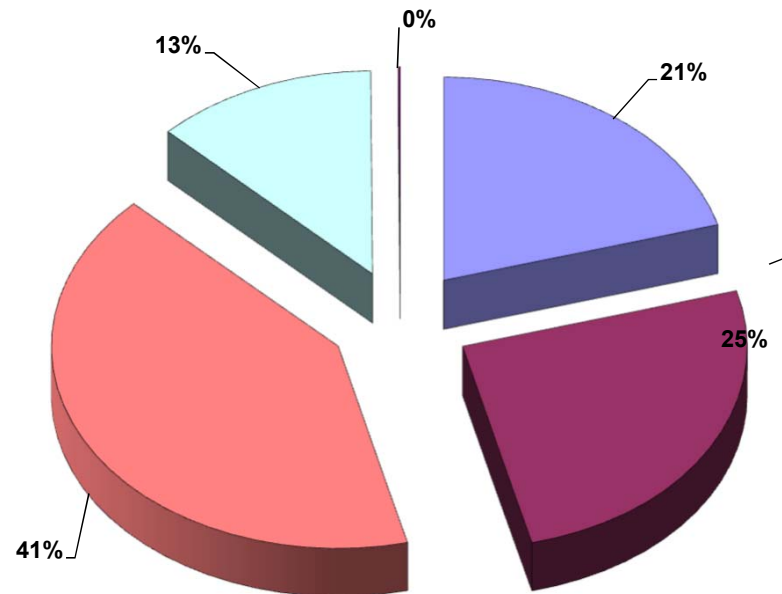


# Enterprise Funds Summary of Expenses

| <u>FY 25</u>          |                         | <u>FY 24</u>          |
|-----------------------|-------------------------|-----------------------|
| \$ 29,683,644         | PERSONAL SERVICES       | \$ 28,592,210         |
| 40,660,239            | OPERATION & MAINTENANCE | 35,463,312            |
| 136,262,641           | CAPITAL                 | 57,289,293            |
| 15,606,059            | DEBT SERVICE            | 17,418,933            |
| 410,000               | INTERFUND TRANSFERS     | 143,743               |
| <u>\$ 222,622,583</u> | <u>TOTAL</u>            | <u>\$ 138,907,491</u> |



Fiscal Year 2025



Fiscal Year 2024

**ENTERPRISE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 25**

|                                            | <b>WATER</b>                 | <b>WASTE-<br/>WATER</b>     | <b>PARKING</b>             | <b>SOLID<br/>WASTE</b>      | <b>AIRPORT</b>              | <b>TRANSIT</b>             |
|--------------------------------------------|------------------------------|-----------------------------|----------------------------|-----------------------------|-----------------------------|----------------------------|
| <b>WORKING CAPITAL -BEGINNING</b>          | <b><u>\$ 62,571,001</u></b>  | <b><u>\$ 17,735,796</u></b> | <b><u>\$ 1,627,232</u></b> | <b><u>\$ 10,189,268</u></b> | <b><u>\$ 30,124,481</u></b> | <b><u>\$ 5,969,086</u></b> |
| <b>REVENUE:</b>                            |                              |                             |                            |                             |                             |                            |
| TAXES                                      | \$ -                         | \$ -                        | \$ -                       | \$ -                        | \$ -                        | \$ 3,097,247               |
| LICENSES & PERMITS                         | -                            | -                           | 15,500                     | -                           | -                           | -                          |
| INTER-GOVERNMENTAL                         | 13,832,473                   | -                           | -                          | -                           | 13,597,425                  | 4,481,061                  |
| CHARGES FOR SERVICE                        | 35,081,000                   | 26,628,600                  | 2,340,020                  | 23,685,000                  | 14,634,424                  | 763,243                    |
| FINES & FORFEITS                           | -                            | -                           | 147,500                    | -                           | -                           | -                          |
| INVESTMENT EARNINGS                        | 1,678,000                    | 505,000                     | 30,000                     | 497,000                     | 520,000                     | 139,000                    |
| INTERFUND TRANSFERS                        | -                            | -                           | 139,542                    | -                           | -                           | -                          |
| DEBT PROCEEDS                              | 40,000,000                   | -                           | -                          | -                           | -                           | -                          |
| MISCELLANEOUS                              | 15,000                       | -                           | -                          | -                           | 228,480                     | 15,699                     |
| <b>TOTAL REVENUE</b>                       | <b><u>\$ 90,606,473</u></b>  | <b><u>\$ 27,133,600</u></b> | <b><u>\$ 2,672,562</u></b> | <b><u>\$ 24,182,000</u></b> | <b><u>\$ 28,980,329</u></b> | <b><u>\$ 8,496,250</u></b> |
| <b>EXPENSES:</b>                           |                              |                             |                            |                             |                             |                            |
| PERSONAL SERVICES                          | \$ 5,233,906                 | \$ 4,728,145                | \$ 773,189                 | \$ 7,551,689                | \$ 5,568,098                | \$ 5,828,617               |
| OPERATION & MAINTENANCE                    | 14,705,731                   | 7,815,935                   | 1,029,278                  | 10,552,208                  | 4,564,664                   | 1,992,423                  |
| CAPITAL                                    | 93,983,050                   | 14,534,740                  | 207,720                    | 7,565,000                   | 19,203,131                  | 769,000                    |
| DEBT SERVICE                               | 7,796,000                    | 5,331,000                   | 255,783                    | 1,565,000                   | 658,276                     | -                          |
| INTERFUND TRANSFERS                        | -                            | -                           | -                          | 410,000                     | -                           | -                          |
| <b>TOTAL EXPENSES</b>                      | <b><u>\$ 121,718,687</u></b> | <b><u>\$ 32,409,820</u></b> | <b><u>\$ 2,265,970</u></b> | <b><u>\$ 27,643,897</u></b> | <b><u>\$ 29,994,169</u></b> | <b><u>\$ 8,590,040</u></b> |
| WORKING CAPITAL NOT BUDGETED               |                              |                             |                            |                             |                             |                            |
| <b>WORKING CAPITAL - ENDING</b>            | <b><u>\$ 31,458,787</u></b>  | <b><u>\$ 12,459,576</u></b> | <b><u>\$ 2,033,824</u></b> | <b><u>\$ 6,727,371</u></b>  | <b><u>\$ 29,110,641</u></b> | <b><u>\$ 5,875,296</u></b> |
| <b>LESS OPERATING RESERVE</b>              | <b><u>5,400,000</u></b>      | <b><u>2,260,000</u></b>     | <b><u>290,000</u></b>      | <b><u>4,070,000</u></b>     | <b><u>1,700,000</u></b>     | <b><u>1,300,000</u></b>    |
| <b>LESS BOND/LOAN RESERVE REQUIREMENTS</b> | <b><u>1,385,000</u></b>      | <b><u>1,445,000</u></b>     | <b><u>-</u></b>            | <b><u>-</u></b>             | <b><u>2,425,000</u></b>     | <b><u>-</u></b>            |
| <b>AVAILABLE WORKING CAPITAL</b>           | <b><u>\$ 24,673,787</u></b>  | <b><u>\$ 8,754,576</u></b>  | <b><u>\$ 1,743,824</u></b> | <b><u>\$ 2,657,371</u></b>  | <b><u>\$ 24,985,641</u></b> | <b><u>\$ 4,575,296</u></b> |

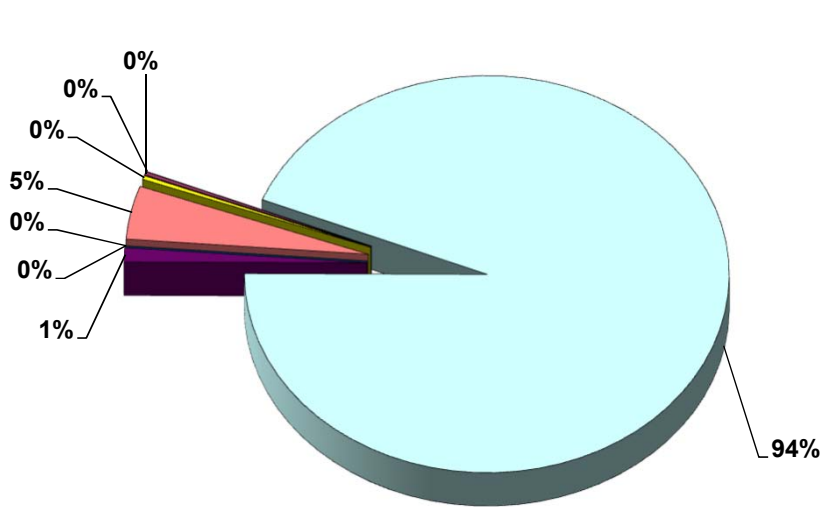
**ENTERPRISE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 25**

|                                            | <b>PROPOSED<br/>BUDGET<br/>FY 25</b> | <b>APPROVED<br/>BUDGET<br/>FY 24</b> | <b>INCREASE<br/>(DECREASE)</b> | <b>ACTUAL<br/>FY 23</b>      |
|--------------------------------------------|--------------------------------------|--------------------------------------|--------------------------------|------------------------------|
| <b>WORKING CAPITAL -BEGINNING</b>          | <b><u>\$ 128,216,864</u></b>         | <b><u>\$ 84,799,113</u></b>          | <b><u>\$ 43,417,751</u></b>    | <b><u>\$ 128,498,451</u></b> |
| <b>REVENUE:</b>                            |                                      |                                      |                                |                              |
| TAXES                                      | \$ 3,097,247                         | \$ 2,644,105                         | \$ 453,142                     | \$ 2,567,659                 |
| LICENSES & PERMITS                         | 15,500                               | 35,000                               | (19,500)                       | -                            |
| INTER-GOVERNMENTAL                         | 31,910,959                           | 20,905,149                           | 11,005,810                     | 20,770,075                   |
| CHARGES FOR SERVICE                        | 103,132,287                          | 90,100,176                           | 13,032,111                     | 91,311,320                   |
| FINES & FORFEITS                           | 147,500                              | 110,850                              | 36,650                         | 147,372                      |
| INVESTMENT EARNINGS                        | 3,369,000                            | 737,985                              | 2,631,015                      | 3,062,804                    |
| INTERFUND TRANSFERS                        | 139,542                              | 130,000                              | 9,542                          | 175,978                      |
| DEBT PROCEEDS                              | 40,000,000                           | -                                    | 40,000,000                     | -                            |
| MISCELLANEOUS                              | <u>259,179</u>                       | <u>89,039</u>                        | <u>170,140</u>                 | <u>4,173,796</u>             |
| <b>TOTAL REVENUE</b>                       | <b><u>\$ 182,071,214</u></b>         | <b><u>\$ 114,752,304</u></b>         | <b><u>\$ 67,318,910</u></b>    | <b><u>\$ 122,214,842</u></b> |
| <b>EXPENSES:</b>                           |                                      |                                      |                                |                              |
| PERSONAL SERVICES                          | \$ 29,683,644                        | \$ 28,592,210                        | \$ 1,091,434                   | \$ 27,391,721                |
| OPERATION & MAINTENANCE                    | 40,660,239                           | 35,463,312                           | 5,196,927                      | 34,615,419                   |
| CAPITAL                                    | 136,262,641                          | 57,289,293                           | 78,973,348                     | 39,608,471                   |
| DEBT SERVICE                               | 15,606,059                           | 17,418,933                           | (1,812,874)                    | 3,349,811                    |
| INTERFUND TRANSFERS                        | <u>410,000</u>                       | <u>143,743</u>                       | <u>266,257</u>                 | <u>1,616</u>                 |
| <b>TOTAL EXPENSES</b>                      | <b><u>\$ 222,622,583</u></b>         | <b><u>\$ 138,907,491</u></b>         | <b><u>\$ 83,715,092</u></b>    | <b><u>\$ 104,967,038</u></b> |
| WORKING CAPITAL NOT BUDGETED               |                                      |                                      |                                | (5,956,964)                  |
| <b>WORKING CAPITAL - ENDING</b>            | <b>\$ 87,665,495</b>                 | <b>\$ 60,643,926</b>                 | <b>\$ 27,021,569</b>           | <b>\$ 139,789,291</b>        |
| <b>LESS OPERATING RESERVE</b>              | <b>15,020,000</b>                    | <b>13,707,000</b>                    | <b>1,313,000</b>               | <b>8,934,147</b>             |
| <b>LESS BOND/LOAN RESERVE REQUIREMENTS</b> | <b><u>5,255,000</u></b>              | <b><u>5,255,000</u></b>              | <b><u>-</u></b>                | <b><u>10,516,097</u></b>     |
| <b>AVAILABLE WORKING CAPITAL</b>           | <b><u>\$ 67,390,495</u></b>          | <b><u>\$ 41,681,926</u></b>          | <b><u>\$ 25,708,569</u></b>    | <b><u>\$ 120,339,047</u></b> |

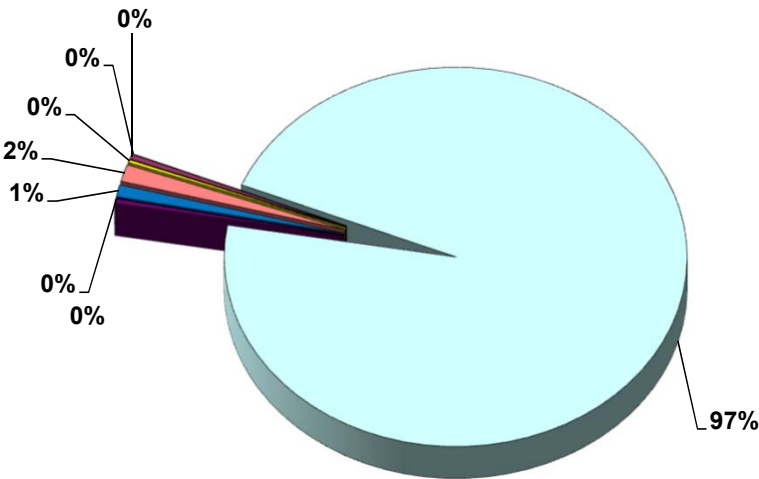
# Internal Service Funds

# Internal Service Fund Summary of Revenues

| FY 25 |            |                      | FY 24 |            |
|-------|------------|----------------------|-------|------------|
| \$    | 120,000    | SPECIAL ASSESSMENTS  | \$    | 85,000     |
|       | 100,000    | LICENSES AND PERMITS |       | 140,500    |
|       | -          | INTER-GOVERNMENTAL   |       | -          |
|       | 35,829,810 | CHARGES FOR SERVICE  |       | 33,472,182 |
|       | 440,500    | INVESTMENT EARNINGS  |       | 137,300    |
|       | -          | INTERFUND TRANSFERS  |       | 356,894    |
|       | 1,654,483  | MISCELLANEOUS        |       | 500,000    |
| \$    | 38,144,793 | TOTAL                | \$    | 34,691,876 |



Fiscal Year 2025



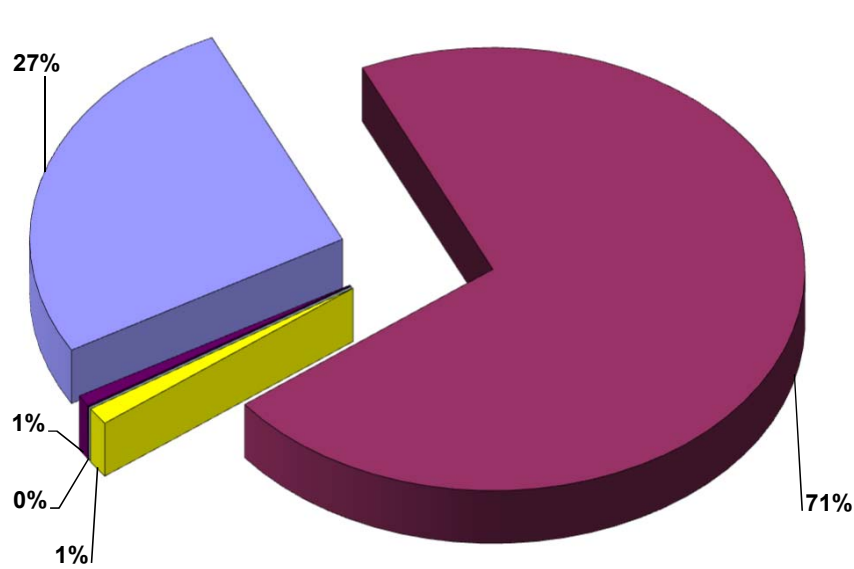
Fiscal Year 2024

# Internal Service Fund Summary of Expenses

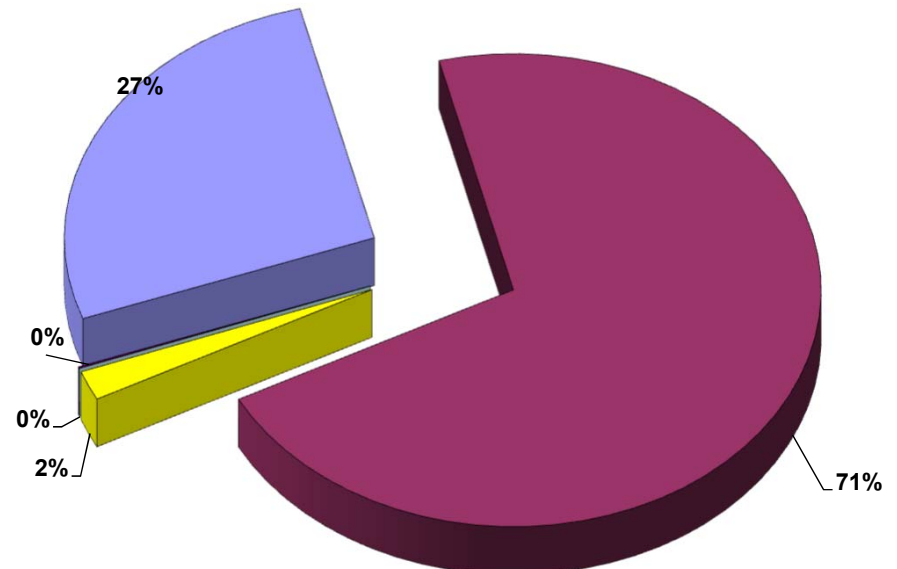
| <u>FY 25</u>         |
|----------------------|
| \$ 10,664,787        |
| 28,784,629           |
| 504,350              |
| -                    |
| 334,802              |
| <u>\$ 40,288,568</u> |

|                            |
|----------------------------|
| PERSONAL SERVICES          |
| OPERATION & MAINTENANCE    |
| CAPITAL                    |
| DEBT SERVICE               |
| <u>INTERFUND TRANSFERS</u> |
| TOTAL                      |

| <u>FY 24</u>         |
|----------------------|
| \$ 9,945,726         |
| 26,525,212           |
| 747,044              |
| -                    |
| 38,367               |
| <u>\$ 37,256,349</u> |



Fiscal Year 2025



Fiscal Year 2024

**INTERNAL SERVICE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 25**

|                                                        | <b>FLEET<br/>SERVICES</b> | <b>CENTRAL<br/>SERVICES</b> | <b>INFORMATION<br/>TECHNOLOGY</b> | <b>CITY HEALTH<br/>BENEFITS</b> | <b>CENTRAL<br/>TELEPHONE</b> | <b>RADIO<br/>COMMUNICATIONS</b> | <b>PROPERTY<br/>INSURANCE</b> | <b>FACILITIES<br/>MANAGEMENT</b> |
|--------------------------------------------------------|---------------------------|-----------------------------|-----------------------------------|---------------------------------|------------------------------|---------------------------------|-------------------------------|----------------------------------|
| <b>WORKING CAPITAL - BEGINNING</b>                     | <b>\$ 2,842,243</b>       | <b>\$ 230,191</b>           | <b>\$ 873,502</b>                 | <b>\$ 7,208,819</b>             | <b>\$ 350,730</b>            | <b>\$ 535,443</b>               | <b>\$ 45,907</b>              | <b>\$ 4,363,199</b>              |
| <b>REVENUE:</b>                                        |                           |                             |                                   |                                 |                              |                                 |                               |                                  |
| SPECIAL ASSESSMENTS                                    | \$ -                      | \$ -                        | \$ -                              | \$ -                            | \$ -                         | \$ -                            | \$ -                          | \$ -                             |
| LICENSES & PERMITS                                     | -                         | -                           | -                                 | -                               | -                            | -                               | -                             | -                                |
| INTER-GOVERNMENTAL                                     | -                         | -                           | -                                 | -                               | -                            | -                               | -                             | -                                |
| CHARGES FOR SERVICE                                    | 3,523,174                 | 113,427                     | 4,018,763                         | 14,247,000                      | 471,799                      | 218,096                         | 4,993,742                     | 891,847                          |
| INVESTMENT EARNINGS                                    | 48,000                    | 5,300                       | 25,000                            | 239,000                         | 8,200                        | 16,000                          | 6,700                         | 69,300                           |
| INTERFUND TRANSFERS                                    | -                         | -                           | -                                 | -                               | -                            | -                               | -                             | -                                |
| MISCELLANEOUS                                          | -                         | -                           | 500                               | -                               | -                            | -                               | -                             | 1,653,983                        |
| <b>TOTAL REVENUE</b>                                   | <b>\$ 3,571,174</b>       | <b>\$ 118,727</b>           | <b>\$ 4,044,263</b>               | <b>\$ 14,486,000</b>            | <b>\$ 479,999</b>            | <b>\$ 234,096</b>               | <b>\$ 5,000,442</b>           | <b>\$ 2,615,130</b>              |
| <b>EXPENSES:</b>                                       |                           |                             |                                   |                                 |                              |                                 |                               |                                  |
| PERSONAL SERVICES                                      | \$ 1,717,262              | \$ -                        | \$ 2,543,266                      | \$ 55,000                       | \$ 203,927                   | \$ -                            | \$ 125,668                    | \$ 834,389                       |
| OPERATION & MAINTENANCE                                | 608,685                   | 99,790                      | 1,494,995                         | 18,449,012                      | 276,039                      | 392,450                         | 4,168,577                     | 1,269,906                        |
| CAPITAL                                                | -                         | -                           | 42,000                            | -                               | -                            | -                               | -                             | 320,000                          |
| DEBT SERVICE                                           | -                         | -                           | -                                 | -                               | -                            | -                               | -                             | -                                |
| INTERFUND TRANSFERS                                    | 81,931                    | -                           | -                                 | -                               | -                            | -                               | -                             | 252,871                          |
| <b>TOTAL EXPENSES</b>                                  | <b>\$ 2,407,878</b>       | <b>\$ 99,790</b>            | <b>\$ 4,080,261</b>               | <b>\$ 18,504,012</b>            | <b>\$ 479,966</b>            | <b>\$ 392,450</b>               | <b>\$ 4,294,245</b>           | <b>\$ 2,677,166</b>              |
| <b>WORKING CAPITAL- ENDING</b>                         | <b>\$ 4,005,539</b>       | <b>\$ 249,128</b>           | <b>\$ 837,504</b>                 | <b>\$ 3,190,807</b>             | <b>\$ 350,763</b>            | <b>\$ 377,089</b>               | <b>\$ 752,104</b>             | <b>\$ 4,301,163</b>              |
| WORKING CAPITAL NOT BUDGETED                           | -                         | -                           | -                                 | -                               | -                            | -                               | -                             | -                                |
| <b>LESS RESERVED/DESIGNATED</b>                        | <b>860,600</b>            | <b>-</b>                    | <b>1,009,565</b>                  | <b>-</b>                        | <b>38,397</b>                | <b>-</b>                        | <b>1,374,158</b>              | <b>214,173</b>                   |
| <b>UNDESIGNATED WORKING<br/>CAPITAL BALANCE ENDING</b> | <b>\$ 3,144,939</b>       | <b>\$ 249,128</b>           | <b>\$ (172,061)</b>               | <b>\$ 3,190,807</b>             | <b>\$ 312,366</b>            | <b>\$ 377,089</b>               | <b>\$ (622,054)</b>           | <b>\$ 4,086,990</b>              |

**INTERNAL SERVICE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 25**

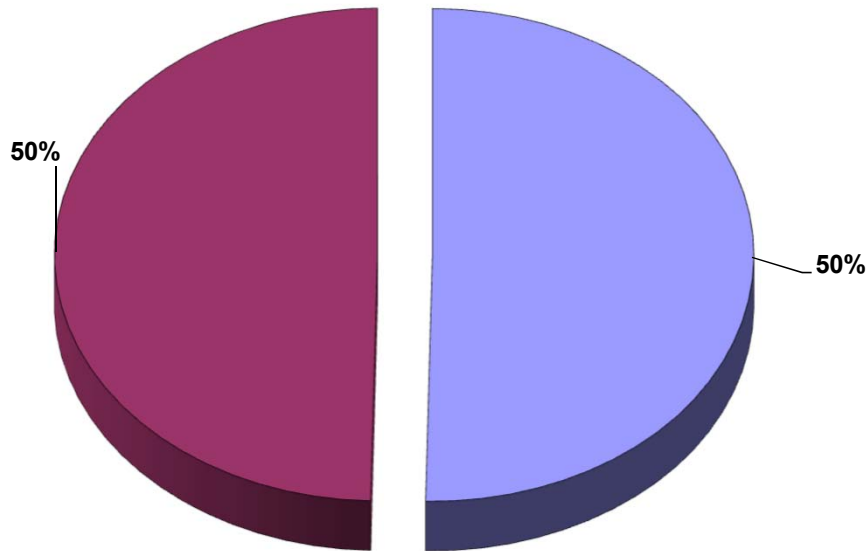
|                                                        | <b>PUBLIC WORKS<br/>ADMINISTRATION</b> | <b>PUBLIC WORKS<br/>ENGINEERING</b> | <b>PROPOSED<br/>BUDGET<br/>FY 25</b> | <b>APPROVED<br/>BUDGET<br/>FY 24</b> | <b>INCREASE<br/>(DECREASE)</b> | <b>ACTUAL<br/>FY 23</b> |
|--------------------------------------------------------|----------------------------------------|-------------------------------------|--------------------------------------|--------------------------------------|--------------------------------|-------------------------|
| <b>WORKING CAPITAL - BEGINNING</b>                     | <b>\$ 1,044,603</b>                    | <b>\$ (88,697)</b>                  | <b>\$ 17,405,940</b>                 | <b>\$ 15,522,114</b>                 | <b>\$ 1,883,826</b>            | <b>\$ 17,091,686</b>    |
| <b>REVENUE:</b>                                        |                                        |                                     |                                      |                                      |                                |                         |
| SPECIAL ASSESSMENTS                                    | \$ -                                   | \$ 120,000                          | \$ 120,000                           | \$ 85,000                            | \$ 35,000                      | \$ 86,380               |
| LICENSES & PERMITS                                     | -                                      | 100,000                             | 100,000                              | 140,500                              | (40,500)                       | 99,746                  |
| INTER-GOVERNMENTAL                                     | -                                      | -                                   | -                                    | -                                    | -                              | 751,917                 |
| CHARGES FOR SERVICE                                    | 3,114,119                              | 4,237,843                           | 35,829,810                           | 33,472,182                           | 2,357,628                      | 30,744,197              |
| INVESTMENT EARNINGS                                    | 20,000                                 | 3,000                               | 440,500                              | 137,300                              | 303,200                        | 438,555                 |
| INTERFUND TRANSFERS                                    | -                                      | -                                   | -                                    | 356,894                              | (356,894)                      | 532,057                 |
| MISCELLANEOUS                                          | -                                      | -                                   | 1,654,483                            | 500,000                              | 1,154,483                      | 108,220                 |
| <b>TOTAL REVENUE</b>                                   | <b>\$ 3,134,119</b>                    | <b>\$ 4,460,843</b>                 | <b>\$ 38,144,793</b>                 | <b>\$ 34,691,876</b>                 | <b>\$ 3,452,917</b>            | <b>\$ 32,761,072</b>    |
| <b>EXPENSES:</b>                                       |                                        |                                     |                                      |                                      |                                |                         |
| PERSONAL SERVICES                                      | \$ 2,245,282                           | \$ 2,939,993                        | \$ 10,664,787                        | \$ 9,945,726                         | \$ 719,061                     | \$ 7,573,820            |
| OPERATION & MAINTENANCE                                | 1,083,074                              | 942,101                             | 28,784,629                           | 26,525,212                           | 2,259,417                      | 25,268,463              |
| CAPITAL                                                | 20,000                                 | 122,350                             | 504,350                              | 747,044                              | (242,694)                      | 1,265,661               |
| DEBT SERVICE                                           | -                                      | -                                   | -                                    | -                                    | -                              | -                       |
| INTERFUND TRANSFERS                                    | -                                      | -                                   | 334,802                              | 38,367                               | 296,435                        | 97,299                  |
| <b>TOTAL EXPENSES</b>                                  | <b>\$ 3,348,356</b>                    | <b>\$ 4,004,444</b>                 | <b>\$ 40,288,568</b>                 | <b>\$ 37,256,349</b>                 | <b>\$ 3,032,219</b>            | <b>\$ 34,205,243</b>    |
| <b>WORKING CAPITAL- ENDING</b>                         | <b>\$ 830,366</b>                      | <b>\$ 367,702</b>                   | <b>\$ 15,262,165</b>                 | <b>\$ 12,957,641</b>                 | <b>\$ 2,304,524</b>            | <b>\$ 15,647,515</b>    |
| WORKING CAPITAL NOT BUDGETED                           | -                                      | -                                   | -                                    | -                                    | -                              | 4,831,406               |
| <b>LESS RESERVED/DESIGNATED</b>                        | <b>266,268</b>                         | <b>388,209</b>                      | <b>4,151,372</b>                     | <b>3,493,218</b>                     | <b>658,154</b>                 | <b>5,200,514</b>        |
| <b>UNDESIGNATED WORKING<br/>CAPITAL BALANCE ENDING</b> | <b>\$ 564,098</b>                      | <b>\$ (20,507)</b>                  | <b>\$ 11,110,793</b>                 | <b>\$ 9,464,423</b>                  | <b>\$ 1,646,370</b>            | <b>\$ 15,278,407</b>    |



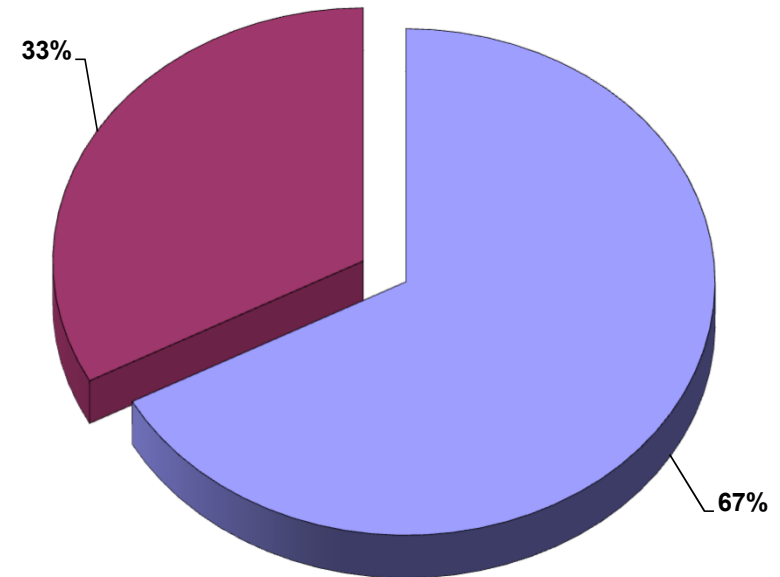
# Permanent Fund

# Permanent Fund Summary of Revenues

| <u>FY 25</u>     |                     | <u>FY 24</u>     |
|------------------|---------------------|------------------|
| \$ 18,750        | CHARGES FOR SERVICE | \$ 15,750        |
| 18,500           | INVESTMENT EARNINGS | 7,700            |
| <u>\$ 37,250</u> | <u>TOTAL</u>        | <u>\$ 23,450</u> |



Fiscal Year 2025



Fiscal Year 2024

**PERMANENT FUND  
SUMMARY  
OPERATING BUDGET  
FY 25**

|                                 | <b>CEMETERY<br/>PERPETUAL<br/>CARE</b> | <b>PROPOSED<br/>BUDGET<br/>FY 25</b> | <b>APPROVED<br/>BUDGET<br/>FY 24</b> | <b>INCREASE<br/>(DECREASE)</b>  | <b>ACTUAL<br/>FY 23</b>         |
|---------------------------------|----------------------------------------|--------------------------------------|--------------------------------------|---------------------------------|---------------------------------|
| <b>FUND BALANCE - BEGINNING</b> | <u><b>\$ 798,006</b></u>               | <u><b>\$ 798,006</b></u>             | <u><b>\$ 789,168</b></u>             | <u><b>\$ 8,838</b></u>          | <u><b>\$ 778,006</b></u>        |
| <b>REVENUE:</b>                 |                                        |                                      |                                      |                                 |                                 |
| CHARGES FOR SERVICE             | \$ 18,750                              | \$ 18,750                            | \$ 15,750                            | \$ 3,000                        | \$ 19,696                       |
| INVESTMENT EARNINGS             | <u>18,500</u>                          | <u>18,500</u>                        | <u>7,700</u>                         | <u>10,800</u>                   | <u>17,891</u>                   |
| <b>TOTAL REVENUE</b>            | <u><b>\$ 37,250</b></u>                | <u><b>\$ 37,250</b></u>              | <u><b>\$ 23,450</b></u>              | <u><b>\$ 13,800</b></u>         | <u><b>\$ 37,587</b></u>         |
| <b>EXPENDITURES:</b>            |                                        |                                      |                                      |                                 |                                 |
| INTERFUND TRANSFERS             | \$ 35,200                              | \$ 35,200                            | \$ 5,600                             | \$ 29,600                       | \$ 14,853                       |
| <b>TOTAL EXPENDITURES</b>       | <u><b>\$ 35,200</b></u>                | <u><b>\$ 35,200</b></u>              | <u><b>\$ 5,600</b></u>               | <u><b>\$ 29,600</b></u>         | <u><b>\$ 14,853</b></u>         |
| <b>FUND BALANCE ENDING</b>      | <u><u><b>\$ 800,056</b></u></u>        | <u><u><b>\$ 800,056</b></u></u>      | <u><u><b>\$ 807,018</b></u></u>      | <u><u><b>\$ (6,962)</b></u></u> | <u><u><b>\$ 800,740</b></u></u> |

# Fund Pages

# General Fund

**GENERAL OPERATING FUND  
OPERATING BUDGET**

FUND 0100

|                                    | <b>ACTUAL<br/>FY 22</b>     | <b>ACTUAL<br/>FY 23</b>     | <b>BUDGET<br/>FY 24</b>     | <b>ESTIMATE<br/>FY 24</b>   | <b>PROPOSED<br/>FY 25</b>   |
|------------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <b>FUND BALANCE BEGINNING</b>      | <b><u>\$ 33,457,280</u></b> | <b><u>\$ 11,579,301</u></b> | <b><u>\$ 11,762,131</u></b> | <b><u>\$ 12,754,877</u></b> | <b><u>\$ 12,398,052</u></b> |
| <b>REVENUES:</b>                   |                             |                             |                             |                             |                             |
| TAXES                              | \$ 18,635,569               | \$ 19,195,911               | \$ 23,004,702               | \$ 23,423,710               | \$ 22,920,627               |
| SPECIAL ASSESSMENTS                | 12,378                      | 17,005                      | -                           | 15,000                      | -                           |
| LICENSES & PERMITS                 | 1,978,414                   | 1,986,222                   | 1,974,028                   | 1,850,000                   | 1,845,576                   |
| INTER-GOVERNMENTAL                 | 12,780,222                  | 12,853,964                  | 13,279,363                  | 13,493,106                  | 13,707,744                  |
| CHARGES FOR SERVICE                | 4,720,626                   | 4,677,141                   | 4,924,395                   | 4,440,000                   | 3,790,321                   |
| FINES & FORFEITS                   | 1,136,323                   | 1,152,957                   | 1,294,046                   | 1,204,000                   | 1,294,046                   |
| INVESTMENT EARNINGS                | (206,021)                   | 139,064                     | 65,000                      | 160,000                     | 97,000                      |
| INTERFUND TRANSFERS                | 1,565,491                   | 19,303                      | 10,600                      | 10,600                      | 769,802                     |
| MISCELLANEOUS                      | 351                         | 13,184                      | -                           | 10,000                      | -                           |
| <b>TOTAL REVENUE</b>               | <b><u>\$ 40,623,353</u></b> | <b><u>\$ 40,054,751</u></b> | <b><u>\$ 44,552,134</u></b> | <b><u>\$ 44,606,416</u></b> | <b><u>\$ 44,425,116</u></b> |
| <b>EXPENDITURES:</b>               |                             |                             |                             |                             |                             |
| MAYOR AND CITY COUNCIL             | \$ 577,113                  | \$ 336,053                  | \$ 393,729                  | \$ 363,443                  | \$ 396,897                  |
| CITY ADMINISTRATOR                 | 969,973                     | 1,192,468                   | 1,347,937                   | 1,143,776                   | 1,424,672                   |
| HUMAN RESOURCES                    | 848,739                     | 997,892                     | 1,089,704                   | 975,000                     | 1,130,791                   |
| CITY ATTORNEY                      | 2,346,528                   | 2,474,916                   | 2,924,845                   | 2,700,032                   | 3,513,409                   |
| MUNICIPAL COURT                    | 1,383,573                   | 1,495,343                   | 2,002,135                   | 1,722,444                   | 2,119,094                   |
| FINANCE                            | 1,626,034                   | 1,696,798                   | 1,987,872                   | 1,852,920                   | 2,042,499                   |
| CODE ENFORCEMENT                   | 722,168                     | 976,587                     | 1,111,845                   | 967,993                     | 1,200,866                   |
| PARKS, RECREATION AND PUBLIC LANDS | 4,926,090                   | 4,916,695                   | 5,004,486                   | 4,826,973                   | -                           |
| NON-DEPARTMENTAL                   | 49,101,114                  | 24,792,423                  | 30,114,749                  | 30,410,660                  | 32,613,811                  |
| <b>TOTAL EXPENDITURES</b>          | <b><u>\$ 62,501,332</u></b> | <b><u>\$ 38,879,175</u></b> | <b><u>\$ 45,977,302</u></b> | <b><u>\$ 44,963,241</u></b> | <b><u>\$ 44,442,039</u></b> |
| <b>FUND BALANCE ENDING</b>         | <b><u>\$ 11,579,301</u></b> | <b><u>\$ 12,754,877</u></b> | <b><u>\$ 10,336,963</u></b> | <b><u>\$ 12,398,052</u></b> | <b><u>\$ 12,381,129</u></b> |
| <b>LESS:</b>                       |                             |                             |                             |                             |                             |
| COMMITTED                          | 12,198,022                  | 11,826,034                  | 11,210,074                  | 11,210,074                  | 12,701,222                  |
| <b>UNASSIGNED</b>                  | <b><u>\$ (618,721)</u></b>  | <b><u>\$ 928,843</u></b>    | <b><u>\$ (873,111)</u></b>  | <b><u>\$ 1,187,978</u></b>  | <b><u>\$ (320,093)</u></b>  |

# Special Revenue Funds

**PUBLIC SAFETY FUND  
OPERATING BUDGET**

FUND 1500, 1510

|                                  | <b>ACTUAL<br/>FY 22</b> | <b>ACTUAL<br/>FY 23</b> | <b>BUDGET<br/>FY 24</b> | <b>ESTIMATE<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|----------------------------------|-------------------------|-------------------------|-------------------------|---------------------------|---------------------------|
| <b>FUND BALANCE BEGINNING</b>    | <b>\$ 1,769,303</b>     | <b>\$ 2,044,487</b>     | <b>\$ 1,800,000</b>     | <b>\$ 2,567,456</b>       | <b>\$ 2,240,356</b>       |
| <b>REVENUE:</b>                  |                         |                         |                         |                           |                           |
| PROPERTY TAXES                   | \$ 18,026,824           | \$ 26,147,771           | \$ 30,638,138           | \$ 29,392,313             | \$ 31,820,639             |
| MARIJUANA EXCISE TAX             | -                       | 161,849                 | 369,000                 | 266,701                   | 425,000                   |
| LICENSES & PERMITS               | 34,627                  | 18,385                  | 34,200                  | 43,250                    | 37,000                    |
| INTER-GOVERNMENTAL               | 3,639,740               | 3,438,908               | 3,796,880               | 3,276,022                 | 3,757,267                 |
| CHARGES FOR SERVICE              | 2,342,940               | 2,783,602               | 2,607,756               | 2,520,518                 | 3,171,309                 |
| FINES & FORFEITS                 | 8,339                   | 45,662                  | 34,800                  | 49,286                    | 51,900                    |
| INVESTMENT EARNINGS              | (31,942)                | 65,533                  | 5,000                   | 39,540                    | 19,991                    |
| INTERFUND TRANSFERS-SOUTH TIF PD | 214,077                 | 204,898                 | 312,294                 | 312,294                   |                           |
| INTERFUND TRANSFERS-GENERAL FD   | 26,400,000              | 21,876,136              | 19,294,455              | 19,294,455                | 21,801,891                |
| MISCELLANEOUS                    | 83,597                  | 88,153                  | 117,210                 | 138,992                   | 122,200                   |
| <b>TOTAL REVENUE</b>             | <b>\$ 50,718,202</b>    | <b>\$ 54,830,897</b>    | <b>\$ 57,209,733</b>    | <b>\$ 55,333,371</b>      | <b>\$ 61,207,197</b>      |
| <b>EXPENDITURES:</b>             |                         |                         |                         |                           |                           |
| <b>POLICE:</b>                   |                         |                         |                         |                           |                           |
| ADMINISTRATION                   | \$ 1,444,525            | \$ 1,907,194            | \$ 2,328,138            | \$ 2,303,211              | \$ 2,486,814              |
| OPERATIONS                       | 19,426,772              | 20,274,631              | 19,834,398              | 19,580,947                | 21,370,836                |
| INVESTIGATIONS                   | 2,795,051               | 4,227,764               | 4,516,090               | 3,922,471                 | 4,456,471                 |
| SUPPORT SERV.                    | 2,238,719               | 2,317,468               | 2,896,454               | 2,477,587                 | 2,925,952                 |
| ANIMAL CONTROL                   | 945,544                 | 936,329                 | 1,118,268               | 1,113,117                 | 1,267,857                 |
| <b>TOTAL POLICE</b>              | <b>\$ 26,850,612</b>    | <b>\$ 29,663,386</b>    | <b>\$ 30,693,348</b>    | <b>\$ 29,397,333</b>      | <b>\$ 32,507,930</b>      |
| <b>FIRE:</b>                     |                         |                         |                         |                           |                           |
| ADMINISTRATION                   | \$ 1,509,013            | \$ 1,815,568            | \$ 2,053,238            | \$ 1,879,952              | \$ 2,213,310              |
| PREVENTION/INVESTIGATIONS        | 970,699                 | 917,397                 | 984,365                 | 980,404                   | 1,148,752                 |
| TRAINING                         | 416,769                 | 421,092                 | 505,730                 | 400,000                   | 501,279                   |
| EQUIPMENT/MAINTENANCE            | 1,669,945               | 1,908,329               | 2,180,467               | 1,916,828                 | 2,021,372                 |
| SUPPRESSION                      | 16,056,708              | 16,211,166              | 16,333,988              | 17,267,248                | 18,095,474                |
| 9-1-1 EMERGENCY OP CENTER        | 2,886,470               | 3,045,489               | 3,555,878               | 3,404,290                 | 3,545,889                 |
| COMMUNICATIONS EQUIPMENT         | 82,802                  | 64,915                  | 105,023                 | 65,000                    | 106,233                   |
| <b>TOTAL FIRE</b>                | <b>\$ 23,592,406</b>    | <b>\$ 24,383,956</b>    | <b>\$ 25,718,689</b>    | <b>\$ 25,913,722</b>      | <b>\$ 27,632,309</b>      |
| <b>MENTAL HEALTH:</b>            |                         |                         |                         |                           |                           |
| CRISIS RESPONSE UNITS            | -                       | 61,237                  | 233,730                 | 94,674                    | 194,151                   |
| OTHER MH/SA PROGRAMS             | -                       | 199,349                 | 1,018,966               | 254,742                   | 1,150,000                 |
| <b>TOTAL MENTAL HEALTH</b>       | <b>\$ 23,592,406</b>    | <b>\$ 24,644,542</b>    | <b>\$ 26,971,385</b>    | <b>\$ 26,263,138</b>      | <b>\$ 1,344,151</b>       |
| <b>TOTAL EXPENDITURES</b>        | <b>\$ 50,443,018</b>    | <b>\$ 54,307,928</b>    | <b>\$ 57,664,733</b>    | <b>\$ 55,660,471</b>      | <b>\$ 61,484,390</b>      |
| <b>FUND BALANCE-ENDING</b>       | <b>\$ 2,044,487</b>     | <b>\$ 2,567,456</b>     | <b>\$ 1,345,000</b>     | <b>\$ 2,240,356</b>       | <b>\$ 1,963,163</b>       |
| <b>LESS:</b>                     |                         |                         |                         |                           |                           |
| RESTRICTED                       | 2,044,487               | 2,567,456               | 1,345,000               | 2,240,356                 | 1,963,163                 |
| <b>UNASSIGNED</b>                | <b>\$ -</b>             | <b>\$ -</b>             | <b>\$ -</b>             | <b>\$ -</b>               | <b>\$ -</b>               |



**SOUTH TAX INCREMENT OPERATING FUND  
OPERATING BUDGET**

FUND 1990

|                               | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | APPROVED<br>FY 24    | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
|-------------------------------|---------------------|---------------------|----------------------|---------------------|---------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 7,122,007</b> | <b>\$ 5,019,603</b> | <b>\$ 5,206,533</b>  | <b>\$ 7,800,374</b> | <b>\$ 6,852,830</b> |
| <b>REVENUE:</b>               |                     |                     |                      |                     |                     |
| TAXES                         | \$ 3,678,969        | \$ 3,739,610        | \$ 3,756,660         | \$ 4,394,785        | \$ 4,318,168        |
| INTERGOVERNMENTAL             | 287,860             | 292,587             | 292,587              | 292,587             | 292,587             |
| INVESTMENT EARNINGS           | (84,710)            | 141,525             | 50,000               | 238,864             | 150,000             |
| PROCEEDS FROM DEBT            | -                   | 3,000,000           | 6,500,000            | -                   | -                   |
| <b>TOTAL REVENUE</b>          | <b>\$ 3,882,119</b> | <b>\$ 7,173,722</b> | <b>\$ 10,599,247</b> | <b>\$ 4,926,236</b> | <b>\$ 4,760,755</b> |
| <b>EXPENDITURES:</b>          |                     |                     |                      |                     |                     |
| OPERATION AND MAINTENANCE     |                     |                     |                      |                     |                     |
| CHARGE FOR SERVICES           | \$ 65,534           | \$ 59,392           | \$ 73,075            | \$ 73,076           | \$ 84,133           |
| DEVELOPMENT INCENTIVES        | 179,843             | 272,341             | 1,967,641            | 2,039,687           | 4,196,201           |
| SBURA OPERATING AGREEMENT     | 120,999             | 79,291              | 186,000              | 202,336             | 176,000             |
| BOND DISCOUNT                 | -                   | 14,905              | 15,000               | -                   | -                   |
| MISCELLANEOUS                 | -                   | 9                   | -                    | 2                   | -                   |
| CAPITAL                       | 4,759,701           | 3,003,721           | 10,529,622           | 2,310,937           | 850,000             |
| DEBT SERVICE                  | 644,369             | 758,394             | 1,091,269            | 942,069             | 865,676             |
| TRANSFER TO OTHER FUNDS       | 214,077             | 204,898             | 312,294              | 305,673             | 301,891             |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 5,984,523</b> | <b>\$ 4,392,951</b> | <b>\$ 14,174,901</b> | <b>\$ 5,873,780</b> | <b>\$ 6,473,901</b> |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 5,019,603</b> | <b>\$ 7,800,374</b> | <b>\$ 1,630,879</b>  | <b>\$ 6,852,830</b> | <b>\$ 5,139,684</b> |
| <b>LESS:</b>                  |                     |                     |                      |                     |                     |
| RESTRICTED                    | 5,019,603           | 7,800,374           | 1,630,879            | 6,852,830           | 5,139,684           |

**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<br>OPERATING BUDGET |                     |                     |                     |                     |                     |
|-------------------------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| FUND 2010                                             | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
| FUND BALANCE BEGINNING                                | <u>\$ 1,708,122</u> | <u>\$ 1,806,426</u> | <u>\$ 1,963,356</u> | <u>\$ 1,940,737</u> | <u>\$ 2,068,937</u> |
| REVENUE:                                              |                     |                     |                     |                     |                     |
| TAXES                                                 | \$ 776,384          | \$ 763,862          | \$ 801,340          | \$ 1,000,400        | \$ 1,105,420        |
| INTERGOVERNMENTAL                                     | 171,479             | 171,479             | 171,479             | 171,479             | 171,479             |
| INVESTMENT EARNINGS                                   | <u>(20,809)</u>     | <u>39,196</u>       | <u>15,000</u>       | <u>54,685</u>       | <u>30,000</u>       |
| TOTAL REVENUE                                         | <u>\$ 927,054</u>   | <u>\$ 974,537</u>   | <u>\$ 987,819</u>   | <u>\$ 1,226,564</u> | <u>\$ 1,306,899</u> |
| EXPENDITURES:                                         |                     |                     |                     |                     |                     |
| OPERATIONS AND MAINTENANCE                            |                     |                     |                     |                     |                     |
| CHARGE FOR SERVICES                                   | \$ 52,452           | \$ 38,014           | \$ 43,356           | \$ 43,361           | \$ 51,225           |
| EBURD OPERATING AGREEMENT                             | 139,946             | 104,961             | 139,948             | 186,595             | 165,535             |
| DEVELOPMENT INCENTIVES                                | 172,336             | 230,185             | 643,226             | 321,182             | 955,126             |
| DEBT SERVICE                                          | 464,016             | 467,066             | 464,626             | 464,726             | 466,895             |
| CAPITAL                                               | <u>-</u>            | <u>-</u>            | <u>110,000</u>      | <u>82,500</u>       | <u>439,000</u>      |
| TOTAL EXPENDITURES                                    | <u>\$ 828,750</u>   | <u>\$ 840,226</u>   | <u>\$ 1,401,156</u> | <u>\$ 1,098,364</u> | <u>\$ 2,077,781</u> |
| FUND BALANCE ENDING                                   | <u>\$ 1,806,426</u> | <u>\$ 1,940,737</u> | <u>\$ 1,550,019</u> | <u>\$ 2,068,937</u> | <u>\$ 1,298,055</u> |
| LESS:                                                 |                     |                     |                     |                     |                     |
| RESTRICTED                                            | <u>1,806,426</u>    | <u>1,940,737</u>    | <u>1,550,019</u>    | <u>2,068,937</u>    | <u>1,298,055</u>    |

### **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<br>FY 22            | ACTUAL<br>FY 23            | BUDGET<br>FY 24            | ESTIMATE<br>FY 24          | PROPOSED<br>FY 25          |
|-------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| <b>FUND BALANCE BEGINNING</b> | <b><u>\$ 3,477,689</u></b> | <b><u>\$ 3,364,016</u></b> | <b><u>\$ 2,544,175</u></b> | <b><u>\$ 2,768,951</u></b> | <b><u>\$ 3,522,374</u></b> |
| <b>REVENUE:</b>               |                            |                            |                            |                            |                            |
| TAXES                         | \$ 2,686,875               | \$ 2,572,011               | \$ 2,651,476               | \$ 2,466,946               | \$ 2,627,000               |
| INTERGOVERNMENTAL             | 259,373                    | 266,797                    | 266,797                    | 266,797                    | 266,796                    |
| INVESTMENT EARNINGS           | (42,717)                   | 70,911                     | 27,000                     | 68,092                     | 59,400                     |
| CONTRIBUTIONS/DONATIONS       | -                          | 10,844                     | -                          | -                          | -                          |
| DEBT PROCEEDS                 | -                          | -                          | 4,700,000                  | 4,700,000                  | -                          |
| INTERFUND TRANSFER            | <u>179,373</u>             | <u>43,000</u>              | <u>-</u>                   | <u>147,502</u>             | <u>-</u>                   |
| <b>TOTAL REVENUE</b>          | <b><u>\$ 3,082,904</u></b> | <b><u>\$ 2,963,563</u></b> | <b><u>\$ 7,645,273</u></b> | <b><u>\$ 7,649,337</u></b> | <b><u>\$ 2,953,196</u></b> |
| <b>EXPENDITURES:</b>          |                            |                            |                            |                            |                            |
| OPERATION AND MAINTENANCE:    |                            |                            |                            |                            |                            |
| CHARGE FOR SERVICES           | \$ 108,855                 | \$ 114,791                 | \$ 128,600                 | \$ 153,559                 | \$ 143,478                 |
| DEVELOPMENT INCENTIVES        | 1,246,452                  | 1,610,886                  | 1,546,122                  | 842,663                    | 1,201,475                  |
| DBP OPERATING AGREEMENT       | 279,441                    | 279,441                    | 307,385                    | 239,077                    | 316,607                    |
| DEBT SERVICE                  | 1,079,949                  | 1,083,509                  | 1,083,865                  | 1,084,265                  | 1,490,709                  |
| CAPITAL                       | 172,507                    | 297,001                    | 4,300,000                  | 4,300,000                  | 100,000                    |
| INTERFUND TRANSFER TO PARKING | <u>309,373</u>             | <u>173,000</u>             | <u>130,000</u>             | <u>276,350</u>             | <u>139,542</u>             |
| <b>TOTAL EXPENDITURES</b>     | <b><u>\$ 3,196,577</u></b> | <b><u>\$ 3,558,628</u></b> | <b><u>\$ 7,495,972</u></b> | <b><u>\$ 6,895,914</u></b> | <b><u>\$ 3,391,811</u></b> |
| <b>FUND BALANCE ENDING</b>    | <b><u>\$ 3,364,016</u></b> | <b><u>\$ 2,768,951</u></b> | <b><u>\$ 2,693,476</u></b> | <b><u>\$ 3,522,374</u></b> | <b><u>\$ 3,083,759</u></b> |
| <b>LESS:</b>                  |                            |                            |                            |                            |                            |
| RESTRICTED                    | <u>3,364,016</u>           | <u>2,768,951</u>           | <u>2,693,476</u>           | <u>3,522,374</u>           | <u>3,083,759</u>           |

**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<br/>FY 22</b> | <b>ACTUAL<br/>FY 23</b> | <b>BUDGET<br/>FY 24</b> | <b>ESTIMATE<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|-------------------------------|-------------------------|-------------------------|-------------------------|---------------------------|---------------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 8,588,839</b>     | <b>\$ 7,432,295</b>     | <b>\$ 2,715,697</b>     | <b>\$ 6,309,023</b>       | <b>\$ 8,539,212</b>       |
| <b>REVENUE:</b>               |                         |                         |                         |                           |                           |
| STATE GAS TAX                 | \$ 3,944,961            | \$ 1,779,937            | \$ 4,275,000            | \$ 8,480,000              | \$ 4,400,000              |
| COUNTY CONTRACT SERVICE       | 88,488                  | 101,565                 | 95,334                  | 95,334                    | 142,352                   |
| INTEREST ON INVESTMENTS       | (91,523)                | 190,687                 | 21,000                  | 400,000                   | 150,000                   |
| CONTRIBUTIONS/DONATIONS       | -                       | 60,471                  | -                       | -                         | -                         |
| TRANSFERS:                    |                         |                         |                         |                           |                           |
| STREET MAINT DISTRICTS        | <u>1,760,000</u>        | <u>-</u>                | <u>-</u>                | <u>-</u>                  | <u>-</u>                  |
| <b>TOTAL REVENUE</b>          | <b>\$ 5,701,926</b>     | <b>\$ 2,132,660</b>     | <b>\$ 4,391,334</b>     | <b>\$ 8,975,334</b>       | <b>\$ 4,692,352</b>       |
| <b>EXPENDITURES:</b>          |                         |                         |                         |                           |                           |
| PERSONAL SERVICES             | \$ 87,944               | \$ 92,893               | \$ 95,333               | \$ 95,293                 | \$ 95,723                 |
| OPERATION & MAINTENANCE       | 3,462,048               | 1,131,397               | 353,760                 | 379,260                   | 366,844                   |
| CAPITAL PROJECTS              | 3,293,478               | 2,031,642               | 3,647,000               | 6,270,592                 | 6,427,000                 |
| TRANSFERS                     | <u>15,000</u>           | <u>-</u>                | <u>-</u>                | <u>-</u>                  | <u>-</u>                  |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 6,858,470</b>     | <b>\$ 3,255,932</b>     | <b>\$ 4,096,093</b>     | <b>\$ 6,745,145</b>       | <b>\$ 6,889,567</b>       |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 7,432,295</b>     | <b>\$ 6,309,023</b>     | <b>\$ 3,010,938</b>     | <b>\$ 8,539,212</b>       | <b>\$ 6,341,997</b>       |
| <b>LESS:</b>                  |                         |                         |                         |                           |                           |
| RESTRICTED:                   |                         |                         |                         |                           |                           |
| OTHER PROJECTS                | <u>7,432,295</u>        | <u>6,309,023</u>        | <u>3,010,938</u>        | <u>8,539,212</u>          | <u>6,341,997</u>          |
| <b>UNASSIGNED</b>             | <b>\$ -</b>             | <b>\$ -</b>             | <b>\$ -</b>             | <b>\$ -</b>               | <b>\$ -</b>               |

**BUILDING INSPECTION FUND  
OPERATING BUDGET**

FUND 2090

|                               | <b>ACTUAL<br/>FY 22</b> | <b>ACTUAL<br/>FY 22</b> | <b>BUDGET<br/>FY 24</b> | <b>ESTIMATE<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|-------------------------------|-------------------------|-------------------------|-------------------------|---------------------------|---------------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 3,506,256</b>     | <b>\$ 4,348,335</b>     | <b>\$ 4,154,457</b>     | <b>\$ 4,547,344</b>       | <b>\$ 3,664,667</b>       |
| <b>REVENUE:</b>               |                         |                         |                         |                           |                           |
| LICENSES & PERMITS            | \$ 3,065,110            | \$ 2,601,757            | \$ 2,571,000            | \$ 2,175,000              | \$ 2,158,000              |
| INTEREST ON INVESTMENTS       | (56,199)                | 103,347                 | 72,000                  | 100,929                   | 104,000                   |
| MISCELLANEOUS                 | 37,107                  | 6,175                   | -                       | 1,700                     | -                         |
| <b>TOTAL REVENUE</b>          | <b>\$ 3,046,018</b>     | <b>\$ 2,711,279</b>     | <b>\$ 2,643,000</b>     | <b>\$ 2,277,629</b>       | <b>\$ 2,262,000</b>       |
| <b>EXPENDITURES:</b>          |                         |                         |                         |                           |                           |
| PERSONAL SERVICES             | \$ 1,380,499            | \$ 1,597,581            | \$ 1,757,328            | \$ 1,501,180              | \$ 1,700,135              |
| OPERATIONS & MAINT.           | 776,228                 | 685,773                 | 793,675                 | 750,000                   | 750,764                   |
| CAPITAL                       | 47,212                  | 228,916                 | 75,000                  | 600,000                   | 20,744                    |
| INTERFUND TRANSFERS           | -                       | -                       | -                       | 309,126                   | -                         |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 2,203,939</b>     | <b>\$ 2,512,270</b>     | <b>\$ 2,626,003</b>     | <b>\$ 3,160,306</b>       | <b>\$ 2,471,643</b>       |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 4,348,335</b>     | <b>\$ 4,547,344</b>     | <b>\$ 4,171,454</b>     | <b>\$ 3,664,667</b>       | <b>\$ 3,455,024</b>       |
| <b>LESS:</b>                  |                         |                         |                         |                           |                           |
| RESTRICTED                    | 4,348,335               | 4,547,344               | 4,171,454               | 3,664,667                 | 3,455,024                 |
| <b>UNASSIGNED</b>             | <b>\$ -</b>             | <b>\$ -</b>             | <b>\$ -</b>             | <b>\$ -</b>               | <b>\$ -</b>               |

**STREET AND TRAFFIC FUND  
OPERATING BUDGET**

FUND 2110

|                               | <b>ACTUAL<br/>FY 22</b> | <b>ACTUAL<br/>FY 23</b> | <b>BUDGET<br/>FY 24</b> | <b>ESTIMATE<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|-------------------------------|-------------------------|-------------------------|-------------------------|---------------------------|---------------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 5,323,361</b>     | <b>\$ 6,804,812</b>     | <b>\$ 5,552,676</b>     | <b>\$ 7,789,639</b>       | <b>\$ 5,803,492</b>       |
| <b>REVENUE:</b>               |                         |                         |                         |                           |                           |
| STATE REIMBURSEMENTS          | \$ 760,485              | \$ 792,049              | \$ 463,800              | \$ 515,510                | \$ 520,000                |
| CONCRETE REPAIR               | -                       | -                       | 150,000                 | -                         | -                         |
| FIRE SERVICES FEES            | 11,948                  | 13,955                  | 11,000                  | 11,000                    | 11,000                    |
| STREET LIGHT                  | 181,945                 | 469,772                 | 251,932                 | 251,932                   | 281,000                   |
| STREET MAINTENANCE            | 7,900,000               | 6,953,028               | 7,612,000               | 7,612,000                 | 7,855,000                 |
| SOLID WASTE                   | 115,388                 | 100,000                 | 100,000                 | 100,000                   | 100,000                   |
| STORM SEWER MAINT.            | 953,158                 | 1,058,231               | 1,108,807               | 1,108,807                 | 2,635,000                 |
| BBWA LATERAL MAINT.           | 4,500                   | 4,500                   | 4,500                   | 4,500                     | 4,500                     |
| UTILITY CHG FOR SERVICES      | 528,509                 | 568,756                 | 300,000                 | 400,000                   | 300,000                   |
| INTERDEPARTMENTAL CHGS        | 1,058                   | 41,605                  | 1,000                   | 2,000                     | 2,000                     |
| INVESTMENT EARNINGS           | (62,443)                | 88,423                  | 10,000                  | 200,000                   | 100,000                   |
| MISCELLANEOUS                 | 20,573                  | 12,227                  | 10,000                  | 98,464                    | 7,500                     |
| <b>TOTAL REVENUE</b>          | <b>\$ 10,415,121</b>    | <b>\$ 10,102,546</b>    | <b>\$ 10,023,039</b>    | <b>\$ 10,304,213</b>      | <b>\$ 11,816,000</b>      |
| <b>EXPENDITURES:</b>          |                         |                         |                         |                           |                           |
| PERSONAL SERVICES             | \$ 4,005,181            | \$ 4,432,277            | \$ 5,057,646            | \$ 4,743,680              | \$ 5,034,353              |
| OPERATIONS AND MAINTENANCE    | 3,606,609               | 3,884,867               | 4,873,193               | 4,720,163                 | 5,240,168                 |
| CAPITAL                       | 1,196,377               | 595,247                 | 1,832,186               | 2,743,388                 | 2,287,000                 |
| TRANSFERS                     | 125,503                 | 205,328                 | 83,129                  | 83,129                    | 25,000                    |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 8,933,670</b>     | <b>\$ 9,117,719</b>     | <b>\$ 11,846,154</b>    | <b>\$ 12,290,360</b>      | <b>\$ 12,586,521</b>      |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 6,804,812</b>     | <b>\$ 7,789,639</b>     | <b>\$ 3,729,561</b>     | <b>\$ 5,803,492</b>       | <b>\$ 5,032,971</b>       |
| <b>LESS:</b>                  |                         |                         |                         |                           |                           |
| RESTRICTED                    | 6,804,812               | 7,789,639               | 3,729,561               | 5,803,492                 | 5,032,971                 |
| <b>UNASSIGNED</b>             | <b>\$ -</b>             | <b>\$ -</b>             | <b>\$ -</b>             | <b>\$ -</b>               | <b>\$ -</b>               |

**FIRE PROGRAMS FUND  
OPERATING BUDGET**

FUND 2190-2240

|                               | ACTUAL<br>FY 22   | ACTUAL<br>FY 23   | BUDGET<br>FY 24   | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 274,955</b> | <b>\$ 264,106</b> | <b>\$ 261,082</b> | <b>\$ 283,873</b> | <b>\$ 374,373</b> |
| <b>REVENUE:</b>               |                   |                   |                   |                   |                   |
| INTER-GOVERNMENTAL-STATE      | \$ 1,984          | \$ 9,073          | \$ 83,500         | \$ 65,000         | \$ 52,000         |
| INTER-GOVERNMENTAL-FEDERAL    | 68,723            | 308,020           | 120,875           | 40,000            | 17,875            |
| INVESTMENT EARNINGS           | (3,921)           | 3,762             | 2,006             | 8,000             | 4,525             |
| HAZARD MAT CHARGE FOR SERVICE | -                 | 22,683            | 22,000            | 10,000            | 22,000            |
| CONTRIBUTIONS / DONATIONS     | 43,138            | 48,075            | 42,000            | 30,000            | 18,000            |
| MISCELLANEOUS                 | -                 | 2,500             | 2,500             | 2,500             | 2,500             |
| <b>TOTAL REVENUE</b>          | <b>\$ 109,924</b> | <b>\$ 394,113</b> | <b>\$ 272,881</b> | <b>\$ 155,500</b> | <b>\$ 116,900</b> |
| <b>EXPENDITURES:</b>          |                   |                   |                   |                   |                   |
| PERSONAL SERVICES             | \$ -              | \$ -              | \$ 7,500          | \$ -              | \$ 7,500          |
| OPERATION & MAINTENANCE       | \$ 120,773        | \$ 374,346        | \$ 250,500        | \$ 65,000         | \$ 150,000        |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 120,773</b> | <b>\$ 374,346</b> | <b>\$ 258,000</b> | <b>\$ 65,000</b>  | <b>\$ 157,500</b> |
| PRIOR PERIOD ADJUSTMENT       | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 264,106</b> | <b>\$ 283,873</b> | <b>\$ 275,963</b> | <b>\$ 374,373</b> | <b>\$ 333,773</b> |
| <b>LESS:</b>                  |                   |                   |                   |                   |                   |
| RESTRICTED                    | 264,106           | 283,873           | 275,963           | 374,373           | 333,773           |
| <b>UNASSIGNED</b>             | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       |

**EMERGENCY OPERATING CENTER 9-1-1 FUND  
OPERATING BUDGET**

FUND 2250, 2260

|                               | <b>ACTUAL<br/>FY 22</b>    | <b>ACTUAL<br/>FY 23</b>    | <b>BUDGET<br/>FY 24</b>    | <b>ESTIMATE<br/>FY 24</b>  | <b>PROPOSED<br/>FY 25</b>  |
|-------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| <b>FUND BALANCE BEGINNING</b> | <b><u>\$ 3,758,403</u></b> | <b><u>\$ 3,970,522</u></b> | <b><u>\$ 4,204,522</u></b> | <b><u>\$ 4,585,553</u></b> | <b><u>\$ 644,244</u></b>   |
| <b>REVENUE:</b>               |                            |                            |                            |                            |                            |
| STATE SHARED REVENUE          | \$ 1,026,691               | \$ 1,180,253               | \$ 1,112,010               | \$ 1,023,000               | \$ 1,112,010               |
| MISCELLANEOUS                 | 454                        | 1,206                      | -                          | 1,500                      | 1,205                      |
| INTEREST ON INVESTMENTS       | <u>(54,959)</u>            | <u>96,898</u>              | <u>26,236</u>              | <u>203,500</u>             | <u>96,375</u>              |
| <b>TOTAL REVENUE</b>          | <b><u>\$ 972,186</u></b>   | <b><u>\$ 1,278,357</u></b> | <b><u>\$ 1,138,246</u></b> | <b><u>\$ 1,228,000</u></b> | <b><u>\$ 1,209,590</u></b> |
| <b>EXPENDITURES:</b>          |                            |                            |                            |                            |                            |
| PERSONAL SERVICES             | \$ 236,338                 | \$ 162,919                 | \$ 165,074                 | \$ 1,958,284               | \$ 197,344                 |
| OPERATION & MAINTENANCE       | 523,729                    | 500,407                    | 1,238,438                  | 1,219,000                  | 1,225,683                  |
| TRANSFERS OUT                 | -                          | -                          | -                          | 995,000                    | -                          |
| CAPITAL                       | <u>-</u>                   | <u>-</u>                   | <u>-</u>                   | <u>997,025</u>             | <u>-</u>                   |
| <b>TOTAL EXPENDITURES</b>     | <b><u>\$ 760,067</u></b>   | <b><u>\$ 663,326</u></b>   | <b><u>\$ 1,403,512</u></b> | <b><u>\$ 5,169,309</u></b> | <b><u>\$ 1,423,027</u></b> |
| <b>FUND BALANCE ENDING</b>    | <b><u>\$ 3,970,522</u></b> | <b><u>\$ 4,585,553</u></b> | <b><u>\$ 3,939,256</u></b> | <b><u>\$ 644,244</u></b>   | <b><u>\$ 430,807</u></b>   |
| LESS:                         |                            |                            |                            |                            |                            |
| RESTRICTED                    | <u>3,970,522</u>           | <u>4,585,553</u>           | <u>3,939,256</u>           | <u>644,244</u>             | <u>430,807</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<br/>FY 22</b> | <b>ACTUAL<br/>FY 23</b> | <b>BUDGET<br/>FY 24</b> | <b>ESTIMATE<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|------------------------------------|-------------------------|-------------------------|-------------------------|---------------------------|---------------------------|
| <b>FUND BALANCE BEGINNING</b>      | <b>\$ 704,623</b>       | <b>\$ 836,230</b>       | <b>\$ 725,641</b>       | <b>\$ 1,115,708</b>       | <b>\$ 988,330</b>         |
| <b>REVENUE:</b>                    |                         |                         |                         |                           |                           |
| <b>CITY-COUNTY PLANNING:</b>       |                         |                         |                         |                           |                           |
| COUNTY PROPERTY TAX                | \$ 555,899              | \$ 564,140              | \$ 508,247              | \$ 424,991                | \$ 642,650                |
| LICENSES & PERMITS                 | 83,637                  | 95,507                  | 85,000                  | 106,675                   | 90,000                    |
| FEDERAL/ LOCAL GRANTS              | 1,029,321               | 1,285,511               | 1,200,469               | 988,646                   | 1,481,781                 |
| CONTRIBUTION-COUNTY                | 1,000                   | 1,000                   | 1,000                   | 2,959                     | 1,000                     |
| CHARGES FOR SERVICE                | 487,745                 | 455,018                 | 373,347                 | 403,756                   | 383,075                   |
| INTEREST ON INVESTMENTS            | (5,775)                 | 16,692                  | 6,000                   | 38,114                    | 18,000                    |
| TRANSFERS IN                       | -                       | 16,000                  | 300,000                 | 310,000                   | 100,000                   |
| CONTRIBUTIONS/DONATIONS            | -                       | 9,070                   | 5,000                   | 16,000                    | 20,000                    |
| MISCELLANEOUS                      | (110)                   | 88                      | -                       | 597                       | -                         |
| <b>HISTORIC PRESERVATION GRANT</b> | <b>6,000</b>            | <b>6,000</b>            | <b>8,500</b>            | <b>10,173</b>             | <b>16,500</b>             |
| <b>TOTAL REVENUE</b>               | <b>\$ 2,157,717</b>     | <b>\$ 2,449,026</b>     | <b>\$ 2,487,563</b>     | <b>\$ 2,301,911</b>       | <b>\$ 2,753,006</b>       |
| <b>EXPENDITURES:</b>               |                         |                         |                         |                           |                           |
| <b>CITY-COUNTY PLANNING:</b>       |                         |                         |                         |                           |                           |
| PERSONAL SERVICES                  | \$ 1,292,871            | \$ 1,298,749            | \$ 1,433,083            | \$ 1,420,691              | \$ 1,587,763              |
| OPERATION & MAINTENANCE            | 696,492                 | 859,691                 | 1,243,036               | 988,802                   | 1,176,211                 |
| CAPITAL                            | 23,966                  | -                       | -                       | 6,299                     | -                         |
| TRANSFERS                          | 3,712                   | 3,705                   | 2,497                   | 2,497                     | 2,414                     |
| <b>HISTORIC PRESERVATION GRANT</b> | <b>9,069</b>            | <b>7,403</b>            | <b>11,000</b>           | <b>11,000</b>             | <b>19,000</b>             |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 2,026,110</b>     | <b>\$ 2,169,548</b>     | <b>\$ 2,689,616</b>     | <b>\$ 2,429,289</b>       | <b>\$ 2,785,388</b>       |
| <br>PRIOR PERIOD ADJUSTMENT        | <br>\$ -                | <br>\$ -                | <br>\$ -                | <br>\$ -                  | <br>\$ -                  |
| <b>FUND BALANCE ENDING</b>         | <b>\$ 836,230</b>       | <b>\$ 1,115,708</b>     | <b>\$ 523,588</b>       | <b>\$ 988,330</b>         | <b>\$ 955,948</b>         |
| <b>LESS:</b>                       |                         |                         |                         |                           |                           |
| RESTRICTED                         | 836,230                 | 1,115,708               | 523,588                 | 988,330                   | 955,948                   |
| <b>UNASSIGNED</b>                  | <b>\$ -</b>             | <b>\$ -</b>             | <b>\$ -</b>             | <b>\$ -</b>               | <b>\$ -</b>               |

**CITY ATTORNEY GRANTS FUND  
OPERATING BUDGET**

FUNDS 2410-2430

|                                            | <b>ACTUAL<br/>FY 22</b>   | <b>ACTUAL<br/>FY 23</b>   | <b>BUDGET<br/>FY 24</b>   | <b>ESTIMATE<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|--------------------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| <b>FUND BALANCE BEGINNING</b>              | <u><b>\$ (7,978)</b></u>  | <u><b>\$ (7,751)</b></u>  | <u><b>\$ 7,249</b></u>    | <u><b>\$ (9,163)</b></u>  | <u><b>\$ 4,614</b></u>    |
| <b>REVENUE:</b>                            |                           |                           |                           |                           |                           |
| INTER-GOVERNMENTAL-ATTORNEY VICTIM/WITNESS | \$ 73,632                 | \$ 49,332                 | \$ 70,000                 | \$ 62,000                 | \$ 120,000                |
| INTER-GOVERNMENTAL-DOMESTIC VIOLENCE UNIT  | 69,517                    | 55,641                    | 90,000                    | 86,000                    | 150,000                   |
| FINES & FORFEITS                           | 53,084                    | 47,573                    | 46,000                    | 52,000                    | 46,000                    |
| INVESTMENT EARNINGS                        | (183)                     | (4)                       | -                         | 235                       | -                         |
| INTERFUND TRANSFERS-GENERAL FUND           | <u>335,883</u>            | <u>443,777</u>            | <u>418,036</u>            | <u>255,000</u>            | <u>310,693</u>            |
| <b>TOTAL REVENUE</b>                       | <u><b>\$ 531,933</b></u>  | <u><b>\$ 596,319</b></u>  | <u><b>\$ 624,036</b></u>  | <u><b>\$ 455,235</b></u>  | <u><b>\$ 626,693</b></u>  |
| <b>EXPENDITURES:</b>                       |                           |                           |                           |                           |                           |
| GRANT-ATTORNEY VICTIM/WITNESS              | \$ 66,075                 | \$ 82,610                 | \$ 194,035                | \$ 79,676                 | \$ 206,080                |
| GRANT-DOMESTIC VIOLENCE UNIT               | 359,519                   | 405,450                   | 311,417                   | 252,301                   | 303,638                   |
| SURCHARGE-DOMESTIC VIOLENCE                | <u>106,112</u>            | <u>109,671</u>            | <u>112,942</u>            | <u>109,481</u>            | <u>114,055</u>            |
| <b>TOTAL EXPENDITURES</b>                  | <u><b>\$ 531,706</b></u>  | <u><b>\$ 597,731</b></u>  | <u><b>\$ 618,394</b></u>  | <u><b>\$ 441,458</b></u>  | <u><b>\$ 623,773</b></u>  |
| <b>FUND BALANCE ENDING</b>                 | <u><b>\$ (7,751)</b></u>  | <u><b>\$ (9,163)</b></u>  | <u><b>\$ 12,891</b></u>   | <u><b>\$ 4,614</b></u>    | <u><b>\$ 7,534</b></u>    |
| <b>LESS:</b>                               |                           |                           |                           |                           |                           |
| RESTRICTED                                 | <u>(7,751)</u>            | <u>(9,163)</u>            | <u>12,891</u>             | <u>4,614</u>              | <u>7,534</u>              |
| <b>UNASSIGNED</b>                          | <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>\$ -</b></u></u> |

**MUNICIPAL COURT GRANTS  
OPERATING BUDGET**

FUNDS 2450-2480, 7370-7380

|                               | ACTUAL<br>FY 22          | ACTUAL<br>FY 22          | BUDGET<br>FY 24          | ESTIMATE<br>FY 24        | PROPOSED<br>FY 25        |
|-------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <b>FUND BALANCE BEGINNING</b> | <u>\$ 48,439</u>         | <u>\$ (56,487)</u>       | <u>\$ (32,050)</u>       | <u>\$ 12,606</u>         | <u>\$ 2,384</u>          |
| <b>REVENUE:</b>               |                          |                          |                          |                          |                          |
| INTER-GOVERNMENTAL            | \$ 254,341               | \$ 451,369               | \$ 547,827               | \$ 375,000               | \$ 523,826               |
| CHARGES FOR SERVICE           | 1,028                    |                          | -                        | -                        | -                        |
| INTEREST                      | <u>25</u>                | <u>3</u>                 | <u>-</u>                 | <u>61</u>                | <u>-</u>                 |
| <b>TOTAL REVENUE</b>          | <u><b>\$ 255,394</b></u> | <u><b>\$ 451,372</b></u> | <u><b>\$ 547,827</b></u> | <u><b>\$ 375,061</b></u> | <u><b>\$ 523,826</b></u> |
| <b>EXPENDITURES:</b>          |                          |                          |                          |                          |                          |
| PERSONAL SERVICES             | \$ 161,835               | \$ 144,165               | \$ 197,514               | \$ 180,283               | \$ 213,618               |
| OPERATION & MAINTENANCE       | <u>198,485</u>           | <u>238,114</u>           | <u>350,313</u>           | <u>205,000</u>           | <u>310,208</u>           |
| <b>TOTAL EXPENDITURES</b>     | <u><b>\$ 360,320</b></u> | <u><b>\$ 382,279</b></u> | <u><b>\$ 547,827</b></u> | <u><b>\$ 385,283</b></u> | <u><b>\$ 523,826</b></u> |
| <b>FUND BALANCE ENDING</b>    | <b>\$ (56,487)</b>       | <b>\$ 12,606</b>         | <b>\$ (32,050)</b>       | <b>\$ 2,384</b>          | <b>\$ 2,384</b>          |
| <b>LESS:</b>                  |                          |                          |                          |                          |                          |
| RESTRICTED                    | <u>(56,487)</u>          | <u>12,606</u>            | <u>(32,050)</u>          | <u>2,384</u>             | <u>2,384</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<br>FY 22   | ACTUAL<br>FY 23  | BUDGET<br>FY 24  | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
|---------------------------------------------------------------------------|-------------------|------------------|------------------|-------------------|-------------------|
| <b><u>MONTANA BOARD OF CRIME CONTROL (FUND 2490)</u></b>                  |                   |                  |                  |                   |                   |
| FUND BALANCE BEGINNING                                                    | \$ 1,701          | \$ 1,732         | \$ 1,732         | \$ 1,342          | \$ 1,342          |
| REVENUE:                                                                  |                   |                  |                  |                   |                   |
| INTER-GOVERNMENTAL                                                        | \$ 69,341         | \$ 70,971        | \$ 54,750        | \$ 54,750         | \$ 50,000         |
| INVESTMENT EARNINGS                                                       | 21                | 15               | -                | 43                | -                 |
| <b>TOTAL REVENUE</b>                                                      | <b>\$ 69,362</b>  | <b>\$ 70,986</b> | <b>\$ 54,750</b> | <b>\$ 54,793</b>  | <b>\$ 50,000</b>  |
| EXPENDITURES:                                                             |                   |                  |                  |                   |                   |
| PERSONAL SERVICES                                                         | \$ 46,517         | \$ 46,349        | \$ 37,000        | \$ 36,740         | \$ 40,000         |
| OPERATION & MAINTENANCE                                                   | 22,814            | 25,027           | 17,750           | 18,053            | 10,000            |
| <b>TOTAL EXPENDITURES</b>                                                 | <b>\$ 69,331</b>  | <b>\$ 71,376</b> | <b>\$ 54,750</b> | <b>\$ 54,793</b>  | <b>\$ 50,000</b>  |
| FUND BALANCE ENDING                                                       | \$ 1,732          | \$ 1,342         | \$ 1,732         | \$ 1,342          | \$ 1,342          |
| <hr/>                                                                     |                   |                  |                  |                   |                   |
| <b><u>INTERNET CRIMES AGAINST CHILDREN-LOCAL DONATION (FUND 2520)</u></b> |                   |                  |                  |                   |                   |
| FUND BALANCE BEGINNING                                                    | \$ 36,810         | \$ 2,449         | \$ 2,449         | \$ 2,449          | \$ 2,449          |
| REVENUE:                                                                  |                   |                  |                  |                   |                   |
| INVESTMENT EARNINGS                                                       | 14                | -                | -                | -                 | -                 |
| <b>TOTAL REVENUE</b>                                                      | <b>\$ 14</b>      | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>       | <b>\$ -</b>       |
| EXPENDITURES:                                                             |                   |                  |                  |                   |                   |
| OPERATION & MAINTENANCE                                                   | 34,375            | -                | -                | -                 | -                 |
| <b>TOTAL EXPENDITURES</b>                                                 | <b>\$ 34,375</b>  | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>       | <b>\$ -</b>       |
| FUND BALANCE ENDING                                                       | \$ 2,449          | \$ 2,449         | \$ 2,449         | \$ 2,449          | \$ 2,449          |
| <hr/>                                                                     |                   |                  |                  |                   |                   |
| <b><u>INTERNET CRIMES AGAINST CHILDREN (FUND 2510)</u></b>                |                   |                  |                  |                   |                   |
| FUND BALANCE BEGINNING                                                    | \$ (6,397)        | \$ (2,316)       | \$ (2,316)       | \$ (2,316)        | \$ (2,316)        |
| INVESTMENT EARNINGS                                                       | \$ 2              | \$ -             | \$ -             | \$ -              | \$ -              |
| <b>TOTAL REVENUE</b>                                                      | <b>\$ 2</b>       | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>       | <b>\$ -</b>       |
| EXPENDITURES:                                                             |                   |                  |                  |                   |                   |
| OPERATION & MAINTENANCE                                                   | (4,079)           | -                | -                | -                 | -                 |
| <b>TOTAL EXPENDITURES</b>                                                 | <b>\$ (4,079)</b> | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>       | <b>\$ -</b>       |
| FUND BALANCE ENDING                                                       | \$ (2,316)        | \$ (2,316)       | \$ (2,316)       | \$ (2,316)        | \$ (2,316)        |

**POLICE PROGRAMS (PAGE 2 OF 5)**  
**OPERATING BUDGET**

|                                          | ACTUAL<br>FY 21  | ACTUAL<br>FY 23  | BUDGET<br>FY 24  | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
|------------------------------------------|------------------|------------------|------------------|-------------------|-------------------|
| <b><u>TRAFFIC SAFETY (FUND 2540)</u></b> |                  |                  |                  |                   |                   |
| FUND BALANCE BEGINNING                   | \$ 22,533        | \$ 26,381        | \$ 26,381        | \$ 26,936         | \$ 26,935         |
| INVESTMENT EARNINGS                      | \$ (291)         | \$ 555           | \$ -             | \$ 889            | \$ 550            |
| INTER-GOVERNMENTAL                       | 18,596           | 27,149           | 80,000           | 38,882            | 70,000            |
| <b>TOTAL REVENUE</b>                     | <b>\$ 18,305</b> | <b>\$ 27,704</b> | <b>\$ 80,000</b> | <b>\$ 39,771</b>  | <b>\$ 70,550</b>  |
| <b>EXPENDITURES:</b>                     |                  |                  |                  |                   |                   |
| PERSONAL SERVICES                        | \$ 14,457        | \$ 27,149        | \$ 80,000        | \$ 39,772         | \$ 70,000         |
| <b>TOTAL EXPENDITURES</b>                | <b>\$ 14,457</b> | <b>\$ 27,149</b> | <b>\$ 80,000</b> | <b>\$ 39,772</b>  | <b>\$ 70,000</b>  |
| <b>FUND BALANCE ENDING</b>               | <b>\$ 26,381</b> | <b>\$ 26,936</b> | <b>\$ 26,381</b> | <b>\$ 26,935</b>  | <b>\$ 27,485</b>  |

|                                                     |                    |                   |                  |                  |                  |
|-----------------------------------------------------|--------------------|-------------------|------------------|------------------|------------------|
| <b><u>JUSTICE ASSISTANCE GRANTS (FUND 2500)</u></b> |                    |                   |                  |                  |                  |
| FUND BALANCE BEGINNING                              | \$ (42,749)        | \$ (42,634)       | \$ 70,000        | \$ (162)         | \$ -             |
| INVESTMENT EARNINGS                                 | \$ 115             | \$ -              | \$ -             | \$ 46            | \$ -             |
| INTER-GOVERNMENTAL                                  | 63,959             | 175,374           | 90,000           | 73,750           | 60,000           |
| <b>TOTAL REVENUE</b>                                | <b>\$ 64,074</b>   | <b>\$ 175,374</b> | <b>\$ 90,000</b> | <b>\$ 73,796</b> | <b>\$ 60,000</b> |
| <b>EXPENDITURES:</b>                                |                    |                   |                  |                  |                  |
| OPERATION & MAINTENANCE                             | \$ 63,959          | \$ 132,902        | \$ 90,000        | \$ 73,634        | \$ 60,000        |
| <b>TOTAL EXPENDITURES</b>                           | <b>\$ 63,959</b>   | <b>\$ 132,902</b> | <b>\$ 90,000</b> | <b>\$ 73,634</b> | <b>\$ 60,000</b> |
| <b>FUND BALANCE ENDING</b>                          | <b>\$ (42,634)</b> | <b>\$ (162)</b>   | <b>\$ 70,000</b> | <b>\$ -</b>      | <b>\$ -</b>      |

|                                       |                   |                   |                   |                   |                   |
|---------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b><u>HIDTA-ONDCP (FUND 2550)</u></b> |                   |                   |                   |                   |                   |
| FUND BALANCE BEGINNING                | \$ 21,261         | \$ 19,559         | \$ 19,559         | \$ 27,414         | \$ 27,414         |
| INVESTMENT EARNINGS                   | \$ 122            | \$ 210            | \$ -              | \$ 52             | \$ -              |
| INTER-GOVERNMENTAL                    | 396,311           | 378,507           | 333,101           | 364,623           | 165,000           |
| <b>TOTAL REVENUE</b>                  | <b>\$ 396,433</b> | <b>\$ 378,717</b> | <b>\$ 333,101</b> | <b>\$ 364,675</b> | <b>\$ 165,000</b> |
| <b>EXPENDITURES:</b>                  |                   |                   |                   |                   |                   |
| PERSONAL SERVICES                     | \$ 95,984         | \$ 123,308        | \$ 119,945        | \$ 117,187        | \$ 109,610        |
| OPERATION & MAINTENANCE               | 302,151           | 247,554           | 213,156           | 247,488           | 79,000            |
| <b>TOTAL EXPENDITURES</b>             | <b>\$ 398,135</b> | <b>\$ 370,862</b> | <b>\$ 333,101</b> | <b>\$ 364,675</b> | <b>\$ 188,610</b> |
| <b>FUND BALANCE ENDING</b>            | <b>\$ 19,559</b>  | <b>\$ 27,414</b>  | <b>\$ 19,559</b>  | <b>\$ 27,414</b>  | <b>\$ 3,804</b>   |

**POLICE PROGRAMS (PAGE 3 OF 5)**  
**OPERATING BUDGET**

|                                                         | ACTUAL<br>FY 21 | ACTUAL<br>FY 23 | BUDGET<br>FY 24 | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
|---------------------------------------------------------|-----------------|-----------------|-----------------|-------------------|-------------------|
| <b><u>DOWNTOWN CENTRAL BEAT OFFICER (FUND 2560)</u></b> |                 |                 |                 |                   |                   |
| FUND BALANCE BEGINNING                                  | \$ 8,455        | \$ 8,455        | \$ 8,455        | \$ 8,455          | \$ 8,455          |
| REVENUE-CHARGES FOR SERVICE                             |                 |                 |                 |                   |                   |
| CHARGES FOR SERVICE                                     | \$ 157,213      | \$ 212,914      | \$ 262,890      | \$ 262,890        | \$ 282,706        |
| TOTAL REVENUE                                           | \$ 157,213      | \$ 212,914      | \$ 262,890      | \$ 262,890        | \$ 282,706        |
| EXPENDITURES:                                           |                 |                 |                 |                   |                   |
| PERSONAL SERVICES                                       | \$ 157,213      | \$ 211,514      | \$ 262,890      | \$ 261,540        | \$ 282,706        |
| OPERATION & MAINTENANCE                                 | -               | 1,400           | -               | 1,350             | -                 |
| TOTAL EXPENDITURES                                      | \$ 157,213      | \$ 212,914      | \$ 262,890      | \$ 262,890        | \$ 282,706        |
| FUND BALANCE ENDING                                     | \$ 8,455        | \$ 8,455        | \$ 8,455        | \$ 8,455          | \$ 8,455          |

|                                                               |            |            |            |            |            |
|---------------------------------------------------------------|------------|------------|------------|------------|------------|
| <b><u>POLICE DONATIONS (FUNDS 2590, 7090, 7190, 7200)</u></b> |            |            |            |            |            |
| FUND BALANCE BEGINNING                                        | \$ 235,472 | \$ 214,134 | \$ 297,534 | \$ 224,740 | \$ 228,205 |
| REVENUE:                                                      |            |            |            |            |            |
| CHARGES FOR SERVICE                                           | \$ 10,088  | \$ 9,430   | \$ 12,000  | \$ 12,000  | \$ 12,000  |
| INVESTMENT EARNINGS                                           | (133)      | 5,811      | 2,450      | 8,077      | 5,320      |
| CONTRIBUTIONS / DONATIONS                                     | 107,401    | 54,114     | 85,000     | 50,018     | 50,000     |
| TOTAL REVENUE                                                 | \$ 117,356 | \$ 69,355  | \$ 99,450  | \$ 70,095  | \$ 67,320  |
| EXPENDITURES:                                                 |            |            |            |            |            |
| OPERATION & MAINTENANCE                                       | \$ 138,694 | \$ 58,749  | \$ 57,150  | \$ 66,630  | \$ 60,000  |
| TOTAL EXPENDITURES                                            | \$ 138,694 | \$ 58,749  | \$ 57,150  | \$ 66,630  | \$ 60,000  |
| FUND BALANCE ENDING                                           | \$ 214,134 | \$ 224,740 | \$ 339,834 | \$ 228,205 | \$ 235,525 |

|                                             |            |      |      |      |      |
|---------------------------------------------|------------|------|------|------|------|
| <b><u>COMMUNITY POLICING (FUND 257)</u></b> |            |      |      |      |      |
| FUND BALANCE BEGINNING                      | \$ (1,230) | \$ - | \$ - | \$ - | \$ - |
| REVENUE-INTER-GOVERNMENTAL                  | \$ 16,824  | \$ - | \$ - | \$ - | \$ - |
| EXPENDITURES-PERSONAL SERVICES              | \$ 15,593  | \$ - | \$ - | \$ - | \$ - |
| FUND BALANCE ENDING                         | \$ -       | \$ - | \$ - | \$ - | \$ - |

|                                                   |        |        |        |        |        |
|---------------------------------------------------|--------|--------|--------|--------|--------|
| <b><u>SOCIAL HOST RESTITUTION (FUND 7080)</u></b> |        |        |        |        |        |
| FUND BALANCE BEGINNING                            | \$ 80  | \$ 180 | \$ 180 | \$ 180 | \$ 180 |
| REVENUE-FINES & FORFEITS                          | \$ 100 | \$ -   | \$ -   | \$ -   | \$ -   |
| FUND BALANCE ENDING                               | \$ 180 | \$ 180 | \$ 180 | \$ 180 | \$ 180 |

## POLICE PROGRAMS (PAGE 4 OF 5)

## OPERATING BUDGET

|                                                               | ACTUAL<br>FY 21 | ACTUAL<br>FY 23 | BUDGET<br>FY 23 | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
|---------------------------------------------------------------|-----------------|-----------------|-----------------|-------------------|-------------------|
| <b><u>HOMELAND SECURITY (FUND 2580)</u></b>                   |                 |                 |                 |                   |                   |
| FUND BALANCE BEGINNING                                        | \$ 19,451       | \$ 21,621       | \$ 21,621       | \$ 19,079         | \$ 19,079         |
| REVENUE:                                                      |                 |                 |                 |                   |                   |
| INTER-GOVERNMENTAL                                            | \$ 95,970       | \$ 84,594       | \$ 35,000       | \$ 99,631         | \$ 35,000         |
| INVESTMENT EARNINGS                                           | 10              | 387             | -               | 179               | -                 |
| TOTAL REVENUE                                                 | \$ 95,980       | \$ 84,981       | \$ 35,000       | \$ 99,810         | \$ 35,000         |
| EXPENDITURES:                                                 |                 |                 |                 |                   |                   |
| CAPITAL                                                       | \$ -            | \$ -            | \$ -            | \$ -              | \$ -              |
| OPERATION & MAINTENANCE                                       | 93,810          | 87,523          | 35,000          | 99,810            | 35,000            |
| TOTAL EXPENDITURES                                            | \$ 93,810       | \$ 87,523       | \$ 35,000       | \$ 99,810         | \$ 35,000         |
| FUND BALANCE ENDING                                           | \$ 21,621       | \$ 19,079       | \$ 21,621       | \$ 19,079         | \$ 19,079         |
| <b><u>POLICE DRUG FORFEITURES (Funds 7170 &amp; 7180)</u></b> |                 |                 |                 |                   |                   |
| FUND BALANCE BEGINNING                                        | \$ 1,314,583    | \$ 1,158,650    | \$ 595,888      | \$ 427,958        | \$ 466,290        |
| REVENUE:                                                      |                 |                 |                 |                   |                   |
| FINES & FORFEITS                                              | \$ 275,267      | \$ 158,157      | \$ 120,000      | \$ 285,584        | \$ 170,000        |
| MISCELLANEOUS                                                 | (897)           | -               | -               | -                 | -                 |
| INVESTMENT EARNINGS                                           | (18,931)        | 22,451          | 11,600          | 27,544            | 11,670            |
| INTERFUND TRANSFERS                                           | -               | 353,818         | -               | -                 | -                 |
| TOTAL REVENUE                                                 | \$ 255,439      | \$ 534,426      | \$ 131,600      | \$ 313,128        | \$ 181,670        |
| EXPENDITURES:                                                 |                 |                 |                 |                   |                   |
| OPERATION & MAINTENANCE                                       | \$ 411,372      | \$ 411,300      | \$ 446,856      | \$ 274,796        | \$ 68,000         |
| CAPITAL                                                       | -               | 853,818         | -               | -                 | -                 |
| TOTAL EXPENDITURES                                            | \$ 411,372      | \$ 1,265,118    | \$ 446,856      | \$ 274,796        | \$ 68,000         |
| FUND BALANCE ENDING                                           | \$ 1,158,650    | \$ 427,958      | \$ 280,632      | \$ 466,290        | \$ 579,960        |
| <b><u>FUND 7100-POLICE SURCHARGE FOR TECHNOLOGY</u></b>       |                 |                 |                 |                   |                   |
| FUND BALANCE BEGINNING                                        | \$ 16,566       | \$ 16,681       | \$ 16,751       | \$ 16,761         | \$ 16,808         |
| REVENUE:                                                      |                 |                 |                 |                   |                   |
| FINES & FORFEITS                                              | \$ 115          | \$ 80           | \$ -            | \$ 47             | \$ -              |
| TOTAL REVENUE                                                 | \$ 115          | \$ 80           | \$ -            | \$ 47             | \$ -              |
| EXPENDITURES-OPERATION & MAINTENANCE                          | \$ -            | \$ -            | \$ -            | \$ -              | \$ -              |
| FUND BALANCE ENDING                                           | \$ 16,681       | \$ 16,761       | \$ 16,751       | \$ 16,808         | \$ 16,808         |

## POLICE PROGRAMS (PAGE 5 OF 5)

## TOTAL OPERATING BUDGET

|                                     | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25 |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|-------------------|
| <b>FUND BALANCE BEGINNING</b>       | <b>\$ 1,626,536</b> | <b>\$ 1,424,893</b> | <b>\$ 1,058,235</b> | <b>\$ 752,837</b>   | <b>\$ 794,842</b> |
| <b>REVENUE:</b>                     |                     |                     |                     |                     |                   |
| INTER-GOVERNMENTAL                  | \$ 661,001          | \$ 736,595          | \$ 592,851          | \$ 631,636          | \$ 380,000        |
| CHARGES FOR SERVICE                 | 167,301             | 222,344             | 274,890             | 274,890             | 294,706           |
| FINES & FORFEITS                    | 275,482             | 158,237             | 120,000             | 285,631             | 170,000           |
| INVESTMENT EARNINGS                 | (19,071)            | 29,429              | 14,050              | 36,830              | 17,540            |
| CONTRIBUTIONS / DONATIONS           | 107,401             | 54,114              | 85,000              | 50,018              | 50,000            |
| MISCELLANEOUS                       | (897)               | -                   | -                   | -                   | -                 |
| INTERFUND TRANSFERS                 | -                   | 353,818             | -                   | -                   | -                 |
| <b>TOTAL REVENUE</b>                | <b>\$ 1,191,217</b> | <b>\$ 1,554,537</b> | <b>\$ 1,086,791</b> | <b>\$ 1,279,005</b> | <b>\$ 912,246</b> |
| <b>EXPENDITURES:</b>                |                     |                     |                     |                     |                   |
| PERSONAL SERVICES                   | \$ 329,764          | \$ 408,320          | \$ 499,835          | \$ 455,239          | \$ 502,316        |
| OPERATION & MAINTENANCE             | 1,063,096           | 964,455             | 859,912             | 781,761             | 312,000           |
| CAPITAL                             | -                   | 853,818             | -                   | -                   | -                 |
| <b>TOTAL EXPENDITURES</b>           | <b>\$ 1,392,860</b> | <b>\$ 2,226,593</b> | <b>\$ 1,359,747</b> | <b>\$ 1,237,000</b> | <b>\$ 814,316</b> |
| <b>FUND BALANCE ENDING</b>          | <b>\$ 1,424,893</b> | <b>\$ 752,837</b>   | <b>\$ 785,279</b>   | <b>\$ 794,842</b>   | <b>\$ 892,772</b> |
| <b>FUND BALANCE ENDING-CHECKING</b> | <b>1,424,893</b>    | <b>752,837</b>      | <b>785,279</b>      | <b>794,842</b>      | <b>892,772</b>    |
| <b>LESS:</b>                        |                     |                     |                     |                     |                   |
| RESTRICTED                          | 1,424,893           | 752,837             | 785,279             | 794,842             | 892,772           |



| CITY-COUNTY LIBRARY FUND      |                     |                     |                     |                     |                     |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| OPERATING BUDGET              |                     |                     |                     |                     |                     |
|                               | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 4,000,822</b> | <b>\$ 4,395,910</b> | <b>\$ 4,778,915</b> | <b>\$ 4,925,758</b> | <b>\$ 5,044,262</b> |
| <b>REVENUE:</b>               |                     |                     |                     |                     |                     |
| CITY TAXES                    | \$ 1,256,370        | \$ 1,286,309        | \$ 1,322,239        | \$ 1,368,479        | \$ 1,548,826        |
| FEDERAL GRANT                 | -                   | -                   |                     |                     |                     |
| COUNTY PROPERTY TAX           | 1,202,098           | 1,234,448           | 1,270,233           | 1,500,000           | 1,419,020           |
| STATE GRANTS/AID              | 2,247               | 2,252               | 2,000               | 2,125               | 2,200               |
| STATE REIMBURSEMENTS          | 529,910             | 544,815             | 410,167             | 424,710             | 440,702             |
| CHARGES FOR SERVICE           | 12,884              | 15,455              | 14,650              | 15,405              | 15,370              |
| FINES & FORFEITURES           | 12,589              | 15,655              | 15,000              | 15,700              | 15,100              |
| INTEREST ON INVESTMENTS       | (53,220)            | 97,413              | 23,500              | 115,500             | 98,300              |
| DONATIONS/CONTRIBUTIONS       | 14,927              | 13,183              | 87,500              | 73,500              | 93,490              |
| TRANSFER FR GENERAL FUND      | 1,127,533           | 1,144,540           | 1,196,458           | 1,198,831           | 1,392,818           |
| SALE OF SURPLUS EQUIP         | -                   | 56                  | 50                  |                     | 50                  |
| MISCELLANEOUS                 | 95,258              | 81,208              | 32,450              | 133,510             | 86,500              |
| <b>TOTAL REVENUE</b>          | <b>\$ 4,200,596</b> | <b>\$ 4,435,334</b> | <b>\$ 4,374,247</b> | <b>\$ 4,847,760</b> | <b>\$ 5,112,376</b> |
| <b>EXPENDITURES:</b>          |                     |                     |                     |                     |                     |
| ADMINISTRATION                | \$ 668,014          | \$ 794,980          | \$ 844,297          | \$ 862,034          | \$ 996,052          |
| FACILITIES                    | 695,158             | 700,187             | 847,768             | 877,694             | 1,028,496           |
| CIRCULATION                   | 467,113             | 540,363             | 643,479             | 578,808             | 632,264             |
| REFERENCE                     | 574,834             | 503,270             | 523,655             | 511,349             | 636,307             |
| YOUTH SERVICES                | 256,831             | 189,416             | 216,895             | 217,047             | 240,678             |
| TECHNICAL PROCESS             | 253,763             | 215,051             | 203,668             | 248,639             | 287,208             |
| OUTREACH SERVICES             | 200,895             | 269,646             | 283,477             | 282,167             | 373,759             |
| SYSTEM ADMINISTRATION         | 376,391             | 349,678             | 799,965             | 817,567             | 563,640             |
| LIBRARY RESOURCES             | 273,419             | 297,463             | 340,070             | 308,345             | 352,400             |
| LIBRARY BOARD                 | 2,220               | 1,727               | 5,020               | 2,730               | 5,270               |
| GRANT EXPENDITURES            |                     |                     |                     |                     |                     |
| INTERFUND TRANSFERS           | 36,869              | 43,705              | 22,876              | 22,876              | 33,632              |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 3,805,507</b> | <b>\$ 3,905,486</b> | <b>\$ 4,731,170</b> | <b>\$ 4,729,256</b> | <b>\$ 5,149,706</b> |
| PRIOR PERIOD ADJUSTMENT       | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 4,395,910</b> | <b>\$ 4,925,758</b> | <b>\$ 4,421,992</b> | <b>\$ 5,044,262</b> | <b>\$ 5,006,932</b> |
| <b>LESS:</b>                  |                     |                     |                     |                     |                     |
| RESTRICTED                    | 4,395,910           | 4,925,758           | 4,421,992           | 5,044,262           | 5,006,932           |
| <b>UNASSIGNED</b>             | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         |

| AMERICAN RESCUE PLAN ACT FUND<br>OPERATING BUDGET |                     |                      |                     |                   |                   |
|---------------------------------------------------|---------------------|----------------------|---------------------|-------------------|-------------------|
| FUND 2640                                         | ACTUAL<br>FY 22     | ACTUAL<br>FY 23      | APPROVED<br>FY 24   | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
| <b>FUND BALANCE BEGINNING</b>                     | <b>\$ -</b>         | <b>\$ 4,593,035</b>  | <b>\$ 4,661,602</b> | <b>\$ 841,093</b> | <b>\$ 884,504</b> |
| <b>REVENUE:</b>                                   |                     |                      |                     |                   |                   |
| INTER-GOVERNMENTAL                                | \$ 7,000,000        | \$ 8,940,314         | \$ -                | \$ -              | \$ -              |
| INVESTMENT EARNINGS                               | (108,215)           | 257,783              | -                   | 43,412            | 10,000            |
| <b>TOTAL REVENUE</b>                              | <b>\$ 6,891,785</b> | <b>\$ 9,198,097</b>  | <b>\$ -</b>         | <b>\$ 43,412</b>  | <b>\$ 10,000</b>  |
| <b>EXPENDITURES:</b>                              |                     |                      |                     |                   |                   |
| PERSONAL SERVICES                                 | \$ -                | \$ -                 | \$ -                | \$ -              | \$ -              |
| CAPITAL                                           | 2,298,750           | 3,235,040            | -                   | -                 | -                 |
| <b>TOTAL EXPENDITURES</b>                         | <b>\$ 2,298,750</b> | <b>\$ 12,950,040</b> | <b>\$ -</b>         | <b>\$ -</b>       | <b>\$ -</b>       |
| <b>FUND BALANCE-ENDING</b>                        | <b>\$ 4,593,035</b> | <b>\$ 841,093</b>    | <b>\$ 4,661,602</b> | <b>\$ 884,504</b> | <b>\$ 894,504</b> |
| <b>LESS:</b>                                      |                     |                      |                     |                   |                   |
| RESTRICTED                                        | 4,593,035           | 841,093              | 4,661,602           | 884,504           | 894,504           |
| <b>UNASSIGNED</b>                                 | <b>\$ -</b>         | <b>\$ -</b>          | <b>\$ -</b>         | <b>\$ -</b>       | <b>\$ -</b>       |

**COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 1 OF 4)**  
**OPERATING BUDGET**

|                                                           | ACTUAL<br>FY 22   | ACTUAL<br>FY 23   | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
|-----------------------------------------------------------|-------------------|-------------------|---------------------|---------------------|---------------------|
| <b><u>COMMUNITY DEV BLOCK GRANTS(FUNDS 2900-2990)</u></b> |                   |                   |                     |                     |                     |
| <b>FUND BALANCE BEGINNING</b>                             | <b>\$ 451,003</b> | <b>\$ 595,929</b> | <b>\$ 771,059</b>   | <b>\$ 132,290</b>   | <b>\$ 275,253</b>   |
| <b>REVENUE:</b>                                           |                   |                   |                     |                     |                     |
| HUD GRANTS                                                | \$ 448,915        | \$ 245,995        | \$ 623,918          | \$ 1,324,573        | \$ 650,000          |
| INTEREST ON LOANS                                         | (5,933)           | 10,263            | 6,760               | 15,397              | 5,700               |
| PROGRAM INCOME                                            | 521,186           | 263,187           | 150,000             | 115,257             | 100,000             |
| <b>TOTAL REVENUE</b>                                      | <b>\$ 964,168</b> | <b>\$ 519,445</b> | <b>\$ 780,678</b>   | <b>\$ 1,455,227</b> | <b>\$ 755,700</b>   |
| <b>EXPENDITURES:</b>                                      |                   |                   |                     |                     |                     |
| PROJECTS                                                  | \$ 693,695        | \$ 541,900        | \$ 433,918          | \$ 766,126          | \$ 415,000          |
| ADMINISTRATION                                            | 120,579           | 116,665           | 190,000             | 112,937             | 235,000             |
| CAPITAL OUTLAY                                            | 4,968             | 324,519           | -                   | 433,201             | -                   |
| <b>TOTAL EXPENDITURES</b>                                 | <b>\$ 819,242</b> | <b>\$ 983,084</b> | <b>\$ 623,918</b>   | <b>\$ 1,312,264</b> | <b>\$ 650,000</b>   |
| <b>FUND BALANCE ENDING</b>                                | <b>\$ 595,929</b> | <b>\$ 132,290</b> | <b>\$ 927,819</b>   | <b>\$ 275,253</b>   | <b>\$ 380,953</b>   |
| <b><u>HOME PROGRAM (FUNDS 2800-2890)</u></b>              |                   |                   |                     |                     |                     |
| <b>FUND BALANCE BEGINNING</b>                             | <b>\$ 54,674</b>  | <b>\$ 257,175</b> | <b>\$ 659,392</b>   | <b>\$ 712,226</b>   | <b>\$ 1,220,003</b> |
| <b>REVENUE:</b>                                           |                   |                   |                     |                     |                     |
| HUD GRANTS                                                | \$ 114,768        | \$ 37,889         | \$ 378,085          | \$ 241,751          | \$ 350,000          |
| INTEREST ON INVESTMENTS                                   | (7,905)           | 21,213            | 4,800               | 47,006              | 22,900              |
| PROGRAM INCOME                                            | 416,911           | 446,208           | 500,000             | 488,553             | 100,000             |
| <b>TOTAL REVENUE</b>                                      | <b>\$ 523,774</b> | <b>\$ 505,310</b> | <b>\$ 882,885</b>   | <b>\$ 777,310</b>   | <b>\$ 472,900</b>   |
| <b>EXPENDITURES:</b>                                      |                   |                   |                     |                     |                     |
| AFFORDABLE HOUSING PROJ                                   | \$ 167,152        | \$ 508            | \$ 280,086          | \$ 233,826          | \$ 207,000          |
| ADMINISTRATION                                            | 110,170           | 46,980            | 98,000              | 30,662              | 143,000             |
| FIRST TIME HOME BUYER ADM                                 | 43,951            | 2,771             | -                   | 5,045               | -                   |
| <b>TOTAL EXPENDITURES</b>                                 | <b>\$ 321,273</b> | <b>\$ 50,259</b>  | <b>\$ 378,086</b>   | <b>\$ 269,533</b>   | <b>\$ 350,000</b>   |
| <b>FUND BALANCE ENDING</b>                                | <b>\$ 257,175</b> | <b>\$ 712,226</b> | <b>\$ 1,164,191</b> | <b>\$ 1,220,003</b> | <b>\$ 1,342,903</b> |

**COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 2 OF 4)**

**OPERATING BUDGET**

|                                                      | ACTUAL<br>FY 22   | ACTUAL<br>FY 23  | BUDGET<br>FY 24   | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
|------------------------------------------------------|-------------------|------------------|-------------------|-------------------|-------------------|
| <b><u>VISTA ADMINISTRATION (FUND 2650, 2690)</u></b> |                   |                  |                   |                   |                   |
| FUND BALANCE BEGINNING                               | \$ (5,347)        | \$ 10,526        | \$ 12,426         | \$ 6,966          | \$ 8,611          |
| REVENUE                                              |                   |                  |                   |                   |                   |
| GRANT                                                | \$ 194,172        | \$ 83,128        | \$ 85,300         | \$ 58,328         | \$ 85,710         |
| CHARGES FOR SERVICE                                  | 5,000             | 5,500            | 15,000            | 13,193            | 15,000            |
| <b>TOTAL REVENUE</b>                                 | <b>\$ 199,172</b> | <b>\$ 88,628</b> | <b>\$ 100,300</b> | <b>\$ 71,521</b>  | <b>\$ 100,710</b> |
| EXPENDITURES:                                        |                   |                  |                   |                   |                   |
| ADMINISTRATION                                       | 127,176           | 81,718           | 85,000            | 55,683            | 85,000            |
| OPERATIONS & MAINTENANCE                             | 56,123            | 10,470           | 15,000            | 14,193            | 15,000            |
| <b>TOTAL EXPENDITURES</b>                            | <b>\$ 183,299</b> | <b>\$ 92,188</b> | <b>\$ 100,000</b> | <b>\$ 69,876</b>  | <b>\$ 100,000</b> |
| FUND BALANCE ENDING                                  | \$ 10,526         | \$ 6,966         | \$ 12,726         | \$ 8,611          | \$ 9,321          |

**BILLINGS COMMUNITY CONNECT & HOMELESS PLAY (FUND 2720)**

|                                       |                |              |              |               |              |
|---------------------------------------|----------------|--------------|--------------|---------------|--------------|
| FUND BALANCE BEGINNING                | \$ 3,513       | \$ 3,464     | \$ 3,462     | \$ 3,542      | \$ 3,705     |
| REVENUE:                              |                |              |              |               |              |
| CONTRIBUTIONS                         | \$ -           | \$ -         | \$ -         | \$ -          | \$ -         |
| INTEREST ON INVESTMENTS               | (49)           | 78           | 36           | 163           | 80           |
| <b>TOTAL REVENUE</b>                  | <b>\$ (49)</b> | <b>\$ 78</b> | <b>\$ 36</b> | <b>\$ 163</b> | <b>\$ 80</b> |
| EXPENDITURES-OPERATIONS & MAINTENANCE | \$ -           | \$ -         | \$ -         | \$ -          | \$ -         |
| FUND BALANCE ENDING                   | \$ 3,464       | \$ 3,542     | \$ 3,498     | \$ 3,705      | \$ 3,785     |

**COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 3 OF 4)**

**OPERATING BUDGET**

|                                                      | ACTUAL<br>FY 22  | ACTUAL<br>FY 23  | BUDGET<br>FY 24  | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
|------------------------------------------------------|------------------|------------------|------------------|-------------------|-------------------|
| <b><u>COMMUNITY DEVELOPMENT RENT (FUND 2740)</u></b> |                  |                  |                  |                   |                   |
| FUND BALANCE BEGINNING                               | \$ 17,095        | \$ 17,506        | \$ 6,391         | \$ 11,954         | \$ 24,215         |
| REVENUE                                              |                  |                  |                  |                   |                   |
| INTERGOVERNMENTAL REVENUE                            | \$ (87)          | \$ 165           | \$ 90            | \$ 382            | \$ 160            |
| TRANSFER IN                                          | 65,000           | 65,183           | 79,750           | 79,750            | 69,285            |
| <b>TOTAL REVENUE</b>                                 | <b>\$ 64,913</b> | <b>\$ 65,348</b> | <b>\$ 79,840</b> | <b>\$ 80,132</b>  | <b>\$ 69,445</b>  |
| ADMINISTRATION                                       | \$ -             | \$ -             | \$ -             | \$ -              | \$ -              |
| OPERATIONS & MAINTENANCE                             | 64,502           | 70,900           | 79,750           | 67,871            | 69,285            |
| <b>TOTAL EXPENDITURES</b>                            | <b>\$ 64,502</b> | <b>\$ 70,900</b> | <b>\$ 79,750</b> | <b>\$ 67,871</b>  | <b>\$ 69,285</b>  |
| FUND BALANCE ENDING                                  | \$ 17,506        | \$ 11,954        | \$ 6,481         | \$ 24,215         | \$ 24,375         |

**GRANT WRITING/ ENVIRON REVIEW (FUND 2780)**

|                         |         |        |        |        |        |
|-------------------------|---------|--------|--------|--------|--------|
| FUND BALANCE BEGINNING  | \$ 888  | \$ 876 | \$ 876 | \$ 894 | \$ 932 |
| INTEREST ON INVESTMENTS | \$ (12) | \$ 18  | \$ 15  | \$ 38  | \$ 18  |
| REVENUE                 | \$ (12) | \$ 18  | \$ 15  | \$ 38  | \$ 18  |
| EXPENDITURES-TRANSFER   | \$ -    | \$ -   | \$ -   | \$ -   | \$ -   |
| FUND BALANCE ENDING     | \$ 876  | \$ 894 | \$ 891 | \$ 932 | \$ 950 |

**CDBG-CV Grant (Fund 2790)**

|                              |                   |                   |                     |                   |                     |
|------------------------------|-------------------|-------------------|---------------------|-------------------|---------------------|
| FUND BALANCE BEGINNING       | \$ -              | \$ -              | \$ -                | \$ (9,785)        | \$ -                |
| INTEREST ON INVESTMENTS      | \$ -              | \$ 209            | \$ -                | \$ 27             | \$ -                |
| INTERGOVERNMENTAL REVENUE    | 235,028           | 471,048           | 1,150,755           | 564,273           | 1,084,623           |
| CHARGE FOR SERVICES          | -                 | -                 | -                   | -                 | -                   |
| <b>REVENUE</b>               | <b>\$ 235,028</b> | <b>\$ 471,257</b> | <b>\$ 1,150,755</b> | <b>\$ 564,300</b> | <b>\$ 1,084,623</b> |
| PROJECTS                     | \$ 141,741        | \$ 130,663        | \$ 1,029,623        | \$ 12,789         | \$ 1,029,623        |
| ADMINISTRATION               | 93,287            | 161,745           | 121,132             | 75,651            | 55,000              |
| CAPITAL                      | -                 | 188,634           | -                   | 466,075           | -                   |
| <b>EXPENDITURES-TRANSFER</b> | <b>\$ 235,028</b> | <b>\$ 481,042</b> | <b>\$ 1,150,755</b> | <b>\$ 554,515</b> | <b>\$ 1,084,623</b> |
| FUND BALANCE ENDING          | \$ -              | \$ (9,785)        | \$ -                | \$ -              | \$ -                |

**COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 4 OF 4)**  
**OPERATING BUDGET**

|                                                            | ACTUAL<br>FY 22 | ACTUAL<br>FY 23 | BUDGET<br>FY 24 | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
|------------------------------------------------------------|-----------------|-----------------|-----------------|-------------------|-------------------|
| <b><u>COUNCIL REVOLVING HOME LOAN FUND (FUND 2770)</u></b> |                 |                 |                 |                   |                   |
| FUND BALANCE BEGINNING                                     | \$ 115,857      | \$ 145,592      | \$ 35,341       | \$ 97,032         | \$ 53,979         |
| MISCELLANEOUS                                              | \$ 29,735       | \$ 30,425       | \$ 500          | \$ 73,983         | \$ 490            |
| EXPENDITURES-PROJECTS                                      | \$ -            | \$ 78,985       | \$ -            | \$ 117,036        | \$ -              |
| FUND BALANCE ENDING                                        | \$ 145,592      | \$ 97,032       | \$ 35,841       | \$ 53,979         | \$ 54,469         |

**TOTAL OF COMMUNITY DEVELOPMENT GRANT FUNDS**

|                          |              |              |              |              |              |
|--------------------------|--------------|--------------|--------------|--------------|--------------|
| FUND BALANCE BEGINNING   | \$ 637,683   | \$ 1,031,068 | \$ 1,488,947 | \$ 955,119   | \$ 1,586,698 |
| REVENUE:                 |              |              |              |              |              |
| INTER-GOVERNMENTAL       | \$ 992,796   | \$ 838,225   | \$ 2,238,148 | \$ 2,189,307 | \$ 2,170,493 |
| CHARGE FOR SERVICES      | 5,000        | 5,500        | 15,000       | 13,193       | 15,000       |
| INTEREST ON INVESTMENTS  | (13,899)     | 31,781       | 11,611       | 62,631       | 28,698       |
| MISCELLANEOUS            | 967,832      | 739,820      | 650,500      | 677,793      | 200,490      |
| TRANSFERS                | 65,000       | 65,183       | 79,750       | 79,750       | 69,285       |
| TOTAL REVENUE            | \$ 2,016,729 | \$ 1,680,509 | \$ 2,995,009 | \$ 3,022,674 | \$ 2,483,966 |
| EXPENDITURES:            |              |              |              |              |              |
| PROJECTS                 | 1,002,588    | 752,056      | 1,743,627    | 1,129,777    | 1,651,623    |
| ADMINISTRATION           | 495,163      | 409,879      | 494,132      | 279,978      | 518,000      |
| OPERATIONS & MAINTENANCE | 120,625      | 81,370       | 94,750       | 82,064       | 84,285       |
| CAPITAL                  | 4,968        | 513,153      | -            | 899,276      | -            |
| TOTAL EXPENDITURES       | \$ 1,623,344 | \$ 1,756,458 | \$ 2,332,509 | \$ 2,391,095 | \$ 2,253,908 |
| FUND BALANCE - ENDING    | \$ 1,031,068 | \$ 955,119   | \$ 2,151,447 | \$ 1,586,698 | \$ 1,816,756 |
| LESS:                    |              |              |              |              |              |
| RESTRICTED               | 1,031,068    | 955,119      | 2,151,447    | 1,586,698    | 1,816,756    |

**PARKS PROGRAMS  
OPERATING BUDGET**

FUND 7690-7750, 7770

|                                            | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
|--------------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>FUND BALANCE BEGINNING</b>              | <b>\$ 2,267,133</b> | <b>\$ 2,250,177</b> | <b>\$ 2,311,377</b> | <b>\$ 2,147,853</b> | <b>\$ 2,260,353</b> |
| <b>REVENUE:</b>                            |                     |                     |                     |                     |                     |
| <b>PARK ACQUISITION &amp; IMPROVEMENTS</b> |                     |                     |                     |                     |                     |
| INVESTMENT EARNINGS                        | \$ (34,864)         | \$ 53,566           | \$ 20,250           | \$ 50,000           | \$ 50,760           |
| CONTRIBUTIONS-MISC                         | 29,927              | 84,778              | 68,000              | 56,950              | 135,000             |
| TRANSFER IN                                | 342                 | 20,000              | 5,000               | 25,000              | 5,000               |
| PAY IN LIEU PARK DEDICATION                | 131,562             | 30,675              | 67,000              | -                   | -                   |
| <b>USDA-FORESTRY GRANT</b>                 | -                   | -                   | -                   | -                   | 1,000,000           |
| <b>KIWANIS-LICENSE PLATES</b>              | 1,716               | 1,579               | 1,500               | 1,550               | 1,500               |
| <b>TRASH FOR TREES</b>                     | <u>10,820</u>       | <u>15,259</u>       | <u>6,000</u>        | <u>3,500</u>        | <u>6,000</u>        |
| <b>TOTAL REVENUE</b>                       | <b>\$ 139,503</b>   | <b>\$ 205,857</b>   | <b>\$ 167,750</b>   | <b>\$ 137,000</b>   | <b>\$ 1,198,260</b> |
| <b>EXPENDITURES:</b>                       |                     |                     |                     |                     |                     |
| <b>PARK ACQUISITION &amp; IMPROVEMENTS</b> |                     |                     |                     |                     |                     |
| OPERATIONS & MAINTENANCE                   | \$ 5,764            | \$ 10,242           | \$ 11,893           | \$ 10,000           | \$ 131,252          |
| <b>USDA-FORESTRY GRANT</b>                 | -                   | -                   | -                   | -                   | 1,000,000           |
| <b>KIWANIS-LICENSE PLATES</b>              | 1,035               | -                   | 1,500               | 1,500               | 1,500               |
| CAPITAL OUTLAY                             | 22,270              | 62,988              | -                   | -                   | -                   |
| <b>TRASH FOR TREES</b>                     | <u>6,390</u>        | <u>9,951</u>        | <u>13,000</u>       | <u>13,000</u>       | <u>6,000</u>        |
| <b>TOTAL EXPENDITURES</b>                  | <b>\$ 156,459</b>   | <b>\$ 308,181</b>   | <b>\$ 26,393</b>    | <b>\$ 24,500</b>    | <b>\$ 1,138,752</b> |
| PRIOR PERIOD ADJUSTMENT                    | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                |
| <b>FUND BALANCE ENDIN</b>                  | <b>\$ 2,250,177</b> | <b>\$ 2,147,853</b> | <b>\$ 2,452,734</b> | <b>\$ 2,260,353</b> | <b>\$ 2,319,861</b> |
| <b>LESS:</b>                               |                     |                     |                     |                     |                     |
| RESTRICTED                                 | <u>2,250,177</u>    | <u>2,147,853</u>    | <u>2,452,734</u>    | <u>2,260,353</u>    | <u>2,319,861</u>    |
| <b>UNASSIGNED</b>                          | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         |

**DOWNTOWN REVOLVING LOAN PROGRAM  
OPERATING BUDGET**

FUND 7230

|                                  | ACTUAL<br>FY 22            | ACTUAL<br>FY 23            | BUDGET<br>FY 24            | ESTIMATE<br>FY 24          | PROPOSED<br>FY 25          |
|----------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| <b>FUND BALANCE BEGINNING</b>    | <b><u>\$ 915,226</u></b>   | <b><u>\$ 1,408,309</u></b> | <b><u>\$ 1,632,486</u></b> | <b><u>\$ 1,880,036</u></b> | <b><u>\$ 1,918,036</u></b> |
| <b>REVENUE:</b>                  |                            |                            |                            |                            |                            |
| INVESTMENT EARNINGS:             |                            |                            |                            |                            |                            |
| INTEREST ON LOANS                | \$ 5,438                   | \$ 77,963                  | \$ 25,000                  | \$ 75,000                  | \$ 121,600                 |
| MISCELLANEOUS-REPAYMENT OF LOANS | <u>620,158</u>             | <u>623,408</u>             | <u>100,000</u>             | <u>130,000</u>             | <u>38,520</u>              |
| <b>TOTAL REVENUE</b>             | <b><u>\$ 625,596</u></b>   | <b><u>\$ 701,371</u></b>   | <b><u>\$ 125,000</u></b>   | <b><u>\$ 205,000</u></b>   | <b><u>\$ 160,120</u></b>   |
| <b>EXPENDITURES:</b>             |                            |                            |                            |                            |                            |
| OPERATION & MAINTENANCE:         |                            |                            |                            |                            |                            |
| CHARGES FOR SERVICE              | \$ 27,828                  | \$ 229,644                 | \$ 43,892                  | \$ 42,000                  | \$ 15,515                  |
| LOANS                            | <u>104,685</u>             | <u>-</u>                   | <u>800,000</u>             | <u>125,000</u>             | <u>800,000</u>             |
| <b>TOTAL EXPENDITURES</b>        | <b><u>\$ 132,513</u></b>   | <b><u>\$ 229,644</u></b>   | <b><u>\$ 843,892</u></b>   | <b><u>\$ 167,000</u></b>   | <b><u>\$ 815,515</u></b>   |
| <b>FUND BALANCE ENDING</b>       | <b><u>\$ 1,408,309</u></b> | <b><u>\$ 1,880,036</u></b> | <b><u>\$ 913,594</u></b>   | <b><u>\$ 1,918,036</u></b> | <b><u>\$ 1,262,641</u></b> |
| <b>LESS:</b>                     |                            |                            |                            |                            |                            |
| RESTRICTED                       | <u>1,408,309</u>           | <u>1,880,036</u>           | <u>913,594</u>             | <u>1,918,036</u>           | <u>1,262,641</u>           |
| <b>UNASSIGNED</b>                | <b><u>\$ -</u></b>         | <b><u>\$ -</u></b>         | <b><u>\$ -</u></b>         | <b><u>\$ -</u></b>         | <b><u>\$ -</u></b>         |



**CEMETERY IMPROVEMENTS FUND  
OPERATING BUDGET**

FUND 7020

|                                 | ACTUAL<br>22      | ACTUAL<br>FY 23   | BUDGET<br>FY 24   | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b>FUND BALANCE - BEGINNING</b> | <b>\$ 214,542</b> | <b>\$ 243,995</b> | <b>\$ 232,495</b> | <b>\$ 224,465</b> | <b>\$ 61,127</b>  |
| <b>REVENUE:</b>                 |                   |                   |                   |                   |                   |
| SALE OF LOTS                    | \$ 32,742         | \$ 19,559         | \$ 14,000         | \$ 24,000         | \$ 20,000         |
| INTEREST ON INVESTMENTS         | (3,289)           | 5,151             | 2,500             | 6,000             | 4,665             |
| <b>TOTAL REVENUE</b>            | <b>\$ 29,453</b>  | <b>\$ 24,710</b>  | <b>\$ 16,500</b>  | <b>\$ 30,000</b>  | <b>\$ 24,665</b>  |
| <b>EXPENDITURES:</b>            |                   |                   |                   |                   |                   |
| OPERATION & MAINTENANCE         | \$ -              | \$ 44,240         | \$ -              | \$ 193,338        | \$ -              |
| CAPITAL                         | -                 | -                 | 230,000           | -                 | -                 |
| <b>TOTAL EXPENDITURES</b>       | <b>\$ -</b>       | <b>\$ 44,240</b>  | <b>\$ 230,000</b> | <b>\$ 193,338</b> | <b>\$ -</b>       |
| <b>FUND BALANCE - ENDING</b>    | <b>\$ 243,995</b> | <b>\$ 224,465</b> | <b>\$ 18,995</b>  | <b>\$ 61,127</b>  | <b>\$ 85,792</b>  |
| <b>LESS:</b>                    |                   |                   |                   |                   |                   |
| RESTRICTED                      | 243,995           | 224,465           | 18,995            | 61,127            | 85,792            |
| <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**

None

**Capital**

Expenditures of \$230,000 in FY2024 are for improvements to the pump station that irrigates Mountview Cemetery.

| FUND 2140                     | ANTI-GRAFFITI FUND<br>OPERATING BUDGET |                    |                    |                    |                    |
|-------------------------------|----------------------------------------|--------------------|--------------------|--------------------|--------------------|
|                               | ACTUAL<br>FY 22                        | ACTUAL<br>FY 23    | BUDGET<br>FY 24    | ESTIMATE<br>FY 24  | PROPOSED<br>FY 25  |
| <b>FUND BALANCE BEGINNING</b> | <u>\$ -</u>                            | <u>\$ -</u>        | <u>\$ -</u>        | <u>\$ -</u>        | <u>\$ -</u>        |
| <b>REVENUE:</b>               |                                        |                    |                    |                    |                    |
| <b>ANTI-GRAFFITI:</b>         |                                        |                    |                    |                    |                    |
| FINES AND FORFEITURES         | \$ -                                   | \$ -               | \$ -               | \$ -               | 500                |
| CONTRIBUTIONS/DONATIONS       | <u>-</u>                               | <u>-</u>           | <u>-</u>           | <u>-</u>           | <u>2,000</u>       |
| <b>TOTAL REVENUE</b>          | <u>\$ -</u>                            | <u>\$ -</u>        | <u>\$ -</u>        | <u>\$ -</u>        | <u>\$ 2,500</u>    |
| <b>EXPENDITURES:</b>          |                                        |                    |                    |                    |                    |
| <b>ANTI-GRAFFITI:</b>         |                                        |                    |                    |                    |                    |
| OPERATION & MAINTENANCE       | <u>\$ -</u>                            | <u>\$ -</u>        | <u>\$ -</u>        | <u>\$ -</u>        | <u>\$ 2,500</u>    |
| <b>TOTAL EXPENDITURES</b>     | <u>\$ -</u>                            | <u>\$ -</u>        | <u>\$ -</u>        | <u>\$ -</u>        | <u>\$ 2,500</u>    |
| <b>FUND BALANCE ENDING</b>    | <u><u>\$ -</u></u>                     | <u><u>\$ -</u></u> | <u><u>\$ -</u></u> | <u><u>\$ -</u></u> | <u><u>\$ -</u></u> |

**TRAIL GRANT FUND  
OPERATING BUDGET**

FUND 2360

|                                 | ACTUAL<br>FY 22         | ACTUAL<br>FY 23            | BUDGET<br>FY 24      | ESTIMATE<br>FY 24          | PROPOSED<br>FY 25          |
|---------------------------------|-------------------------|----------------------------|----------------------|----------------------------|----------------------------|
| <b>FUND BALANCE - BEGINNING</b> | <u>\$ -</u>             | <u>\$ -</u>                | <u>\$ -</u>          | <u>\$ (67,029)</u>         | <u>\$ (66,612)</u>         |
| <b>REVENUES:</b>                |                         |                            |                      |                            |                            |
| INTERGOVERNMENTAL               | \$ -                    | \$ 2,104,185               | \$ -                 | \$ 2,439,065               | \$ 4,730,000               |
| INVESTMENTS                     | (504)                   | 94                         | 200                  | 417                        | 120                        |
| CONTRIBUTIONS/DONATIONS         | 85,000                  | -                          | -                    | -                          | 200,000                    |
| TRANSFERS                       | <u>-</u>                | <u>-</u>                   | <u>-</u>             | <u>-</u>                   | <u>669,703</u>             |
| <b>TOTAL REVENUE</b>            | <u><b>\$ 84,496</b></u> | <u><b>\$ 2,104,279</b></u> | <u><b>\$ 200</b></u> | <u><b>\$ 2,439,481</b></u> | <u><b>\$ 5,599,823</b></u> |
| <b>EXPENDITURES:</b>            |                         |                            |                      |                            |                            |
| COST ALLOCATION CHARGE:         | \$ -                    |                            | \$ -                 |                            |                            |
| CAPITAL OUTLAY                  | <u>\$ 72,580</u>        | <u>\$ 2,171,308</u>        | <u>\$ -</u>          | <u>\$ 2,439,065</u>        | <u>\$ 5,545,000</u>        |
| <b>TOTAL EXPENDITURES</b>       | <u><b>\$ 72,580</b></u> | <u><b>\$ 2,171,308</b></u> | <u><b>\$ -</b></u>   | <u><b>\$ 2,439,065</b></u> | <u><b>\$ 5,545,000</b></u> |
| <b>FUND BALANCE - ENDING</b>    | <b>\$ 11,916</b>        | <b>\$ (67,029)</b>         | <b>\$ 200</b>        | <b>\$ (66,612)</b>         | <b>\$ (11,789)</b>         |
| <b>LESS:</b>                    |                         |                            |                      |                            |                            |
| RESTRICTED                      | <u>11,916</u>           | <u>(67,029)</u>            | <u>200</u>           | <u>(66,612)</u>            | <u>(11,789)</u>            |
| <b>UNASSIGNED</b>               | <u><b>\$ -</b></u>      | <u><b>\$ -</b></u>         | <u><b>\$ -</b></u>   | <u><b>\$ -</b></u>         | <u><b>\$ -</b></u>         |

**ANIMAL CONTROL DONATIONS  
OPERATING BUDGET**

FUNDS 7120,7130,7150,7160

|                               | ACTUAL<br>FY 22  | ACTUAL<br>FY 23  | BUDGET<br>FY 24  | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
|-------------------------------|------------------|------------------|------------------|-------------------|-------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 39,896</b> | <b>\$ 39,342</b> | <b>\$ 39,362</b> | <b>\$ 22,832</b>  | <b>\$ 23,642</b>  |
| <b>REVENUE:</b>               |                  |                  |                  |                   |                   |
| INTEREST ON INVESTMENTS       | \$ (554)         | \$ 595           | \$ 410           | \$ 810            | \$ 526            |
| <b>TOTAL REVENUE</b>          | <b>\$ (554)</b>  | <b>\$ 595</b>    | <b>\$ 410</b>    | <b>\$ 810</b>     | <b>\$ 526</b>     |
| <b>EXPENDITURES:</b>          |                  |                  |                  |                   |                   |
| OPERATION AND MAINTENANCE     |                  |                  |                  |                   |                   |
| BUILDING IMPROVEMENTS         | \$ -             | \$ 3,121         | \$ -             | \$ -              | \$ -              |
| SPAY & NEUTER                 | \$ -             | \$ 210           | \$ -             | \$ -              | \$ -              |
| GENERAL                       | -                | 13,774           | -                | -                 | -                 |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ -</b>      | <b>\$ 17,105</b> | <b>\$ -</b>      | <b>\$ -</b>       | <b>\$ -</b>       |
|                               |                  |                  |                  |                   | \$ -              |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 39,342</b> | <b>\$ 22,832</b> | <b>\$ 39,772</b> | <b>\$ 23,642</b>  | <b>\$ 24,168</b>  |
| <b>LESS:</b>                  |                  |                  |                  |                   |                   |
| COMMITTED                     | 39,342           | 22,832           | 39,772           | 23,642            | 24,168            |

**ANIMAL CONTROL DONATIONS BUDGET NARRATIVE**

These funds are used to account for donations to Animal Control.

**Revenues**

With the privatization of the Animal Shelter in 2009, projected revenues for the Animal Control building improvements, spay/neuter, education, and general donation accounts are not expected this fiscal year. Although revenues for these donation accounts are not expected, the accounts have been left open in case a donation is received.

**Expenditures**

Expenditures will be used for spay and neuter relief, education, animal health and welfare, facility improvements, and other projects and initiatives to benefit animals.

**Capital**

None

| STREET MAINTENANCE DISTRICTS FUND<br>OPERATING BUDGET |                     |                      |                      |                      |                      |
|-------------------------------------------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
| FUND 8010 & 8020                                      | ACTUAL<br>FY 22     | ACTUAL<br>FY 23      | BUDGET<br>FY 24      | ESTIMATE<br>FY 24    | PROPOSED<br>FY 25    |
| <b>FUND BALANCE BEGINNING</b>                         | <b>\$ 4,631,883</b> | <b>\$ 4,423,655</b>  | <b>\$ 6,109,865</b>  | <b>\$ 10,294,185</b> | <b>\$ 9,381,240</b>  |
| <b>REVENUE:</b>                                       |                     |                      |                      |                      |                      |
| SPECIAL ASSESSMENTS                                   | \$ 9,625,744        | \$ 15,020,802        | \$ 15,784,000        | \$ 15,885,050        | \$ 16,666,000        |
| INTEREST ON INVESTMENTS                               | <u>(73,626)</u>     | <u>231,633</u>       | <u>20,500</u>        | <u>289,500</u>       | <u>155,000</u>       |
| <b>TOTAL REVENUE</b>                                  | <b>\$ 9,552,118</b> | <b>\$ 15,252,435</b> | <b>\$ 15,804,500</b> | <b>\$ 16,174,550</b> | <b>\$ 16,821,000</b> |
| <b>EXPENDITURES:</b>                                  |                     |                      |                      |                      |                      |
| OPERATION & MAINTENANCE                               | \$ 8,000,346        | \$ 7,649,002         | \$ 7,883,111         | \$ 7,883,111         | \$ 8,218,996         |
| CAPITAL                                               | -                   | 1,732,903            | 6,584,000            | 9,204,384            | 6,654,000            |
| TRANSFER TO GAS TAX FUND                              | <u>1,760,000</u>    | <u>-</u>             | <u>-</u>             | <u>-</u>             | <u>-</u>             |
| <b>TOTAL EXPENDITURES</b>                             | <b>\$ 9,760,346</b> | <b>\$ 9,381,905</b>  | <b>\$ 14,467,111</b> | <b>\$ 17,087,495</b> | <b>\$ 14,872,996</b> |
| <b>FUND BALANCE ENDING</b>                            | <b>\$ 4,423,655</b> | <b>\$ 10,294,185</b> | <b>\$ 7,447,254</b>  | <b>\$ 9,381,240</b>  | <b>\$ 11,329,244</b> |
| <b>LESS:</b>                                          |                     |                      |                      |                      |                      |
| RESTRICTED                                            | <u>4,423,655</u>    | <u>10,294,185</u>    | <u>7,447,254</u>     | <u>9,381,240</u>     | <u>11,329,244</u>    |
| <b>UNASSIGNED</b>                                     | <b>\$ -</b>         | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          |

**STREET LIGHT MAINTENANCE DISTRICTS FUND  
OPERATING BUDGET**

FUND 8100

|                                 | ACTUAL<br>FY 22            | ACTUAL<br>FY 23            | BUDGET<br>FY 24            | ESTIMATE<br>FY 24          | PROPOSED<br>FY 25          |
|---------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| <b>FUND BALANCE - BEGINNING</b> | <b><u>\$ 2,245,385</u></b> | <b><u>\$ 2,419,169</u></b> | <b><u>\$ 2,255,418</u></b> | <b><u>\$ 2,178,365</u></b> | <b><u>\$ 1,856,869</u></b> |
| <b>REVENUE:</b>                 |                            |                            |                            |                            |                            |
| INTEREST EARNINGS               | \$ (31,453)                | \$ 52,096                  | \$ 6,000                   | \$ 56,000                  | \$ 30,000                  |
| SPECIAL ASSESSMENTS             | 2,377,577                  | 2,482,477                  | 2,700,000                  | 2,658,000                  | 2,870,000                  |
| MISCELLANEOUS                   | <u>14,621</u>              | <u>28,365</u>              | <u>-</u>                   | <u>5,650</u>               | <u>-</u>                   |
| <b>TOTAL REVENUE</b>            | <b><u>\$ 2,360,745</u></b> | <b><u>\$ 2,562,938</u></b> | <b><u>\$ 2,706,000</u></b> | <b><u>\$ 2,719,650</u></b> | <b><u>\$ 2,900,000</u></b> |
| <b>EXPENDITURES:</b>            |                            |                            |                            |                            |                            |
| OPERATIONS & MAINTENANCE        | \$ 2,186,961               | \$ 2,803,742               | \$ 3,239,446               | \$ 3,041,146               | \$ 3,228,775               |
| <b>TOTAL EXPENDITURES</b>       | <b><u>\$ 2,186,961</u></b> | <b><u>\$ 2,803,742</u></b> | <b><u>\$ 3,239,446</u></b> | <b><u>\$ 3,041,146</u></b> | <b><u>\$ 3,228,775</u></b> |
| <b>FUND BALANCE - ENDING</b>    | <b><u>\$ 2,419,169</u></b> | <b><u>\$ 2,178,365</u></b> | <b><u>\$ 1,721,972</u></b> | <b><u>\$ 1,856,869</u></b> | <b><u>\$ 1,528,094</u></b> |
| <b>LESS:</b>                    |                            |                            |                            |                            |                            |
| RESTRICTED                      | <u>2,419,169</u>           | <u>2,178,365</u>           | <u>1,721,972</u>           | <u>1,856,869</u>           | <u>1,528,094</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<br>FY 22            | ACTUAL<br>FY 23            | BUDGET<br>FY 24            | ESTIMATE<br>FY 24          | PROPOSED<br>FY 25          |
|--------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| <b>FUND BALANCE BEGINNING</b>  | <b><u>\$ 3,190,729</u></b> | <b><u>\$ 3,959,535</u></b> | <b><u>\$1,569,195</u></b>  | <b><u>\$ 4,778,352</u></b> | <b><u>\$ 2,533,393</u></b> |
| <b>REVENUE:</b>                |                            |                            |                            |                            |                            |
| SPECIAL ASSESSMENTS            | \$ 4,912,574               | \$ 5,286,125               | \$ 5,440,000               | \$ 5,525,000               | \$ 6,630,000               |
| INTEREST ON INVESTMENTS        | (52,799)                   | 123,148                    | 15,500                     | 169,200                    | 102,000                    |
| LICENSES & PERMITS             | -                          | -                          | 500                        | -                          | 500                        |
| OTHER                          | <u>52,553</u>              | <u>5,712</u>               | <u>5,610</u>               | <u>5,837</u>               | <u>5,900</u>               |
| <b>TOTAL REVENUE</b>           | <b><u>\$ 4,912,328</u></b> | <b><u>\$ 5,414,985</u></b> | <b><u>\$ 5,461,610</u></b> | <b><u>\$ 5,700,037</u></b> | <b><u>\$ 6,738,400</u></b> |
| <b>EXPENDITURES:</b>           |                            |                            |                            |                            |                            |
| OPERATIONS & MAINTENANCE       | \$ 2,015,987               | \$ 1,925,327               | \$ 1,987,497               | \$ 2,246,247               | \$ 3,506,227               |
| CAPITAL                        | 1,107,535                  | 835,841                    | 2,712,000                  | 4,683,749                  | 3,897,000                  |
| TRANSFERS TO BOND AND INTEREST | <u>1,020,000</u>           | <u>1,835,000</u>           | <u>1,015,000</u>           | <u>1,015,000</u>           | <u>1,015,000</u>           |
| <b>TOTAL EXPENDITURES</b>      | <b><u>\$ 4,143,522</u></b> | <b><u>\$ 4,596,168</u></b> | <b><u>\$ 5,714,497</u></b> | <b><u>\$ 7,944,996</u></b> | <b><u>\$ 8,418,227</u></b> |
| <b>FUND BALANCE ENDING</b>     | <b><u>\$ 3,959,535</u></b> | <b><u>\$ 4,778,352</u></b> | <b><u>\$ 1,316,308</u></b> | <b><u>\$ 2,533,393</u></b> | <b><u>\$ 853,566</u></b>   |
| <b>LESS:</b>                   |                            |                            |                            |                            |                            |
| RESTRICTED                     | <u>3,959,535</u>           | <u>4,778,352</u>           | <u>1,316,308</u>           | <u>2,533,393</u>           | <u>853,566</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<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
|----------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>FUND BALANCE</b>        | <b>\$ 1,609,906</b> | <b>\$ 1,778,101</b> | <b>\$ 1,804,802</b> | <b>\$ 2,088,279</b> | <b>\$ 2,273,279</b> |
| <b>REVENUE:</b>            |                     |                     |                     |                     |                     |
| SPECIAL ASSESSMENTS        | \$ 1,157,470        | \$ 1,273,855        | \$ 1,348,036        | \$ 1,355,000        | \$ 1,464,637        |
| INTEREST EARNINGS          | (22,403)            | 38,826              | 13,000              | 75,000              | 42,000              |
| <b>TOTAL REVENUE</b>       | <b>\$ 1,135,067</b> | <b>\$ 1,312,681</b> | <b>\$ 1,361,036</b> | <b>\$ 1,430,000</b> | <b>\$ 1,506,637</b> |
| <b>EXPENDITURES:</b>       |                     |                     |                     |                     |                     |
| OPERATIONS & MAINTENANCE   | \$ 966,872          | \$ 1,002,503        | \$ 1,284,867        | \$ 1,245,000        | \$ 1,374,623        |
| CAPITAL                    | \$ -                | \$ -                | \$ -                | \$ -                | \$ 200,000          |
| <b>TOTAL EXPENDITURES</b>  | <b>\$ 966,872</b>   | <b>\$ 1,002,503</b> | <b>\$ 1,284,867</b> | <b>\$ 1,245,000</b> | <b>\$ 1,574,623</b> |
| <b>FUND BALANCE ENDING</b> | <b>\$ 1,778,101</b> | <b>\$ 2,088,279</b> | <b>\$ 1,880,971</b> | <b>\$ 2,273,279</b> | <b>\$ 2,205,293</b> |
| <b>LESS:</b>               |                     |                     |                     |                     |                     |
| RESTRICTED                 | 1,778,101           | 2,088,279           | 1,880,971           | 2,273,279           | 2,205,293           |
| <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 25.

**Capital**

Pump station and irrigation upgrades are planned in the FY2025 CIP. These expenses are budgeted for the Olympic, Harvest and Ironwood PMD's.



**PARK DISTRICT 1  
OPERATING BUDGET**

FUND 8730

|                            | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | REQUEST<br>FY 25    | PROPOSED<br>FY 25    |
|----------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|
| <b>FUND BALANCE</b>        | <b>\$ 4,784,551</b> | <b>\$ 4,584,839</b> | <b>\$ 4,480,379</b> | <b>\$ 3,918,784</b> | <b>\$ 7,721,394</b> | <b>\$ 7,721,394</b>  |
| <b>REVENUE:</b>            |                     |                     |                     |                     |                     |                      |
| SPECIAL ASSESSMENTS        | \$ 3,120,556        | \$ 3,616,121        | \$ -                | \$ -                | \$ -                | \$ -                 |
| LICENSES & PERMITS         | -                   | -                   | -                   | -                   | -                   | 6,000                |
| STATE GRANTS               | 198,503             | 64,731              | -                   | -                   | -                   | 40,000               |
| CHARGES FOR SERVICE        | -                   | -                   | -                   | -                   | -                   | 1,856,598            |
| INTEREST EARNINGS          | (64,791)            | 95,853              | 42,000              | 102,610             | 74,000              | 74,000               |
| CONTRIBUTION/DONATIONS     | 50,647              | -                   | -                   | -                   | -                   | 4,000                |
| TRANSFER IN REVENUE        | 121,000             | -                   | 3,823,482           | 3,700,000           | 4,322,866           | 8,061,300            |
| MISCELLANEOUS              | 3,250               | 4,519               | -                   | -                   | -                   | -                    |
| <b>TOTAL REVENUE</b>       | <b>\$ 3,429,165</b> | <b>\$ 3,781,224</b> | <b>\$ 3,865,482</b> | <b>\$ 3,802,610</b> | <b>\$ 4,396,866</b> | <b>\$ 10,041,898</b> |
| <b>EXPENDITURES:</b>       |                     |                     |                     |                     |                     |                      |
| PERSONAL SERVICES          | \$ 335,151          | \$ 357,326          | \$ 446,579          | \$ -                | \$ 496,125          | \$ 5,009,498         |
| OPERATIONS & MAINTENANCE   | 1,296,362           | 1,399,513           | 1,596,161           | -                   | 1,636,292           | 2,549,746            |
| CAPITAL                    | 1,920,664           | 2,361,980           | 3,182,991           | -                   | 2,264,449           | 1,421,894            |
| TRANSFER OUT               | 76,700              | 328,460             | 364,546             | -                   | -                   | 1,057,258            |
| <b>TOTAL EXPENDITURES</b>  | <b>\$ 3,628,877</b> | <b>\$ 4,447,279</b> | <b>\$ 5,590,277</b> | <b>\$ -</b>         | <b>\$ 4,396,866</b> | <b>\$ 10,038,396</b> |
| <b>FUND BALANCE ENDING</b> | <b>\$ 4,584,839</b> | <b>\$ 3,918,784</b> | <b>\$ 2,755,584</b> | <b>\$ 7,721,394</b> | <b>\$ 7,721,394</b> | <b>\$ 7,724,896</b>  |
| LESS:                      |                     |                     |                     |                     |                     |                      |
| RESTRICTED                 | 4,584,839           | 3,918,784           | 2,755,584           | 7,721,394           | 7,721,394           | 7,724,896            |
| <b>UNASSIGNED</b>          | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</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 taxes assessed to property owners within the city limits of Billings. In FY 2025, a transfer will be used to move the necessary tax revenue from the General Fund to cover the costs in PD1.

**Expenditures**

Expenditures in FY 25 are anticipated at \$10,038,396. Also during FY25, all operating costs for Parks, Recreation, Cemetery and Forestry that were previously budget in the General Fund were moved out of the General Fund and into PD1.

**Capital**

Capital for FY 25 include projects throughout Billings that were approved in the the CIP Plan and also repairing and replacing items that have reached the end of their useful life.

**ARTERIAL STREET FEES FUND  
OPERATING BUDGET**

FUND 8450

|                               | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24   | ESTIMATE<br>FY 24    | PROPOSED<br>FY 25 |
|-------------------------------|---------------------|---------------------|-------------------|----------------------|-------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 9,186,611</b> | <b>\$ 8,846,692</b> | <b>\$ 451,443</b> | <b>\$ 6,418,386</b>  | <b>\$ -</b>       |
| <b>REVENUE:</b>               |                     |                     |                   |                      |                   |
| SPECIAL ASSESSMENTS           | \$ 4,759,537        | \$ 30,399           | \$ -              | \$ 200               | \$ -              |
| INTEREST ON INVESTMENTS       | (109,577)           | 150,621             | 1,000             | 175,000              | -                 |
| MISCELLANEOUS                 | -                   | 97,832              | -                 | 234,047              | -                 |
| GRANTS-DOT                    | -                   | 1,621,424           | -                 | 5,485,510            | -                 |
| <b>TOTAL REVENUE</b>          | <b>\$ 4,649,960</b> | <b>\$ 1,900,276</b> | <b>\$ 1,000</b>   | <b>\$ 5,894,757</b>  | <b>\$ -</b>       |
| <b>EXPENDITURES:</b>          |                     |                     |                   |                      |                   |
| OPERATION & MAINTENANCE       | \$ 359,507          | \$ 562,957          | \$ 2,443          | \$ 3,064             | \$ -              |
| CAPITAL                       | 4,630,372           | 3,765,625           | 450,000           | 12,310,079           | -                 |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 4,989,879</b> | <b>\$ 4,328,582</b> | <b>\$ 452,443</b> | <b>\$ 12,313,143</b> | <b>\$ -</b>       |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 8,846,692</b> | <b>\$ 6,418,386</b> | <b>\$ -</b>       | <b>\$ -</b>          | <b>\$ -</b>       |
| <b>LESS:</b>                  |                     |                     |                   |                      |                   |
| COMMITTED                     | 8,846,692           | 6,418,386           | -                 | -                    | -                 |
| <b>UNASSIGNED</b>             | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>       | <b>\$ -</b>          | <b>\$ -</b>       |

FUND 7580

**AMEND PARK FUND  
OPERATING BUDGET**

|                               | <b>ACTUAL<br/>FY 22</b> | <b>ACTUAL<br/>FY 23</b> | <b>BUDGET<br/>FY 24</b> | <b>ESTIMATE<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|-------------------------------|-------------------------|-------------------------|-------------------------|---------------------------|---------------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 250,372</b>       | <b>\$ 231,669</b>       | <b>\$ 228,669</b>       | <b>\$ 223,173</b>         | <b>\$ 220,173</b>         |
| <b>REVENUE:</b>               |                         |                         |                         |                           |                           |
| PARK SERVICES                 | \$ 15,845               | \$ 17,148               | \$ 25,000               | \$ 20,000                 | \$ 25,000                 |
| INTEREST ON INVESTMENTS       | (3,295)                 | 5,370                   | 2,300                   | 6,000                     | 5,000                     |
| <b>TOTAL REVENUE</b>          | <b>\$ 12,550</b>        | <b>\$ 22,521</b>        | <b>\$ 27,300</b>        | <b>\$ 26,000</b>          | <b>\$ 30,000</b>          |
| <b>EXPENDITURES:</b>          |                         |                         |                         |                           |                           |
| OPERATIONS & MAINT.           | \$ 30,646               | \$ 26,567               | \$ 85,989               | \$ 24,000                 | \$ 235,964                |
| TRANSFER-GENERAL FUND         | 607                     | 4,450                   | 5,000                   | 5,000                     | 5,000                     |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 31,253</b>        | <b>\$ 31,017</b>        | <b>\$ 90,989</b>        | <b>\$ 29,000</b>          | <b>\$ 240,964</b>         |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 231,669</b>       | <b>\$ 223,173</b>       | <b>\$ 164,980</b>       | <b>\$ 220,173</b>         | <b>\$ 9,209</b>           |
| <b>LESS:</b>                  |                         |                         |                         |                           |                           |
| COMMITTED                     | 231,669                 | 223,173                 | 164,980                 | 220,173                   | 9,209                     |
| <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**

For FY25, a parking lot repair of \$200,000 is scheduled in the CIP for Amend Park.

**Capital**

None

**BALLFIELD / STADIUM DONATION FOR CAPITAL MAINTENANCE FUND  
OPERATING BUDGET**

FUNDS 7680

|                                     | ACTUAL<br>FY 22   | ACTUAL<br>FY 23   | BUDGET<br>FY 24   | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b>FUND BALANCE BEGINNING</b>       | <b>\$ 372,308</b> | <b>\$ 424,707</b> | <b>\$ 482,927</b> | <b>\$ 428,023</b> | <b>\$ 492,667</b> |
| <b>REVENUE:</b>                     |                   |                   |                   |                   |                   |
| INTEREST ON INVESTMENTS             | \$ (5,779)        | \$ 9,511          | \$ 4,500          | \$ 15,000         | \$ 10,300         |
| LEASE - MUSTANGS                    | 60,000            | -                 | 60,000            | 60,000            | 60,000            |
| TRANSFERS                           | -                 | -                 | -                 | -                 | -                 |
| CONTRIBUTIONS                       | 7,487             | 13,680            | 10,000            | 400               | 10,000            |
| <b>TOTAL REVENUE</b>                | <b>\$ 61,708</b>  | <b>\$ 23,191</b>  | <b>\$ 74,500</b>  | <b>\$ 75,400</b>  | <b>\$ 80,300</b>  |
| <b>EXPENDITURES:</b>                |                   |                   |                   |                   |                   |
| <b>PARK REPAIRS AND MAINTENANCE</b> |                   |                   |                   |                   |                   |
| OPERATIONS & MAINTENANCE            | \$ 9,309          | \$ 19,875         | \$ 80,759         | \$ 10,756         | \$ 10,855         |
| CAPITAL                             | -                 | -                 | -                 | -                 | 100,000           |
| <b>TOTAL EXPENDITURES</b>           | <b>\$ 9,309</b>   | <b>\$ 19,875</b>  | <b>\$ 80,759</b>  | <b>\$ 10,756</b>  | <b>\$ 110,855</b> |
| <b>FUND BALANCE ENDING</b>          | <b>\$ 424,707</b> | <b>\$ 428,023</b> | <b>\$ 476,668</b> | <b>\$ 492,667</b> | <b>\$ 462,112</b> |
| <b>LESS:</b>                        |                   |                   |                   |                   |                   |
| COMMITTED                           | 424,707           | 428,023           | 476,668           | 492,667           | 462,112           |
| <b>UNASSIGNED</b>                   | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       |

**BALLFIELD/STADIUM DONATION BUDGET NARRATIVE**

This fund accounts for donations to fund future capital maintenance for the ballfield and stadium.

**Revenues**

No significant changes.

**Expenditures**

No significant changes.

**Capital**

The Netting at Dehler Ball Park is scheduled for replacement in FY2025.

**ROAD MAINTENANCE FUND  
OPERATING BUDGET**

FUND 8060

|                               | ACTUAL<br>FY 22  | ACTUAL<br>FY 23  | BUDGET<br>FY 24  | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
|-------------------------------|------------------|------------------|------------------|-------------------|-------------------|
| <b>FUND BALANCE BEGINNING</b> | <u>\$ 16,819</u> | <u>\$ 18,973</u> | <u>\$ 20,528</u> | <u>\$ 21,637</u>  | <u>\$ 24,301</u>  |
| <b>REVENUE:</b>               |                  |                  |                  |                   |                   |
| SPECIAL ASSESSMENTS           | \$ 2,822         | \$ 2,798         | \$ 2,875         | \$ 2,750          | \$ 2,875          |
| INTEREST ON INVESTMENT        | <u>(251)</u>     | <u>454</u>       | <u>200</u>       | <u>477</u>        | <u>500</u>        |
| <b>TOTAL REVENUE</b>          | <u>\$ 2,571</u>  | <u>\$ 3,252</u>  | <u>\$ 3,075</u>  | <u>\$ 3,227</u>   | <u>\$ 3,375</u>   |
| <b>EXPENDITURES:</b>          |                  |                  |                  |                   |                   |
| OPERATION & MAINTENANC        | <u>\$ 417</u>    | <u>\$ 588</u>    | <u>\$ 563</u>    | <u>\$ 563</u>     | <u>\$ 501</u>     |
| <b>TOTAL EXPENDITURES</b>     | <u>\$ 417</u>    | <u>\$ 588</u>    | <u>\$ 563</u>    | <u>\$ 563</u>     | <u>\$ 501</u>     |
| <b>FUND BALANCE ENDING</b>    | <u>\$ 18,973</u> | <u>\$ 21,637</u> | <u>\$ 23,040</u> | <u>\$ 24,301</u>  | <u>\$ 27,175</u>  |
| <b>LESS:</b>                  |                  |                  |                  |                   |                   |
| RESTRICTED                    | <u>18,973</u>    | <u>21,637</u>    | <u>23,040</u>    | <u>24,301</u>     | <u>27,175</u>     |
| <b>UNASSIGNED</b>             | <u>\$ -</u>      | <u>\$ -</u>      | <u>\$ -</u>      | <u>\$ -</u>       | <u>\$ -</u>       |

**SIDEWALK HAZARD  
OPERATING BUDGET**

FUND 2080

|                               | ACTUAL<br>FY 22  | ACTUAL<br>FY 23  | BUDGET<br>FY 24   | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
|-------------------------------|------------------|------------------|-------------------|-------------------|-------------------|
| <b>FUND BALANCE BEGINNING</b> | <u>\$ 80,646</u> | <u>\$ 95,763</u> | <u>\$ 9,016</u>   | <u>\$ 81,553</u>  | <u>\$ 83,323</u>  |
| <b>REVENUE:</b>               |                  |                  |                   |                   |                   |
| SPECIAL ASSESSMENTS           | \$ 1,324         | \$ 17,926        | \$ 150,000        | \$ 140,000        | \$ 173,000        |
| CHARGE FOR SERVICES           | -                | 4,610            | 12,000            | 8,000             | 15,000            |
| INTEREST ON INVESTMENTS       | (1,296)          | 1,924            | 200               | 2,850             | 2,000             |
| TRANSFERS                     | <u>15,000</u>    | <u>-</u>         | <u>-</u>          | <u>-</u>          | <u>-</u>          |
| <b>TOTAL REVENUE</b>          | <u>\$ 15,028</u> | <u>\$ 24,460</u> | <u>\$ 162,200</u> | <u>\$ 150,850</u> | <u>\$ 190,000</u> |
| <b>EXPENDITURES:</b>          |                  |                  |                   |                   |                   |
| OPERATION & MAINTENANCE       | <u>(89)</u>      | <u>38,670</u>    | <u>150,000</u>    | <u>149,080</u>    | <u>190,000</u>    |
| <b>TOTAL EXPENDITURES</b>     | <u>\$ (89)</u>   | <u>\$ 38,670</u> | <u>\$ 150,000</u> | <u>\$ 149,080</u> | <u>\$ 190,000</u> |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 95,763</b> | <b>\$ 81,553</b> | <b>\$ 21,216</b>  | <b>\$ 83,323</b>  | <b>\$ 83,323</b>  |
| <b>LESS:</b>                  |                  |                  |                   |                   |                   |
| RESTRICTED:                   |                  |                  |                   |                   |                   |
| OTHER PROJECTS                | <u>95,763</u>    | <u>81,553</u>    | <u>-</u>          | <u>83,323</u>     | <u>83,323</u>     |
| <b>UNASSIGNED</b>             | <u>\$ -</u>      | <u>\$ -</u>      | <u>\$ -</u>       | <u>\$ -</u>       | <u>\$ -</u>       |

**BALLPARK REPAIR FUND  
OPERATING BUDGET**

FUNDS 7670

|                               | ACTUAL<br>FY 22   | ACTUAL<br>FY 23   | BUDGET<br>FY 24  | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
|-------------------------------|-------------------|-------------------|------------------|-------------------|-------------------|
| <b>FUND BALANCE BEGINNING</b> | <u>\$ 119,260</u> | <u>\$ 132,150</u> | <u>\$ 69,489</u> | <u>\$ 149,176</u> | <u>\$ 151,450</u> |
| <b>REVENUE:</b>               |                   |                   |                  |                   |                   |
| TRANSFERS                     | \$ 30,000         | \$ 30,000         | \$ 30,000        | \$ 30,000         | \$ 30,000         |
| INTEREST EARNINGS             | <u>(2,037)</u>    | <u>3,296</u>      | <u>2,000</u>     | <u>3,000</u>      | <u>3,400</u>      |
| <b>TOTAL REVENUE</b>          | <u>\$ 27,963</u>  | <u>\$ 33,296</u>  | <u>\$ 32,000</u> | <u>\$ 33,000</u>  | <u>\$ 33,400</u>  |
| <b>EXPENDITURES:</b>          |                   |                   |                  |                   |                   |
| OPERATIONS & MAINTENANCE      | \$ 15,073         | \$ 16,270         | \$ 30,726        | \$ 30,726         | \$ 30,733         |
| <b>TOTAL EXPENDITURES</b>     | <u>\$ 15,073</u>  | <u>\$ 16,270</u>  | <u>\$ 30,726</u> | <u>\$ 30,726</u>  | <u>\$ 30,733</u>  |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 132,150</b> | <b>\$ 149,176</b> | <b>\$ 70,763</b> | <b>\$ 151,450</b> | <b>\$ 154,117</b> |
| <b>LESS:</b>                  |                   |                   |                  |                   |                   |
| COMMITTED                     | <u>132,150</u>    | <u>149,176</u>    | <u>70,763</u>    | <u>151,450</u>    | <u>154,117</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



**STORM SEWER DEBT FUND  
OPERATING BUDGET**

FUND 3350-3360

|                               | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 1,817,686</b> | <b>\$ 1,833,297</b> | <b>\$ 1,846,732</b> | <b>\$ 2,694,404</b> | <b>\$ 2,729,780</b> |
| <b>REVENUE:</b>               |                     |                     |                     |                     |                     |
| INTEREST ON INVESTMENTS       | \$ (987)            | \$ 29,172           | \$ 10,400           | \$ 32,000           | \$ 24,300           |
| TRANS.STORM SEW. OPER.        | <u>1,020,000</u>    | <u>1,835,000</u>    | <u>1,015,000</u>    | <u>1,015,000</u>    | <u>1,015,000</u>    |
| <b>TOTAL REVENUE</b>          | <b>\$ 1,019,013</b> | <b>\$ 1,864,172</b> | <b>\$ 1,025,400</b> | <b>\$ 1,047,000</b> | <b>\$ 1,039,300</b> |
| <b>EXPENDITURES:</b>          |                     |                     |                     |                     |                     |
| PRINCIPAL                     |                     |                     |                     |                     |                     |
| 2013 STORM SEWER              | \$ 190,000          | \$ 195,000          | \$ 200,000          | \$ 200,000          | \$ 205,000          |
| 2015 STORM SEWER              | 400,000             | 420,000             | \$ 440,000          | \$ 440,000          | \$ 450,000          |
| INTEREST                      |                     |                     |                     |                     |                     |
| 2013 STORM SEWER              | 135,750             | 129,975             | 124,050             | 124,050             | 117,000             |
| 2015 STORM SEWER              | 269,844             | 251,344             | 235,344             | 235,344             | 223,095             |
| FISCAL AGENT FEES             | 700                 | 1,150               | 800                 | 800                 | 900                 |
| OPERATION AND MAINTENANCE     | 1,300               | 1,300               | 6,200               | 6,200               | 7,600               |
| COST ALLOCATION PLAN          | <u>5,808</u>        | <u>4,296</u>        | <u>5,230</u>        | <u>5,230</u>        | <u>-</u>            |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 1,003,402</b> | <b>\$ 1,003,065</b> | <b>\$ 1,011,624</b> | <b>\$ 1,011,624</b> | <b>\$ 1,003,595</b> |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 1,833,297</b> | <b>\$ 2,694,404</b> | <b>\$ 1,860,508</b> | <b>\$ 2,729,780</b> | <b>\$ 2,765,485</b> |
| <b>LESS:</b>                  |                     |                     |                     |                     |                     |
| RESTRICTED                    | <u>1,833,297</u>    | <u>2,694,404</u>    | <u>1,860,508</u>    | <u>2,729,780</u>    | <u>2,765,485</u>    |
| <b>UNASSIGNED</b>             | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         |

**2004A SERIES STREET IMPROVEMENTS  
OPERATING BUDGET**

FUND 3130

|                               | ACTUAL<br>FY 22   | ACTUAL<br>FY 23   | BUDGET<br>FY 24   | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 381,929</b> | <b>\$ 352,992</b> | <b>\$ 353,934</b> | <b>\$ 355,969</b> | <b>\$ 370,270</b> |
| <b>REVENUE:</b>               |                   |                   |                   |                   |                   |
| PROPERTY TAXES                | \$ 323,427        | \$ 350,503        | \$ 354,896        | \$ 364,000        | \$ -              |
| INTEREST ON INVESTMENTS       | <u>(2,996)</u>    | <u>4,078</u>      | <u>450</u>        | <u>600</u>        | <u>-</u>          |
| <b>TOTAL REVENUE</b>          | <b>\$ 320,431</b> | <b>\$ 354,581</b> | <b>\$ 355,346</b> | <b>\$ 364,600</b> | <b>\$ -</b>       |
| <b>EXPENDITURES:</b>          |                   |                   |                   |                   |                   |
| PRINCIPAL 2012 REFUNDING      | \$ 310,000        | \$ 320,000        | \$ 330,000        | \$ 330,000        | \$ 345,000        |
| FISCAL CHARGES                | 150               | 150               | 3,600             | 600               | 3,800             |
| INTEREST 2012 REFUNDING       | 34,500            | 25,050            | 15,300            | 15,300            | 5,175             |
| FISCAL AGENT FEES             | 350               | 400               | 400               | 400               | 450               |
| COST ALLOCATION PLAN          | <u>4,368</u>      | <u>6,004</u>      | <u>3,999</u>      | <u>3,999</u>      | <u>4,701</u>      |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 349,368</b> | <b>\$ 351,604</b> | <b>\$ 353,299</b> | <b>\$ 350,299</b> | <b>\$ 359,126</b> |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 352,992</b> | <b>\$ 355,969</b> | <b>\$ 355,981</b> | <b>\$ 370,270</b> | <b>\$ 11,144</b>  |
| <b>LESS:</b>                  |                   |                   |                   |                   |                   |
| RESTRICTED                    | <u>\$ 323,427</u> | <u>355,969</u>    | <u>355,981</u>    | <u>370,270</u>    | <u>11,144</u>     |
| <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<br/>FY 22</b>  | <b>ACTUAL<br/>FY 23</b>  | <b>BUDGET<br/>FY 24</b>  | <b>ESTIMATE<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|-------------------------------|--------------------------|--------------------------|--------------------------|---------------------------|---------------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 884,144</b>        | <b>\$ 821,507</b>        | <b>\$ 821,996</b>        | <b>\$ 829,334</b>         | <b>\$ 823,634</b>         |
| <b>REVENUE:</b>               |                          |                          |                          |                           |                           |
| PROPERTY TAXES                | \$ 697,919               | \$ 751,091               | \$ 743,468               | \$ 741,000                | \$ 745,755                |
| INTEREST ON INVESTMENTS       | <u>(5,819)</u>           | <u>7,877</u>             | <u>400</u>               | <u>1,600</u>              | <u>1,000</u>              |
| <b>TOTAL REVENUE</b>          | <b><u>\$ 692,100</u></b> | <b><u>\$ 758,968</u></b> | <b><u>\$ 743,868</u></b> | <b><u>\$ 742,600</u></b>  | <b><u>\$ 746,755</u></b>  |
| <b>EXPENDITURES:</b>          |                          |                          |                          |                           |                           |
| PRINCIPAL                     | \$ 590,000               | \$ 605,000               | \$ 620,000               | \$ 620,000                | \$ 640,000                |
| INTEREST                      | 158,200                  | 140,675                  | 121,900                  | 121,900                   | 96,600                    |
| PAYING AGENT FEE              | 350                      | 350                      | 400                      | 400                       | 450                       |
| FISCAL CHARGES                | <u>6,187</u>             | <u>5,116</u>             | <u>9,110</u>             | <u>6,000</u>              | <u>10,097</u>             |
| <b>TOTAL EXPENDITURES</b>     | <b><u>\$ 754,737</u></b> | <b><u>\$ 751,141</u></b> | <b><u>\$ 751,410</u></b> | <b><u>\$ 748,300</u></b>  | <b><u>\$ 747,147</u></b>  |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 821,507</b>        | <b>\$ 829,334</b>        | <b>\$ 814,454</b>        | <b>\$ 823,634</b>         | <b>\$ 823,242</b>         |
| <b>LESS:</b>                  |                          |                          |                          |                           |                           |
| RESTRICTED                    | <u>821,507</u>           | <u>829,334</u>           | <u>814,454</u>           | <u>823,634</u>            | <u>823,242</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  
OPERATING BUDGET**

FUND 2300, & 8200-8340

|                               | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 3,254,065</b> | <b>\$ 1,898,307</b> | <b>\$ 1,897,307</b> | <b>\$ 2,041,749</b> | <b>\$ 1,913,449</b> |
| <b>REVENUES:</b>              |                     |                     |                     |                     |                     |
| SPECIAL ASSESSMENTS           | \$ 1,140,897        | \$ 910,697          | \$ 980,000          | \$ 925,000          | \$ 1,020,000        |
| INTEREST ON INVESTMENTS       | (25,040)            | 38,955              | 14,000              | 7,000               | 100,000             |
| TRANSFER                      | <u>276,555</u>      | <u>2,456</u>        | <u>-</u>            | <u>-</u>            | <u>-</u>            |
| <b>TOTAL REVENUE</b>          | <b>\$ 1,392,412</b> | <b>\$ 952,108</b>   | <b>\$ 994,000</b>   | <b>\$ 932,000</b>   | <b>\$ 1,120,000</b> |
| <b>EXPENDITURES:</b>          |                     |                     |                     |                     |                     |
| ARBITRAGE COST                | \$ 15,084           | \$ 3,100            | \$ 52,700           | \$ 38,300           | \$ 37,000           |
| PRINCIPAL                     | \$ 773,107          | \$ 538,079          | \$ 720,000          | \$ 755,000          | \$ 710,000          |
| INTEREST AND FISCAL CHARGES   | 219,232             | 265,487             | 335,000             | 265,000             | 366,500             |
| TRANSFER                      | 1,735,847           | -                   | -                   | -                   | -                   |
| PAYING AGENT FEE              | <u>4,900</u>        | <u>2,000</u>        | <u>2,400</u>        | <u>2,000</u>        | <u>6,600</u>        |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 2,748,170</b> | <b>\$ 808,666</b>   | <b>\$ 1,110,100</b> | <b>\$ 1,060,300</b> | <b>\$ 1,120,100</b> |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 1,898,307</b> | <b>\$ 2,041,749</b> | <b>\$ 1,781,207</b> | <b>\$ 1,913,449</b> | <b>\$ 1,913,349</b> |
| <b>LESS:</b>                  |                     |                     |                     |                     |                     |
| RESTRICTED                    | <u>1,898,307</u>    | <u>2,041,749</u>    | <u>1,781,207</u>    | <u>1,913,449</u>    | <u>1,913,349</u>    |
| <b>UNASSIGNED</b>             | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</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.

**SIDEWALK AND CURB DISTRICTS FUND  
OPERATING BUDGET**

FUND 8500-8690 & 8800-8990

|                               | ACTUAL<br>FY 22   | ACTUAL<br>FY 23   | BUDGET<br>FY 24   | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 362,373</b> | <b>\$ 417,397</b> | <b>\$ 610,497</b> | <b>\$ 641,991</b> | <b>\$ 679,091</b> |
| <b>REVENUE:</b>               |                   |                   |                   |                   |                   |
| SPECIAL ASSESSMENTS           | \$ 528,671        | \$ 615,977        | \$ 535,000        | \$ 572,000        | \$ 775,000        |
| INTEREST ON INVESTMENTS       | (1,690)           | 6,203             | 1,500             | 5,000             | 5,000             |
| TRANSFER                      | -                 | 7,191             | -                 | -                 | -                 |
| <b>TOTAL REVENUE</b>          | <b>\$ 526,981</b> | <b>\$ 629,371</b> | <b>\$ 536,500</b> | <b>\$ 577,000</b> | <b>\$ 780,000</b> |
| <b>EXPENDITURES:</b>          |                   |                   |                   |                   |                   |
| PRINCIPAL                     | \$ 344,000        | \$ 256,114        | \$ 340,000        | \$ 360,000        | \$ 445,000        |
| INTEREST AND FISCAL CHARGES   | 116,918           | 143,861           | 135,000           | 176,000           | 225,000           |
| REFUNDS                       |                   |                   |                   |                   |                   |
| OTHER CONTRACT SERVICES       | 10,339            | 4,400             | 14,300            | 3,100             | 12,400            |
| FEES                          | 700               | 400               | 1,400             | 800               | 1,400             |
| TRANSFERS OUT                 | -                 | 2                 | -                 | -                 | -                 |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 471,957</b> | <b>\$ 404,777</b> | <b>\$ 490,700</b> | <b>\$ 539,900</b> | <b>\$ 683,800</b> |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 417,397</b> | <b>\$ 641,991</b> | <b>\$ 656,297</b> | <b>\$ 679,091</b> | <b>\$ 775,291</b> |
| <b>LESS:</b>                  |                   |                   |                   |                   |                   |
| RESTRICTED                    | 417,397           | 641,991           | 656,297           | 679,091           | 775,291           |
| <b>UNASSIGNED</b>             | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       |

**SIDEWALK AND CURB DISTRICTS FUND BUDGET NARRATIVE**

These bonds are issued to finance the repair and/or replacement of sidewalks throughout the community. The City orders the repair work and finances the improvements through the bond issues. The debt service is provided through special assessments on the effected properties.

**Revenues and Expenditures**

Expenditures are dependent upon debt service required payments and actual assessment collections.

|                               |  | CITY HALL DEBT FUND<br>OPERATING BUDGET |                 |                 |                   |                   |
|-------------------------------|--|-----------------------------------------|-----------------|-----------------|-------------------|-------------------|
| FUND 3200                     |  | ACTUAL<br>FY 22                         | ACTUAL<br>FY 23 | BUDGET<br>FY 24 | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
| <b>FUND BALANCE BEGINNING</b> |  | \$ -                                    | \$ -            | \$ -            | \$ -              | \$ -              |
| <b>REVENUE:</b>               |  |                                         |                 |                 |                   |                   |
| INTEREST ON INVESTMENTS       |  |                                         |                 |                 |                   |                   |
| TRANSFER GENERAL FUND         |  | -                                       | -               | -               | -                 | 995,000           |
| <b>TOTAL REVENUE</b>          |  | \$ -                                    | \$ -            | \$ -            | \$ -              | \$ 995,000        |
| <b>EXPENDITURES:</b>          |  |                                         |                 |                 |                   |                   |
| PRINCIPAL                     |  | \$ -                                    | \$ -            | \$ -            | \$ -              | \$ 430,000        |
| INTEREST                      |  | -                                       | -               | -               | -                 | 565,000           |
| <b>TOTAL EXPENDITURES</b>     |  | \$ -                                    | \$ -            | \$ -            | \$ -              | \$ 995,000        |
| <b>FUND BALANCE ENDING</b>    |  | \$ -                                    | \$ -            | \$ -            | \$ -              | \$ -              |
| <b>LESS:</b>                  |  |                                         |                 |                 |                   |                   |
| RESTRICTED                    |  | -                                       | -               | -               | -                 | -                 |
| <b>UNASSIGNED</b>             |  | \$ -                                    | \$ -            | \$ -            | \$ -              | \$ -              |

**2021 SERIES LIBRARY  
OPERATING BUDGET**

FUND 3040

|                               | <b>ACTUAL<br/>FY 22</b>    | <b>ACTUAL<br/>FY 23</b>    | <b>BUDGET<br/>FY 24</b>  | <b>ESTIMATE<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|-------------------------------|----------------------------|----------------------------|--------------------------|---------------------------|---------------------------|
| <b>FUND BALANCE BEGINNING</b> | <b><u>\$ 9,583,221</u></b> | <b><u>\$ 1,196,791</u></b> | <b><u>\$ 832,381</u></b> | <b><u>\$ 845,209</u></b>  | <b><u>\$ 748,559</u></b>  |
| <b>REVENUE:</b>               |                            |                            |                          |                           |                           |
| PROPERTY TAXES                | \$ 746,535                 | \$ 641,336                 | \$ 670,935               | \$ 670,000                | \$ 705,517                |
| DONATIONS                     | 300,000                    |                            | -                        | -                         | -                         |
| INTEREST ON INVESTMENTS       | <u>(12,283)</u>            | <u>11,774</u>              | <u>3,500</u>             | <u>8,800</u>              | <u>4,500</u>              |
| <b>TOTAL REVENUE</b>          | <b><u>\$ 1,034,252</u></b> | <b><u>\$ 653,110</u></b>   | <b><u>\$ 674,435</u></b> | <b><u>\$ 678,800</u></b>  | <b><u>\$ 710,017</u></b>  |
| <b>EXPENDITURES:</b>          |                            |                            |                          |                           |                           |
| PRINCIPAL                     | \$ 9,075,000               | \$ 735,000                 | \$ 530,000               | \$ 530,000                | \$ 555,000                |
| INTEREST AND FISCAL CHARGES   | 345,282                    | 269,292                    | 244,854                  | 244,800                   | 209,775                   |
| FISCAL AGENT FEES             | <u>400</u>                 | <u>400</u>                 | <u>700</u>               | <u>650</u>                | <u>650</u>                |
| <b>TOTAL EXPENDITURES</b>     | <b><u>\$ 9,420,682</u></b> | <b><u>\$ 1,004,692</u></b> | <b><u>\$ 775,554</u></b> | <b><u>\$ 775,450</u></b>  | <b><u>\$ 765,425</u></b>  |
| <b>FUND BALANCE ENDING</b>    | <b><u>\$ 1,196,791</u></b> | <b><u>\$ 845,209</u></b>   | <b><u>\$ 843,871</u></b> | <b><u>\$ 748,559</u></b>  | <b><u>\$ 693,151</u></b>  |
| <b>LESS:</b>                  |                            |                            |                          |                           |                           |
| RESTRICTED                    | <u>1,196,791</u>           | <u>845,209</u>             | <u>843,871</u>           | <u>748,559</u>            | <u>693,151</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

|                               | ACTUAL<br>FY 22   | ACTUAL<br>FY 23   | BUDGET<br>FY 24   | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 223,683</b> | <b>\$ 213,601</b> | <b>\$ 204,086</b> | <b>\$ 205,729</b> | <b>\$ 195,314</b> |
| <b>REVENUE:</b>               |                   |                   |                   |                   |                   |
| INTEREST ON INVESTMENTS       | (410)             | 455               | 270               | 1,260             | 500               |
| <b>TOTAL REVENUE</b>          | <b>\$ (410)</b>   | <b>\$ 455</b>     | <b>\$ 270</b>     | <b>\$ 1,260</b>   | <b>\$ 500</b>     |
| <b>EXPENDITURES:</b>          |                   |                   |                   |                   |                   |
| OPERATIONS & MAINTENANCE      | \$ 9,672          | \$ 8,327          | \$ 13,045         | \$ 11,674         | \$ 13,381         |
| LAND & IMPROVEMENTS           | -                 | -                 | 7,000             | -                 | 7,000             |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 9,672</b>   | <b>\$ 8,327</b>   | <b>\$ 20,045</b>  | <b>\$ 11,674</b>  | <b>\$ 20,381</b>  |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 213,601</b> | <b>\$ 205,729</b> | <b>\$ 184,311</b> | <b>\$ 195,314</b> | <b>\$ 175,433</b> |
| <b>LESS:</b>                  |                   |                   |                   |                   |                   |
| RESTRICTED                    | 213,601           | 205,729           | 184,311           | 195,314           | 175,433           |
| <b>UNASSIGNED</b>             | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       |

**URBAN RENEWAL PROPERTY ACQUISITION FUND BUDGET NARRATIVE**

This fund is used to account for Tax Increment assets primarily related to property on South 27th Street. As the City sells property previously acquired through the Tax Increment Program the funds are deposited in Fund 4280, making them available for additional Tax Increment-related activities or for on-going operating and maintenance costs associated with the property previously acquired, such as snow removal and weed control.

**Revenues**

No significant changes.

**Expenditures**

No significant changes.

**Capital**

None

**SIDEWALK AND CURB DISTRICTS FUND  
OPERATING BUDGET**

FUNDS 4340

|                               | ACTUAL<br>FY 22            | ACTUAL<br>FY 23            | BUDGET<br>FY 24            | ESTIMATE<br>FY 24          | PROPOSED<br>FY 25          |
|-------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ (487,460)</b>        | <b>\$ (832,177)</b>        | <b>\$ -</b>                | <b>\$ 24,388</b>           | <b>\$ -</b>                |
| <b>REVENUE:</b>               |                            |                            |                            |                            |                            |
| INTEREST EARNINGS             | \$ (3,254)                 | \$ 2,034                   | \$ 100                     | \$ 11,358                  | \$ -                       |
| PRIVATE CONTRIBUTIONS         | 393,842                    | -                          | -                          | 140,295                    | -                          |
| SALE OF BONDS                 | <u>960,000</u>             | <u>1,710,593</u>           | <u>1,847,650</u>           | <u>2,568,876</u>           | <u>1,635,000</u>           |
| <b>TOTAL REVENUE</b>          | <b><u>\$ 1,350,588</u></b> | <b><u>\$ 1,712,627</u></b> | <b><u>\$ 1,847,750</u></b> | <b><u>\$ 2,720,529</u></b> | <b><u>\$ 1,635,000</u></b> |
| <b>EXPENDITURES:</b>          |                            |                            |                            |                            |                            |
| OPERATIONS & MAINTENANCE      | \$ -                       | \$ 32,641                  | \$ -                       | \$ -                       | \$ -                       |
| BOND ISSUANCE COSTS           | 15,000                     | 44,950                     | 25,000                     | -                          | 25,000                     |
| CONST-SIDEWALK BY CITY        | 1,680,305                  | 771,282                    | 1,822,750                  | 2,744,917                  | 1,610,000                  |
| TRANSFER OTHER FUNDS          | <u>-</u>                   | <u>7,189</u>               | <u>-</u>                   | <u>-</u>                   | <u>-</u>                   |
| <b>TOTAL EXPENDITURES</b>     | <b><u>\$ 1,695,305</u></b> | <b><u>\$ 856,062</u></b>   | <b><u>\$ 1,847,750</u></b> | <b><u>\$ 2,744,917</u></b> | <b><u>\$ 1,635,000</u></b> |
| <b>FUND BALANCE ENDING</b>    | <b>\$ (832,177)</b>        | <b>\$ 24,388</b>           | <b>\$ -</b>                | <b>\$ -</b>                | <b>\$ -</b>                |
| LESS:<br>RESTRICTED           | <u>(832,177)</u>           | <u>24,388</u>              | <u>-</u>                   | <u>-</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<br>FY 22     | ACTUAL<br>FY 23   | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
|-------------------------------|---------------------|-------------------|---------------------|---------------------|---------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 308,574</b>   | <b>\$ 345,979</b> | <b>\$ -</b>         | <b>\$ 180,301</b>   | <b>\$ -</b>         |
| <b>REVENUE:</b>               |                     |                   |                     |                     |                     |
| INTEREST EARNINGS             | \$ (12,326)         | \$ 7,289          | \$ -                | \$ 1,750            | \$ -                |
| PRIVATE CONTRIBUTIONS         | 2,889               | 68,500            | -                   | 808,408             | -                   |
| SALE OF BONDS                 | <u>3,040,000</u>    | <u>-</u>          | <u>3,076,250</u>    | <u>4,607,295</u>    | <u>1,807,500</u>    |
| <b>TOTAL REVENUE</b>          | <b>\$ 3,030,563</b> | <b>\$ 75,789</b>  | <b>\$ 3,076,250</b> | <b>\$ 5,417,453</b> | <b>\$ 1,807,500</b> |
| <b>EXPENDITURES:</b>          |                     |                   |                     |                     |                     |
| BOND ISSUANCE COSTS           | \$ 159,777          | \$ -              | \$ -                | \$ 23,000           | \$ 25,000           |
| REFUNDS                       | 34,494              | 18,694            | -                   | -                   | -                   |
| CONST-ROADS/STREET/PARKING    | 2,746,652           | 220,317           | 3,076,250           | 5,272,915           | 1,782,500           |
| TRANSFER OTHER FUNDS          | <u>52,235</u>       | <u>2,456</u>      | <u>-</u>            | <u>301,839</u>      | <u>-</u>            |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 2,993,158</b> | <b>\$ 241,467</b> | <b>\$ 3,076,250</b> | <b>\$ 5,597,754</b> | <b>\$ 1,807,500</b> |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 345,979</b>   | <b>\$ 180,301</b> | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         |
| <b>LESS:</b>                  |                     |                   |                     |                     |                     |
| RESTRICTED                    | <u>345,979</u>      | <u>180,301</u>    | <u>-</u>            | <u>-</u>            | <u>-</u>            |
| <b>UNASSIGNED</b>             | <b>\$ -</b>         | <b>\$ -</b>       | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         |

| CAPITAL REPLACEMENT FUND<br>OPERATING BUDGET |                     |                     |                     |                     |                     |
|----------------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| FUND 6400 - 6410                             |                     |                     |                     |                     |                     |
|                                              | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
| <b>FUND BALANCE - BEGINNING</b>              | <b>\$ 6,796,871</b> | <b>\$ 6,919,192</b> | <b>\$ 6,538,594</b> | <b>\$ 6,405,015</b> | <b>\$ 6,718,273</b> |
| <b>REVENUES:</b>                             |                     |                     |                     |                     |                     |
| TRANSFERS IN                                 | \$ 1,870,156        | \$ 2,472,208        | \$ 2,208,884        | \$ 2,208,884        | \$ 2,365,585        |
| INTEREST EARNINGS                            | (85,079)            | 149,653             | 71,000              | 200,000             | 137,700             |
| REFUNDS/REIMBURSEMENTS                       | 1,128               | 32,456              | 1,116               | -                   | 1,080               |
| SALE OF EQUIPMENT                            | 10,806              | 28,995              | -                   | 12,025              | -                   |
| <b>TOTAL REVENUE</b>                         | <b>\$ 1,797,011</b> | <b>\$ 2,683,312</b> | <b>\$ 2,281,000</b> | <b>\$ 2,420,909</b> | <b>\$ 2,504,365</b> |
| <b>EXPENDITURES:</b>                         |                     |                     |                     |                     |                     |
| CHARGE FOR SERVICES                          | \$ 3,264            | \$ 2,616            | \$ 2,565            | \$ 2,568            | \$ 6,981            |
| TECHNOLOGY EQUIPMENT                         | -                   | 341,232             | -                   | -                   | -                   |
| TRANSFERS OUT                                | -                   | 500,000             | -                   | -                   | -                   |
| CAPITAL                                      | 1,671,426           | 2,353,641           | 1,565,093           | 2,105,083           | 941,869             |
| <b>TOTAL EXPENDITURES</b>                    | <b>\$ 1,674,690</b> | <b>\$ 3,197,489</b> | <b>\$ 1,567,658</b> | <b>\$ 2,107,651</b> | <b>\$ 948,850</b>   |
| <b>FUND BALANCE - ENDING</b>                 | <b>\$ 6,919,192</b> | <b>\$ 6,405,015</b> | <b>\$ 7,251,936</b> | <b>\$ 6,718,273</b> | <b>\$ 8,273,788</b> |
| <b>LESS:</b>                                 |                     |                     |                     |                     |                     |
| COMMITTED                                    | 6,919,192           | 6,405,015           | 7,251,936           | 6,718,273           | 8,273,788           |
| <b>UNASSIGNED</b>                            | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         |

### **CAPITAL REPLACEMENT FUND BUDGET NARRATIVE**

This fund is used for equipment replacement for all governmental fund departments. The equipment budgeted in FY 2025 was approved through the Equipment Replacement Program (ERP) and adopted by City Council. The revenue source for this fund will be through contributions from each governmental department based on the department's share of the 20-year equipment replacement plan. Also, starting in FY19, technology equipment that is unique to the Public Safety Fund will be funded and purchased through an ERP-Tech Fund.

#### **Revenues**

No significant changes.

#### **Capital**

Equipment is scheduled to be replaced in FY 2025 in the amount of \$941,869. Within that total, anticipated expenditures from the Public Safety Technology Equipment Replacement for FY25 are \$237,268 for the Fire Dept.

**PARK CONSTRUCTION FUND  
OPERATING BUDGET**

FUND 4240

|                                 | ACTUAL<br>FY 22   | ACTUAL<br>FY 23  | BUDGET<br>FY 24  | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
|---------------------------------|-------------------|------------------|------------------|-------------------|-------------------|
| <b>FUND BALANCE - BEGINNING</b> | <b>\$ 149,687</b> | <b>\$ 70,492</b> | <b>\$ 71,092</b> | <b>\$ 71,756</b>  | <b>\$ 73,656</b>  |
| <b>REVENUES:</b>                |                   |                  |                  |                   |                   |
| INTERFUND TRANSFERS             | \$ -              | \$ -             | \$ -             | \$ -              | \$ -              |
| INTEREST EARNINGS               | 1,414             | 1,264            | 600              | 1,900             | 3,000             |
| <b>TOTAL REVENUE</b>            | <b>\$ 1,414</b>   | <b>\$ 1,264</b>  | <b>\$ 600</b>    | <b>\$ 1,900</b>   | <b>\$ 3,000</b>   |
| <b>EXPENDITURES:</b>            |                   |                  |                  |                   |                   |
| OPERATIONS & MAINT              | \$ 1,912          | \$ -             | \$ -             | \$ -              | \$ -              |
| CAPITAL OUTLAY                  | 78,697            | -                | 65,662           | -                 | -                 |
| <b>TOTAL EXPENDITURES</b>       | <b>\$ 80,609</b>  | <b>\$ -</b>      | <b>\$ 65,662</b> | <b>\$ -</b>       | <b>\$ -</b>       |
| <b>FUND BALANCE - ENDING</b>    | <b>\$ 70,492</b>  | <b>\$ 71,756</b> | <b>\$ 6,030</b>  | <b>\$ 73,656</b>  | <b>\$ 76,656</b>  |
| <b>LESS:</b>                    |                   |                  |                  |                   |                   |
| RESTRICTED                      | 70,492            | 71,756           | 6,030            | 73,656            | 76,656            |
| <b>UNASSIGNED</b>               | <b>\$ -</b>       | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>       | <b>\$ -</b>       |

**PARK CONSTRUCTION FUND BUDGET NARRATIVE**

This fund will be used to construct parks. In FY 2019, funds were transferred from the General Fund to begin the construction of the infrastructure at Centennial Park. Also, cash in lieu of parks was transferred from the Parks Programs Fund.

**Revenues**

Revenues for Interest Earnings are estimated for FY 2025.

**Expenditures**

Expenses for Trail Development at the Centennial Pk Dog Park are budgeted in FY 2025.

**CITY HALL CONSTRUCTION FUND  
OPERATING BUDGET**

FUND 4940

|                                 | ACTUAL<br>FY 22      | ACTUAL<br>FY 23      | BUDGET<br>FY 24     | ESTIMATE<br>FY 24     | PROPOSED<br>FY 25     |
|---------------------------------|----------------------|----------------------|---------------------|-----------------------|-----------------------|
| <b>FUND BALANCE - BEGINNING</b> | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ 4,677,759</b> | <b>\$ 8,722,308</b>   | <b>\$ (6,831,386)</b> |
| <b>REVENUES:</b>                |                      |                      |                     |                       |                       |
| INVESTMENT EARNINGS             | \$ 3,788             | \$ 146,200           | \$ 67,000           | \$ 400,000            | \$ 30,000             |
| TAXES                           | 31,543               | 200,000              | 200,000             | 200,000               | 200,000               |
| INTERGOVERNMENTAL               | -                    | -                    | 650,000             | 650,000               | 650,000               |
| MISCELLANEOUS                   | -                    | 144,278              | 30,000              | 390,000               | -                     |
| TRANSFER OTHER FUNDS            | 20,350,560           | 11,725,000           | 100,000             | 100,000               | 100,000               |
| GEN. OBLIGATION BONDS           | -                    | -                    | -                   | 1,828,806             | -                     |
| <b>TOTAL REVENUE</b>            | <b>\$ 20,385,891</b> | <b>\$ 12,215,478</b> | <b>\$ 1,047,000</b> | <b>\$ 3,568,806</b>   | <b>\$ 980,000</b>     |
| <b>EXPENDITURES:</b>            |                      |                      |                     |                       |                       |
| OPERATION & MAINTENANCE         | \$ 125,863           | \$ -                 | \$ -                | \$ 122,500            | \$ -                  |
| TRANSFERS OUT                   | \$ -                 | \$ -                 | \$ -                | \$ -                  | \$ 995,000            |
| CAPITAL OUTLAY                  | 13,696,881           | 3,493,170            | 1,200,000           | 19,000,000            | -                     |
| <b>TOTAL EXPENDITURES</b>       | <b>\$ 13,822,744</b> | <b>\$ 3,493,170</b>  | <b>\$ 1,200,000</b> | <b>\$ 19,122,500</b>  | <b>\$ 995,000</b>     |
| <b>FUND BALANCE - ENDING</b>    | <b>\$ 6,563,147</b>  | <b>\$ 8,722,308</b>  | <b>\$ 4,524,759</b> | <b>\$ (6,831,386)</b> | <b>\$ (6,846,386)</b> |
| <b>LESS:</b>                    |                      |                      |                     |                       |                       |
| RESTRICTED                      | 6,563,147            | 8,722,308            | 4,524,759           | (6,831,386)           | (6,846,386)           |
| <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.

**Revenues:**

**Expenditures:**

**FIRE STATION CONSTRUCTION FUND  
OPERATING BUDGET**

FUND 4950

|                                 | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24  | ESTIMATE<br>FY 24 | PROPOSED<br>FY 24 |
|---------------------------------|---------------------|---------------------|------------------|-------------------|-------------------|
| <b>FUND BALANCE - BEGINNING</b> | <b>\$ -</b>         | <b>\$ 1,477,766</b> | <b>\$ -</b>      | <b>\$ 448,134</b> | <b>\$ 108,134</b> |
| <b>REVENUES:</b>                |                     |                     |                  |                   |                   |
| TRANSFER-P. SAFETY              | \$ 1,500,000        | \$ -                | \$ -             | \$ -              | \$ -              |
| TRANSFER-GEN FUND               | -                   | 500,000             | -                | -                 | -                 |
| INTEREST                        | (22,234)            | 18,501              | 15,000           | 15,000            | -                 |
| <b>TOTAL REVENUE</b>            | <b>\$ 1,477,766</b> | <b>\$ 518,501</b>   | <b>\$ 15,000</b> | <b>\$ 15,000</b>  | <b>\$ -</b>       |
| <b>EXPENDITURES:</b>            |                     |                     |                  |                   |                   |
| OPERATION & MAINTENANCE         | \$ -                | \$ 2,603            | \$ -             | \$ 5,000          | \$ -              |
| CAPITAL OUTLAY                  | -                   | 680,530             | 490,000          | 350,000           | -                 |
| TRANSFER OUT                    | -                   | 865,000             | -                | -                 | -                 |
| <b>TOTAL EXPENDITURES</b>       | <b>\$ -</b>         | <b>\$ 1,548,133</b> | <b>\$ -</b>      | <b>\$ 355,000</b> | <b>\$ -</b>       |
| <b>FUND BALANCE - ENDING</b>    | <b>\$ 1,477,766</b> | <b>\$ 448,134</b>   | <b>\$ 15,000</b> | <b>\$ 108,134</b> | <b>\$ 108,134</b> |
| <b>LESS:</b>                    |                     |                     |                  |                   |                   |
| RESTRICTED                      | 1,477,766           | 448,134             | 15,000           | 108,134           | 108,134           |
| <b>UNASSIGNED</b>               | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>      | <b>\$ -</b>       | <b>\$ -</b>       |

**FIRE STATION CONSTRUCTION FUND BUDGET NARRATIVE**

Estimated costs for new fire station

**Revenues:** Transfer of \$1,500,000 from the Public Safety Fund in FY2022.  
Transfer of \$500,000 from the General Fund in FY2023.

**Expenditures:**

**DOG PARK CONSTRUCTION FUND  
OPERATING BUDGET**

FUND 4990

|                                 | ACTUAL<br>FY 22 | ACTUAL<br>FY 23 | BUDGET<br>FY 24 | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
|---------------------------------|-----------------|-----------------|-----------------|-------------------|-------------------|
| <b>FUND BALANCE - BEGINNING</b> | <b>\$ 4,973</b> | <b>\$ 4,979</b> | <b>\$ 4,979</b> | <b>\$ 5,090</b>   | <b>\$ 5,230</b>   |
| <b>REVENUES:</b>                |                 |                 |                 |                   |                   |
| LOCAL CONTRIBUTIONS             | \$ -            | \$ -            | \$ 5,000        | \$ -              | \$ 5,000          |
| INTEREST                        | 6               | 111             | -               | 140               | -                 |
| <b>TOTAL REVENUE</b>            | <b>\$ 6</b>     | <b>\$ 111</b>   | <b>\$ 5,000</b> | <b>\$ 140</b>     | <b>\$ 5,000</b>   |
| <b>EXPENDITURES:</b>            |                 |                 |                 |                   |                   |
| CAPITAL OUTLAY                  | -               | -               | 5,000           | -                 | 5,000             |
| <b>TOTAL EXPENDITURES</b>       | <b>\$ -</b>     | <b>\$ -</b>     | <b>\$ 5,000</b> | <b>\$ -</b>       | <b>\$ 5,000</b>   |
| <b>FUND BALANCE - ENDING</b>    | <b>\$ 4,979</b> | <b>\$ 5,090</b> | <b>\$ 4,979</b> | <b>\$ 5,230</b>   | <b>\$ 5,230</b>   |
| <b>LESS:</b>                    |                 |                 |                 |                   |                   |
| RESTRICTED                      | 4,979           | 5,090           | 4,979           | 5,230             | 5,230             |
| <b>UNASSIGNED</b>               | <b>\$ -</b>     | <b>\$ -</b>     | <b>\$ -</b>     | <b>\$ -</b>       | <b>\$ -</b>       |

**DOG PARK CONSTRUCTION FUND BUDGET NARRATIVE**

The Dog Park construction occurred in FY12 and FY13. Donations were received and fund-raisers were conducted to raise the necessary funding for the construction. Other donations are used for upgrades and maintenance.

**Revenues**

Estimated contributions for FY 24 are \$5,000.

**Expenditures**

Estimated Dog Park expenditures for FY 24 are \$5,000.



# Enterprise Funds

**WATER FUND  
OPERATING BUDGET**

FUNDS 5020-5090,4160,8700

|                                    | <b>ACTUAL<br/>FY 22</b> | <b>ACTUAL<br/>FY 23</b> | <b>BUDGET<br/>FY 24</b> | <b>ESTIMATE<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|------------------------------------|-------------------------|-------------------------|-------------------------|---------------------------|---------------------------|
| <b>WORKING CAPITAL - BEGINNING</b> | <b>\$ 46,359,048</b>    | <b>\$ 53,126,848</b>    | <b>\$ 26,268,476</b>    | <b>\$ 61,987,139</b>      | <b>\$ 62,571,001</b>      |
| <b>REVENUES:</b>                   |                         |                         |                         |                           |                           |
| WATER SALES                        | \$ 27,412,980           | \$ 28,697,524           | \$ 28,229,500           | \$ 29,950,500             | \$ 32,201,000             |
| FIRE HYDRANT CHARGES               | 478,180                 | 510,878                 | 480,000                 | 515,000                   | 515,000                   |
| WATER SERVICE LINE INS.            | 469,820                 | 459,250                 | 450,000                 | 468,000                   | 465,000                   |
| OTHER CHARGES FOR SERV.            | 579,296                 | 423,064                 | 417,000                 | 427,125                   | 435,000                   |
| LATE PAYMENT CHARGES               | 32,827                  | 37,133                  | 35,000                  | 38,000                    | 40,000                    |
| SYSTEM DEVELOPMENT FEE             | 2,623,428               | 1,643,560               | 1,650,000               | 1,250,000                 | 1,400,000                 |
| STATE FEE                          | 62,899                  | 63,671                  | 60,000                  | 63,331                    | 65,000                    |
| DEBT PROCEEDS                      | -                       | -                       | -                       | 73,935,931                | 40,000,000                |
| ARPA FEMA GRANTS                   | 1,763,546               | 5,537,977               | 7,063,546               | 7,063,549                 | 13,832,473                |
| MISCELLANEOUS                      | 13,769                  | 13,769                  | 13,000                  | 861,866                   | 15,000                    |
| SALE OF EQUIPMENT/LAND             | 10,012                  | -                       | -                       | 700                       | -                         |
| INTEREST ON INVESTMENTS            | (660,374)               | 1,237,671               | 62,700                  | 4,210,235                 | 1,638,000                 |
| <b>TOTAL REVENUE</b>               | <b>\$ 32,786,383</b>    | <b>\$ 38,624,497</b>    | <b>\$ 38,460,746</b>    | <b>\$ 118,784,237</b>     | <b>\$ 90,606,473</b>      |
| <b>EXPENSES:</b>                   |                         |                         |                         |                           |                           |
| ADMINISTRATION                     | \$ 2,531,158            | \$ 2,520,954            | \$ 2,848,681            | \$ 2,901,262              | \$ 3,527,273              |
| FISCAL SERVICES                    | 1,891,559               | 2,005,370               | 292,070                 | 269,366                   | 298,055                   |
| TREATMENT PLANT                    | 6,505,981               | 7,208,968               | 10,449,195              | 7,479,760                 | 10,999,343                |
| DISTRIB/COLLECT/METERS             | 2,893,542               | 3,002,405               | 4,603,826               | 4,541,482                 | 4,764,966                 |
| CAPITAL                            | 8,968,077               | 13,363,256              | 19,092,742              | 96,286,649                | 93,983,050                |
| WATER SERVICE INS. PROG            | 380,836                 | 468,016                 | 350,000                 | 387,095                   | 350,000                   |
| INTRA-FUND TRANSFERS               | 22,800                  | 144                     | -                       | -                         | -                         |
| BOND PRINCIPAL                     | -                       | -                       | 7,200,000               | 3,620,000                 | 4,120,000                 |
| BOND INTEREST                      | 503,055                 | 443,805                 | 2,700,000               | 2,714,761                 | 3,676,000                 |
| <b>TOTAL EXPENSES</b>              | <b>\$ 23,697,008</b>    | <b>\$ 29,012,918</b>    | <b>\$ 47,536,514</b>    | <b>\$ 118,200,375</b>     | <b>\$ 121,718,687</b>     |
| W.C. CHANGES NOT BUDGETED          | (2,321,575)             | (751,288)               | -                       | -                         | -                         |
| <b>WORKING CAPITAL - ENDING</b>    | <b>\$ 53,126,848</b>    | <b>\$ 61,987,139</b>    | <b>\$ 17,192,708</b>    | <b>\$ 62,571,001</b>      | <b>\$ 31,458,787</b>      |
| <b>LESS OPERATING RESERVE</b>      | <b>3,646,000</b>        | <b>4,020,000</b>        | <b>5,000,000</b>        | <b>4,020,000</b>          | <b>5,400,000</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>\$ 48,094,277</b>    | <b>\$ 56,580,568</b>    | <b>\$ 10,807,708</b>    | <b>\$ 57,166,001</b>      | <b>\$ 24,673,787</b>      |

|                                |               | WASTEWATER FUND<br>OPERATING BUDGET |                 |                 |                   |                   |
|--------------------------------|---------------|-------------------------------------|-----------------|-----------------|-------------------|-------------------|
| FUNDS 5120,5130,5170-5190,4210 |               | ACTUAL<br>FY 22                     | ACTUAL<br>FY 23 | BUDGET<br>FY 24 | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
| WORKING CAPITAL - BEGINNING    |               | \$ 34,689,881                       | \$ 27,143,989   | \$ 15,470,542   | \$ 30,568,505     | \$ 17,735,796     |
| REVENUES:                      |               |                                     |                 |                 |                   |                   |
| WASTEWATER CHARGES             | \$ 20,487,507 | \$ 21,022,316                       | \$ 21,049,600   | \$ 23,200,105   | \$ 24,528,600     |                   |
| PERMITS                        | 65,285        | 50,825                              | 65,000          | 52,000          | 55,000            |                   |
| OTHER CHARGES FOR SERV.        | 265,703       | 321,805                             | 338,360         | 339,899         | 375,000           |                   |
| WHOLESALE SURCHARGE            | 90,568        | 89,528                              | 93,000          | 110,000         | 115,000           |                   |
| LATE PAYMENT CHARGES           | 44,917        | 42,988                              | 45,000          | 42,000          | 45,000            |                   |
| SYSTEM DEVELOPMENT FEE         | 2,661,255     | 2,040,706                           | 1,800,000       | 1,400,000       | 1,500,000         |                   |
| STATE FEE                      | 58,120        | 44,434                              | 55,000          | 45,000          | 55,000            |                   |
| ARPA GRANT                     | -             | 5,838                               | -               | -               | -                 |                   |
| ARMY CORPS OF ENGINEERS GR     | -             | 1,800,000                           | 200,000         | 200,000         | -                 |                   |
| MISCELLANEOUS                  | 15,127        | 9,129                               | -               | 259,775         | -                 |                   |
| SALE OF EQUIPMENT              | 2,600         | -                                   | -               | 12,700          | -                 |                   |
| TRANSFERS IN-OTHER FUNDS       | 8,000         | -                                   | -               | -               | -                 |                   |
| INTEREST ON INVESTMENTS        | (485,564)     | 653,519                             | 145,000         | 1,037,000       | 460,000           |                   |
| TOTAL REVENUE                  | \$ 23,213,518 | \$ 26,081,088                       | \$ 23,790,960   | \$ 26,698,479   | \$ 27,133,600     |                   |
| EXPENSES:                      |               |                                     |                 |                 |                   |                   |
| ADMINISTRATION                 | \$ 1,689,791  | \$ 1,711,790                        | \$ 2,225,151    | \$ 2,191,178    | \$ 2,569,378      |                   |
| FISCAL SERVICES                | (23,148)      | 228,404                             | 80,324          | 78,477          | 79,168            |                   |
| TREATMENT PLANT                | 6,585,357     | 6,560,451                           | 7,072,620       | 7,370,094       | 7,100,247         |                   |
| COLLECTION SYSTEM              | 1,750,455     | 1,915,647                           | 2,227,173       | 2,223,241       | 2,262,729         |                   |
| ENVIRONMENTAL AFFAIRS          | 398,629       | 414,712                             | 520,132         | 430,768         | 532,558           |                   |
| REPLACEMENT EXPEND.            | 13,275,330    | 8,330,134                           | 14,023,379      | 21,879,430      | 14,534,740        |                   |
| INTRA-FUND TRANSFERS           | 15,200        | -                                   | -               | -               | -                 |                   |
| BOND PRINCIPAL                 | -             | -                                   | 2,840,000       | 2,840,000       | 3,265,000         |                   |
| BOND INTEREST                  | 2,141,143     | 2,025,353                           | 2,518,000       | 2,518,000       | 2,066,000         |                   |
| TOTAL EXPENSES                 | \$ 25,832,757 | \$ 21,186,491                       | \$ 31,506,779   | \$ 39,531,188   | \$ 32,409,820     |                   |
| W.C. CHANGES NOT BUDGETED      | (4,926,653)   | (1,470,081)                         | -               | -               | -                 |                   |
| WORKING CAPITAL - ENDING       | \$ 27,143,989 | \$ 30,568,505                       | \$ 7,754,723    | \$ 17,735,796   | \$ 12,459,576     |                   |
| LESS OPERATING RESERVE         | 1,845,000     | 2,180,000                           | 2,180,000       | 1,800,000       | 2,260,000         |                   |
| LESS SRF LOAN RESERVE          | 1,444,526     | 1,444,526                           | 1,445,000       | 1,445,000       | 1,445,000         |                   |
| AVAILABLE WORKING CAPITAL      | \$ 23,854,463 | \$ 26,943,979                       | \$ 4,129,723    | \$ 14,490,796   | \$ 8,754,576      |                   |

| PARKING FUND<br>OPERATING BUDGET   |                     |                     |                     |                     |                     |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| FUND 5210                          | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
| <b>WORKING CAPITAL - BEGINNING</b> | <b>\$ 341,322</b>   | <b>\$ 566,558</b>   | <b>\$ 1,070,088</b> | <b>\$ 1,042,342</b> | <b>\$ 1,627,232</b> |
| <b>REVENUES:</b>                   |                     |                     |                     |                     |                     |
| PARKING METER INCOME               | \$ 490,577          | \$ 497,995          | \$ 592,900          | \$ 473,227          | \$ 591,850          |
| VIOLATIONS                         | 102,051             | 147,372             | 110,850             | 114,740             | 147,500             |
| SURFACE LOTS                       | 40,945              | 40,687              | 45,450              | 39,785              | 44,875              |
| PARK 1 - GARAGE                    | 260,409             | 267,843             | 283,400             | 293,440             | 306,370             |
| PARK 1 - STORE RENTAL              | 55,683              | 61,077              | 55,683              | 60,710              | 60,800              |
| PARK 2                             | 612,909             | 661,940             | 684,115             | 673,818             | 716,525             |
| PARK 3                             | 292,370             | 305,965             | 337,000             | 291,095             | 331,900             |
| EMPIRE PARKING GARAGE              | 207,591             | 260,505             | 283,100             | 277,705             | 287,700             |
| INVESTMENT EARNINGS                | (11,647)            | 24,688              | 9,000               | 64,323              | 30,000              |
| VEHICLE PERMITS                    | 13,224              | 17,252              | 35,000              | 12,658              | 15,500              |
| TIF TRANSFER                       | 130,000             | 130,000             | 130,000             | 139,542             | 139,542             |
| TRANSFERS IN                       | -                   | -                   | -                   | 4,000               | -                   |
| MISC. REVENUE                      | 4,572               | 10,263              | -                   | 2,274               | -                   |
| <b>TOTAL REVENUE</b>               | <b>\$ 2,198,684</b> | <b>\$ 2,425,587</b> | <b>\$ 2,566,498</b> | <b>\$ 2,447,317</b> | <b>\$ 2,672,562</b> |
|                                    | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | APPROVED<br>FY 24   | ESTIMATE<br>FY 24   | PROPOSED<br>FY 25   |
| <b>EXPENSES:</b>                   |                     |                     |                     |                     |                     |
| ADMINISTRATION                     | \$ 307,242          | \$ 255,171          | \$ 279,458          | \$ 250,972          | \$ 290,988          |
| ENFORCEMENT                        | 322,829             | 257,265             | 276,897             | 261,397             | 312,677             |
| METER COLLECT. & MAINT.            | 254,134             | 234,413             | 249,719             | 246,674             | 280,103             |
| SURFACE LOTS                       | 26,101              | 26,912              | 26,194              | 14,667              | 28,220              |
| PARK 1 - GARAGE                    | 145,647             | 168,183             | 186,273             | 158,971             | 210,838             |
| PARK 1 - STORE RENTAL              | 14,828              | 19,892              | 21,700              | 20,410              | 19,765              |
| PARK 2                             | 318,631             | 310,524             | 337,725             | 216,753             | 294,747             |
| PARK 3                             | 203,056             | 171,948             | 149,181             | 163,839             | 164,796             |
| EMPIRE PARKING GARAGE              | 116,690             | 144,111             | 151,838             | 159,489             | 200,333             |
| DEBT SERVICE-PRINCIPAL             | -                   | -                   | 177,092             | 177,092             | 185,070             |
| DEBT SERVICE-INTEREST              | 89,186              | 81,684              | 78,691              | 78,691              | 70,713              |
| CONSTRUCTION & CAPITAL             | 25,397              | 86,587              | 123,204             | 113,472             | 207,720             |
| <b>TOTAL EXPENSES</b>              | <b>\$ 1,823,741</b> | <b>\$ 1,756,690</b> | <b>\$ 2,057,972</b> | <b>\$ 1,862,427</b> | <b>\$ 2,265,970</b> |
| WORKING CAP. CHANGES NOT BUDGETED  | (149,707)           | (193,113)           | \$ -                | -                   | -                   |
| <b>WORKING CAPITAL - ENDING</b>    | <b>\$ 566,558</b>   | <b>\$ 1,042,342</b> | <b>\$ 972,336</b>   | <b>\$ 1,627,232</b> | <b>\$ 2,033,824</b> |
| <b>LESS OPERATING RESERVE</b>      | <b>273,465</b>      | <b>254,147</b>      | <b>264,000</b>      | <b>238,000</b>      | <b>290,000</b>      |
| <b>AVAILABLE WORKING CAPITAL</b>   | <b>\$ 293,093</b>   | <b>\$ 788,195</b>   | <b>\$ 708,336</b>   | <b>\$ 1,389,232</b> | <b>\$ 1,743,824</b> |

**SOLID WASTE FUND  
OPERATING BUDGET**

FUNDS 5410,5420,5440,5450

|                                    | <b>ACTUAL<br/>FY 22</b>     | <b>ACTUAL<br/>FY 23</b>     | <b>BUDGET<br/>FY 24</b>     | <b>ESTIMATE<br/>FY 24</b>   | <b>PROPOSED<br/>FY 25</b>   |
|------------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <b>WORKING CAPITAL - BEGINNING</b> | <b><u>\$ 15,460,105</u></b> | <b><u>\$ 17,963,506</u></b> | <b><u>\$ 7,209,643</u></b>  | <b><u>\$ 17,968,624</u></b> | <b><u>\$ 10,189,268</u></b> |
| <b>REVENUES:</b>                   |                             |                             |                             |                             |                             |
| GARBAGE COLLECTION-RES             | \$ 6,091,303                | \$ 6,329,044                | \$ 6,150,000                | \$ 7,200,000                | \$ 7,488,000                |
| GARBAGE COLLECTION-COMM            | 4,807,288                   | 5,107,667                   | 4,910,000                   | 6,000,000                   | 6,240,000                   |
| CONATINER SALES                    | 35,600                      | -                           | -                           | -                           | -                           |
| COLLECTION-BILLED                  | 1,411,872                   | 1,561,928                   | 1,482,700                   | 1,740,000                   | 1,838,000                   |
| LANDFILL CHARGES                   | 6,460,887                   | 6,840,635                   | 6,817,250                   | 7,273,754                   | 7,985,000                   |
| MISC CHARGE FOR SERVICES           | 82,831                      | 140,959                     | 113,500                     | 139,781                     | 134,000                     |
| SURCHARGES                         | 19,460                      | 56                          | 21,000                      | -                           | -                           |
| SPECIAL ASSESSMENTS                | -                           | -                           | -                           | 1,977                       | -                           |
| INTEREST ON INVSTMNT/LOANS         | (393,599)                   | 420,107                     | 121,300                     | 735,500                     | 497,000                     |
| SALE OF SURPLUS EQUIP/LAND         | 10,374                      | -                           | -                           | -                           | -                           |
| TRANSFERS IN                       | -                           | -                           | -                           | 174,000                     | -                           |
| REFUNDS/REIMBURSEMENTS             | <u>755,856</u>              | <u>2,260,572</u>            | <u>-</u>                    | <u>-</u>                    | <u>-</u>                    |
| <b>TOTAL REVENUE</b>               | <b><u>\$ 19,281,872</u></b> | <b><u>\$ 22,660,968</u></b> | <b><u>\$ 19,615,750</u></b> | <b><u>\$ 23,265,012</u></b> | <b><u>\$ 24,182,000</u></b> |
| <b>EXPENSES:</b>                   |                             |                             |                             |                             |                             |
| ADMINISTRATION                     | \$ 4,038,902                | \$ 2,593,728                | \$ 1,689,801                | \$ 1,695,786                | \$ 2,457,790                |
| TRANSFER OUT-FACILITIES            | -                           | -                           | 143,743                     | 143,743                     | 410,000                     |
| COLLECTION                         | 9,938,534                   | 9,713,539                   | 12,135,243                  | 15,194,694                  | 14,820,136                  |
| LANDFILL                           | <u>4,770,874</u>            | <u>10,534,565</u>           | <u>7,516,925</u>            | <u>14,010,145</u>           | <u>9,955,971</u>            |
| <b>TOTAL EXPENSES</b>              | <b><u>\$ 18,748,310</u></b> | <b><u>\$ 22,841,832</u></b> | <b><u>\$ 21,485,712</u></b> | <b><u>\$ 31,044,368</u></b> | <b><u>\$ 27,643,897</u></b> |
| WORKING CAP. CHANGES NOT BUDGETED  | <u>1,969,839</u>            | <u>185,982</u>              | <u>-</u>                    | <u>-</u>                    | <u>-</u>                    |
| <b>WORKING CAPITAL - ENDING</b>    | <b><u>\$ 17,963,506</u></b> | <b><u>\$ 17,968,624</u></b> | <b><u>\$ 5,339,681</u></b>  | <b><u>\$ 10,189,268</u></b> | <b><u>\$ 6,727,371</u></b>  |
| <b>LESS OPERATING RESERVE</b>      | <b>5,260,000</b>            | <b>5,260,000</b>            | <b>3,445,781</b>            | <b>3,445,781</b>            | <b>4,070,000 *</b>          |
| <b>LESS DEBT RESERVE</b>           | <u>-</u>                    | <u>-</u>                    | <u>-</u>                    | <u>-</u>                    | <u>-</u>                    |
| <b>AVAILABLE WORKING CAPITAL</b>   | <b><u>\$ 12,703,506</u></b> | <b><u>\$ 12,708,624</u></b> | <b><u>\$ 1,893,900</u></b>  | <b><u>\$ 6,743,487</u></b>  | <b><u>\$ 2,657,371</u></b>  |

*\*The reserve for solid waste was initially 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 collection fees are now billed on the monthly utility bill and the reserve needs to be modified to 22%. Starting in FY2023 the operating reserve needed will be reduced from 44% to 22%.*

FUNDS 5600-5690 & 4050-4090

**AIRPORT FUND  
OPERATING BUDGET**

|                                       | <b>ACTUAL<br/>FY 22</b>     | <b>ACTUAL<br/>FY 23</b>     | <b>BUDGET<br/>FY 24</b>     | <b>ESTIMATE<br/>FY 24</b>   | <b>PROPOSED<br/>FY 25</b>   |
|---------------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <b>WORKING CAPITAL - BEGINNING</b>    | <b><u>\$ 17,902,911</u></b> | <b><u>\$ 23,446,631</u></b> | <b><u>\$ 26,959,601</u></b> | <b><u>\$ 23,446,631</u></b> | <b><u>\$ 30,124,481</u></b> |
| <b>REVENUES:</b>                      |                             |                             |                             |                             |                             |
| CHARGE FOR SERVICES                   | \$ 9,525,717                | \$ 10,646,186               | \$ 10,975,604               | \$ 11,500,000               | \$ 12,484,424               |
| FEDERAL/STATE GRANT REVENUE           | 15,044,060                  | 10,620,450                  | 7,450,000                   | 12,700,000                  | 11,997,425                  |
| PFC REVENUE                           | 1,497,293                   | 1,625,377                   | 1,200,000                   | 1,200,000                   | 1,400,000                   |
| CFC REVENUE                           | 669,099                     | 723,405                     | 714,000                     | 750,000                     | 750,000                     |
| INVESTMENT INTEREST                   | (203,878)                   | 609,231                     | 241,485                     | 510,000                     | 520,000                     |
| CARES GRANT                           | -                           | -                           | -                           | -                           | 1,600,000                   |
| REFUNDS/REIMBURSEMENTS                | <u>107,215</u>              | <u>65,684</u>               | <u>192,300</u>              | <u>120,000</u>              | <u>228,480</u>              |
| <b>TOTAL REVENUE</b>                  | <b><u>\$ 26,639,506</u></b> | <b><u>\$ 24,290,333</u></b> | <b><u>\$ 20,773,389</u></b> | <b><u>\$ 26,780,000</u></b> | <b><u>\$ 28,980,329</u></b> |
| <b>EXPENSES:</b>                      |                             |                             |                             |                             |                             |
| ADMINISTRATION                        | \$ 1,668,179                | \$ 1,913,160                | \$ 2,184,941                | \$ 2,233,000                | \$ 2,806,578                |
| BUILDING MAINTENANCE                  | 1,934,310                   | 2,088,589                   | 2,283,370                   | 2,315,000                   | 2,377,434                   |
| AIRFIELD MAINTENANCE                  | 1,363,996                   | 1,618,820                   | 1,653,987                   | 1,690,000                   | 1,613,226                   |
| AIRPORT POLICE                        | 994,652                     | 1,024,577                   | 1,018,277                   | 1,076,000                   | 1,155,860                   |
| AIRCRAFT RESCUE FIREFIGHTING          | 1,137,494                   | 1,169,386                   | 1,271,491                   | 1,335,000                   | 1,378,125                   |
| BUSINESS PARK                         | 187,666                     | 190,905                     | 201,205                     | 179,000                     | 247,986                     |
| CAR RENTAL FUELING                    | 327,188                     | 406,428                     | 399,000                     | 220,000                     | 336,664                     |
| CAR WASH FACILITY O&M                 | 152,305                     | 166,358                     | 195,685                     | 195,000                     | 216,889                     |
| AIRPORT AIP GRANT PROJECTS            | 19,315,247                  | 10,222,610                  | 12,422,714                  | 4,114,000                   | 12,275,000                  |
| AIRPORT PFC PROJECTS                  | -                           | -                           | -                           | -                           | 5,108,333                   |
| CAPITAL OUTLAY                        | 1,292,249                   | 1,441,626                   | 4,518,888                   | 6,386,000                   | 1,819,798                   |
| DEBT SERVICE-PRINCIPAL                | -                           | -                           | 275,000                     | 275,000                     | 346,682                     |
| DEBT SERVICE-INTEREST                 | <u>117,721</u>              | <u>114,700</u>              | <u>84,150</u>               | <u>84,150</u>               | <u>311,594</u>              |
| <b>TOTAL EXPENSES</b>                 | <b><u>\$ 28,491,007</u></b> | <b><u>\$ 20,357,159</u></b> | <b><u>\$ 26,508,708</u></b> | <b><u>\$ 20,102,150</u></b> | <b><u>\$ 29,994,169</u></b> |
| WORKING CAPITAL CHANGES NOT BUDGETED: | <u>7,395,221</u>            | <u>(3,933,174)</u>          | <u>-</u>                    | <u>-</u>                    | <u>-</u>                    |
| <b>WORKING CAPITAL - ENDING</b>       | <b><u>\$ 23,446,631</u></b> | <b><u>\$ 23,446,631</u></b> | <b><u>\$ 21,224,282</u></b> | <b><u>\$ 30,124,481</u></b> | <b><u>\$ 29,110,641</u></b> |
| <b>LESS OPERATING RESERVE</b>         | <b><u>1,429,000</u></b>     | <b><u>1,480,000</u></b>     | <b><u>1,565,000</u></b>     | <b><u>1,700,000</u></b>     | <b><u>1,700,000</u></b>     |
| <b>LESS REVENUE BOND RESERVE</b>      | <b><u>2,425,000</u></b>     | <b><u>2,425,000</u></b>     | <b><u>2,425,000</u></b>     | <b><u>2,425,000</u></b>     | <b><u>2,425,000</u></b>     |
| <b>AVAILABLE WORKING CAPITAL</b>      | <b><u>\$ 19,592,631</u></b> | <b><u>\$ 19,541,631</u></b> | <b><u>\$ 17,234,282</u></b> | <b><u>\$ 25,999,481</u></b> | <b><u>\$ 24,985,641</u></b> |

FUNDS 5710,5720,4110,4120,2040

**TRANSIT FUND  
OPERATING BUDGET**

|                                    | <b>ACTUAL<br/>FY 22</b> | <b>ACTUAL<br/>FY 23</b> | <b>BUDGET<br/>FY 24</b> | <b>ESTIMATE<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|------------------------------------|-------------------------|-------------------------|-------------------------|---------------------------|---------------------------|
| <b>WORKING CAPITAL - BEGINNING</b> | <b>\$ 5,011,999</b>     | <b>\$ 6,250,919</b>     | <b>\$ 7,820,766</b>     | <b>\$ 6,888,083</b>       | <b>\$ 5,969,086</b>       |
| <b>REVENUES:</b>                   |                         |                         |                         |                           |                           |
| STATE AND FEDERAL GRANTS           | \$ 4,637,037            | \$ 3,238,827            | \$ 3,356,665            | \$ 3,962,552              | \$ 3,877,640              |
| FTA CAPITAL GRANT                  | 5,493,896               | 841,336                 | 2,371,500               | 4,694,965                 | 251,400                   |
| TAX REVENUE                        | 2,508,073               | 2,567,659               | 2,644,105               | 2,659,356                 | 3,097,247                 |
| INTER GOVERNMENTAL                 | 501,903                 | 517,716                 | 334,478                 | 334,478                   | 352,021                   |
| OPERATING REVENUES                 | 613,023                 | 775,117                 | 747,014                 | 771,500                   | 763,243                   |
| INTEREST ON INVESTMENTS            | (59,817)                | 117,588                 | 78,500                  | 135,059                   | 139,000                   |
| MISCELLANEOUS                      | 11,916                  | 28,148                  | 7,050                   | 13,156                    | 10,050                    |
| SALE SURPLUS EQUIP                 | 471                     | 45,978                  | 5,649                   | 7,499                     | 5,649                     |
| <b>TOTAL REVENUE</b>               | <b>\$ 13,706,502</b>    | <b>\$ 8,132,369</b>     | <b>\$ 9,544,961</b>     | <b>\$ 12,578,565</b>      | <b>\$ 8,496,250</b>       |
| <b>EXPENSES:</b>                   |                         |                         |                         |                           |                           |
| ADMINISTRATION                     | \$ 713,888              | \$ 889,205              | \$ 798,039              | \$ 692,323                | \$ 848,112                |
| OPERATIONS/DRIVERS                 | 2,409,211               | 2,674,084               | 3,247,269               | 2,996,588                 | 3,508,304                 |
| OPERATIONS/NON-DRIVERS             | 516,555                 | 505,013                 | 399,908                 | 418,935                   | 572,205                   |
| MAINTENANCE                        | 983,364                 | 1,129,703               | 1,261,200               | 1,098,328                 | 1,296,489                 |
| MARKETING                          | 262,618                 | 56,591                  | 92,409                  | 106,365                   | 158,809                   |
| PARATRANSIT                        | 1,034,352               | 974,302                 | 1,025,004               | 1,068,166                 | 1,395,821                 |
| DOWNTOWN TRANSFER CNTR             | 23,355                  | 32,496                  | 25,500                  | 24,841                    | 41,300                    |
| CAPITAL-LOCAL                      | -                       | 9,306                   | 20,000                  | 20,000                    | 50,000                    |
| CAPITAL - FEDERAL                  | 6,531,026               | 1,429,215               | 2,942,475               | 7,072,016                 | 719,000                   |
| O & M - LOCAL                      | 15,912                  | -                       | -                       | -                         | -                         |
| <b>TOTAL EXPENSES</b>              | <b>\$ 12,490,281</b>    | <b>\$ 7,699,915</b>     | <b>\$ 9,811,804</b>     | <b>\$ 13,497,562</b>      | <b>\$ 8,590,040</b>       |
| WORKING CAP. CHANGES NOT BUDGETED  | 22,699                  | 204,710                 | -                       | -                         | -                         |
| <b>WORKING CAPITAL - ENDING</b>    | <b>\$ 6,250,919</b>     | <b>\$ 6,888,083</b>     | <b>\$ 7,553,923</b>     | <b>\$ 5,969,086</b>       | <b>\$ 5,875,296</b>       |
| <b>LESS OPERATING RESERVE</b>      | <b>1,000,000</b>        | <b>1,000,000</b>        | <b>1,165,000</b>        | <b>1,046,000</b>          | <b>1,300,000</b>          |
| <b>AVAILABLE WORKING CAPITAL</b>   | <b>\$ 5,250,919</b>     | <b>\$ 5,888,083</b>     | <b>\$ 6,388,923</b>     | <b>\$ 4,923,086</b>       | <b>\$ 4,575,296</b>       |

# Internal Service Funds



**FLEET SERVICES FUND  
OPERATING BUDGET**

FUND 6010

|                                    | <b>ACTUAL<br/>FY 22</b> | <b>ACTUAL<br/>FY 23</b> | <b>BUDGET<br/>FY 24</b> | <b>ESTIMATE<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|------------------------------------|-------------------------|-------------------------|-------------------------|---------------------------|---------------------------|
| <b>WORKING CAPITAL - BEGINNING</b> | <b>\$ 1,428,187</b>     | <b>\$ 1,492,871</b>     | <b>\$ 1,689,977</b>     | <b>\$ 1,969,858</b>       | <b>\$ 2,842,243</b>       |
| <b>REVENUES:</b>                   |                         |                         |                         |                           |                           |
| FLEET SERVICES                     | \$ 1,827,996            | \$ 2,342,425            | \$ 2,296,369            | \$ 2,650,000              | \$ 3,480,379              |
| COURIER                            | 40,752                  | 42,016                  | 40,750                  | 40,752                    | 42,795                    |
| INTEREST EARNINGS                  | (19,764)                | 39,637                  | 18,000                  | 65,000                    | 48,000                    |
| INTERGOVERNMENTAL                  | 72,132                  | 40,134                  | -                       | -                         | -                         |
| MISCELLANEOUS                      | 30,573                  | 74,912                  | -                       | 25,000                    | -                         |
| <b>TOTAL REVENUE</b>               | <b>\$ 1,951,689</b>     | <b>\$ 2,539,124</b>     | <b>\$ 2,355,119</b>     | <b>\$ 2,780,752</b>       | <b>\$ 3,571,174</b>       |
| <b>EXPENSES:</b>                   |                         |                         |                         |                           |                           |
| PERSONAL SERVICES                  | \$ 1,251,179            | \$ 1,668,370            | \$ 1,556,035            | \$ 1,390,000              | \$ 1,717,262              |
| OPERATION & MAINTENANCE            | 323,416                 | 501,096                 | 611,375                 | 480,000                   | 608,685                   |
| CAPITAL                            | 26,200                  | -                       | -                       | -                         | -                         |
| TRANSFERS OUT                      | 95,770                  | 95,770                  | 38,367                  | 38,367                    | 81,931                    |
| <b>TOTAL EXPENSES</b>              | <b>\$ 1,696,565</b>     | <b>\$ 2,265,236</b>     | <b>\$ 2,205,777</b>     | <b>\$ 1,908,367</b>       | <b>\$ 2,407,878</b>       |
| WORKING CAP. CHANGES NOT BUDGETED  | (190,440)               | 203,099                 | -                       | -                         | -                         |
| <b>WORKING CAPITAL - ENDING</b>    | <b>\$ 1,492,871</b>     | <b>\$ 1,969,858</b>     | <b>\$ 1,839,319</b>     | <b>\$ 2,842,243</b>       | <b>\$ 4,005,539</b>       |
| LESS OPERATING RESERVE             | \$ 582,600              | \$ 802,702              | \$ 801,942              | \$ 691,900                | \$ 860,600                |
| <b>AVAILABLE WORKING CAPITAL</b>   | <b>\$ 910,271</b>       | <b>\$ 1,167,156</b>     | <b>\$ 1,037,377</b>     | <b>\$ 2,150,343</b>       | <b>\$ 3,144,939</b>       |

| CENTRAL SERVICES FUND<br>OPERATING BUDGET |                 |                 |                 |                   |                   |
|-------------------------------------------|-----------------|-----------------|-----------------|-------------------|-------------------|
| FUND 6050                                 | ACTUAL<br>FY 22 | ACTUAL<br>FY 23 | BUDGET<br>FY 24 | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
| WORKING CAPITAL-BEGINNING                 | \$ 230,438      | \$ 226,793      | \$ 212,627      | \$ 222,456        | \$ 230,191        |
| REVENUES:                                 |                 |                 |                 |                   |                   |
| MAIL SERVICE                              | \$ 62,348       | \$ 60,677       | \$ 68,000       | \$ 50,497         | \$ 68,000         |
| DUPLICATION                               | 42,428          | 42,809          | 44,473          | 43,879            | 45,427            |
| INTEREST EARNINGS                         | (3,277)         | 4,953           | 2,500           | 7,500             | 5,300             |
| TOTAL REVENUE                             | \$ 101,499      | \$ 108,439      | \$ 114,973      | \$ 101,876        | \$ 118,727        |
| EXPENSES:                                 |                 |                 |                 |                   |                   |
| MAIL SERVICE                              | \$ 62,348       | \$ 61,283       | \$ 68,000       | \$ 50,497         | \$ 68,000         |
| CAPITAL OUTLAY                            | \$ 20,386       | \$ 27,666       | \$ 7,544        | \$ 7,544          | \$ -              |
| DUPLICATION                               | 22,410          | 23,827          | 27,836          | 36,100            | 31,790            |
| TOTAL EXPENSES                            | \$ 105,144      | \$ 112,776      | \$ 103,380      | \$ 94,141         | \$ 99,790         |
| WORKING CAP. CHANGES NOT BUDGETED         | -               | -               | -               | -                 | -                 |
| WORKING CAPITAL-ENDING                    | \$ 226,793      | \$ 222,456      | \$ 224,220      | \$ 230,191        | \$ 249,128        |

### CENTRAL SERVICES BUDGET NARRATIVE

The mail and duplication services are provided to the departments for their postage and copier needs. The departments are charged for these services based on their usage. By providing these central services in major work areas or locations in the City, lower costs can be provided to users. The lower cost factors include less equipment being leased or purchased, lower maintenance costs, and large volume discount for supplies.

#### **Revenue**

No significant changes.

#### **Expenses**

No significant changes.

#### **Capital**

None

| INFORMATION TECHNOLOGY FUND<br>OPERATING BUDGET |                         |                         |                         |                           |                           |
|-------------------------------------------------|-------------------------|-------------------------|-------------------------|---------------------------|---------------------------|
| FUND 6200                                       | <b>ACTUAL<br/>FY 22</b> | <b>ACTUAL<br/>FY 23</b> | <b>BUDGET<br/>FY 24</b> | <b>ESTIMATE<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
| <b>WORKING CAPITAL-BEGINNING</b>                | <b>\$ 616,118</b>       | <b>\$ 548,580</b>       | <b>\$ 569,842</b>       | <b>\$ 763,201</b>         | <b>\$ 873,502</b>         |
| <b>REVENUES:</b>                                |                         |                         |                         |                           |                           |
| CHARGE FOR SERVICES                             | \$ 2,809,960            | \$ 3,458,378            | \$ 3,642,449            | \$ 3,561,316              | \$ 4,018,763              |
| INTEREST EARNINGS                               | (12,732)                | 24,786                  | 10,000                  | 27,097                    | 25,000                    |
| INTERGOVERNMENTAL                               | 114,380                 | 61,588                  | -                       | -                         | -                         |
| OTHER                                           | -                       | 2,852                   | -                       | 773                       | 500                       |
| TRANSFERS                                       | -                       | -                       | -                       | 2,000                     | -                         |
| <b>TOTAL REVENUE</b>                            | <b>\$ 2,911,608</b>     | <b>\$ 3,547,604</b>     | <b>\$ 3,652,449</b>     | <b>\$ 3,591,186</b>       | <b>\$ 4,044,263</b>       |
| <b>EXPENSES:</b>                                |                         |                         |                         |                           |                           |
| PERSONAL SERVICES                               | \$ 1,992,919            | \$ 2,337,445            | \$ 2,343,364            | \$ 2,254,717              | \$ 2,543,266              |
| OPERATIONS & MAINTENANCE                        | 845,082                 | 865,923                 | 1,274,656               | 1,125,033                 | 1,494,995                 |
| CAPITAL                                         | 31,914                  | 151,319                 | 155,500                 | 101,135                   | 42,000                    |
| INTEREST                                        | -                       | 1,529                   | -                       | -                         | -                         |
| <b>TOTAL EXPENSES</b>                           | <b>\$ 2,869,915</b>     | <b>\$ 3,356,216</b>     | <b>\$ 3,773,520</b>     | <b>\$ 3,480,885</b>       | <b>\$ 4,080,261</b>       |
| WORKING CAP. CHANGES NOT BUDGETED               | (97,675)                | 23,233                  | -                       | -                         | -                         |
| <b>WORKING CAPITAL - ENDING</b>                 | <b>\$ 548,580</b>       | <b>\$ 763,201</b>       | <b>\$ 448,771</b>       | <b>\$ 873,502</b>         | <b>\$ 837,504</b>         |
| LESS OPERATING RESERVE                          | 709,500                 | 800,842                 | 904,505                 | 844,937                   | 1,009,565                 |
| <b>AVAILABLE WORKING CAPITAL</b>                | <b>\$ (160,920)</b>     | <b>\$ (37,641)</b>      | <b>\$ (455,734)</b>     | <b>\$ 28,565</b>          | <b>\$ (172,061)</b>       |

**CITY HEALTH BENEFITS FUND  
OPERATING BUDGET**

FUND 6270

|                                      | ACTUAL<br>FY 22      | ACTUAL<br>FY 23      | BUDGET<br>FY 24      | ESTIMATE<br>FY 24    | PROPOSED<br>FY 25    |
|--------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b>WORKING CAPITAL - BEGINNING</b>   | <b>\$ 9,617,432</b>  | <b>\$ 8,853,076</b>  | <b>\$ 8,899,157</b>  | <b>\$ 9,971,757</b>  | <b>\$ 7,208,819</b>  |
| <b>REVENUES:</b>                     |                      |                      |                      |                      |                      |
| INVESTMENT EARNINGS                  | \$ (135,142)         | \$ 231,379           | \$ 50,000            | \$ 260,000           | \$ 239,000           |
| CHARGES FOR SERVICE:                 |                      |                      |                      |                      |                      |
| CITY CONTRIBUTION HEALTH             | 8,830,775            | 9,451,685            | 9,400,000            | 9,900,000            | 9,700,000            |
| CITY CONTRIBUTION LIFE \$5,000       | 11,481               | 11,305               | 12,000               | 12,000               | 12,000               |
| CITY CONTRIBUTION DENTAL             | 151,465              | 174,209              | 180,000              | 173,000              | 180,000              |
| EMPLOYEE FLEX CONTRIB.               | 361,420              | 349,925              | 310,000              | 281,000              | 385,000              |
| EMPLOYEE DENTAL CONTRIB              | 151,465              | 174,210              | 200,000              | 175,000              | 200,000              |
| EMPLOYEE HEALTH CONTRIB.             | 1,704,713            | 1,899,756            | 1,790,000            | 1,950,000            | 1,940,000            |
| RETIREE/COBRA CONTRIB                | 805,349              | 740,447              | 800,000              | 705,000              | 800,000              |
| CLAIM OVERPAYMENTS                   | 54,303               | 129,306              | 65,000               | 40,000               | 80,000               |
| PRESCRIPTION DRUG REBATE             | 1,172,923            | 995,882              | 475,000              | 600,000              | 775,000              |
| STOP LOSS REIMBURSEMENTS             | 333,678              | 134,505              | 200,000              | 140,000              | 175,000              |
| OTHER                                | 7                    | -                    | -                    | -                    | -                    |
| <b>TOTAL REVENUE</b>                 | <b>\$ 13,442,437</b> | <b>\$ 14,292,609</b> | <b>\$ 13,482,000</b> | <b>\$ 14,236,000</b> | <b>\$ 14,486,000</b> |
| <b>EXPENSES:</b>                     |                      |                      |                      |                      |                      |
| PERSONAL SERVICES:                   |                      |                      |                      |                      |                      |
| HEALTH INCENTIVES                    | \$ 413,062           | \$ 54,475            | \$ 50,000            | \$ 52,000            | \$ 55,000            |
| HEALTH CLAIMS                        | 11,003,960           | 10,278,041           | 12,775,000           | 13,800,000           | 14,946,855           |
| LIFE INSURANCE PREMIUMS              | 11,637               | 12,055               | 12,000               | 12,000               | 12,000               |
| DENTAL CLAIMS                        | 720,423              | 755,057              | 778,680              | 755,000              | 813,875              |
| FLEX PLAN CLAIMS                     | 361,420              | 349,884              | 370,000              | 290,000              | 358,000              |
| 125K FLEX ADMIN. CHGS.               | 11,675               | 10,650               | 14,000               | 12,700               | 14,000               |
| HEALTH/DENTAL ADMIN. CHGS.           | 339,095              | 367,221              | 435,072              | 480,000              | 490,234              |
| EMPLOYEE ASSISTANCE PROGRAM          | 27,900               | 27,900               | 25,000               | 28,000               | 28,750               |
| FIDUCIARY LIABILITY INS.             | 3,667                | (21,000)             | 5,000                | -                    | 5,000                |
| ACA ADMIN. CHGS                      | 21,516               | 26,940               | 30,000               | 25,000               | 30,000               |
| STOP LOSS PREMIUM                    | 711,548              | 729,274              | 950,000              | 925,000              | 1,034,901            |
| H.S.A. ADMIN. FEES                   | 14,580               | 14,952               | 18,000               | 19,000               | 19,057               |
| VSP ADMIN FEES                       | 6,845                | 7,160                | 7,000                | 7,500                | 7,925                |
| WELLNESS EVENTS                      | 3,430                | -                    | 10,000               | -                    | 10,000               |
| CONSULTANT SERVICES                  | 84,288               | 93,429               | 100,000              | 123,000              | 119,400              |
| NURSE/SCREENING PROGRAM              | 259,417              | 269,733              | 274,000              | 250,000              | 325,000              |
| CARE LINK SERVICES                   | 4,838                | 9,692                | 30,000               | 10,000               | 20,000               |
| COST ALLOCATION / OTHER              | 207,492              | 188,465              | 202,038              | 209,738              | 214,015              |
| <b>TOTAL EXPENSES</b>                | <b>\$ 14,206,793</b> | <b>\$ 13,173,928</b> | <b>\$ 16,085,790</b> | <b>\$ 16,998,938</b> | <b>\$ 18,504,012</b> |
| PRIOR PERIOD ADJUSTMENT              | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| WORKING CAP. CHANGES NOT BUDGETED    | -                    | -                    | -                    | -                    | -                    |
| WORKING CAPITAL CHANGES NOT BUDGETED | \$ -                 | \$ -                 |                      | \$ -                 | \$ -                 |
| <b>WORKING CAPITAL - ENDING</b>      | <b>\$ 8,853,076</b>  | <b>\$ 9,971,757</b>  | <b>\$ 6,295,367</b>  | <b>\$ 7,208,819</b>  | <b>\$ 3,190,807</b>  |

**CENTRAL TELEPHONE SERVICES FUND  
OPERATING BUDGET**

FUND 6060

|                                   | ACTUAL<br>FY 22   | ACTUAL<br>FY 23   | BUDGET<br>FY 24   | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b>WORKING CAPITAL-BEGINNING</b>  | <b>\$ 282,940</b> | <b>\$ 294,398</b> | <b>\$ 317,124</b> | <b>\$ 319,602</b> | <b>\$ 350,730</b> |
| <b>REVENUES:</b>                  |                   |                   |                   |                   |                   |
| CHARGE FOR SERVICES               | \$ 424,486        | \$ 454,812        | \$ 461,830        | \$ 461,832        | \$ 471,799        |
| INTERGOVERNMENTAL                 | 9,204             | 4,790             | -                 | -                 | -                 |
| INTEREST EARNINGS                 | (4,857)           | 7,328             | 3,500             | 15,918            | 8,200             |
| OTHER INCOME                      | -                 | 53                | -                 | 52                | -                 |
| <b>TOTAL REVENUE</b>              | <b>\$ 428,833</b> | <b>\$ 466,983</b> | <b>\$ 465,330</b> | <b>\$ 477,803</b> | <b>\$ 479,999</b> |
| <b>EXPENSES:</b>                  |                   |                   |                   |                   |                   |
| PERSONAL SERVICES                 | \$ 150,915        | \$ 182,704        | \$ 178,617        | \$ 171,637        | \$ 203,927        |
| OPERATIONS & MAINTENANCE          | 250,350           | 264,260           | 279,498           | 275,038           | 276,039           |
| <b>TOTAL EXPENSES</b>             | <b>\$ 401,265</b> | <b>\$ 446,964</b> | <b>\$ 458,115</b> | <b>\$ 446,675</b> | <b>\$ 479,966</b> |
| WORKING CAP. CHANGES NOT BUDGETED | (16,110)          | 5,186             | -                 | -                 | -                 |
| <b>WORKING CAPITAL-ENDING</b>     | <b>\$ 294,398</b> | <b>\$ 319,602</b> | <b>\$ 324,339</b> | <b>\$ 350,730</b> | <b>\$ 350,763</b> |
| LESS OPERATING RESERVE            | 32,101            | 35,757            | 36,649            | 35,734            | 38,397            |
| <b>AVAILABLE WORKING CAPITAL</b>  | <b>\$ 262,296</b> | <b>\$ 283,845</b> | <b>\$ 287,690</b> | <b>\$ 314,996</b> | <b>\$ 312,366</b> |

**STAFFING AUTHORIZATION**

| POSITION                          | ACTUAL<br>FY 22 | ACTUAL<br>FY 23 | BUDGET<br>FY 24 | PROPOSED<br>FY 25 |
|-----------------------------------|-----------------|-----------------|-----------------|-------------------|
| 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      | -               | -               | 0.2             | 0.2               |
| <b>TOTAL</b>                      | <b>1.2</b>      | <b>1.2</b>      | <b>1.4</b>      | <b>1.4</b>        |

**RADIO COMMUNICATIONS FUND  
OPERATING BUDGET**

FUND 6070

|                                  | <b>ACTUAL<br/>FY 22</b>  | <b>ACTUAL<br/>FY 23</b>  | <b>BUDGET<br/>FY 24</b>  | <b>ESTIMATE<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|----------------------------------|--------------------------|--------------------------|--------------------------|---------------------------|---------------------------|
| <b>WORKING CAPITAL-BEGINNING</b> | <b><u>\$ 750,828</u></b> | <b><u>\$ 682,812</u></b> | <b><u>\$ 505,568</u></b> | <b><u>\$ 383,944</u></b>  | <b><u>\$ 535,443</u></b>  |
| <b>REVENUES:</b>                 |                          |                          |                          |                           |                           |
| CHARGES FOR SERVICE              | \$ 302,568               | \$ 299,969               | \$ 333,499               | \$ 333,499                | \$ 218,096                |
| INTEREST EARNINGS                | (11,360)                 | 1,552                    | 9,000                    | 18,000                    | 16,000                    |
| OTHER                            | <u>350</u>               | <u>-</u>                 | <u>-</u>                 | <u>-</u>                  | <u>-</u>                  |
| <b>TOTAL REVENUE</b>             | <b><u>\$ 291,558</u></b> | <b><u>\$ 301,521</u></b> | <b><u>\$ 342,499</u></b> | <b><u>\$ 351,499</u></b>  | <b><u>\$ 234,096</u></b>  |
| <b>EXPENSES</b>                  |                          |                          |                          |                           |                           |
| OPERATIONS & MAINTENANCE         | \$ 234,574               | \$ 292,179               | \$ 383,601               | \$ 200,000                | \$ 392,450                |
| CAPITAL                          | <u>125,000</u>           | <u>308,210</u>           | <u>-</u>                 | <u>-</u>                  | <u>-</u>                  |
| <b>TOTAL EXPENSES</b>            | <b><u>\$ 359,574</u></b> | <b><u>\$ 600,389</u></b> | <b><u>\$ 383,601</u></b> | <b><u>\$ 200,000</u></b>  | <b><u>\$ 392,450</u></b>  |
| <b>WORKING CAPITAL-ENDING</b>    | <b><u>\$ 682,812</u></b> | <b><u>\$ 383,944</u></b> | <b><u>\$ 464,466</u></b> | <b><u>\$ 535,443</u></b>  | <b><u>\$ 377,089</u></b>  |

**PROPERTY INSURANCE FUND  
OPERATING BUDGET**

FUND 6300

|                                   | ACTUAL<br>FY 22            | ACTUAL<br>FY 23              | BUDGET<br>FY 24              | ESTIMATE<br>FY 24            | PROPOSED<br>FY 25          |
|-----------------------------------|----------------------------|------------------------------|------------------------------|------------------------------|----------------------------|
| <b>WORKING CAPITAL-BEGINNING</b>  | <u>\$ 860,405</u>          | <u>\$ 570,542</u>            | <u>\$ (109,085)</u>          | <u>\$ (358,186)</u>          | <u>\$ 45,907</u>           |
| <b>REVENUES:</b>                  |                            |                              |                              |                              |                            |
| CHARGE FOR SERVICES               | \$ 2,523,228               | \$ 2,593,495                 | \$ 3,770,946                 | \$ 3,770,947                 | \$ 4,993,742               |
| INTEREST EARNINGS                 | (13,588)                   | (1,155)                      | 3,800                        | 11,000                       | 6,700                      |
| OTHER                             | <u>7,053</u>               | <u>3,314</u>                 | <u>-</u>                     | <u>6,000</u>                 | <u>-</u>                   |
| <b>TOTAL REVENUE</b>              | <u><b>\$ 2,516,693</b></u> | <u><b>\$ 2,595,654</b></u>   | <u><b>\$ 3,774,746</b></u>   | <u><b>\$ 3,787,947</b></u>   | <u><b>\$ 5,000,442</b></u> |
| <b>EXPENSES:</b>                  |                            |                              |                              |                              |                            |
| PERSONAL SERVICES                 | \$ 112,000                 | \$ 127,545                   | \$ 119,912                   | \$ 122,000                   | \$ 125,668                 |
| OPERATIONS & MAINTENANCE          | <u>2,686,401</u>           | <u>3,397,557</u>             | <u>4,011,308</u>             | <u>3,261,854</u>             | <u>4,168,577</u>           |
| <b>TOTAL EXPENSES</b>             | <u><b>\$ 2,798,401</b></u> | <u><b>\$ 3,525,102</b></u>   | <u><b>\$ 4,131,220</b></u>   | <u><b>\$ 3,383,854</b></u>   | <u><b>\$ 4,294,245</b></u> |
| WORKING CAP. CHANGES NOT BUDGETED | (8,155)                    | 720                          | -                            | -                            | -                          |
| <b>WORKING CAPITAL - ENDING</b>   | <u><b>\$ 570,542</b></u>   | <u><b>\$ (358,186)</b></u>   | <u><b>\$ (465,559)</b></u>   | <u><b>\$ 45,907</b></u>      | <u><b>\$ 752,104</b></u>   |
| LESS OPERATING RESERVE            | <u>895,488</u>             | <u>1,128,033</u>             | <u>1,321,990</u>             | <u>1,082,833</u>             | <u>1,374,158</u>           |
| <b>AVAILABLE WORKING CAPITAL</b>  | <u><b>\$ (324,946)</b></u> | <u><b>\$ (1,486,219)</b></u> | <u><b>\$ (1,787,549)</b></u> | <u><b>\$ (1,036,926)</b></u> | <u><b>\$ (622,054)</b></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<br/>FY 22</b> | <b>ACTUAL<br/>FY 22</b> | <b>BUDGET<br/>FY 24</b> | <b>ESTIMATE<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|-----------------------------------|-------------------------|-------------------------|-------------------------|---------------------------|---------------------------|
| <b>WORKING CAPITAL-BEGINNING</b>  | <b>\$ 4,174,140</b>     | <b>\$ 3,327,682</b>     | <b>\$ 2,310,259</b>     | <b>\$ 2,720,401</b>       | <b>\$ 4,363,199</b>       |
| <b>REVENUES:</b>                  |                         |                         |                         |                           |                           |
| CHARGE FOR SERVICES - ADMIN       | \$ 113,381              | \$ 107,414              | \$ 620,405              | \$ 120,406                | \$ 208,786                |
| CHARGE FOR SERVICES - STILLWATER  | 258,021                 | -                       | 215,428                 | -                         | 430,676                   |
| RENTS - BOC                       | 843,938                 | 828,488                 | 1,147,393               | 1,147,393                 | 1,240,372                 |
| RENTS - STILLWATER BLDG           | -                       | 395,719                 | 407,592                 | 407,592                   | 413,611                   |
| CHARGE FOR SERVICES - ANIMAL SHEL | -                       | 34,162                  | 35,187                  | 35,187                    | 42,330                    |
| CHARGE FOR SERVICES - N 27TH      | 577,343                 | 581,987                 | 611,804                 | 611,804                   | 210,055                   |
| GRANT INCOME                      | 28,205                  | 13,743                  | -                       | -                         | -                         |
| MISCELLANEOUS                     | 32,422                  | 26,816                  | -                       | 2,099,732                 | -                         |
| INTEREST EARNINGS                 | (62,432)                | 99,292                  | 34,000                  | 95,500                    | 69,300                    |
| TRANSFER IN                       | 532,057                 | 532,057                 | 356,894                 | 356,894                   | -                         |
| <b>TOTAL REVENUE</b>              | <b>\$ 2,322,935</b>     | <b>\$ 2,619,678</b>     | <b>\$ 3,428,703</b>     | <b>\$ 4,874,508</b>       | <b>\$ 2,615,130</b>       |
| <b>EXPENSES:</b>                  |                         |                         |                         |                           |                           |
| ADMINISTRATION                    | \$ 1,228,217            | \$ 1,658,348            | \$ 879,682              | \$ 1,948,072              | \$ 452,105                |
| STILLWATER BUILDING               | 323,043                 | 352,963                 | 621,000                 | 220,000                   | 565,046                   |
| BOC                               | 807,972                 | 735,464                 | 1,134,519               | 728,638                   | 1,313,634                 |
| ANIMAL SHELTER                    | -                       | 14,062                  | 15,000                  | 10,000                    | 17,000                    |
| N 27TH                            | 356,844                 | 391,479                 | 355,537                 | 325,000                   | 329,381                   |
| TRANSFERS OUT                     | -                       | 1,000,000               | -                       | -                         | -                         |
| BABCOCK THEATRE                   | 19,732                  | -                       | -                       | -                         | -                         |
| <b>TOTAL EXPENSES</b>             | <b>\$ 2,735,808</b>     | <b>\$ 4,152,316</b>     | <b>\$ 3,005,738</b>     | <b>\$ 3,231,710</b>       | <b>\$ 2,677,166</b>       |
| WORKING CAP. CHANGES NOT BUDGETED | (433,585)               | 925,357                 | -                       | -                         | -                         |
| <b>WORKING CAPITAL-ENDING</b>     | <b>\$ 3,327,682</b>     | <b>\$ 2,720,401</b>     | <b>\$ 2,733,224</b>     | <b>\$ 4,363,199</b>       | <b>\$ 4,301,163</b>       |
| LESS OPERATING RESERVE            | 218,865                 | 332,185                 | 240,459                 | 258,537                   | 214,173                   |
| <b>AVAILABLE WORKING CAPITAL</b>  | <b>\$ 3,108,817</b>     | <b>\$ 2,388,216</b>     | <b>\$ 2,492,765</b>     | <b>\$ 4,104,662</b>       | <b>\$ 4,086,990</b>       |



| PUBLIC WORKS ADMINISTRATION<br>OPERATING BUDGET |                     |                     |                     |                     |
|-------------------------------------------------|---------------------|---------------------|---------------------|---------------------|
| FUND 6600                                       | ACTUAL<br>FY 22     | ACTUAL<br>FY 23     | BUDGET<br>FY 24     | ESTIMATE<br>FY 24   |
| <b>WORKING CAPITAL-BEGINNING</b>                | <b>\$ 615,971</b>   | <b>\$ 875,032</b>   | <b>\$ 857,000</b>   | <b>\$ 932,576</b>   |
| <b>REVENUES:</b>                                |                     |                     |                     |                     |
| CHARGE FOR SERVICES                             | 2,794,737           | 2,924,383           | 3,166,871           | 3,166,871           |
| INTERGOVERNMENTAL                               | 89,689              | 49,675              | -                   | -                   |
| INVESTMENT EARNINGS                             | (13,651)            | 28,384              | 4,000               | 40,300              |
| <b>TOTAL REVENUE</b>                            | <b>\$ 2,870,775</b> | <b>\$ 3,002,442</b> | <b>\$ 3,170,871</b> | <b>\$ 3,207,171</b> |
| <b>EXPENSES:</b>                                |                     |                     |                     |                     |
| PERSONAL SERVICES                               | \$ 1,612,923        | \$ 2,081,413        | \$ 2,137,224        | \$ 2,052,310        |
| OPERATIONS & MAINTENANCE                        | 860,628             | 979,111             | 1,078,202           | 1,042,834           |
| CAPITAL                                         | 12,598              | -                   | -                   | -                   |
| <b>TOTAL EXPENSES</b>                           | <b>\$ 2,486,149</b> | <b>\$ 3,060,524</b> | <b>\$ 3,215,426</b> | <b>\$ 3,095,144</b> |
| WORKING CAP. CHANGES NOT BUDGETED               | (125,565)           | 115,626             | -                   | -                   |
| <b>WORKING CAPITAL-ENDING</b>                   | <b>\$ 875,032</b>   | <b>\$ 932,576</b>   | <b>\$ 812,445</b>   | <b>\$ 1,044,603</b> |
| LESS OPERATING RESERVE                          | 197,884             | 244,842             | 257,234             | 247,612             |
| <b>AVAILABLE WORKING CAPITAL</b>                | <b>\$ 677,148</b>   | <b>\$ 687,734</b>   | <b>\$ 555,211</b>   | <b>\$ 796,991</b>   |

FUND 6700

**PUBLIC WORKS ENGINEERING  
OPERATING BUDGET**

|                                   | <b>ACTUAL<br/>FY 22</b> | <b>ACTUAL<br/>FY 22</b> | <b>BUDGET<br/>FY 24</b> | <b>ESTIMATE<br/>FY 24</b> | <b>PROPOSED<br/>FY 25</b> |
|-----------------------------------|-------------------------|-------------------------|-------------------------|---------------------------|---------------------------|
| <b>WORKING CAPITAL-BEGINNING</b>  | <b>\$ 234,065</b>       | <b>\$ 219,901</b>       | <b>\$ 269,645</b>       | <b>\$ (6,756)</b>         | <b>\$ (88,697)</b>        |
| <b>REVENUES:</b>                  |                         |                         |                         |                           |                           |
| SPECIAL ASSESSMENTS               | \$ 60,979               | \$ 86,380               | \$ 85,000               | \$ 105,000                | \$ 120,000                |
| LICENSES & PERMITS                | 127,936                 | 99,746                  | 140,500                 | 74,500                    | 100,000                   |
| CHARGE FOR SERVICES               | 2,984,796               | 3,024,963               | 3,677,186               | 3,561,198                 | 4,237,843                 |
| INTERGOVERNMENTAL                 | 135,891                 | 73,257                  | -                       | -                         | -                         |
| INVESTMENT EARNINGS               | (3,637)                 | 2,399                   | 2,500                   | 4,900                     | 3,000                     |
| MISCELLANEOUS                     | 2,455                   | 326                     | -                       | 191                       | -                         |
| <b>TOTAL REVENUE</b>              | <b>\$ 3,308,420</b>     | <b>\$ 3,287,071</b>     | <b>\$ 3,905,186</b>     | <b>\$ 3,745,789</b>       | <b>\$ 4,460,843</b>       |
| <b>EXPENSES:</b>                  |                         |                         |                         |                           |                           |
| PERSONAL SERVICES                 | \$ 2,386,123            | \$ 2,894,501            | \$ 2,771,437            | \$ 2,773,694              | \$ 2,939,993              |
| OPERATIONS & MAINTENANCE          | 763,061                 | 768,611                 | 943,345                 | 911,419                   | 942,101                   |
| CAPITAL                           | 32,762                  | -                       | 179,000                 | 142,617                   | 122,350                   |
| <b>TOTAL EXPENSES</b>             | <b>\$ 3,181,946</b>     | <b>\$ 3,663,112</b>     | <b>\$ 3,893,782</b>     | <b>\$ 3,827,730</b>       | <b>\$ 4,004,444</b>       |
| WORKING CAP. CHANGES NOT BUDGETED | (140,638)               | 149,384                 | -                       | -                         | -                         |
| <b>WORKING CAPITAL-ENDING</b>     | <b>\$ 219,901</b>       | <b>\$ (6,756)</b>       | <b>\$ 281,049</b>       | <b>\$ (88,697)</b>        | <b>\$ 367,702</b>         |
| LESS OPERATING RESERVE            | 314,918                 | 366,311                 | 371,478                 | 368,511                   | 388,209                   |
| <b>AVAILABLE WORKING CAPITAL</b>  | <b>\$ (95,017)</b>      | <b>\$ (373,067)</b>     | <b>\$ (90,429)</b>      | <b>\$ (457,208)</b>       | <b>\$ (20,507)</b>        |

# Permanent Fund

**CEMETERY PERPETUAL CARE FUND  
OPERATING BUDGET**

FUNDS 7010 & 7030

|                               | ACTUAL<br>FY 22   | ACTUAL<br>FY 23   | BUDGET<br>FY 24   | ESTIMATE<br>FY 24 | PROPOSED<br>FY 25 |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b>FUND BALANCE BEGINNING</b> | <b>\$ 765,418</b> | <b>\$ 778,006</b> | <b>\$ 798,006</b> | <b>\$ 800,740</b> | <b>\$ 826,240</b> |
| <b>REVENUE:</b>               |                   |                   |                   |                   |                   |
| PERPETUAL CARE FEES           | \$ 25,532         | \$ 19,696         | \$ 15,750         | \$ 19,000         | \$ 18,750         |
| INTEREST ON INVESTMENTS       | (10,972)          | 17,891            | 7,700             | 36,500            | 18,500            |
| <b>TOTAL REVENUE</b>          | <b>\$ 14,560</b>  | <b>\$ 37,587</b>  | <b>\$ 23,450</b>  | <b>\$ 55,500</b>  | <b>\$ 37,250</b>  |
| <b>EXPENDITURES:</b>          |                   |                   |                   |                   |                   |
| TRANSFER-GENERAL FUND         | \$ 1,972          | \$ 14,853         | \$ 5,600          | \$ 30,000         | \$ 35,200         |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 1,972</b>   | <b>\$ 14,853</b>  | <b>\$ 5,600</b>   | <b>\$ 30,000</b>  | <b>\$ 35,200</b>  |
| PRIOR PERIOD ADJUSTMENT       | \$ -              | \$ -              | -                 | \$ -              | \$ -              |
| <b>FUND BALANCE ENDING</b>    | <b>\$ 778,006</b> | <b>\$ 800,740</b> | <b>\$ 815,856</b> | <b>\$ 826,240</b> | <b>\$ 828,290</b> |
| <b>LESS:</b>                  |                   |                   |                   |                   |                   |
| NONSPENDABLE                  | 778,006           | 800,740           | 800,762           | 826,240           | 828,290           |
| <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.



## BUDGET AMENDMENT FORM

## City of Billings, Montana

Complete all fields as appropriate, duplicate the form as many times as needed. Completion of this form does not preclude a councilmember from introducing a budget amendment, and proposed amendments must be introduced at a regular business meeting.

|                                |              |
|--------------------------------|--------------|
| <b>Council Member Name(s):</b> | Ed Gulick    |
| <b>Fund Name:</b>              | General Fund |
| <b>Amendment Number:</b>       | Gulick 1     |
| <b>Fiscal year</b>             | FY 2025      |

### **AMENDMENT TEXT:**

I move that \$75,000 from the general fund be allocated to funding an Impact Fee Study in FY25.

### **PURPOSE:**

Describe the intended purpose of the amendment, how will appropriation increases be funded, be as specific as possible with respect to the amounts, sources of funds, and purpose.

Council has informally discussed in at least one work session the need to have impact fees on new development to help pay for the construction of new fire stations, potentially police precinct stations, parks, and additional arterial road capacity that would service the new development. There appeared to be broad council support for impact fees, a funding tool increasingly widely used by other communities but not used in Billings.

A critical step in moving forward with impact fees is a study that would help the City analyze the costs of existing and anticipated future conditions that meet the City's defined level of service. This Impact Fee Study will help establish fair and appropriate impact fees rates; the Study is legally necessary to determine nexus.

Staff have estimated that the cost of the study would be approximately \$100,000. Because the impact fees would go toward capital costs in four departments—fire, police, parks, and public works—the costs of the study would be divided between the departments. Public works has already allocated \$25,000 for the study in the proposed budget, but general fund monies are needed from the remaining departments in the general fund.

While discretion on where the funds come the department budgets should be given to staff, fire and police might come, for instance, from their overtime funds. The investment in this study, ultimately, brings much-needed funding resources to the community and would help ensure that new development pays its own way rather than burdens existing property taxpayers.

**BUDGET AMENDMENT FORM**

City of Billings, Montana

Complete all fields as appropriate, duplicate the form as many times as needed. Completion of this form does not preclude a councilmember from introducing a budget amendment, and proposed amendments must be introduced at a regular business meeting.

|                                |                          |
|--------------------------------|--------------------------|
| <b>Council Member Name(s):</b> | Jennifer Owen            |
| <b>Fund Name:</b>              | South Tax Increment Fund |
| <b>Amendment Number:</b>       | CM Owen 1                |
| <b>Fiscal year</b>             | FY 2025                  |

**AMENDMENT TEXT:**

Move to direct staff to adjust the budget as needed so that the outstanding balance of the Police Evidence Expansion is paid off utilizing funds from the South Tax Increment Fund.

**PURPOSE:**

The annual debt service for the Police Evidence Expansion of \$302,000 is paid from the Public Safety fund via an annual transfer from the South Tax Increment Funds. This debt was issued under the Limited General Obligation bond authority available to City Council. The current outstanding balance of this loan is \$2,109,703, with a current interest rate of 5.75%. Projected ending fund balance in the South Tax Increment Fund is in excess of \$5 million. Paying off the outstanding balance of the Evidence Center will reduce the ending fund balance to approximately \$3 million in the South Tax Increment Fund

## BUDGET AMENDMENT FORM

## City of Billings, Montana

Complete all fields as appropriate, duplicate the form as many times as needed. Completion of this form does not preclude a councilmember from introducing a budget amendment, and proposed amendments must be introduced at a regular business meeting.

|                         |                                 |
|-------------------------|---------------------------------|
| Council Member Name(s): | Bill Kennedy                    |
| Fund Name:              | General Fund (Non-Departmental) |
| Amendment Number:       | CM XXXXX 1                      |
| Fiscal year             | FY 2025                         |

### **AMENDMENT TEXT:**

The Stage Coach trail funding is currently in the General Fund Non-Departmental Budget. The total is \$615,000.00. I would move the Stage Coach trail project into the Parks CIP Budget. I would leave the \$615,000 in General Fund.

### **PURPOSE:**

Describe the intended purpose of the amendment, how will appropriation increases be funded, be as specific as possible with respect to the amounts, sources of funds, and purpose.

The stagecoach trail project would be a priority project for this year in the CIP funds for Parks. The CIP has \$1,421,894.00 and Parks would then prioritize projects for this FY25 and next FY26.

I would then ask to sell Hampman park and the Revenue would be transferred to the Parks CIP.



## BUDGET AMENDMENT FORM

## City of Billings, Montana

Complete all fields as appropriate, duplicate the form as many times as needed. Completion of this form does not preclude a councilmember from introducing a budget amendment, and proposed amendments must be introduced at a regular business meeting.

|                         |              |
|-------------------------|--------------|
| Council Member Name(s): | Bill Kennedy |
| Fund Name:              | General Fund |
| Amendment Number:       | CM XXXXX 2   |
| Fiscal year             | FY 2025      |

### AMENDMENT TEXT:

Add 12 Police officers to the Police Budget for FY25. Transfer \$615,000 from Non-Departmental to General Fund Police. \$350,000 already in the Police budget for 3 officers, and transfer \$200,000 from Police overtime to fund (\$1,165,000) 12 officers.

*Describe the intended purpose of the amendment, how will appropriation increases be funded, be as specific as possible with respect to the amounts, sources of funds, and purpose.*

This will add 12 new officers to the police budget for FY 25. It will take the best part of the year to fill all 12 positions. The general fund dollars is year after year and the \$350,000 is on going funding, and \$200,000 from the overtime will be on going funding.

**BUDGET AMENDMENT FORM**

City of Billings, Montana

Complete all fields as appropriate, duplicate the form as many times as needed. Completion of this form does not preclude a councilmember from introducing a budget amendment, and proposed amendments must be introduced at a regular business meeting.

|                                |              |
|--------------------------------|--------------|
| <b>Council Member Name(s):</b> | Bill Kennedy |
| <b>Fund Name:</b>              | Downtown TIF |
| <b>Amendment Number:</b>       | CM XXXXX 3   |
| <b>Fiscal year</b>             | FY 2025      |

**AMENDMENT TEXT:**

Fund 1 additional officer for Downtown from  
Downtown TIF Funding \$120,000.00.

**PURPOSE:**

*Describe the intended purpose of the amendment, how will appropriation increases be funded, be as specific as possible with respect to the amounts, sources of funds, and purpose.*

Public Safety and more traffic in the Downtown  
TIF will need an additional officer. I worked  
with DBA - Katie Easten

## BUDGET AMENDMENT FORM

## City of Billings, Montana

Complete all fields as appropriate, duplicate the form as many times as needed. Completion of this form does not preclude a councilmember from introducing a budget amendment, and proposed amendments must be introduced at a regular business meeting.

|                                |                  |
|--------------------------------|------------------|
| <b>Council Member Name(s):</b> | Aspenlieder      |
| <b>Fund Name:</b>              | Fire/MET         |
| <b>Amendment Number:</b>       | CM Aspenlieder 1 |
| <b>Fiscal year</b>             | FY 2025          |

### **AMENDMENT TEXT:**

Amend FY25 Budget to add \$310,000 to Fire Budget to add three (3) full-time firefighters by transferring \$310,000 from MET budget (State Entitlement Transfer). Additionally, reallocate \$412,000 from BFD overtime budget to add an additional four (4) full-time firefighters.

### **PURPOSE:**

Amendment covers the cost of seven (7) additional firefighters for BFD as discussed and proposed by Chief Valdez. This assumes four FTE are covered through a direct dollar for dollar reduction in BFD's overtime budget and three FTE are covered through a transfer of \$310,000 from MET budget coming from the State Entitlement transfers. The intent is to see a reduction in overtime costs through the department with the exception being that OT will be tracked and reported back as part of the FY26 budget presentation to determine how increased staffing worked.

## BUDGET AMENDMENT FORM

## City of Billings, Montana

Complete all fields as appropriate, duplicate the form as many times as needed. Completion of this form does not preclude a councilmember from introducing a budget amendment, and proposed amendments must be introduced at a regular business meeting.

|                                |                  |
|--------------------------------|------------------|
| <b>Council Member Name(s):</b> | Aspenlieder      |
| <b>Fund Name:</b>              | MET/City Reserve |
| <b>Amendment Number:</b>       | CM Aspenlieder 2 |
| <b>Fiscal year</b>             | FY 2025          |

### **AMENDMENT TEXT:**

Amend FY25 budget through transfer of \$400,000 from MET budget (reserve account) to the City Reserve account.

### **PURPOSE:**

Amendment reduces reserve account in MET budget by \$400,000 with a transfer of that amount to the City Reserve Account. The intent is to move to reserve a portion of the \$450,000 carryover balance from FY24 shown in the MET budget presentation. The \$400,000 move would be used to fund the South Park Pool design and permitting with a future budget amendment in fall 2024 once Parks has a formal plan for South Park Pool.

**BUDGET AMENDMENT FORM**

City of Billings, Montana

Complete all fields as appropriate, duplicate the form as many times as needed. Completion of this form does not preclude a councilmember from introducing a budget amendment, and proposed amendments must be introduced at a regular business meeting.

|                                |                       |
|--------------------------------|-----------------------|
| <b>Council Member Name(s):</b> | Aspenlieder           |
| <b>Fund Name:</b>              | Municipal Court/Legal |
| <b>Amendment Number:</b>       | CM Aspenlieder 3      |
| <b>Fiscal year</b>             | FY 2025               |

**AMENDMENT TEXT:**

Amend FY25 budget through a transfer of \$40,000 from the City Attorney budget (intergovernmental transfers) to the Municipal Court Budget to increase Municipal Court Judge salaries to match those of District Court Judges.

**PURPOSE:**

The purpose of the amendment is to increase the Municipal Court Judge salaries to match those of the District Court Judges. This proposal would pay the Head Municipal Court Judge (Department Head) an additional \$5,000 stipend for serving as the department head annually going forward. The \$40,000 to cover the increase in salary will come from the City Attorney Budget, specifically from the intergovernmental transfers.

**BUDGET AMENDMENT FORM**

City of Billings, Montana

Complete all fields as appropriate, duplicate the form as many times as needed. Completion of this form does not preclude a councilmember from introducing a budget amendment, and proposed amendments must be introduced at a regular business meeting.

|                                |                          |
|--------------------------------|--------------------------|
| <b>Council Member Name(s):</b> | Aspenlieder/Kennedy/Owen |
| <b>Fund Name:</b>              | All                      |
| <b>Amendment Number:</b>       | CM Aspenlieder 4         |
| <b>Fiscal year</b>             | FY 2025                  |

**AMENDMENT TEXT:**

Amend the FY25 Budget to freeze salaries and FY24 levels for all non-bargaining employees making over \$125,000 annually (\$60.09/hr) with all savings diverted to the City Reserve Account.

**PURPOSE:**

The purpose of the amendment is to freeze all pay over \$125,000 annually (\$60.09/hr) at FY24 levels. This specifically eliminates COLA adjustments for those employees meeting this criteria. City Administrator is specifically directed to not use step adjustments to achieve the same effect as a COLA adjustment would have made.

**BUDGET AMENDMENT FORM**

City of Billings, Montana

Complete all fields as appropriate, duplicate the form as many times as needed. Completion of this form does not preclude a councilmember from introducing a budget amendment, and proposed amendments must be introduced at a regular business meeting.

|                                |                  |
|--------------------------------|------------------|
| <b>Council Member Name(s):</b> | Aspenlieder      |
| <b>Fund Name:</b>              | Public Works     |
| <b>Amendment Number:</b>       | CM Aspenlieder 5 |
| <b>Fiscal year</b>             | FY 2025          |

**AMENDMENT TEXT:**

Amend the FY25 budget through a transfer of \$400,000 from Public Works budget (State Entitlement) to the City Reserve Account.

**PURPOSE:**

The purpose of the amendment is to transfer \$400,000 from the Public Works budget, specifically out of the State Entitlement share, into the City Reserve Account. This move still leaves Public Works over \$100,000 of State Entitlement transfer in to fund projects that do not fit into specific enterprise funds or maintenance districts.

## BUDGET AMENDMENT FORM

## City of Billings, Montana

Complete all fields as appropriate, duplicate the form as many times as needed. Completion of this form does not preclude a councilmember from introducing a budget amendment, and proposed amendments must be introduced at a regular business meeting.

|                                |              |
|--------------------------------|--------------|
| <b>Council Member Name(s):</b> | Mike Boyett  |
| <b>Fund Name:</b>              | General Fund |
| <b>Amendment Number:</b>       | Boyett 1     |
| <b>Fiscal year</b>             | FY 2025      |

### **AMENDMENT TEXT:**

I make a motion to add a Budget Analyst/Assistant Finance Director to this year's budget.

### **PURPOSE:**

*Describe the intended purpose of the amendment, how will appropriation increases be funded, be as specific as possible with respect to the amounts, sources of funds, and purpose.*

Currently there is no assistant for the Finance Director. All departments need continuity, but this position is critical. There are 11 people in the finance department who report directly to Andy. This is a full-time job in itself.

The proposed position would allow for some management re-structuring. Currently Andy has 3 accountants and one of them is likely to retire this year. If this new position is approved, he will reclass one of the accountants as a Budget Analyst. The total cost of this position is \$130,000-\$150,000.

A \$500 million dollar operation requires significant financial expertise, adequate staff supervision, and a meaningful succession plan. Also, with a full-time budget analyst, the council would have more time to make informed decisions which would improve the current budgeting process.



# BUDGET AMENDMENT FORM

## City of Billings, Montana

Complete all fields as appropriate, duplicate the form as many times as needed. Completion of this form does not preclude a councilmember from introducing a budget amendment, and proposed amendments must be introduced at a regular business meeting.

|                                |                           |
|--------------------------------|---------------------------|
| <b>Council Member Name(s):</b> | Tom Rupsis                |
| <b>Fund Name:</b>              | General Fund / Parks Fund |
| <b>Amendment Number:</b>       | Rupsis 1                  |
| <b>Fiscal year</b>             | FY 2025                   |

### **AMENDMENT TEXT:**

**I move to increase the General Fund transfer to the Parks Fund by \$100,000 in order to support the Parks Matching Grant program.**

### **PURPOSE:**

The Parks Matching Grant program encourages private donations for small projects that enhance public parks and trails. Funding is available to match donations up to a 1:1 ratio. Grants are between \$10,000 and \$100,000. Grants are awarded through an application process administered by the Parks Department. When last funded, grants were awarded to the following projects:

1. High Sierra Dog Park shelter \$16,735
2. Skyline West Trail shelter \$25,000
3. Skyline East Trail shelter and benches \$34,110
4. Billings Pickleball shade structure \$3,757.50
5. North Park Dog Park \$3,757.50
6. Rose Park Trail \$16,640

## BUDGET AMENDMENT FORM

## City of Billings, Montana

Complete all fields as appropriate, duplicate the form as many times as needed. Completion of this form does not preclude a councilmember from introducing a budget amendment, and proposed amendments must be introduced at a regular business meeting.

|                                |                                                 |
|--------------------------------|-------------------------------------------------|
| <b>Council Member Name(s):</b> | Tom Rupsis                                      |
| <b>Fund Name:</b>              | General Fund / Parks Fund / Parks Programs Fund |
| <b>Amendment Number:</b>       | Rupsis 2                                        |
| <b>Fiscal year</b>             | FY 2025                                         |

### **AMENDMENT TEXT:**

I move to fund the City's portion of the matching funds required to build the Stagecoach Trail from reserves in the Parks Programs Fund and to restore full funding for the FY25 CIP projects as approved by Council in December 2024.

### **PURPOSE:**

*This proposal will not alter the proposed GF transfer to the Parks Fund. By funding the Stagecoach Trail out of reserves in the Parks Programs Fund, we can maintain the same GF transfer and restore full funding for the planned CIP projects as well as wage adjustments for seasonal employees. The projects that were proposed to be cut include the Stewart Park playground and several irrigation automation projects.*

# BUDGET AMENDMENT FORM

## City of Billings, Montana

Complete all fields as appropriate, duplicate the form as many times as needed. Completion of this form does not preclude a councilmember from introducing a budget amendment, and proposed amendments must be introduced at a regular business meeting.

|                                |              |
|--------------------------------|--------------|
| <b>Council Member Name(s):</b> | Tom Rupsis   |
| <b>Fund Name:</b>              | General Fund |
| <b>Amendment Number:</b>       | Rupsis 3     |
| <b>Fiscal year</b>             | FY 2025      |

### **AMENDMENT TEXT:**

I move to fund 1 new FTE for a Housing Programs Manager in the Planning Department from the General Fund.

### **PURPOSE:**

*The City's involvement in supporting a housing market that meets the needs of our community is limited to the administration of federal CDBG/HOME grants. The federal grants are relatively small and do not begin to address the significant challenges we face in terms of volume, quality, and affordability. We need someone on staff that can interface with everyone from HomeFront to the Continuum of Care to developers to realtors to legislators to ensure that we are supporting a high quality, robust, and diversified housing market. Sample job responsibilities may include:*

- 1) Develop and recommend housing policies and strategies aligned with the city's goals and objectives (e.g., housing quality standards, infill policy, etc.).*
- 2) Oversee the administration of and regulatory compliance with state and federal housing grants.*
- 3) Foster partnerships with community organizations, advocacy groups, and residents to understand their housing needs and priorities.*
- 4) Work closely with city departments, elected officials, and external agencies to coordinate efforts related to housing development, land use planning, zoning regulations, and infrastructure investments. Represent the City of Billings on state and federal committees and initiatives related to housing and community development.*
- 5) Identify funding opportunities, pursue grants, and leverage public-private partnerships to maximize resources for housing projects and programs.*
- 6) Utilize data and research to assess housing market conditions, demographic trends, and affordability challenges. Conduct housing needs assessments and performance evaluations to measure the effectiveness of housing interventions and guide future planning efforts.*
- 7) Ensure compliance with federal, state, and local housing regulations, including fair housing laws, building codes, and environmental requirements.*

# BUDGET AMENDMENT FORM

## City of Billings, Montana

Complete all fields as appropriate, duplicate the form as many times as needed. Completion of this form does not preclude a councilmember from introducing a budget amendment, and proposed amendments must be introduced at a regular business meeting.

|                                |              |
|--------------------------------|--------------|
| <b>Council Member Name(s):</b> | Tom Rupsis   |
| <b>Fund Name:</b>              | General Fund |
| <b>Amendment Number:</b>       | Rupsis 4     |
| <b>Fiscal year</b>             | FY 2025      |

### **AMENDMENT TEXT:**

I move to fund 1 new FTE for a Native American Communities Liaison in City Administration from the General Fund.

### **PURPOSE:**

*We have never been able to achieve sustained and meaningful engagement between the City of Billings and the Native American communities in our area. A Native American Communities Liaison would serve as the primary point of contact between the City of Billings and the local Native American communities in order to build and maintain strong relationships, facilitate communication, and advocate across all City departments for the needs and interests of Native American residents. Sample job responsibilities may include:*

- 1) Engage with Native American residents, tribal leaders, and community organizations to understand their perspectives, concerns, and aspirations. Build trust and rapport through active listening, dialogue, and relationship-building activities.*
- 2) Serve as an advocate for Native American constituents within city government, ensuring their voices are heard in policy discussions, decision-making processes, and service delivery. Advocate for culturally competent practices and equitable access to city programs and resources.*
- 3) Improve cultural understanding among city staff and elected officials to increase familiarity with Native American history, traditions, and contemporary issues.*
- 4) Facilitate partnerships between the city government and tribal governments, tribal agencies, and Native American service providers. Identify opportunities for joint initiatives, resource sharing, and mutual support in areas such as economic development, public safety, and social services.*
- 5) Provide information and referrals to Native American individuals and families seeking assistance with city services, housing, healthcare, education, and employment opportunities. Serve as a liaison between residents and relevant city departments or external agencies.*
- 6) Encourage Native American participation in local governance processes, including city council meetings, advisory boards, and community forums. Assist with voter registration efforts, civic education initiatives, and cultural events that promote civic pride and community cohesion.*

## BUDGET AMENDMENT FORM

## City of Billings, Montana

Complete all fields as appropriate, duplicate the form as many times as needed. Completion of this form does not preclude a councilmember from introducing a budget amendment, and proposed amendments must be introduced at a regular business meeting.

|                                |                    |
|--------------------------------|--------------------|
| <b>Council Member Name(s):</b> | Tom Rupsis         |
| <b>Fund Name:</b>              | Public Safety Fund |
| <b>Amendment Number:</b>       | Rupsis 5           |
| <b>Fiscal year</b>             | FY 2025            |

### **AMENDMENT TEXT:**

I move to remove the increase of 3 FTEs from the BPD's sworn officer authorization but to reserve the budgeted dollars for BPD use via a FY25 budget amendment.

### **PURPOSE:**

*BPD is routinely staffed below their already authorized level, and the department routinely experiences the highest overtime of any City department. When officers that are in field training and academy are not considered, the actual deployed level is even lower than commonly portrayed. For example, the BPD is currently 13 officers below the authorized level, which is 2 FTE for 24x7 hours a day. Additional budget authority for a department that is regularly understaffed and uses excessive overtime is not necessary. When BPD is regularly fully staffed and ready for additional budget authority, the new FTEs can be requested at that time.*

*Note: The increase for 1 new FTE for an additional CSO is not altered by this amendment.*

**City Council Regular**

**Date:** 06/10/2024  
**Title:** Public Hearing and Resolution Approving Donation of City Real Property in Whisper Ridge Subdivision and a Grant Deed  
**Presented by:** Debi Meling  
**Department:** Public Works  
**Presentation:** Yes  
**Legal Review:** Yes  
**Project Number:** NA

---

**RECOMMENDATION**

Staff recommends that after holding a public hearing, the City Council approve a Resolution to donate City real property to Whisper Ridge Subdivision Phase II Homeowners Association and the associated grant deed.

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

Whisper Ridge Subdivision, located north of Rimrock Road east of 54th Street West, was subdivided in 2012 and created 26 lots. The current subdivision plat is attached for reference. The attached Subdivision Improvements Agreement (SIA) noted that the subdivision will be constructed in two separate phases. Phase I included Lots 1 and 2, Block 1 and Lots 1 and 2, Block 3 and has been constructed. The SIA prescribed that all storm water storage would be located on City of Billings' right-of-way and would be maintained by the City. The storm water storage right-of-way was platted as Lot 7, Block 2 and deeded to the City at no cost at the request of the City.

The developer wants to proceed with construction of phase II, which includes the remaining lots within Whisper Ridge Subdivision. The developer is proposing to relocate property lines of Lots 1, 2, 3, 4, and 7, Block 2 through an exempt subdivision plat. See attached Amended Plat of Lots 1, 2, 3, 4, and 7 of Block 2, Whisper Ridge Subdivision. In order to complete the exempt plat, it becomes necessary to donate Lot 7 to the homeowner's association. The homeowner's association has been created and is called Whisper Ridge Subdivision Phase II Homeowner's Association. Maintenance of the storm water facility located on proposed Lot 1A of the subdivision would be performed by the Homeowners Association. The developer submitted an amended SIA that forms a homeowner's association for the lots in Phase II and assigns the maintenance of the storm water facility to the homeowner's association to be considered at this meeting. The proposed Lot 1A would have an easement over it that would allow the City to maintain the storm water facility in case the homeowner's association ever ceased to maintain the facility. In this case, the City would create a maintenance district in order to fund the maintenance. The concept of the subdivision maintaining the storm water facility that serves the subdivision is consistent with newly created subdivisions.

In summary, this action will remove Lot 7 from City ownership, remove City storm water maintenance functions, and require maintenance of the facility by the subdivision homeowner's association, consistent with current subdivision and storm water regulations. At the May 13, 2024 City Council meeting, City Council approved the resolution of intent and set a public hearing for June 10, 2024. At this meeting, Council may act to donate the property to a private entity and make a finding that the property is no longer necessary for City business or that the public interest may be furthered by the donation in accordance with Ordinance 23-5864 Amending BMCC 22-900 Sale, Exchange, or Donation of City Real Property and approve a grant deed.

**ALTERNATIVES**

City Council may:

- Approve the Resolution to donate City real property in Whisper Ridge Subdivision and a grant deed; or,
- Not approve the Resolution. This would require the developer to develop the original phase II in Whisper Ridge Subdivision. The City would be required to maintain the stormwater facility.

**FISCAL EFFECTS**

Donating Lot 7 to the Whisper Ridge Subdivision Phase II Homeowners Association will allow the association to maintain the stormwater facility. Transferring ownership of Lot 7 would save the City money by eliminating the City maintenance responsibility. Also, as City-owned land, there are no taxes currently paid, but if the land is donated back to the HOA, taxes would be paid for the property.

---

## **Attachments**

Resolution

Whisper Ridge Plat

Whisper Ridge original SIA

Exhibit of Lot 7

Whisper Ridge Proposed Plat

Grant Deed

Presentation

**RESOLUTION 24-\_\_\_\_\_**

**A RESOLUTION APPROVING DONATION OF CITY REAL  
PROPERTY TO WHISPER RIDGE SUBDIVISION PHASE II  
HOMEOWNERS ASSOCIATION**

WHEREAS, the City Council of the City of Billings, Montana, on 13 day of May, 2024, adopted and approved Resolution 24-11199, a Resolution of Intent to Donate City Real Property To Whisper Ridge Subdivision Phase II Homeowners Association; and

WHEREAS, the City Council of the City of Billings, Montana, on \_\_\_\_ day of \_\_\_\_\_, 2024 adopted and approved that certain Amended Subdivision Improvements Agreement for Whisper Ridge Subdivision, recorded on \_\_\_\_\_, under Document No. \_\_\_\_\_;

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

1. In furtherance of the public interest, the City Council approves the donation of city real property approved in Resolution 24-11199, a Resolution of Intent to Donate City Real Property To Whisper Ridge Subdivision Phase II Homeowners Association.
2. NOTICE OF HEARING. On Monday June 10, 2024, at 5:30 p.m., or as soon thereafter as the matter could be considered on the agenda in the Council Chambers of the City Hall, Billings, Montana, the City Council heard objections to the adoption of this resolution. The City Clerk published notice twice, at least five (5) days prior to the hearing, in the Yellowstone County News.
3. EFFECTIVE DATE. This resolution shall be effective upon adoption.

ADOPTED AND APPROVED by the City Council of the City of Billings, Montana, on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

CITY OF BILLINGS

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

ATTEST:

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







BASIS OF BEARING: AMENDED TRACTS 3-C & 3-D, CERTIFICATE OF SURVEY No. 1834, SECOND AMENDED

- FOUND SURVEY MONUMENT, AS NOTED
- SET 5/8" X 18" REBAR WITH CAP MARKED WITH THE LICENSE NUMBER OF THE UNDERSIGNED LAND SURVEYOR AND "SANDERSON STEWART"
- FOUND MONUMENT BOX
- SET INTERSECTION MONUMENT 5/8" X 18" REBAR WITH CAP MARKED WITH THE LICENSE NUMBER OF THE UNDERSIGNED LAND SURVEYOR AND "SANDERSON STEWART BILLINGS, MT." WILL BE REPLACED WITH BRASS CAP MONUMENT BOX UPON COMPLETION OF STREET IMPROVEMENTS.

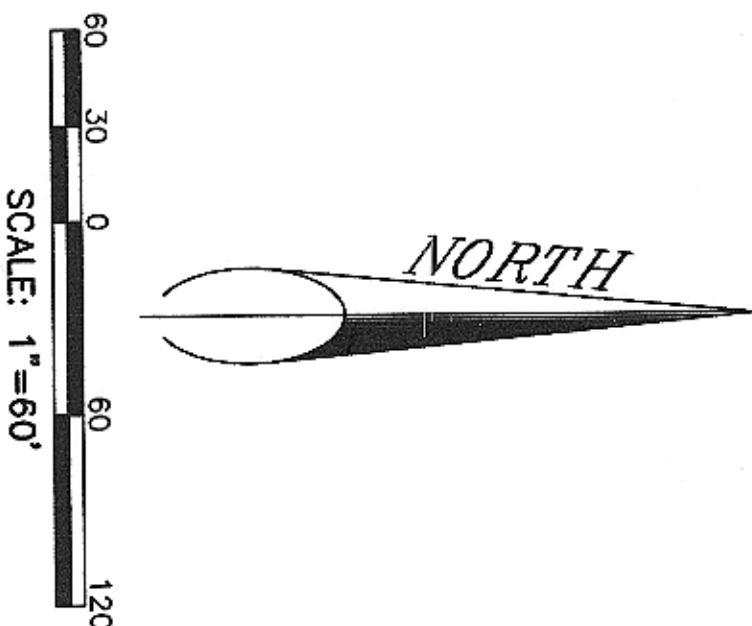
# PLAT OF WHISPER RIDGE SUBDIVISION

BEING TRACT 3-C-1 OF AMENDED TRACTS 3-C & 3-D, CERTIFICATE OF SURVEY No. 1834, SECOND AMENDED  
SITUATED IN THE SE1/4 & SW1/4 OF SECTION 29, T. 1 N., R. 25 E., P.M.M.,  
IN THE CITY OF BILLINGS, YELLOWSTONE COUNTY, MONTANA

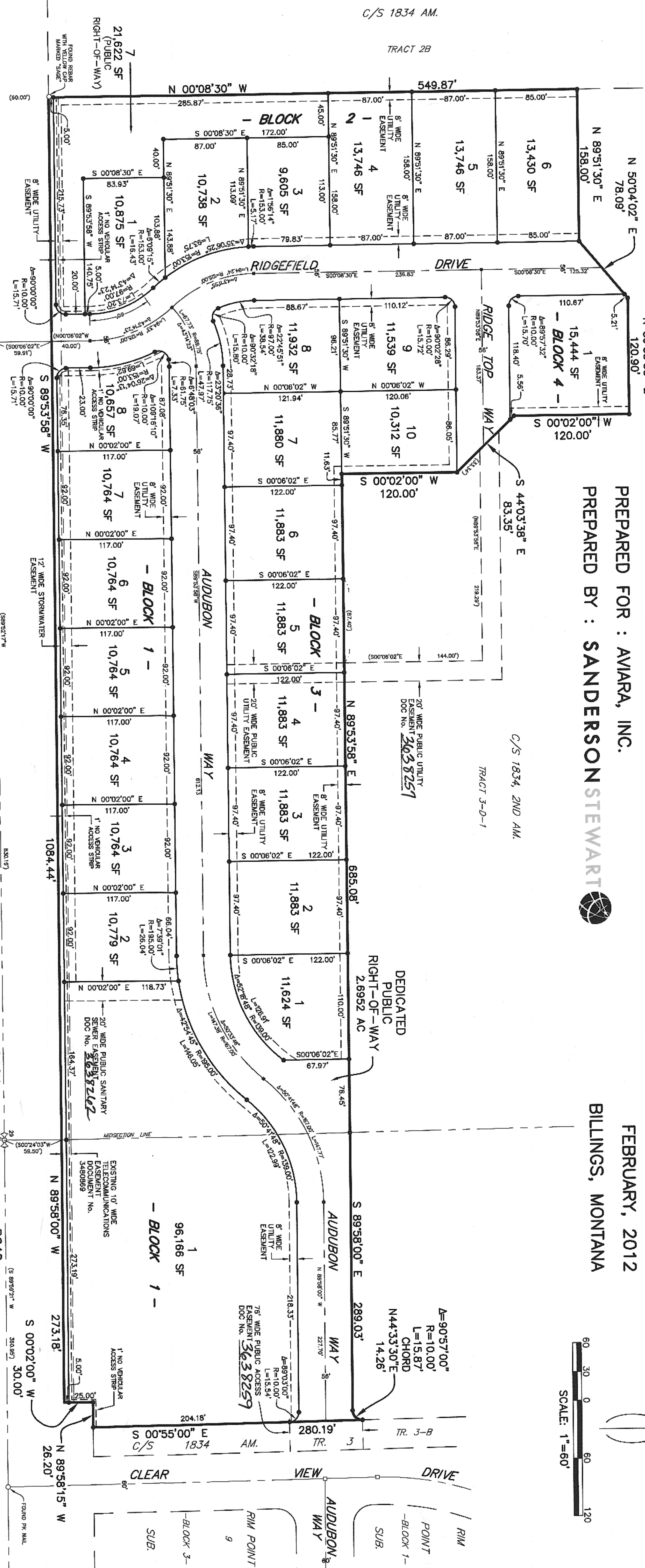
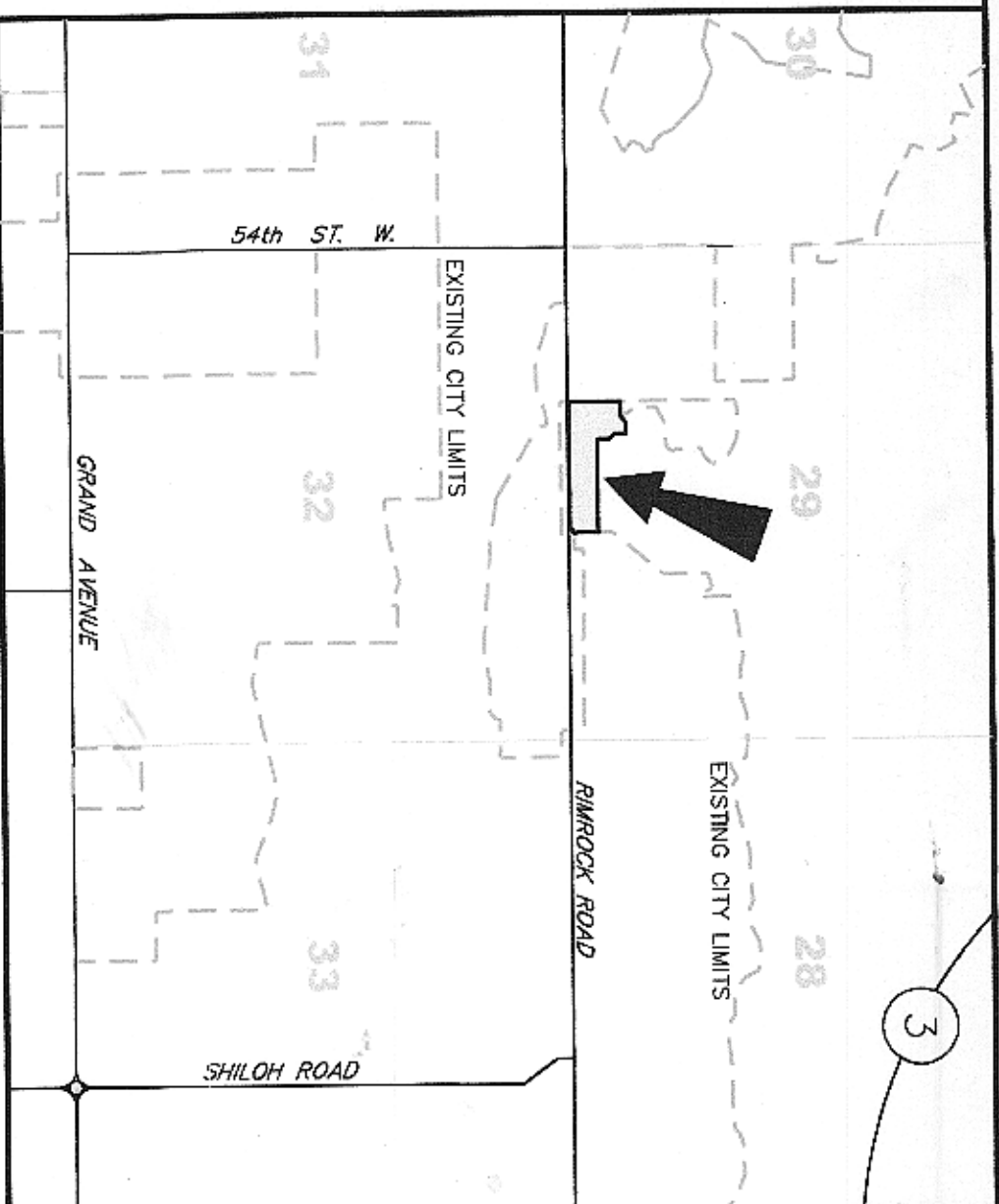
PREPARED FOR : AVARA, INC.

PREPARED BY : SANDERSON STEWART

FEBRUARY, 2012  
BILLINGS, MONTANA



MICINITY MAP  
NOT TO SCALE



| YERGER | HEIGHTS | SUBDIVISION |
|--------|---------|-------------|
| 13     | 14      | 15          |
| 1      | 2       | 3           |
| 4      | 5       | 6           |
| 7      | 8       | 9           |
| 10     | 11      | 12          |
| 13     | 14      | 15          |

## ERRORS AND OMISSIONS REVIEW

I hereby certify that I have examined the original and foregoing plat for errors and omissions in computation and drafting and that said plat conforms with the requirements of the laws of the State of Montana, and that I am not aware of any errors or omissions in said plat.

City of Billings, Montana  
City Engineer's Office  
Date: 07-17-2012  
City Engineer: *David A. Stewart*

## CERTIFICATE OF CITY ENGINEER'S OFFICE

I hereby certify that the original and foregoing plat conforms with the requirements of the laws of the State of Montana, and that I am not aware of any errors or omissions in said plat.

City of Billings, Montana  
City Engineer's Office  
Date: 07-17-2012  
City Engineer: *David A. Stewart*

## PUBLIC UTILITY EASEMENT

DOCUMENT No. 3638251

## PUBLIC ACCESS EASEMENT

DOCUMENT No. 3638258, 3638259

## WARRANTY DEED

DOCUMENT No. 3638256

## SUBDIVISION IMPROVEMENT AGREEMENT

DOCUMENT No. 3638254

## CONSENT TO PLATTING

DOCUMENT No. 3638253

## RELEASE OF EASEMENT

DOCUMENT No. 3638261

## PUBLIC SANITARY SEWER EASEMENT

DOCUMENT No. 3638263

## RESTRUCTURE

Doc. No. 3638255

## CERTIFICATE OF CITY COUNCIL APPROVAL

STATE OF MONTANA  
County of Yellowstone  
We, the undersigned, the City Council of the City of Billings, Montana, do hereby approve the foregoing plat of the Whisper Ridge Subdivision, and find that said plat conforms with the requirements of the laws of the State of Montana, and that we are not aware of any errors or omissions in said plat.

Attest: *David A. Stewart*  
City Clerk

## CERTIFICATE OF SURVEYOR

STATE OF MONTANA  
County of Yellowstone  
I, the undersigned, a Montana Registered Land Surveyor, being first duly sworn, depose and say that during the month of February, 2012, I surveyed the Whisper Ridge Subdivision, and that the foregoing plat is a true and correct copy of the original survey, and that I am not aware of any errors or omissions in said plat.

Attest: *David A. Stewart*  
Notary Public

## CERTIFICATE OF DEDICATION

STATE OF MONTANA  
County of Yellowstone  
I, the undersigned, a Montana Registered Land Surveyor, being first duly sworn, depose and say that during the month of February, 2012, I surveyed the Whisper Ridge Subdivision, and that the foregoing plat is a true and correct copy of the original survey, and that I am not aware of any errors or omissions in said plat.

Attest: *David A. Stewart*  
Notary Public

## CERTIFICATE OF DEDICATION

STATE OF MONTANA  
County of Yellowstone  
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Attest: *David A. Stewart*  
Notary Public

## CERTIFICATE OF CITY ATTORNEY

This document has been reviewed by the City Attorney's office and is acceptable as to form.

Date: 8-8-12  
Reviewed by: *David A. Stewart*

## CERTIFICATE OF COUNTY TREASURER

I hereby certify that all real property taxes and special assessments have been paid for 76-5-01(000)/76-5-20(03), M.C.A.

Date: 8-17-2012  
Yellowstone County Treasurer: *David A. Stewart*  
By: *David A. Stewart*  
Deputy





**SIA****3638254**09/13/2012 10:55 AM Pages: 1 of 19 Fees: 5.00  
Jeff Martin Clerk & Recorder, Yellowstone MT

Return to:  
~~Sanderson~~ Stewart  
1300 North Trans Tech Way  
Billings, MT 59102

**SUBDIVISION IMPROVEMENTS AGREEMENT**  
**WHISPER RIDGE SUBDIVISION**  
**CITY OF BILLINGS**  
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Return to:  
Sanderson Stewart  
1300 North Transtech Way  
Billings, MT 59102

## SUBDIVISION IMPROVEMENTS AGREEMENT

### WHISPER RIDGE SUBDIVISION

**THIS AGREEMENT** is made and entered into this 13<sup>th</sup> day of August, 2012, by and between **DOUGLAS AND JOANN DAHLBERG LIVING TRUST AND BUSCHER CONSTRUCTION & DEVELOPMENT, INC.**, whose address for the purpose of this agreement is 3671 Spalding Avenue; Billings, Montana 59106, hereinafter referred to as "Subdivider," and the **CITY OF BILLINGS**, Montana, hereinafter referred to as "City."

#### WITNESSETH:

**WHEREAS**, the preliminary plat of Whisper Ridge Subdivision, located in the City of Billings, Yellowstone County, Montana, was submitted to the Planning and Community Services Department which recommended its approval to the Yellowstone County Board of Planning; and

**WHEREAS**, at a meeting held on the 26th day of July, 2011, by the Yellowstone County Board of Planning, the Board recommended for approval, subject to certain conditions, an area known as the Whisper Ridge Subdivision, and

**WHEREAS**, at a regular meeting held on the 22nd day of August, 2011, the City Council approved, subject to certain conditions, a preliminary plat of Whisper Ridge Subdivision, and

**WHEREAS**, a Subdivision Improvements Agreement is required by the City prior to approval of the final plat; and

**WHEREAS**, the provisions of this agreement shall be effective and applicable to the plat of Whisper Ridge Subdivision, upon filing of the final plat thereof in the office of the Clerk and Recorder of Yellowstone County, Montana. The subdivision shall comply with all requirements of the City of Billings subdivision regulations; the rules, regulations, policies, and resolutions of the City of Billings; and the laws and administrative rules of the State of Montana.



**THEREFORE, THE PARTIES TO THIS AGREEMENT**, for and in consideration of the mutual promises herein contained and for other good and valuable consideration, do hereby agree as follows.

**I. VARIANCES**

Subdivider requests no variances.

**II. CONDITIONS THAT RUN WITH THE LAND**

**A.** Lot owners should be aware that this subdivision could contain wildlife migratory routes. Consequently, owners are advised that wildlife indigenous to this area could be found on the property and may impact the developed property and interface with domestic animals, residents, and visitors. Owners may also experience problems with damage to landscaped shrubs, flowers, and gardens. Any impacts associated with wildlife and any damage arising therefrom is the responsibility of the lot owners.

**B.** Lot owners should be aware that a geotechnical investigation and report was completed on May 23, 2011, for the property which identifies foundation recommendations for individual lots prior to house construction. The following general recommendations are included in the geotechnical report:

- The best option for foundations include helical piers or driven piles
- Where shall bedrock is relatively shallow, soils may be over-excavated to shale and replaced back up to the footing elevation with compacted structural fill.
- Footings should be placed at or below the frost depth of 42-inches
- Foundation drains should be evaluated on a lot by lot basis by the geotechnical engineer once final buildings are developed
- Roof drains should discharge a minimum of 5-feet away from foundation walls
- Construction of footings for structures should not be less than 16-inches in width and isolated footings should not be less than 32-inches square.
- Allowable bearing capacity on over-excavated and replaced compacted granular structural fill is 2,500 per square foot.

A copy of the entire geotechnical report is available for review at the City Building and/or Planning Division offices. If the foundation type or loading is different than indicated in the said report, GEOSCIENCE



should be notified prior to construction and provided an opportunity to modify recommendations as needed.

- C.** There is attached hereto a Waiver waiving the right to protest the creation of the special improvement district or districts, which by this reference is expressly incorporated herein and made as much a part hereof as though fully and completely set forth herein at this point. The Waiver will be filed with the plat, shall run with the land, and shall constitute the guarantee by the Subdivider and property owner or owners of the developments described herein. Said Waiver is effective upon filing and is not conditioned on the completion of the conditions set forth in this agreement. The Subdivider and owner specifically agree that they are waiving valuable rights, and do so voluntarily.
- D.** Lot owners should be aware that agricultural activities could be present on surrounding properties. Any impacts associated with agricultural activities and any issue arising therefrom is the responsibility of the lot owners.
- E.** Lot owners should be aware that the installation of an E-one grinder pump will be required for Lots 7 and 8, Block 1; Lots 1-3, inclusive, Block 2; and Lots 6-8, inclusive, Block 3 at time of lot development. Lot owners should be aware that there is the possibility of periodic maintenance and replacement of the grinder pumps.
- F.** Individual lot owners should be aware that Best Management Practices for stormwater control shall be required for any construction on lots. Best Management Practices are defined within Section 28-201, BMCC and detailed in the Billings Stormwater Management Manual.
- G.** The developer and subsequent contractors/builders acknowledge that there is a Stormwater Pollution Prevention Plan (SWPPP) filed with the City and State Department of Environmental Quality (DEQ). This SWPPP shall be adhered to during all phases of construction and shall be updated as required by DEQ under the General Permit for Stormwater Discharges Associated with Construction Activity, Section 28-201, BMCC and the Billings Stormwater Management Manual.
- H.** Lot owners should be aware that a sanitary sewer main runs on the common lot line between Lots 4 and 5, Block 3 and that periodic maintenance of this main may occur without notice.



### III. TRANSPORTATION

#### A. Streets

1. Audubon Way, Ridgefield Drive, and Ridge Top Way shall be 34 feet wide as measured from back of curb to back of curb. These internal access roads shall be built to grade with a satisfactory subbase, base course, curb and gutter, and asphalt surface. All streets shall be built in accordance with the City of Billings' site development ordinance, city subdivision regulations, and Uniform Building Code.
2. According to the *Billings Urban Area 2009 Transportation Plan Update*, Rimrock Road is classified as a principal arterial. The Subdivider and City agree that the development of said subdivision would trigger improvements to the north half of the Rimrock Road right-of-way. These improvements shall include curb and gutter, 5-foot wide boulevard sidewalk, and asphalt and base course for the difference between the existing half-street width of Rimrock Road (a residential half width). The City and Subdivider agree that no improvements to Rimrock Road shall be constructed at this time. Because these improvements will not be constructed, the developer agrees to give a cash-in-lieu contribution for Phase I improvements adjacent to each Phase I lots based on a cost estimate submitted to the City prior to final plat approval. In addition, developer agrees to give a cash-in-lieu contribution for Phase II improvements adjacent to each Phase II lots based on a cost estimate submitted to the City prior to Phase II lots being released by the City.

#### B. Sidewalks

City and Subdivider agree that developer will install handicap accessibility ramps at time of private contract construction. However, no sidewalks will be installed by the developer as part of construction improvements, with the exception of 5-foot boulevard walk along the north side of Audubon Way from the east boundary of the subdivision to the east property line of Lot 1, Block 3, which will be constructed with the private contract construction improvements. Boulevard sidewalks will be installed on Rimrock Road when the City improves the streets. Said boulevard sidewalks will be guaranteed as stated in Section III (A) (2).

Individual lot owners will be responsible for the construction of the sidewalks adjacent to their lot at the time of lot construction. Sidewalks



shall be 5-foot wide boulevard sidewalks. Lot 1, Block 1 is responsible for sidewalks along its Audubon Way frontage as well as its Clear View Drive frontage.

**C. Street Lighting**

Construction or installation of street lights shall not be required at this time; provided, however, that in the contract for the street improvements required hereunder, the Subdivider shall include conduits at street crossings at the time of street and sidewalk construction to accommodate the future wiring of street lights for the development. If street lights are installed, a street light maintenance district will be formed for the entire subdivision to accommodate maintenance of the street lights.

**D. Traffic Control Devices**

The Subdivider shall furnish and install all necessary traffic control devices adjacent to the subdivision. Traffic control devices shall include all necessary signing, striping, and channelization devices to properly complete the implementation of the proposed street construction. All traffic control devices shall be subject to review and approval by the City Engineering office.

**E. Access**

One access will be provided for the subdivision from Rimrock Road at Ridgefield Drive. In addition, one access will be provided off of Clear View Drive at Audubon Way. Location of these accesses shall be subject to review and approval by the City Engineering office and the Montana Department of Transportation

**F. Off-Site Intersections**

City and Subdivider agree that Subdivider will make no cash contributions to improvements at any area intersections.

**G. Billings Area Bikeway and Trails Master Plan (BABTMP)**

The BABTMP identifies Rimrock Road, adjacent to the site, as an arterial bikeway. Because the BABTMP adjacent to the subdivision has already been constructed as part of a previous project, City and Subdivider agree that no further trail improvements are required as part of this subdivision.





## H. Public Transit

There are no MET Transit routes that service this subdivision at this time. No improvements with regard to MET Transit vehicles are anticipated at this time.

## IV. EMERGENCY SERVICES

Access is provided to this subdivision from one location on Rimrock Road and one location on Clear View Drive. It is anticipated this subdivision will be constructed in two phases, with the first phase accessing off of Clear View Road. As part of Phase I improvements, a 43.5-foot radius gravel cul-de-sac will be installed for emergency vehicle turnaround at the west terminus of Phase I improvements. This cul-de-sac will be reviewed by the City of Billings Engineering and Fire Departments for approval. In addition, fire hydrants will be installed at the required locations as reviewed and approved by the city of Billings Fire Department.

Construction of buildings made of combustible materials shall have adequate fire apparatus access roads and fire hydrant(s) in place to allow for fire suppression requirements. Prior to the issuance of a building permit for construction using combustible materials (i.e. lumber plywood, wood trusses, etc.), fire apparatus access roads and water supply requirements shall be provided in accordance with the International Fire Code as adopted by the City of Billings.

At a minimum, the following is required:

- An unobstructed gravel road or gravel road base must be within 150 feet of the furthest portion of a building under construction as measured along an approved route.
- The access roads are required to support fire apparatus vehicle loading (40 tons) during all weather conditions and shall be a minimum of 20-feet wide.
- An operational fire hydrant shall be located within 600 feet of the furthest portion of a residence under construction or within 400 feet of the furthest portion of a commercial building under construction as measured along the access roads to the site.
- The above requirements do not alter or effect the current minimum subdivision requirements for fire apparatus access and water supply.

**V. STORM DRAINAGE**

All storm drainage improvements shall comply with the provisions of Section 23-407, BMCC, and the provisions of the City of Billings Stormwater Management Manual, February 2011. Because the City of Billings storm drain system is not available in the area of the subdivision, stormwater will be handled on site through surface flow on the streets, inlets, and piping and will be routed to a stormwater detention pond in the southwest corner and along the south end of Lots 2 through 8, inclusive, Block 1. City and Subdivider agree these ponds will be located on City of Billings right-of-way and will be maintained by the City of Billings. A discharge to Rimrock Road in accordance with the City of Billings Stormwater Management Manual shall be allowed. All stormwater facilities will be designed in accordance with the City of Billings Stormwater Management Manual and will be reviewed and approved by the City Engineering Department.

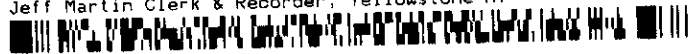
**VI. UTILITIES**

Water and sanitary sewer lines shall be sized and installed in conformance with the City design standards and specifications, and the rules and regulations of the City of Billings.

The Subdivision Improvements Agreement does not constitute an approval for extension of or connection to water mains and sanitary sewers. The property owner shall make application for extension/connection of/to water mains and sanitary sewers to the Public Works Department, Engineering Division. The extension/connection of/to water mains and sanitary sewers are subject to the approval of the applications and the conditions of approval. Applications shall be submitted for processing prior to the start of any construction and prior to review and approval of any project plans and specifications.

The developer/owner acknowledges that the subdivision shall be subject to the applicable system development fees and franchise fee in effect at the time new water and/or sanitary sewer service connections are made.

The design/installation of sanitary sewers and appurtenances, and water mains and appurtenances (fire hydrants, etc.) shall be in accordance with design standards, specifications, rules and regulations of, and as approved by, the City of Billings Public Works Department, Fire Department, and the Montana Department of Environmental Quality.

**A. Water**

Service to the subdivision will be provided from the existing water main stub at the Clear View Drive-Audubon Way intersection. It is anticipated that the main will tie into the water main in Rimrock Road to provide a looped system for the subdivision. Appropriately sized mains and services in the internal streets will provide service to the individual lots within the subdivision. It is anticipated that each lot shall be provided with its own separate water service. All water construction improvements shall be installed in conformance with the design standards, specifications, and rules and regulations of the City of Billings and Montana Department of Environmental Quality, and will be approved by the Public Works Department, Distribution and Collection Division.

**B. Sanitary Sewer**

Service to the subdivision will be from the existing sanitary sewer manhole located just south of Lot 1, Block 1, in the Rimrock Road right-of-way. Appropriately sized mains and services in the internal streets will provide service to the individual lots within the subdivision. Each lot shall be provided with its own service. It is anticipated that Lots 7 and 8, Block 1; Lots 1-3, inclusive, Block 2; and Lots 6-8, inclusive, Block 3 shall be provided with its own separate low-pressure sanitary sewer service and each said lot will need to use an E-one grinder pump. All other lots will utilize gravity mains and services. All sanitary sewer construction improvements shall be installed in conformance with the design standards, specifications, and rules and regulations of the City of Billings and Montana Department of Environmental Quality, and will be approved by the Public Works Department, Distribution and Collection Division.

Improvements noted herein shall include, but not be limited to, any and all interim improvements that may be deemed necessary due to phased or partial construction.

**C. Power, Telephone, Gas, and Cable Television**

All telephone, gas, electrical power, and cable television lines shall be placed in designated easements outside of the right-of-way and shall be installed underground prior to surface improvements. The location of all such facilities shall be subject to approval of the City Engineer.



## **VII. PARKS/OPEN SPACE**

Section 76-3-621 of the Montana Code Annotated covers the park dedication requirement. Additionally, Section 23-1002.B.1 of the City of Billings municipal code covers parkland dedication requirements for major subdivisions. The Subdivider and City agree that this parkland dedication will be met through a cash-in-lieu payment to the development of Cottonwood Park. City and Subdivider agree the cash payment in lieu of parkland dedication shall be made prior to final plat approval for Phase I improvements. This amount shall be        ~~\$9,798.00~~. A comparative market analysis shall be used to determine the parkland dedication amount in accordance with Section 23-1006, BMCC. Future phase cash-in-lieu payments for parkland dedication shall be made at time of future phase development. Said payment shall use an updated comparative market analysis to determine the parkland dedication amount

## **VIII. SOILS/GEOTECHNICAL STUDY**

The Subdivider has performed a geotechnical analysis for this property. A copy of the entire geotechnical report is available for review at the City Building and/or Planning Division offices. General geotechnical recommendations are as follows:

- The best option for foundations include helical piers or driven piles
- Where shall bedrock is relatively shallow, soils may be over-excavated to shale and replaced back up to the footing elevation with compacted structural fill.
- Footings should be placed at or below the frost depth of 42 inches
- Foundation drains should be evaluated on a lot by lot basis by the geotechnical engineer once final buildings are developed
- Roof drains should discharge a minimum of five feet away from foundation walls
- Construction of footings for structures should not be less than 16-inches in width and isolated footings should not be less than 32-inches square.
- Allowable bearing capacity on over-excavated and replaced compacted granular structural fill is 2,500 per square foot.

## **IX. PHASING OF IMPROVEMENTS**

The Subdivider does not desire to commence development of all lots within the subdivision, but does desire to file the approved plat for Whisper Ridge Subdivision and to sell and convey lots in said subdivision in phases. In accordance with the foregoing, the Subdivider and the City agree as follows:

**A. Phase I**

The Phase I improvements shall be constructed utilizing a private contract. The Phase I improvements shall include construction of those portions of Audubon Way adjacent to the Phase I lots, including all necessary utilities within said streets. Phase I construction will also include construction of a 43.5-foot radius, gravel cul-de-sac for emergency vehicle turnaround at the west terminus of Audubon Way.

The Subdivider and City agree that the Subdivider will construct or provide a monetary guarantee as outlined herein for Phase I improvements prior to final plat approval. The Phase I improvements referred to herein shall be installed using a private contract, which shall be secured as a letter of credit or a letter of commitment to lend funds from a commercial lender. The letter of credit or letter of commitment to lend funds shall be in place prior to recording the final plat of commencement of the private contract. As used herein, the lots to be served by Phase I are more particularly described as follows:

Lots 1 and 2, Block 1; and Lots 1 and 2, Block 3; all in Whisper Ridge Subdivision in the City of Billings, according to the official plat on file in the office of the Clerk and Recorder of Yellowstone County, Montana (4 lots total).

**B. Future Phases**

Future phase improvements shall be constructed utilizing a private contract. The future phase improvements shall include construction of those portions of Audubon Way, Ridgefield Drive, and Ridge Top Way adjacent to the future phase lots, including all necessary utilities within said streets.

The Subdivider will install the future phase improvements in the future. The Subdivider agrees not to sell or convey any lots in the subdivision to be served by the future phase improvements, and the Subdivider further acknowledges that no building permits for lots within future phases shall be issued until a private contract has been executed for the construction and installation of the public improvements to serve said lots, and to provide necessary access and traffic circulation for the traffic generated by those lots. As used herein, the lots to be served by the said future phases are more particularly described as follows:



Lots 3 through 8, inclusive, Block 1; Lots 1 through 6, inclusive, Block 2; Lots 3 through 10, inclusive, Block 3; and Lot 1, Block 4; all in Whisper Ridge Subdivision in the City of Billings, according to the official plat on file in the office of the Clerk and Recorder of Yellowstone County, Montana (21 lots total).

**X. FINANCIAL GUARANTEES**

Except as otherwise provided, Subdivider shall install and construct said required improvements with cash or by utilizing the mechanics of a private contract secured by letters of credit or a letter of commitment to lend funds from a commercial lender. All engineering and legal work in connection with such improvements shall be paid by the contracting parties pursuant to said private contract, and the improvements shall be installed as approved by the City Engineering Department and Public Works Department, Distribution and Collection Division.

Subdivider agrees not to convey or transfer any lots within the subdivision, and no building permits shall be issued until the final plat has been recorded and a private contract, as required above, has been executed, or satisfactorily secured, to install or construct the improvements required and a construction contract has been executed. Occupancy permits shall not be issued for any lots until water and sewer mains and services and street improvements have been accepted and approved by the City.

The Subdivider shall execute and record a Declaration of Restriction on Transfers and Conveyances for all except Phase I of the subdivision lots, to be recorded concurrently with the recording of this Agreement. As used herein, the lots to be served by the said future phase improvements are more particularly described as follows:

Lots 3 through 8, inclusive, Block 1; Lots 1 through 6, inclusive, Block 2; Lots 3 through 10, inclusive, Block 3; and Lot 1, Block 4; all in Whisper Ridge Subdivision in the City of Billings, according to the official plat on file in the office of the Clerk and Recorder of Yellowstone County, Montana (21 lots total).

Said Declaration notifies all third parties that said lots may not be legally sold, conveyed, or transferred until a Release executed by the City of Billings and substantially in the form of Exhibit A attached hereto has been recorded in the office of the Clerk and Recorder of Yellowstone County, Montana. No lots shall be released until a Certificate substantially in the form of Exhibit B attached hereto has been executed by the Department of Public Works stating that the



above conditions have been met, which Certificate must accompany any request for a Release. By the acceptance and recording of the Agreement, the City does hereby authorize the Department of Public Works and the Mayor and City Clerk of the City to review any request for release and to execute such Certificates and Releases as may be necessary to evidence a release from the restriction against sale, conveyance, and transfer of lots in the subdivision.

The foregoing provisions shall not restrict the Subdivider's right to sell and convey, as one unit, all lots in the subdivision, nor shall the requirements for installation of improvements become effective as a result thereof; provided, however, that such sale shall be subject to the restrictions herein provided against the transfer of individual lots until the conditions set forth above have been met.

## **XI. LEGAL PROVISIONS**

- A.** Subdivider agrees to guarantee all public improvements for a period of one year from the date of final acceptance by the City of Billings.
- B.** The owners of the properties involved in this proposed subdivision, by signature subscribed herein below, agree, consent, and shall be bound by the provision of the agreement.
- C.** The covenants, agreements, and all statements in this agreement apply to and shall be binding on the heirs, personal representatives, successors, and assigns of the respective parties.
- D.** In the event it becomes necessary for either party to this agreement to retain an attorney to enforce any of the terms or conditions of this agreement or to give any notice required herein, then the prevailing party giving notice shall be entitled to reasonable attorney fees and costs.
- E.** Any amendments or modifications of this agreement or any provisions herein shall be made in writing and executed in the same manner as this original document, and shall after execution become a part of this agreement.
- F.** Subdivider shall comply with all applicable federal, state, and local statutes, ordinances, and administrative regulations during the performance and discharge of its obligations. Subdivider acknowledges and agrees that nothing contained herein shall relieve or exempt it from such compliance.



performance and discharge of its obligations. Subdivider acknowledges and agrees that nothing contained herein shall relieve or exempt it from such compliance.

IN WITNESS WHEREOF, the parties hereto have set their hands and official seals on the date first above written.

"SUBDIVIDER"

DOUGLAS AND JOANN DAHLBERG  
LIVING TRUST

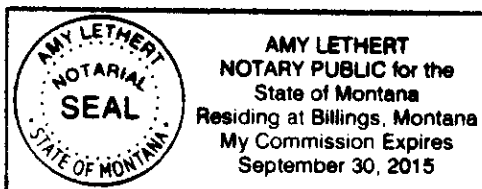
By: *[Signature]*  
Douglas Dahlberg, Trustee

By: *[Signature]*  
JoAnn Dahlberg, Trustee

STATE OF MONTANA     )  
                                      : SS  
County of Yellowstone    )

On this 9<sup>th</sup> day of July, 2012, before me, a Notary Public in and for the State of Montana, personally appeared Douglas Dahlberg and JoAnn Dahlberg, known to me to be the persons who signed the foregoing instrument as the trustees of the DOUGLAS AND JOANN DAHLBERG LIVING TRUST, and who acknowledged to me that said company executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Notarial Seal the day and year hereinabove written.



*[Signature]*  
Notary Public in and for the State of Montana  
Printed name: \_\_\_\_\_  
Residing at: \_\_\_\_\_  
My commission expires: \_\_\_\_\_





IN WITNESS WHEREOF, the parties hereto have set their hands and official seals on the date first above written.

"SUBDIVIDER"

**BUSCHER CONSTRUCTION &  
DEVELOPMENT, INC.**

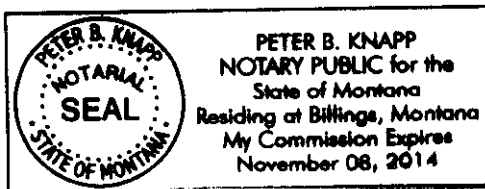
By: Dennis J. Buscher

Its: President

STATE OF MONTANA     )  
                                              : SS  
County of Yellowstone     )

On this 6<sup>th</sup> day of July, 2012, before me, a Notary Public in and for the State of Montana, personally appeared Dennis J. Buscher, known to me to be the person who signed the foregoing instrument as the President of **BUSCHER CONSTRUCTION & DEVELOPMENT, INC.** and who acknowledged to me that said company executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Notarial Seal the day and year hereinabove written.



P. B. Knapp  
Notary Public in and for the State of Montana  
Printed name: \_\_\_\_\_  
Residing at: \_\_\_\_\_  
My commission expires: \_\_\_\_\_



This Agreement is hereby approved and accepted by City of Billings, this 13<sup>th</sup> day of August, 2012.

"CITY"

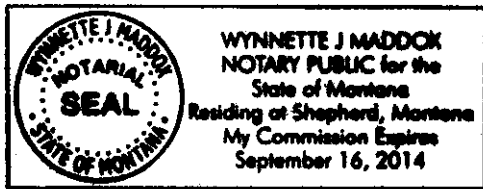
CITY OF BILLINGS, MONTANA

By: Thomas W. Hanel  
Mayor

Attest: Cari Martin  
City Clerk

STATE OF MONTANA     )  
                                      :SS  
County of Yellowstone    )

On this 13<sup>th</sup> day of August, 2012, before me, a Notary Public for the State of Montana, personally appeared Thomas W. Hanel, and Cari Martin, known to me to be the Mayor and City Clerk, respectively, of the City of Billings, Montana, whose names are subscribed to the foregoing instrument in such capacity and acknowledged to me that they executed the same on behalf of the City of Billings, Montana.



Wynnette J Maddox  
Notary Public for the State of Montana  
Printed name: \_\_\_\_\_  
Residing in Billings, Montana  
My commission expires: \_\_\_\_\_

Approved as to Form:

David Brooks  
City Attorney



## WAIVER OF RIGHTS TO PROTEST

**FOR VALUABLE CONSIDERATION**, the undersigned, being the Subdivider and sole owner of the hereinafter described real property, do hereby waive for a period of 20 years after the date that the final subdivision plat is filed, the right to protest the formation of one or more special improvement district(s) for street light maintenance and energy, and for the construction of streets, street widening, sidewalks, survey monuments, street name signs, curb and gutter, street lights, driveways, traffic signals and traffic control devices, parks and park maintenance, trails, sanitary sewer lines, water lines, storm drains (either within or outside the area), and other improvements incident to the above which the City of Billings may require.

This Waiver and Agreement is independent from all other agreements and are supported by sufficient independent consideration to which the undersigned is a party, and shall run with the land and shall be binding upon the undersigned, its successors and assigns, and the same shall be recorded in the office of the County Clerk and Recorder of Yellowstone County, Montana.

The real property hereinabove mentioned is more particularly described as follows:

Whisper Ridge Subdivision

SUBDIVIDER"

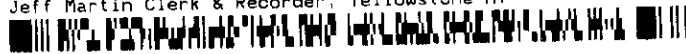
**DOUGLAS AND JOANN DAHLBERG  
LIVING TRUST**

By: \_\_\_\_\_

Douglas Dahlberg, Trustee

By: \_\_\_\_\_

JoAnn Dahlberg, Trustee



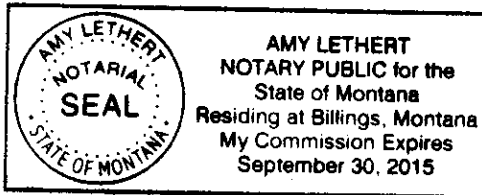
STATE OF MONTANA )

: SS

County of Yellowstone )

On this 9<sup>th</sup> day of July, 2012, before me, a Notary Public in and for the State of Montana, personally appeared Douglas Dahlberg and JoAnn Dahlberg, known to me to be the persons who signed the foregoing instrument as the trustees of the DOUGLAS AND JOANN DAHLBERG LIVING TRUST, and who acknowledged to me that said company executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Notarial Seal the day and year hereinabove written.



Amy Lethert  
Notary Public in and for the State of Montana  
Printed name: \_\_\_\_\_  
Residing at: \_\_\_\_\_  
My commission expires: \_\_\_\_\_

SIA

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09/13/2012 10:55 AM Pages: 19 of 19 Fees: 5.00  
Jeff Martin Clerk & Recorder, Yellowstone MT



"SUBDIVIDER"

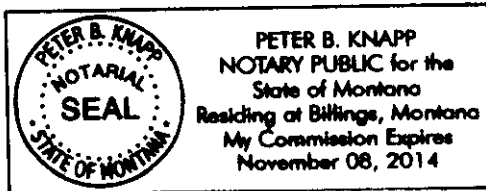
**BUSCHER CONSTRUCTION &  
DEVELOPMENT, INC.**

By: Dennis J. Buscher  
Its: President

STATE OF MONTANA     )  
                                      : SS  
County of Yellowstone    )

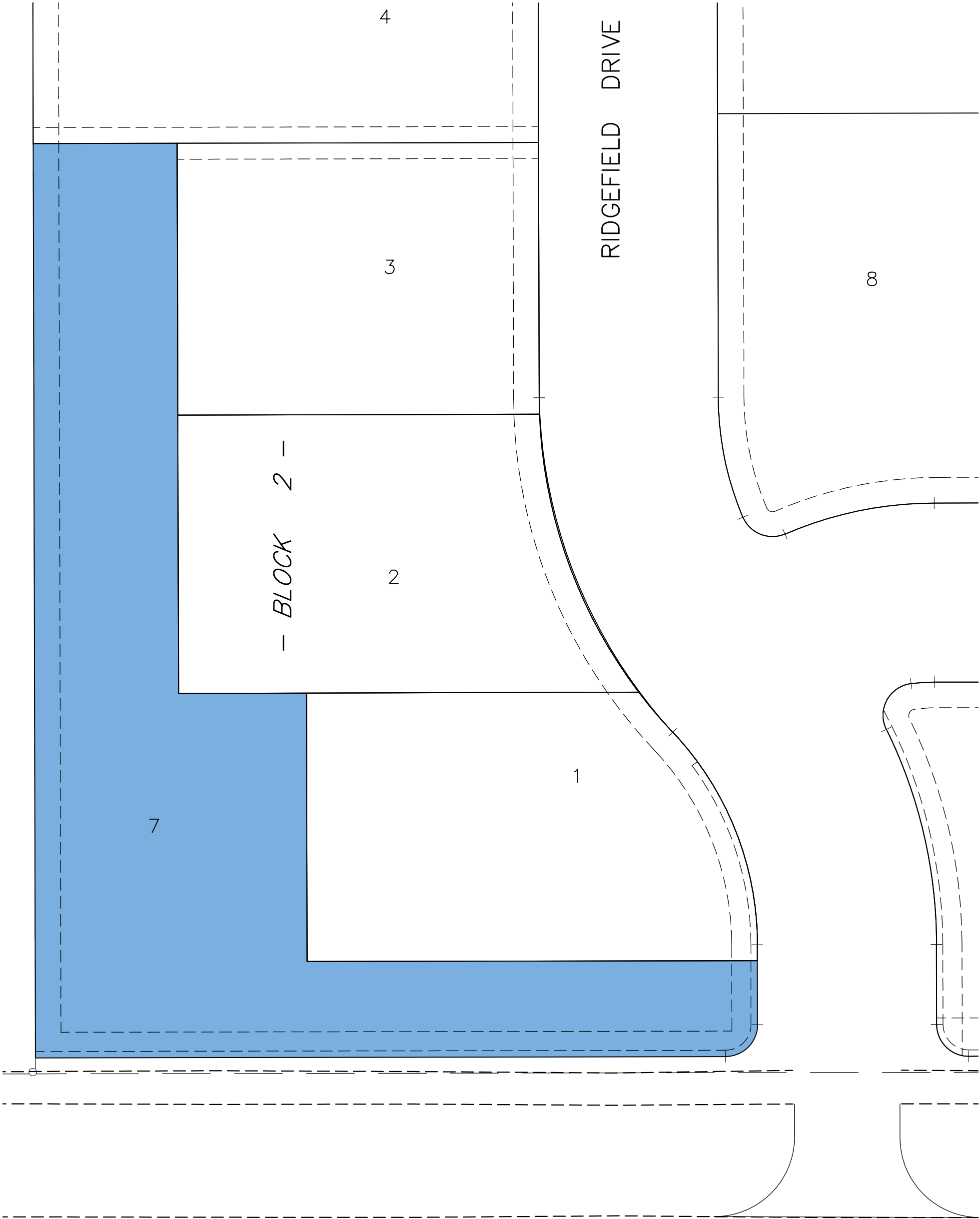
On this 6<sup>th</sup> day of July, 2012, before me, a Notary Public in and for the State of Montana, personally appeared Dennis J. Buscher, known to me to be the person who signed the foregoing instrument as the President of **BUSCHER CONSTRUCTION & DEVELOPMENT, INC.** and who acknowledged to me that said company executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Notarial Seal the day and year hereinabove written.

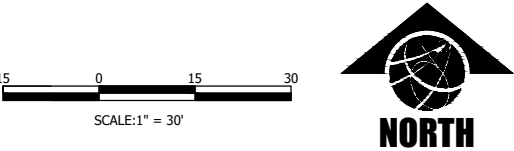


P. B. Knapp  
Notary Public in and for the State of Montana  
Printed name: \_\_\_\_\_  
Residing at: \_\_\_\_\_  
My commission expires: \_\_\_\_\_

Exhibit of Lot 7



PREPARED FOR : CITY OF BILLINGS  
PREPARED BY : **SANDERSON STEWART**



APRIL, 2024  
BILLINGS, MONTANA



AMENDED PLAT OF LOTS 1, 2, 3, 4, & 7 OF BLOCK 2,  
**WHISPER RIDGE SUBDIVISION**  
SITUATED IN THE SW1/4 OF SECTION 29, T. 1 N., R. 25 E., P.M.M.,  
IN THE CITY OF BILLINGS, YELLOWSTONE COUNTY, MONTANA

PREPARED FOR : BUSCHER DEVELOPMENT

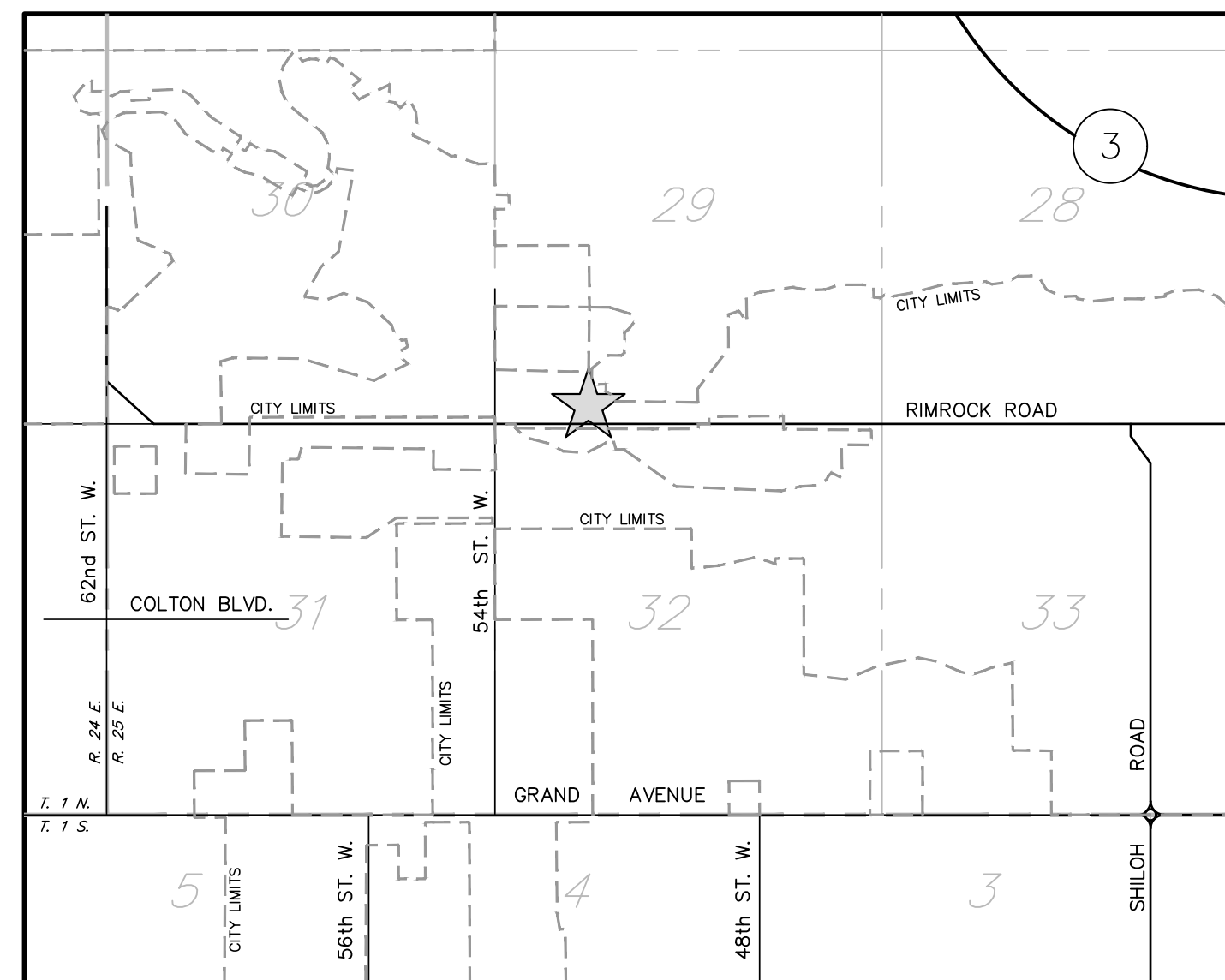
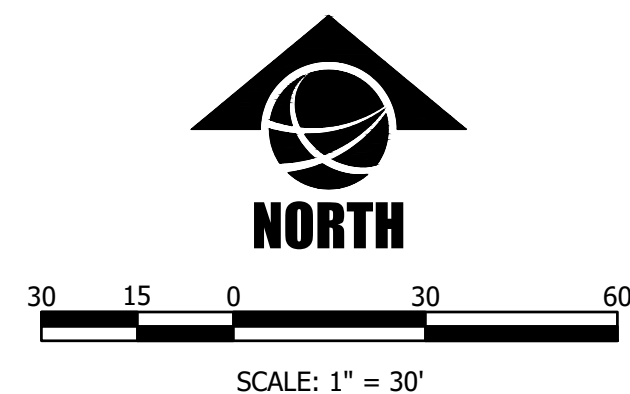
SEPTEMBER, 2023

PREPARED BY : SANDERSON STEWART

BILLINGS, MONTANA

BASIS OF BEARING: PLAT OF WHISPER RIDGE SUBDIVISION

- FOUND SURVEY MONUMENT, REBAR WITH YELLOW CAP MARKED 'SANDERSON STEWART 8377LS', OR AS NOTED
- SET 5/8" X 18" REBAR WITH CAP MARKED WITH THE LICENSE NUMBER OF THE UNDERSIGNED LAND SURVEYOR AND "SANDERSON STEWART"



**VICINITY MAP**  
NOT TO SCALE

**ERRORS AND OMISSIONS REVIEW**

I hereby certify that I have examined the annexed and foregoing plat for errors and omissions in computations and drafting.

Examining Land Surveyor \_\_\_\_\_ Date \_\_\_\_\_

**CERTIFICATE OF CITY ATTORNEY**

This document has been reviewed by the City Attorney's office and is acceptable as to form.

DATED: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

**CERTIFICATE OF COUNTY TREASURER**

I hereby certify that all real property taxes and special assessments have been paid per 76-3-611(1)(b) / 76-3-207(3), M.C.A.

Date \_\_\_\_\_

Yellowstone County Treasurer

BY: \_\_\_\_\_

Deputy

**CERTIFICATE OF SURVEYOR**

STATE OF MONTANA )  
County of Yellowstone ) ss

The undersigned, a Land Surveyor licensed in the State of Montana, states that during the month of September, 2023, a survey was performed under his supervision of a tract of land situated in the SW1/4 of Section 29, T. 1 N., R. 25 E., P.M.M., in the City of Billings, Yellowstone County, Montana, said tract being more particularly described as follows, to wit:

Lots 1, 2, 3, 4, & 7, Block 2, Whisper Ridge Subdivision, according to the official plat on file in the office of the clerk & recorder of said county, under Document No. 3638252, said tracts having a gross & net area of 66,586 square feet (1.529 acres), more or less.

That the monuments found and set are of the character and occupy the positions shown hereon, that said survey and the plat hereof shows true and correct dimensions and that the plat conforms with the work on the ground.

SANDERSON STEWART

By: \_\_\_\_\_

Montana Registration No. \_\_\_\_\_

Date: \_\_\_\_\_

**RELEASE OF EASEMENT**

DOCUMENT No. \_\_\_\_\_

**MAINTENANCE EASEMENT**

DOCUMENT No. \_\_\_\_\_

**LANDOWNERS STATEMENT: AGGREGATION OF LOTS & RELOCATION OF LOT LINES**

The undersigned hereby certifies that the purpose of this survey is to aggregate existing lots within a platted subdivision and to relocate the common line between those lots; five or fewer lots are being affected and no additional lots are being hereby created.

Therefore this survey is exempt from review as a subdivision pursuant to Section 76-3-207(1)(d) & (1)(f), M.C.A.

Pursuant to ARM 24.183.1104(1)(f)(iii)(C), the area that is being removed from one tract of record and joined with another tract of record is not itself a tract of record. Said area shall not be available as a reference legal description in any subsequent real property transfer after the initial transfer associated with the certificate of survey on which said area is described, unless said area is included with or excluded from adjoining tracts of record.

This survey is not subject to review by the Department of Environmental Quality pursuant to 76-4-125(1) M.C.A., a subdivision excluded from the provisions of chapter 3 must be submitted for review according to the provisions of this part, except that the following divisions or parcels, unless the exclusions are used to evade the provisions of this part, are not subject to review:

- (d) as certified pursuant to 76-4-127;
- (d)(iii) divisions or parcels of land that are exemption from the Montana Subdivision and Platting Act review under 76-3-207(1)(a), (1)(b), (1)(d), (1)(e), or (1)(f).

Furthermore, this survey is not subject to review by the Department of Environmental Quality pursuant to ARM 17.36.605(3) whereby "aggregations of parcels are not subdivisions subject to review, except that an aggregation is subject to review under 76-4-130, M.C.A., if any parcel included in the aggregation has a previous approval issued under Title 76, chapter 4, part 1, M.C.A."

OWNER: LOTS 1 & 2, BLOCK 2

BUSCHER CONSTRUCTION & DEVELOPMENT, INC.

By: \_\_\_\_\_ Title: \_\_\_\_\_

STATE OF MONTANA )  
County of Yellowstone ) ss

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned Notary Public for the State of Montana, personally appeared \_\_\_\_\_, as \_\_\_\_\_ of BUSCHER CONSTRUCTION & DEVELOPMENT, INC., and acknowledged to me that said corporation executed the same. Witness my hand and seal the day and year herein above written.

Notary Public in and for the State of Montana

OWNER: LOTS 3, 4, & 7, BLOCK 2

CRESTVIEW HOLDINGS, INC., a Montana corporation

By: \_\_\_\_\_ Title: \_\_\_\_\_

STATE OF MONTANA )  
County of Yellowstone ) ss

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned Notary Public for the State of Montana, personally appeared \_\_\_\_\_, as \_\_\_\_\_ of CRESTVIEW HOLDINGS, INC., and acknowledged to me that said corporation executed the same. Witness my hand and seal the day and year herein above written.

Notary Public in and for the State of Montana

RESERVED FOR CLERK AND RECORDER

Return copy to:  
City Clerk  
City of Billings  
PO Box 1178  
Billings, MT 59103

## GRANT DEED WITH RESERVATION OF EASEMENT

**THIS INDENTURE**, is made this \_\_\_\_\_ day of \_\_\_\_\_, 2024, between the **CITY OF BILLINGS**, a municipal corporation organized and existing under the laws of the State of Montana, hereinafter referred to as the “**GRANTOR**,” and **WHISPER RIDGE SUBDIVISION PHASE II HOMEOWNERS ASSOCIATION**, a homeowners association organized and existing under the laws of the State of Montana, hereinafter referred to as the “**GRANTEE**.”

### WITNESSETH:

**GRANT OF REAL PROPERTY.** Pursuant to City Council of the City of Billings Resolution No. \_\_\_\_\_, **GRANTOR**, for valuable consideration the receipt and sufficiency of which is hereby acknowledged, does hereby **DONATE, GRANT, CONVEY AND CONFIRM** unto the **GRANTEE** all right, title, and interest in and to certain real property situated in the S1/2 of Section 29, T. 1N., R. 25 E., P.M.M., in the City of Billings, County of Yellowstone, State of Montana, being more particularly described as follows, to-wit:

Lot 7, Block 2 of Whisper Ridge Subdivision, as recorded in the office of the Clerk and Recorder of said County, under Document No. 3638256.

**EXCEPTING AND RESERVING** unto **GRANTOR** a perpetual right-of-way and easement for use, access, and maintenance of **GRANTEE’S** private stormwater detention pond for public stormwater management to be located on the above-described real property which is hereby incorporated by reference and to be officially set forth on the replat of Whisper Ridge Subdivision pursuant to the Amended Subdivision Improvements Agreement.

**TO HAVE AND TO HOLD** the above-described and conveyed premises, with all the reversions, remainders, tenements, hereditaments, and appurtenances thereto, unto **GRANTEE** and its successors and assigns forever.

**IN WITNESS WHEREOF, GRANTOR** has executed this instrument as of the date first above written.

BY: \_\_\_\_\_  
Mayor, City of Billings



ATTEST: \_\_\_\_\_  
**Denise R. Bohlman, City Clerk of City of Billings**

STATE OF MONTANA     )  
                                              : ss  
County of Yellowstone     )

This instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by the **William A. Cole, Mayor, and Denise R. Bohlman City Clerk, of CITY OF BILLINGS.**

\_\_\_\_\_  
Notary Public in and for the State of Montana

## **ACKNOWLEDGMENT AND ACCEPTANCE OF CONVEYANCE**

**GRANTEE** acknowledges receipt of this deed and hereby accepts the real property interest conveyed through this instrument.

BY: \_\_\_\_\_  
**President of Whisper Ridge Subdivision Phase II Homeowners Association**

STATE OF MONTANA     )  
                                              : ss  
County of Yellowstone     )

This instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by \_\_\_\_\_, known to me to be the **President of WHISPER RIDGE SUBDIVISION PHASE II HOMEOWNERS ASSOCIATION.**

\_\_\_\_\_  
Notary Public in and for the State of Montana



**HOA Maintained  
Storm Facility**

- Lot 7 used for storm drain retention/detention
  - Per SIA, City was to maintain the storm drain pond
  - Lot 7 was deeded to City of Billings
- 
- Developer requested Lot 7 be re-platted with 3 other lots to make lots more developable
  - If Lot 7 is donated back to developer, Developer agrees to create HOA to take over maintenance of storm drain pond



# Donation of Lot 7 Whisper Ridge Subdivision

- 5/13 Council Meeting
  - Public Hearing
  - Resolution of Intent to Donate City Real Property
- 6/10 Council Meeting - Tonight
  - Public Hearing and Resolution Approving Donation of City Real Property
  - Revised SIA assigning maintenance of storm drain pond to HOA
- After 6/10 Council Meeting
  - Approval of Amended plat

**City Council Regular**

**Date:** 06/10/2024  
**Title:** Public Hearing and Resolution Amending Water Resale Rate  
**Presented by:** Jennifer Duray  
**Department:** Public Works  
**Presentation:** Yes  
**Legal Review:** Yes  
**Project Number:** N/A

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**RECOMMENDATION**

Staff recommends that the City Council conduct a public hearing and approve the proposed resolution amending the water rate for the resale service class for FY25.

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

The water and wastewater fee and rate schedule was approved as a two-year incremental rate adjustment by Council on May 22, 2023. Since the adoption of these rates, the City has delayed construction of the west end reservoir to begin construction in FY25. Additionally, construction of the west end water plant commenced later than previously anticipated and will not be substantially complete in FY25. Both the west end reservoir and west end plant were previously incorporated in the FY25 revenue requirements for the water resale rate. The County Water District of Billings Heights is the only customer in this rate class. To account for the delay in capital projects, the City's water rate for the resale class was recalculated. This is appropriate due to the significant impact the changes to the capital projects timing has on capital-related rate revenue requirements. Per the Agreement between the City and the County Water District of Billings Heights, an asset cannot be added to the rate base until the asset is substantially complete. The amended rate of \$3.04 per 1,000 gallons (kGal) is a decrease from the previously calculated rate of \$4.42 per 1,000 gallons (kGal). Although the revised rate is a decrease from what was previously approved, it is an increase of 2.4% over the FY24 rate.

The attached resolution specifies the amended water rate for the Resale class. A public hearing is required per MCA 69-7-111 and if the current proposed resolution is approved, the rate will be effective July 1, 2024.

**ALTERNATIVES**

City Council may:

- Approve the amended resolution; or,
- Not approve the amended resolution. If Council does not approve the amended resolution, the previously approved rate will be implemented as of July 1, 2024 and the city will not be in compliance with the Agreement the city has with the County Water District of Billings Heights.

**FISCAL EFFECTS**

The proposed rate adjustment will decrease water revenues from what was previously anticipated in FY25 by approximately \$1,360,000. However, the adjusted rate will increase water revenues from FY24 by about \$69,000.

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**Attachments**

Resolution  
 Presentation

## **RESOLUTION 24-**

### **A RESOLUTION AMENDING RESOLUTION 23-11121 TO REVISE AND ADOPT NEW RESALE WATER RATE**

WHEREAS, the City Council of the City of Billings, Montana passed and adopted Water Rate and Fee Schedules, including Schedule I for Metered Water Monthly Volume Charges, in Resolution 23-11121, on May 22, 2023, for fiscal years beginning July 1, 2023 and July 1, 2024; and

WHEREAS, per the Agreement for the resale of City water between the City of Billings and the County Water District of Billings Heights, capital projects are added to the rate base for rate calculations during the fiscal year in which the asset is substantially complete; and

WHEREAS, City of Billings staff has determined it necessary to amend the adopted water rate for the RESALE service class for fiscal year beginning July 1, 2024, due to a delay in constructing a large capital project; and

WHEREAS, under Title 69, Chapter 7 of the Montana Code Annotated, and under the terms of City Resolution Number 13585, the City of Billings is authorized to regulate the City's municipal water and wastewater utility and to adopt water and wastewater rates, fees, and charges as may be deemed by the City Council to be reasonable and just; and

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

1. That the water rate for Resale service class for fiscal year effective 7/1/24 specified in Schedule I for Metered Water Monthly Volume Charges set forth in the Water Rate and Fee Schedules approved and adopted in Resolution 23-11121 is hereby amended to \$3.04 per kGal.
2. That this Resolution is to be immediately filed in the City Clerk's Office and that the decision adopting the adjusted rates shall be final ten days after such are so filed.

**ADOPTED AND APPROVED** by the City Council of the City of Billings, Montana, on the 10<sup>th</sup> day of June, 2024.

CITY OF BILLINGS

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

ATTEST:

\_\_\_\_\_  
Denise Bohlman, City Clerk

# **PUBLIC WORKS**

## **FY25 RESALE WATER RATE**

Excellence  
Innovation  
Integrity



# Agreement Prescribes Full Cost Pricing

Revenue  
Requirements

=

Operation and Maintenance  
Expense (O&M)

+

Depreciation

+

Return on Rate Base

O&M-Related

Capital-Related





# Heights Water Rate Update

Reviewed calculations based on changes to capital planning

- Current FY24: \$2.97/kgal
- Original FY25: \$4.42/kgal
- Revised FY25: \$3.04/kgal

**Updates to CIP, FY25 Budget,  
FY25 Water Sales**



**City Council Regular**

**Date:** 06/10/2024  
**Title:** Public Hearing and Resolution Setting FY25 Storm Sewer System Fees  
**Presented by:** Jennifer Duray  
**Department:** Public Works  
**Presentation:** Yes  
**Legal Review:** Yes  
**Project Number:** N/A

**RECOMMENDATION**

Staff recommends that City Council conduct a public hearing and approve the proposed resolution setting storm sewer fees for FY25.

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

City Council passed Ordinance 24-5872 on March 25, 2024, altering how storm sewer system fees are billed. Previously an assessment on property tax statements, these fees will be monthly charges on utility bills effective July 1, 2024. Staff is proposing a shift in the fee calculation method from using zoning and gross square footage to impervious square footage and Equivalent Residential Unit (ERU). This change aims to better reflect the impact on the storm system, as zoning and gross square footage often fall short in this regard. The proposed approach offers greater fairness. The average residential property's ERU is calculated at 3,751.22 square feet. Under the new system, each developed single-family residential property is assessed at 1.0 ERU, while duplexes are rated at 0.75 ERUs per unit, and undeveloped properties are assigned 0.75 ERUs. For all other properties, the ERU is determined by dividing the measured impervious surface square footage by 3,751.22, expressed as a number of ERUs.

Billings' storm sewer system, a critical \$1 billion infrastructure asset, plays a role similar to that of the water and wastewater systems in serving the public. With the proposed changes in methodology and the rate schedule, Public Works can increase the level of service and tackle capital and deferred maintenance backlogs more promptly. This marks the initial year of a seven-year gradual increase in rates, facilitating proactive maintenance of the storm sewer system. Beyond this period, it is expected that only inflationary adjustments will be necessary to sustain and operate the system.

Following previous direction from Council, staff is presenting the attached resolution for the adoption of the new storm fees and methodology for FY25.

**STAKEHOLDERS**

In 2022, a stormwater advisory committee comprising Council Member Gulick, community members, and staff was established. This committee extensively reviewed all aspects of the stormwater program and endorsed both the change in methodology and the proposed fees. Over the period from August 2022 to March 2024, the committee convened eight times.

Moreover, staff actively engaged various boards and community groups, including the West End Task Force, Rimrock Neighborhoods, Heights Task Force, Southside Task Force, North Park Task Force, the Billings Association of Realtors, Landlords Association, and the Public Works Board.

Three community meetings were convened on May 22, 2024, at the Water Treatment Plant, and on May 28 and 29, 2024, at the Billings Public Library.

Additionally, staff presented the stormwater program at the following Council and Council Committee meetings:

|                                      |                 |
|--------------------------------------|-----------------|
| Council Work Session                 | June 21, 2021   |
| Council Budget and Finance Committee | July 12, 2023   |
| Council Budget and Finance Committee | August 16, 2023 |
| Council Work Session                 | October 2, 2023 |
| Council Budget and Finance Committee | May 15, 2024    |

**ALTERNATIVES**

City Council must hold a public hearing and then may:

- Approve the recommended resolution; or,
- Approve an amended resolution; or
- Not approve a resolution. If Council does not approve a resolution, an amended resolution to establish storm sewer fees will need to be considered at a future City Council meeting to establish rates for fiscal year 2025.

**FISCAL EFFECTS**

The proposed storm sewer fees will increase the average residential property's monthly fee from \$4.97 to \$6.68, generating approximately \$7,380,000 for the storm sewer fund in FY25. This is an increase from the prior year of \$1,680,000. Due to the change in methodology, the effect on individual properties will vary.

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**Attachments**

FY25 Stormwater Resolution

## RESOLUTION 24-\_\_\_\_\_

### **A RESOLUTION SPECIFYING STORM SEWER SYSTEM FEES FOR PROPERTIES WITHIN THE CITY OF BILLINGS**

WHEREAS, § 7-13-4301, MCA authorizes the City of Billings to establish, build, construct, reconstruct, extend, operate, and maintain a storm sewer system for public use; and

WHEREAS, Title 7, Chapter 13, Part 43, MCA, and Article 22-800, BMCC, authorize the City of Billings to establish and adjust storm sewer rates and charges to provide for the sufficient collection of revenues adequate for the payment of the reasonable expense of said system; and

WHEREAS, The City's average single-family residential property has 3,751.22 square feet of impervious surface area. Therefore, the establishment of an Equivalent Residential Unit (ERU) value of 3,751.22 square feet for stormwater is deemed appropriate; and

WHEREAS, the City Council of the City of Billings adopted Ordinance No. 24-5872 on the 25<sup>th</sup> day of March, 2024, providing for the billing of storm sewer system fees on a monthly basis.

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

1. NOTICE OF HEARING. That on Monday, June 10, 2024, at 5:30p.m., or as soon thereafter as the matter could be considered on the agenda in the Council Chambers of the City Hall, Billings, Montana, the City Council heard objections to the adoption of this resolution. The City Clerk published notice twice, at least five (5) days prior to the hearing, in the Yellowstone County News, as provided in Section 7-1-4127, MCA.
2. EQUIVALENT RESIDENTIAL UNIT (ERU): An Equivalent Residential Unit (ERU) size of 3,751.22 square feet is hereby adopted.
3. INTEREST ON NON-PAYMENT. That any payment not received by the due date shall accrue interest at the rate of one-and-one-half percent (1.5%) per month from the due date until paid in full.
4. EFFECTIVE DATE. This resolution should be effective upon adoption.
5. STORM SEWER FEE. That the following rates, fees, and charges are found to be just, reasonable, and necessary for the continued operation of the Municipal Storm Sewer System Fund and that the proposed rates,

fees, and charges are approved and adopted as the rates, fees, and charges of the City of Billings, Montana Municipal Storm Sewer System Fund effective July 1, 2024.

- A. Regardless of actual size, each single-family residential property is assigned an ERU = 1.0.
- B. Regardless of actual size, each duplex is assigned an ERU = 1.5.
- C. Regardless of actual size, each undeveloped property is assigned an ERU = 0.75.
- D. Each commercial property will be assigned a number of ERUs by dividing the amount of impervious area by 3,751.22 square feet.
- E. At no point will any commercial property be assigned an ERU of less than 1.0.
- F. A fee of \$6.68 per ERU per month will be charged.

PASSED AND ADOPTED by the City Council of the City of Billings, Montana, this 10<sup>th</sup> day of June 2024.

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Mayor

Attest:

---

City Clerk

**City Council Regular**

**Date:** 06/10/2024  
**Title:** Public Hearing and First Reading Ordinance Amending BMCC, Article 22-800, Storm Sewers  
**Presented by:** Jennifer Duray  
**Department:** Public Works  
**Presentation:** Yes  
**Legal Review:** Yes  
**Project Number:** N/A

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**RECOMMENDATION**

Staff recommends the City Council hold a public hearing and approve first reading of the ordinance amending Billings, Montana City Code (BMCC), Article 22-800, Storm Sewers.

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

BMCC, Article 22-800 establishes rate methodology, billing, and collection procedures for storm sewer fees. The key objective of this ordinance amendment is to introduce definitions that will be used in the calculation of storm sewer fees. Additional revisions involve stipulating that rate methodology will undergo review at least every five years and renumbering the sections within Article 22-800.

**ALTERNATIVES**

City Council may:

- Approve the amendment to BMCC, Article 22-800 Storm Sewers; or,
- Not approve the amendment.

**FISCAL EFFECTS**

There are no fiscal effects as a result of this ordinance amendment.

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**Attachments**

Ordinance Amendment Clean  
Ordinance amendment redlined

## ORDINANCE 24-\_\_\_\_\_

### AN ORDINANCE OF THE CITY OF BILLINGS, PROVIDING THAT THE BILLINGS, MONTANA CITY CODE (BMCC) BE AMENDED BY REVISING ARTICLE 22 -800 (STORM SEWERS) BY GENERALLY ADDING DEFINITIONS, RENUMBERING THE SECTIONS OF THE ARTICLE, AND SPECIFYING THE FREQUENCY OF RATE METHODOLOGY REVIEW

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BILLINGS THAT:**

**Section 1.** That Article 22-800 of the Billings, Montana City Code (BMCC) is amended so that such section shall read as follows:

#### **Article 22-800. – STORM SEWER SYSTEM RATES AND CHARGES**

##### **Sec. 22-801. – Costs and purpose.**

The purpose of the rates and charges shall be to generate sufficient revenue to pay all costs of establishing, building, reconstructing, or extending the city's storm sewer system, authorized under MCA 7-13-4301, including but not limited to costs of construction, reconstruction, operation, maintenance, administration, depreciation and replacement of stormwater infrastructure, appurtenances, and sewers to dispose of stormwater and divert it from the sewage disposal plant and prevent pollution of sources of water supply, including the principal of and interest on all revenue bonds to be issued for that purpose, as authorized by MCA Title 7 Chapter 7 Part 44, or Title 7 Chapter 13 Part 43, as amended. All proceeds are deemed to be in payment for the use of the city storm sewer system.

##### **Sec. 22-802. – Definitions.**

For the purpose of this article and the calculation of storm sewer system fees, the following terms, phrases, and words shall have the meaning ascribed to them below.

*Commercial property* means developed property except a single-family residential property or duplex.

*Developed property* means real property that has been altered from its natural state by the addition of any improvements, including but not limited to buildings, structures or impervious surfaces. Parcels with square feet of impervious surface area equal to more than 2,500 square feet or those properties

that meet the definition of single-family residential or duplex property, shall be considered developed property.

*Duplex property means a developed property residential building containing two separate residential dwelling units, both served by one water and/or wastewater connection.*

*Equivalent Residential Unit or ERU means the average impervious surface area for a developed single-family residential property in the City.*

*Impervious surface means a surface that is compacted or covered with material that is resistant to infiltration by water, including, but not limited to, pavement, buildings, decks, parking areas, and compacted gravel areas. Impervious surface does not include sidewalks within a park, trails and paths, improved streets, roads and sidewalks within the public right-of-way, and parcels dedicated for storm drains, ditches, and drains. Rather, such facilities are deemed to be part of the municipal storm sewer system or to constitute non-impervious surfaces.*

*Single-family residential property means a developed property containing a building or structure maintained and used as a residential single dwelling unit and is served by an individual water and/or wastewater connection.*

*Undeveloped property means any real property which has 2,500 square feet or less of impervious surface area and does not have utility services (water, wastewater, or trash collection).*

#### **Sec. 22-803. – Operation cost determination.**

The City Administrator or the Public Works Department shall determine the total annual cost of operation and maintenance of the storm sewer system pursuant to policies adopted by the city council. The total annual cost of operation and maintenance of the storm sewer system shall include, but is not limited to, costs of planning, analysis, labor, personnel, repairs, capital improvements, equipment, equipment replacement, maintenance, modifications, power, permitting, sampling, administration, debt service, and amounts needed to fund reserves.

#### **Sec. 22-804. – Monthly service charge.**

A monthly storm sewer system service charge is imposed and made applicable to all premises within the city limits. Stormwater service charges shall be included with the monthly utility billing. All charges shall be assessed to premises within the City upon a methodology and at a rate to be established by Council resolution and in accord with MCA 7-13-4304. The methodologies used to calculate such rates shall be reviewed at a minimum every five years.



All storm sewer system service charges shall be collected as provided in this article and credited to a fund to be known as "The Municipal Storm Sewer System Fund", which shall be at all times segregated and maintained as a separate fund.

**Sec. 22-805. – Appeal and adjustment.**

Any party who considers the charges applicable to his premises unfair, inequitable or unreasonable may apply to the public works director for adjustment thereof, stating the facts and grounds of complaint, and the public works director may notify the owner of any premises as to which he considers the rates and charges to be inadequate. In either case, the public works director shall cause appropriate investigation and report to be made by himself or his duly authorized representative.

The public works director, or his duly authorized representative, shall consider each and all of such complaints and reports and communicate his findings with respect thereto to the city council. The council shall have the right to order a public hearing as to any such matter and, if convinced that an adjustment of the charges for such premises is necessary to provide reasonable equality with those charged to others, it shall so provide, either by ordinance amendatory hereto, or by resolutions fixing special charges for individual premises during the period of continuance of special circumstances which make the standard charges unfair, inequitable, unreasonable or inadequate.

**Sec. 22-806. – Delinquent charges.**

Bills for storm sewer system service charges shall become delinquent twenty-five (25) days from the date of billing if not paid. If the bill is not paid within forty (40) days after the billing date, the water service to the customer shall be discontinued after written notice of delinquency is mailed to the customer until the delinquent amount due and owing is paid. The city invokes use of the procedures set forth under MCA 7-13-4309 for collection of the payment due and owing as a tax against the lot or parcel of real property to which stormwater sewer system service was furnished and payment is delinquent and also permits the city to bring suit to collect payment of delinquent charges as a debt owing the city.

**Section 2. EFFECTIVE DATE.** This ordinance shall be effective thirty (30) days after second reading and final adoption as provided by law.

**Section 3. REPEALER.** All resolutions, ordinances, and sections of the City Code inconsistent herewith are hereby repealed.

**Section 4. SEVERABILITY.** If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect the other provisions of this ordinance which may be given effect without the invalid provisions or application, and, to this end, the provisions of this ordinance are declared to be severable.

PASSED by the City Council on first reading the \_\_\_\_\_ day of \_\_\_\_\_,  
2024.

PASSED, ADOPTED and APPROVED on second reading this \_\_\_\_\_ day of  
\_\_\_\_\_, 2024.

CITY OF BILLINGS

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

Attest:

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

## ORDINANCE 24-\_\_\_\_\_

### AN ORDINANCE OF THE CITY OF BILLINGS, PROVIDING THAT THE BILLINGS, MONTANA CITY CODE (BMCC) BE AMENDED BY REVISING ARTICLE 22-800 (STORM SEWERS) BY GENERALLY ADDING DEFINITIONS, RENUMBERING THE SECTIONS OF THE ARTICLE, AND SPECIFYING THE FREQUENCY OF RATE METHODOLOGY REVIEW

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BILLINGS THAT:

**Section 1.** That Article 22-800 of the Billings, Montana City Code (BMCC) is amended so that such section shall read as follows:

#### **Article 22-800. – STORM SEWER SYSTEM RATES AND CHARGES**

##### **Sec. 22-801. – Costs and purpose.**

The purpose of the rates and charges shall be to generate sufficient revenue to pay all costs of establishing, building, reconstructing, or extending the city's storm sewer system, authorized under MCA 7-13-4301, including but not limited to costs of construction, reconstruction, operation, maintenance, administration, depreciation and replacement of stormwater infrastructure, appurtenances, and sewers to dispose of stormwater and divert it from the sewage disposal plant and prevent pollution of sources of water supply, including the principal of and interest on all revenue bonds to be issued for that purpose, as authorized by MCA Title 7 Chapter 7 Part 44, or Title 7 Chapter 13 Part 43, as amended. All proceeds are deemed to be in payment for the use of the city storm sewer system.

##### **Sec. 22-802. – Definitions.**

For the purpose of this article and the calculation of storm sewer system fees, the following terms, phrases, and words shall have the meaning ascribed to them below.

Commercial property means developed property except a single-family residential property or duplex.

Developed property means real property that has been altered from its natural state by the addition of any improvements, including but not limited to buildings, structures or impervious surfaces. Parcels with square feet of impervious surface area equal to more than 2,500 square feet or those properties

that meet the definition of single-family residential or duplex property, shall be considered developed property.

Duplex property means a developed property residential building containing two separate residential dwelling units, both served by one water and/or wastewater connection.

Equivalent Residential Unit or ERU means the average impervious surface area for a developed single-family residential property in the City.

Impervious surface means a surface that is compacted or covered with material that is resistant to infiltration by water, including, but not limited to, pavement, buildings, decks, parking areas, and compacted gravel areas. Impervious surface does not include sidewalks within a park, trails and paths, improved streets, roads and sidewalks within the public right-of-way, and parcels dedicated for storm drains, ditches, and drains. Rather, such facilities are deemed to be part of the municipal storm sewer system or to constitute non-impervious surfaces.

Single-family residential property means a developed property containing a building or structure maintained and used as a residential single dwelling unit and is served by an individual water and/or wastewater connection.

Undeveloped property means any real property which has 2,500 square feet or less of impervious surface area and does not have utility services (water, wastewater, or trash collection).

## **Sec. 22-80~~32~~. – Operation cost determination.**

The City Administrator or the Public Works Department shall determine the total annual cost of operation and maintenance of the storm sewer system pursuant to policies adopted by the city council. The total annual cost of operation and maintenance of the storm sewer system shall include, but is not limited to, costs of planning, analysis, labor, personnel, repairs, capital improvements, equipment, equipment replacement, maintenance, modifications, power, permitting, sampling, administration, debt service, and amounts needed to fund reserves.

## **Sec. 22-80~~43~~. – Monthly service charge.**

A monthly storm sewer system service charge is imposed and made applicable to all premises within the city limits. Stormwater service charges shall be included with the monthly utility billing. All charges shall be assessed to premises within the City upon a methodology and at a rate to be established

by Council resolution and in accord with MCA 7-13-4304. The methodologies used to calculate such rates shall be reviewed at a minimum every five years.

All storm sewer system service charges shall be collected as provided in this article and credited to a fund to be known as "The Municipal Storm Sewer System Fund", which shall be at all times segregated and maintained as a separate fund.

**Sec. 22-8054. – Appeal and adjustment.**

Any party who considers the charges applicable to his premises unfair, inequitable or unreasonable may apply to the public works director for adjustment thereof, stating the facts and grounds of complaint, and the public works director may notify the owner of any premises as to which he considers the rates and charges to be inadequate. In either case, the public works director shall cause appropriate investigation and report to be made by himself or his duly authorized representative.

The public works director, or his duly authorized representative, shall consider each and all of such complaints and reports and communicate his findings with respect thereto to the city council. The council shall have the right to order a public hearing as to any such matter and, if convinced that an adjustment of the charges for such premises is necessary to provide reasonable equality with those charged to others, it shall so provide, either by ordinance amendatory hereto, or by resolutions fixing special charges for individual premises during the period of continuance of special circumstances which make the standard charges unfair, inequitable, unreasonable or inadequate.

**Sec. 22-8065. – Delinquent charges.**

Bills for storm sewer system service charges shall become delinquent twenty-five (25) days from the date of billing if not paid. If the bill is not paid within forty (40) days after the billing date, the water service to the customer shall be discontinued after written notice of delinquency is mailed to the customer until the delinquent amount due and owing is paid. The city invokes use of the procedures set forth under MCA 7-13-4309 for collection of the payment due and owing as a tax against the lot or parcel of real property to which stormwater sewer system service was furnished and payment is delinquent and also permits the city to bring suit to collect payment of delinquent charges as a debt owing the city.

**Section 2. EFFECTIVE DATE.** This ordinance shall be effective thirty (30) days after second reading and final adoption as provided by law.

**Section 3. REPEALER.** All resolutions, ordinances, and sections of the City Code inconsistent herewith are hereby repealed.

**Section 4. SEVERABILITY.** If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect the other provisions of this ordinance which may be given effect without the invalid provisions or application, and, to this end, the provisions of this ordinance are declared to be severable.

PASSED by the City Council on first reading the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

PASSED, ADOPTED and APPROVED on second reading this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

CITY OF BILLINGS

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

Attest:

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