

# City Council Work Session

5:30 PM  
Council Chambers  
May 15, 2012

## ATTENDANCE:

Mayor/Council (please check) x Hanel, x Ronquillo, x Cromley, Cimmino, x Pitman, x McFadden, x Bird, x Ulledalen, McCall, Astle, x Crouch.

ADJOURN TIME: 7:40 PM

## Agenda

<b>TOPIC #1</b>	<b>Aviation &amp; Transit</b>
<b>PRESENTER</b>	Tom Binford/Kevin Ploehn
<b>NOTES/OUTCOME</b>	

- Tom Binford: introduces business and financial staff. Parallels and differences between airport and transit. Airport passenger growth. Lots of new air service opportunities. Non airfield operations are profitable. Financial challenges for MET. Revenues are flattened out and the expenses are higher.
- Ronquillo: who hires the people that work in the car rental facility?
- Tom: the car rental agencies do their own hiring. We maintain the building, the car washing equipment, utilities than charge it back to them.
- Hanel: customers not surprised that Saturday MET service may be reduced or be eliminated.
- Tom: Priority Based Budgeting (PBB) will be important to see where the priorities with MET fall with the high fuel costs.
- Bird: has there been a survey done for the community support of public transportation?
- Tom: Ninety-five percent of the people in Billings do not ride MET Transit. The last time the survey was done 60 percent of the people supported MET Transit. A lot of people support public transportation but they do not use it.
- Bird: the bus is very appealing but it is not very realistic because of the limited schedules; if we moved to smaller buses would we have more opportunity.
- Tom: Over 80% of our costs are drivers and fuel. To increase the fleet to accommodate additional schedules would require more drivers.
- McFadden: are we advertising and can smaller buses be used for multiple types of service?
- Tom: buses can be used in different ways and we do advertise to increase ridership.
- Ulledalen: discuss with School District #2 about busing students and who does it and how much money. Any interest in developing land on the north side of the airfield.
- Tom: not much, we are tight on space. There is two (2) to three (3) acres where the old car rental garage is; it would not take a lot to tear it down and get it ready to go. An oil company is interested in executive size hanger.

- Kevin Ploehn: reviews finances. Revenues at the airport are up. Operating revenues and expenses don't change a lot. Capital will be over \$10,000,000. MET expenses exceed revenues by about \$400,000. ARRA funding helped produce surplus in 2011 but in 2012 and 2013, all of it will be spent for operations. Most cost is in labor.
- Pitman: As we look at PBB, we could look at Park N Rides and possibly adjust some of the route to accommodate them.
- Public comments: None.

TOPIC #2	<b>Legal</b>
PRESENTER	Brent Brooks
NOTES/OUTCOME	

- Brent: explained the organization, operations, funding sources, personal services and the operations budget.
- Bird: explain the domestic violence grant funding. How long at the present staffing level? Is it adequate?
- Brent: congress funds them, allocated to states and passed through to local governments. Applications to the state are competitive. Have seen a stepped decrease from the state. Six (6) years at present staffing. Adequately staffed now but as the police department increases officers, it is harder to keep up with prosecution. Will probably ask for a paralegal within the next three (3) years. Will get additional information about the grants and the city match.
- Ulledalen: will need staff and planning for it.
- Brent: agree, will probably need a paralegal.
- Public comments:
- None

TOPIC #3	<b>Administration</b>
PRESENTER	Bruce McCandless
NOTES/OUTCOME	

- Bruce: outlines funding sources for the administration department. Mayor & Council does not include \$65,000 in contingency; parking is operating budget only. Parking has major changes. Park IV will be sold by July 1, 2012, deleting expenses (net income producer) and expenses. Administrative and overhead costs will be shifted to other three (3) garages. Advantageous overall. Park I will be automated by June 1, 2012, with accommodations for leased monthly parkers. Meter trial will continue or be made permanent, reducing 500 parking meters. Revenues were greater than expenses, costing parking about \$30,000 per year. These two (2) elements will delete three (3) staff. Refinance Park II debt whether or not we finalize the sale of Park IV.
- Ulledalen: possible to refinance Park 2 when the new garage is financed?

- Pat Weber: rolling together and having TIF pay for both would eliminate the ability to finance the Empire Parking Garage. \$495,000 payment in the fall, the goal is to refinance before the next payment is due.
- Bruce: \$100,000 transfer from TIF to parking fund, because all garages and some lots in TIF were built with TIF funds, except Park II.
- Bird: does the budget include eliminating transfer from Parking to General Fund?
- Bruce: propose reducing by \$50,000, which represents Park IV's portion of transfer. Also one time revenue coming from lighting rebates to balance this year. Need to take additional steps to balance in coming years.
- Pitman: are all the retail tenant spaces rented at Park 1?
- Bruce: there is one (1) vacant space where World Class Travel was on 29<sup>th</sup> Street side. Revenues from the lease approved on May 14<sup>th</sup> are included in the FY 13 budget.
- Pitman: is the Police Department paying for office space?
- Bruce: pay for parking but not office space. Volunteers who are writing the tickets give revenue to the Parking Fund.
- Ronquillo: St. John budgeted \$160,000, questioned what that includes. Boot out if space turns around. Would like the COP shop on the south side.
- Bruce: will pass the question on to Chief St. John.
- Pitman: what revenue is raised by volunteers?
- Chris Mallow: \$18,000 to \$25,000 a year.
- Pitman: where does that revenue show?
- Chris: on the revenue side under violations.
- Bruce: shows programs identified in PBB and amount of revenue dedicated to them. Unscored, non prioritized sources.
- Bruce: Fleet Services. \$54,000 increase in revenue most needed to cover increased personal services costs and capital. Transfer is debt service on space occupied in Billings Operation Center (BOC). Capital is vehicles. Installation of diesel exhaust fluid distribution is recommended SBR. Compares labor rate to private shop rate.
- Pitman: keeping staff with draw of oil fields?
- Bruce: down one (1) mechanic position for the last three (3) to five (5) months, can't fill the position. Market rate adjustments considered.
- Tina: one (1) electrician and four (4) CDL drivers because of attraction by local industry and oil fields.
- Bird: with programs talking about, adequate staffing five (5) years down the road. How are we now?
- Bruce: adequately staffed now but as community grows, key to meeting needs of growing department. Used to seeing lag with internal services catching up.
- Bird: Eastern growth causing challenges for our community as we retain qualified workers?
- Bruce: yes, especially qualified workers. Shows PPB programs for Fleet Services.
- Bruce: Information Technology; invites the Council to look at upgrades, improved environment. Innoprise conversion replacing HTE enterprise software that we have had for more than two (2) decades. Also operates the central phone system. Shows programs part of PBB.
- Bruce: Facilities Management; SBR recommended for boiler in City Hall/Police Department. Long lead time for ordering new boilers. If it doesn't get underway soon,

will not get engineered before winter. We may not get a license, leaking. If Council City approves the SBR, we can do the engineering before the end of the fiscal year and be ready to bid and install the boiler as soon as FY 13 begins. Any objections to proceeding?

- Ronquillo: Why not use \$900,000 from SIDS?
- Bruce: short-term loan is all that is needed, about \$10,000.
- Ronquillo: done locally?
- Saree Couture: CTA is doing the engineering, had history with boiler. Evaluated other forms, including hot water. Replacement will be bid out.
- Bruce: continues with the Facilities budget presentation.
- Ulledalen: when is the BOC debt paid off?
- Bruce: executed in 2003/2004, it was a 20 year note so approximately 2024. Shows programs part of the PBB for Facilities and Administration.
- Ulledalen: has the BOC debt been refinanced?
- Bruce: no.
- Ulledalen: why not? Is it a 10 year call?
- Pat: I have not looked into it, Springstead, our financial advisor, is in the process of going through all of our debt.
- Ulledalen: the borrowing rate for BOC has to be about 5%.
- Pat: yes, that is what the Park II expansion is, about 5.4%
- Ulledalen: what would you guess the balance is on that?
- Pat: 5 or 6 million guessing.
- Ulledalen: May be beneficially to look at that.
- Public comments:
- Kevin Nelson, 4235 Bruce Avenue What if Park IV sale proceeds need to be redistributed to taxing entities? Are you willing to take .20 cents on the dollar because that is what you would get and how does that affect your budget? If that is surplus property is the surplus property policy being followed? Are the proceeds from that parking garage being able to transfer into Debt Service from another fund?
- Pat: Spent some time today talking to our bond counsel about this issue, basically we are 95% sure we can do what we want to do. Once we sell the garage it is not tax increment money anymore, it is General Fund money or Parking Fund money. The money is being used within the district.
- Brent: also talking with bond counsel tomorrow at 9:00.
- Lisa Harmon, Downtown Billings Alliance: Crime Prevention Center downtown brings volunteers downtown who in turn use the services. Some of the spaces, such as the old World Class Travel that is available for rent are outdated.

Additional Information:
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- Kevin Nelson, 4235 Bruce Avenue: Facts I believe were misrepresented last night, one comment made was “I live in the county, I don’t pay for the parking garage;” so why did the county get a portion of the DOR miscalculation? If you want to argue with it go to the DOR. Talked about how TIFs affect taxing jurisdictions. The second comment is why don’t we build the parking garage at the Federal Courthouse? City created a TID District and then treats it like an enterprise fund to supplement the City budget. Don’t think the county and the school district will like that.

# AVIATION AND TRANSIT BUDGETS

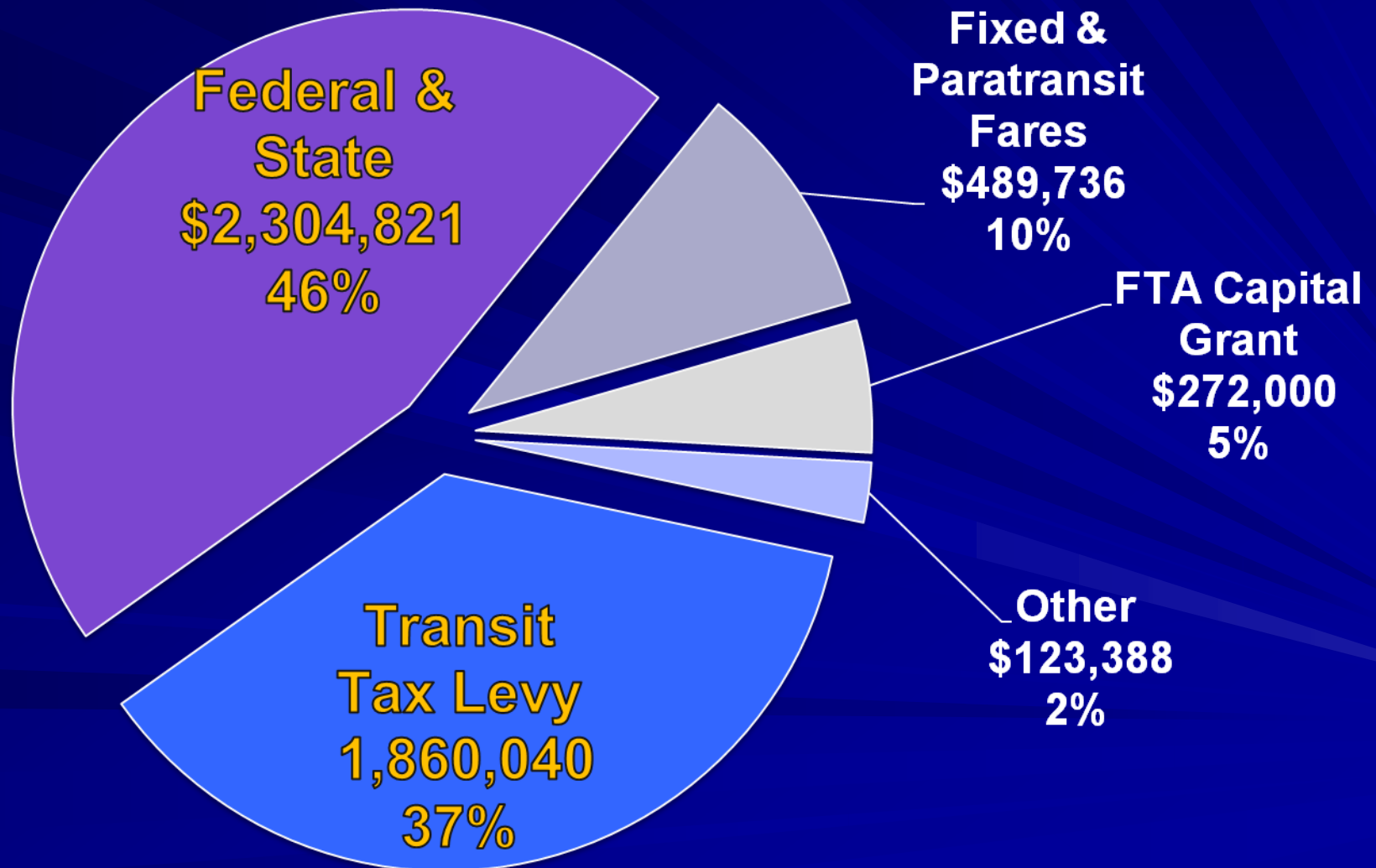


FY 2012-2013

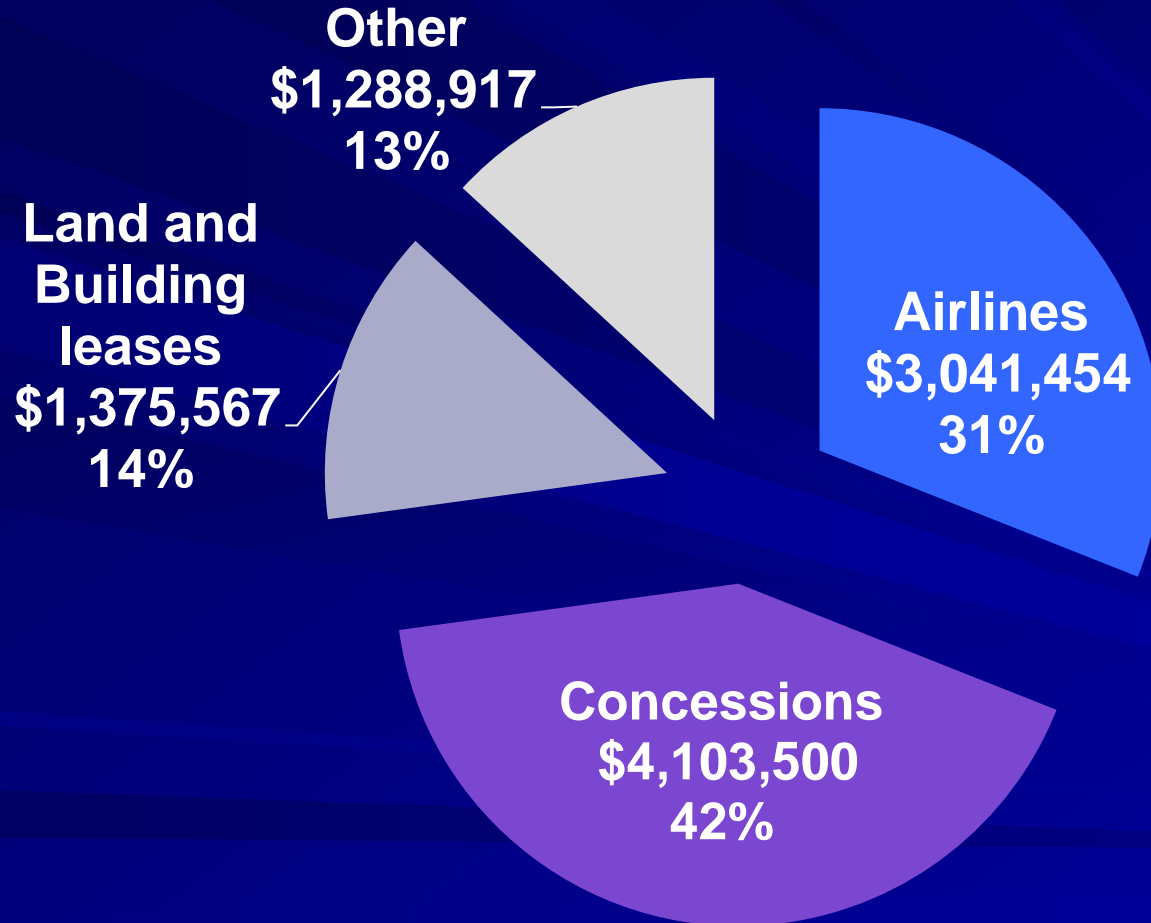


# Transit Revenues Budget FY 2013

## \$5,049,985



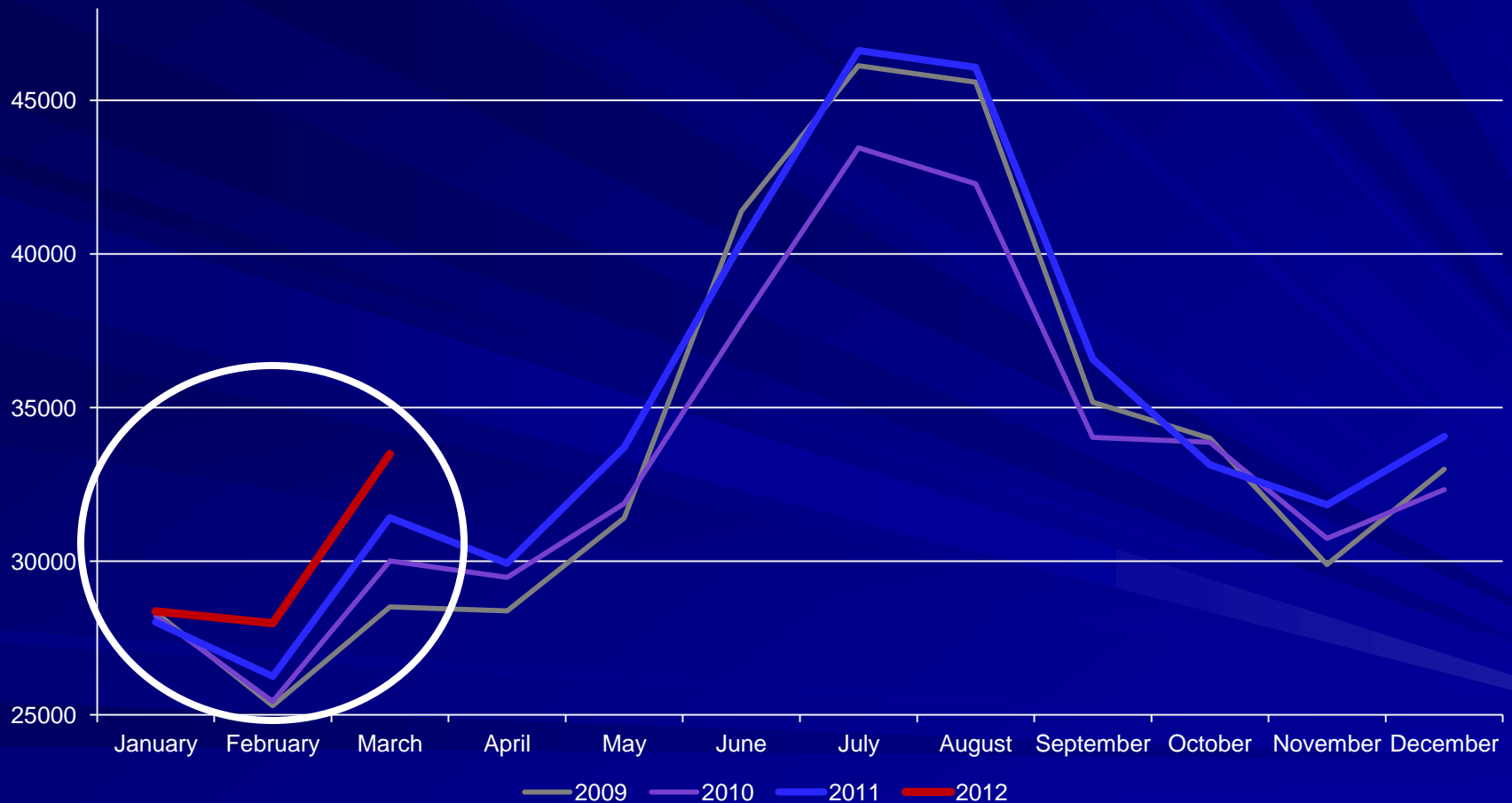
# Airport FY13 Budgeted Operating Revenues

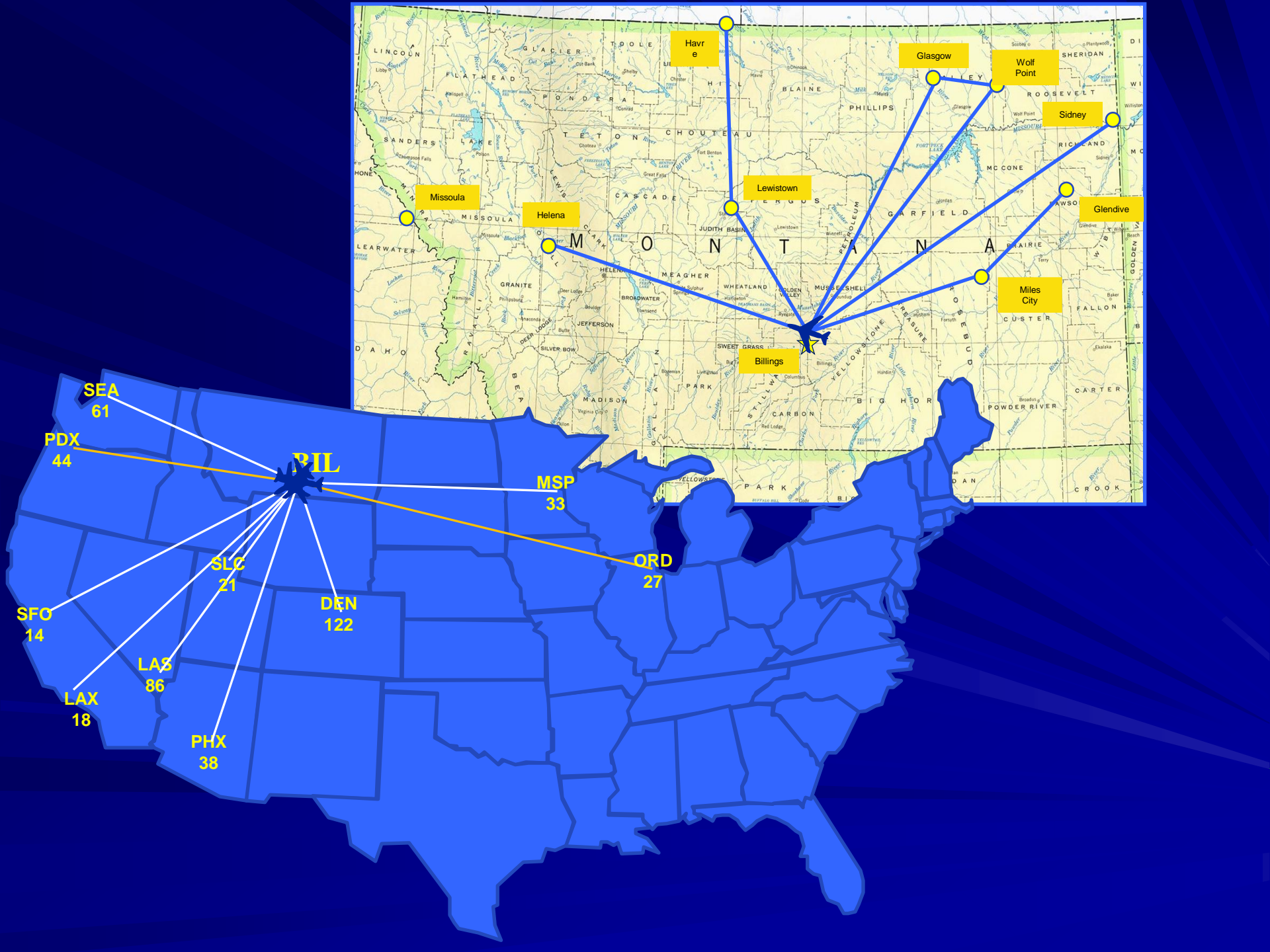




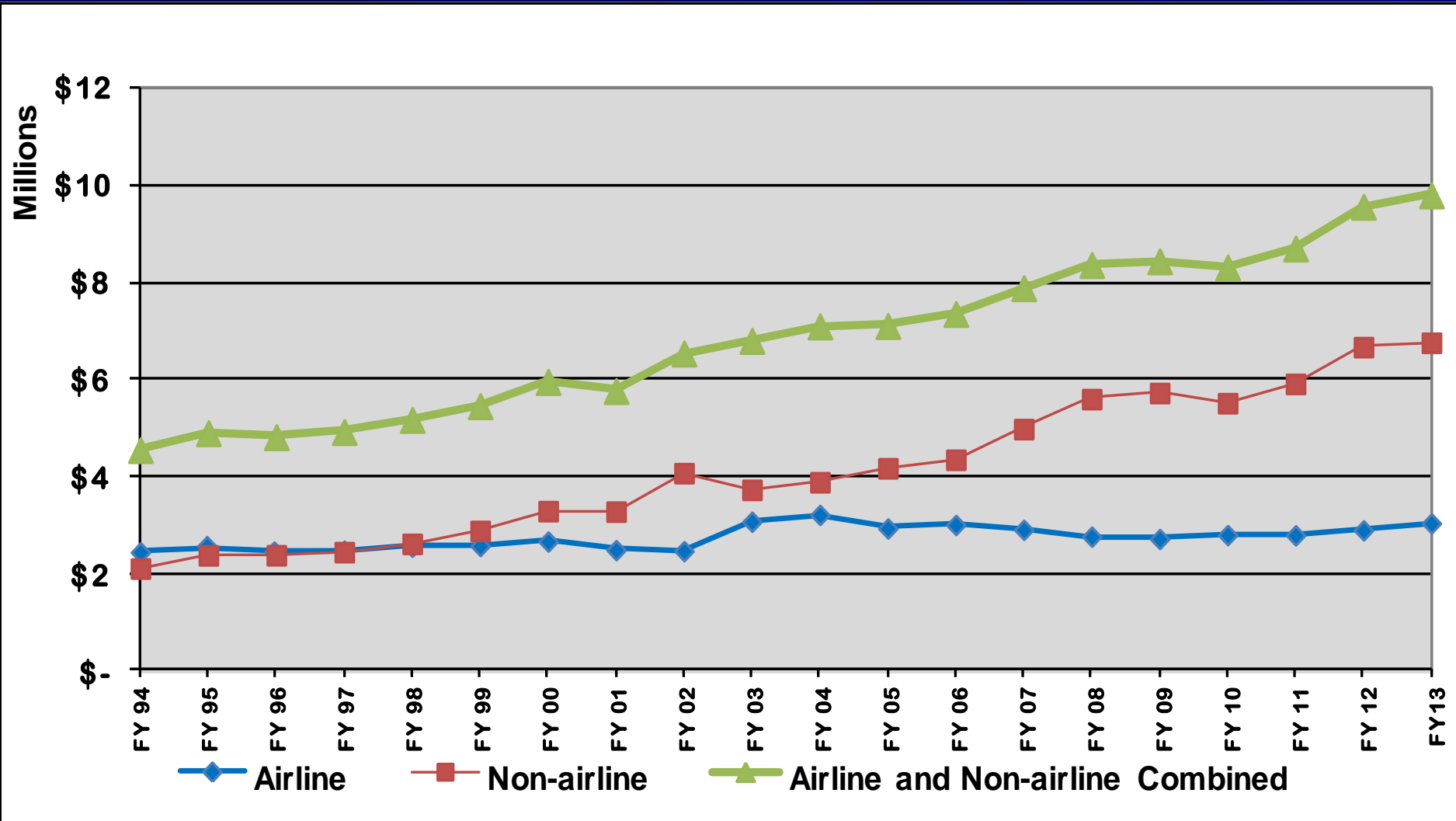
# Enplanements

## For the Years 2009 through 2012

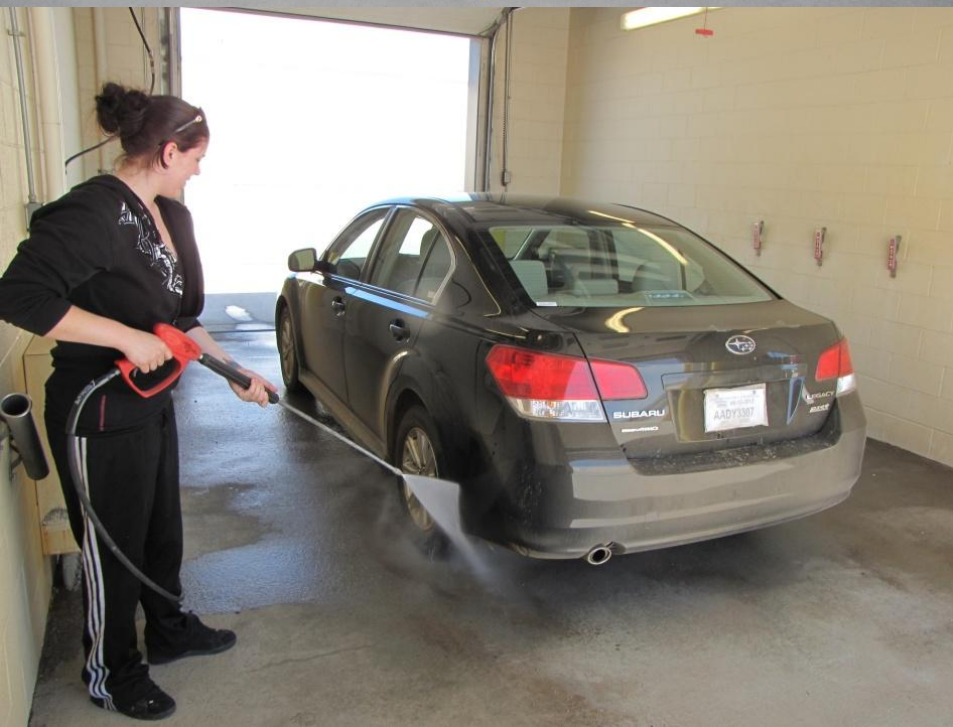




# Growth of Non-Airline Revenues











# Airport Totals

■ Total Revenues	\$19,827,755
■ Total Expenditures	<u>19,372,074</u>
Revenue over Expenditures	\$ <u><u>455,681</u></u>

# Airport Operating Revenues

	<u>FY 12</u>	<u>FY 13</u>
Concessions	\$3,533,242	\$4,103,500
Land/Building Leases	1,303,669	1,375,567
Airlines	2,948,039	3,041,454
Other	<u>1,318,692</u>	<u>1,299,675</u>
Totals	<u>\$9,103,642</u>	<u>\$9,820,196</u>

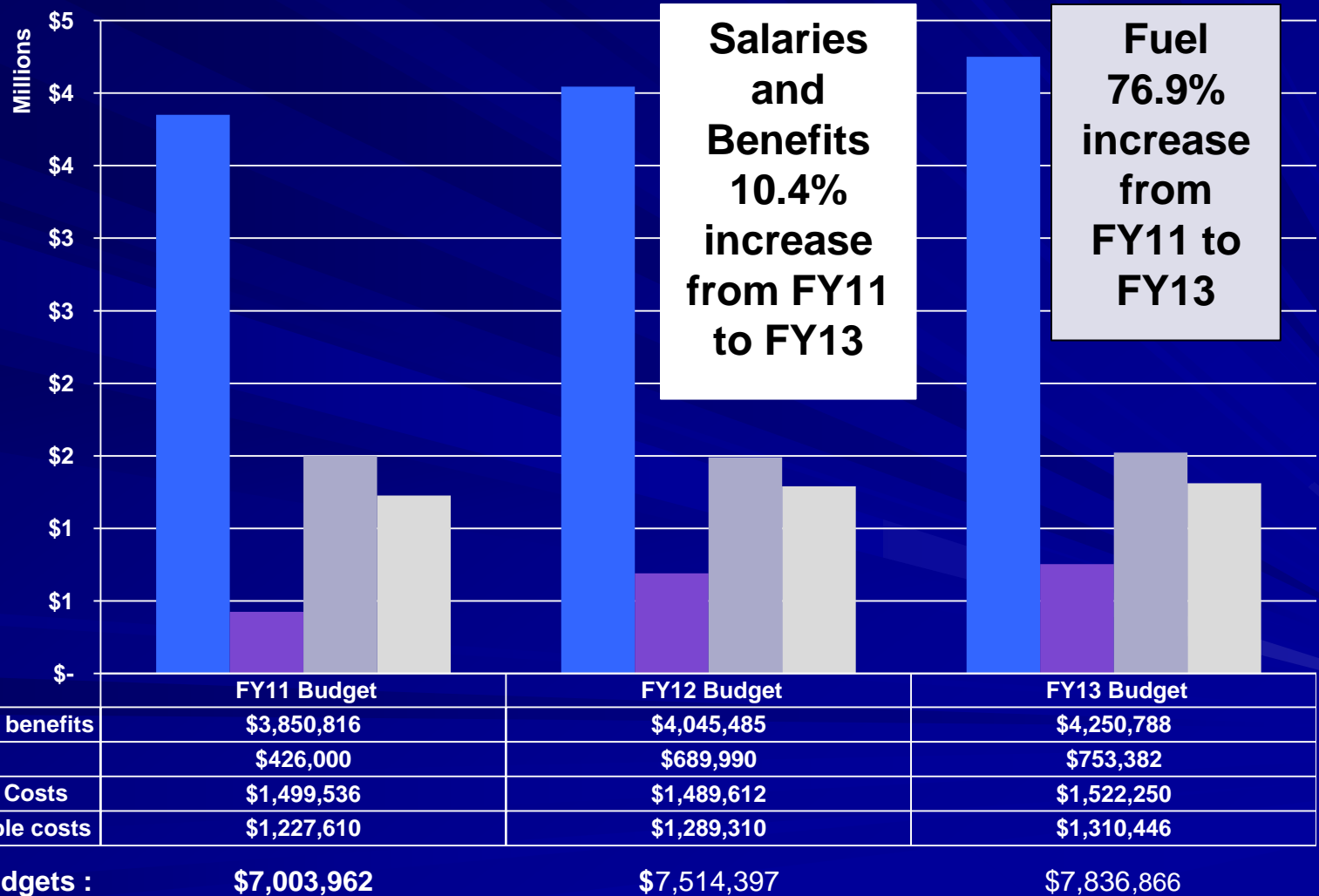


# Airport O&M Expenses

	<u>FY 12</u>	<u>FY 13</u>
Administration	\$1,835,794	\$1,945,035
Building Maintenance	1,816,658	1,895,732
Airfield Ops/ARFF	2,390,690	2,409,092
QTA	736,872	773,693
Airport Police	<u>743,809</u>	<u>813,314</u>
Totals	<u>\$7,523,823</u>	<u>\$7,836,866</u>



# Airport Budgeted Operating Costs



# Airport Capital Revenues

■ Federal Grants (AIP)	\$8,100,000
■ Customer Facility Charges (CFC)	850,988
■ Passenger Facility Charges (PFC)	<u>1,056,571</u>
Total	<u><u>\$10,007,559</u></u>

# Airport Capital Expenditures

## ■ Federal Grants (AIP Funded 90%)

Rehabilitate Runway 10L/28R      \$9,000,000

## ■ Passenger Facility Charges (PFC)

– Wheel Loader with Bucket  
and Blade Attachments      \$241,913

# Airport Capital Expenditures (cont.)

## ■ Local Capital

– Terminal Building Hot Water Boiler	\$250,000
– Painting and Terminal Repairs	336,000
– Small Equipment	<u>114,583</u>
Total	<u>\$700,583</u>

# FY 2012 MET Estimated Totals

■ Total Revenues	\$5,221,165
■ Less Total Expenditures	<u>5,355,879</u>
Projected Change to Reserves	\$ <u><u>(134,714)</u></u>

# FY 2013 MET Budget Totals

■ Total Revenues	\$5,049,985
■ Less Total Expenditures	<u>5,450,668</u>
Projected Change to Reserves	\$ <u><u>(400,683)</u></u>

# MET Revenues

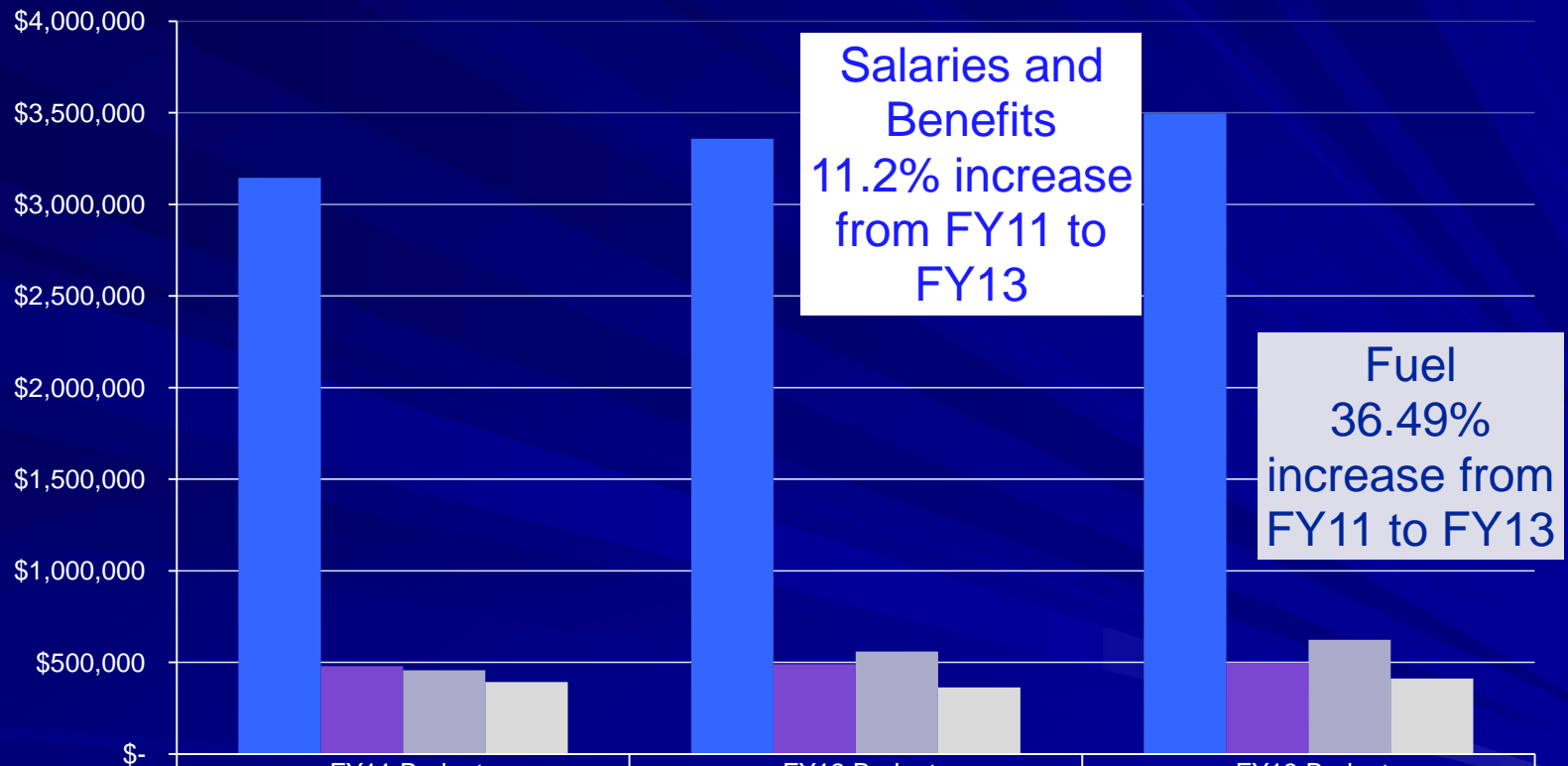
	<u>FY 12</u>	<u>FY 13</u>
Transit Tax Levy	\$1,826,006	\$1,860,040
Federal and State	2,259,827	2,304,821
Fares / Operating	526,298	489,736
Other / Advertising	144,770	123,388
FTA Capital Grant	<u>304,000</u>	<u>272,000</u>
Total Revenues	<u>\$5,060,901</u>	<u>\$5,049,985</u>

# MET O&M Expenses

	<u>FY 12</u>	<u>FY 13</u>
Administration	\$ 618,186	\$ 631,950
Operations	2,983,393	3,162,674
Paratransit	<u>1,169,308</u>	<u>1,236,044</u>
Total O&M	\$ <u>4,770,887</u>	\$ <u>5,030,668</u>



# Transit Budgeted Costs



	FY11 Budget	FY12 Budget	FY13 Budget
Salaries and benefits	\$3,145,450	\$3,358,185	\$3,496,704
Controllable Costs	\$479,390	\$489,975	\$498,927
Fuel	\$456,558	\$559,605	\$623,168
Uncontrollable costs	\$393,315	\$363,122	\$411,869

**Budget Totals :** **\$4,474,713**

**\$4,770,887**

**\$5,030,668**

# MET Capital Expenditures

## ■ Federal Grants (80% Funding)

– Overhead Doors & Operators	\$100,000
– Metroplex Building	
■ Boilers	100,000
■ HVAC DDC System	30,000
■ Lighting	90,000
■ Painting	<u>20,000</u>
Total	<u>\$340,000</u>

# MET Capital Expenditures (cont.)

- Other Capital

Paratransit Van

\$80,000

We appreciate the  
opportunity to  
answer your  
questions.

?

# City Attorney's Office Criminal and Civil Divisions

**Budget Presentation  
for the  
Billings City Council  
May 15, 2012**



# Fourteen Professionals in the City Attorney's Office



## City Attorney Civil / Criminal

Brent Brooks (14 yrs)

## Deputy City Attorney Criminal Prosecution

Stacy Tenney (12 yrs)

Curtis Bevolden (9 yrs)

Melanie Pfeiffer (8 yrs)

Teague Westrope (5 yrs)

## Senior Legal Secretary Office Administration

Laura Reyes  
(18 yrs)

## Assistant City Attorney

Bonnie Sutherland (29 yrs)

## Deputy City Attorney Civil Litigation / Advice

Kelly Addy (11 yrs)

Craig Hensel (16 yrs)

## Domestic Violence Unit Program Director

Karen Benner (12 yrs)

## Victim / Witness Specialist

Charlee Marsh (8 yrs)

## Administrative Assistant

Cindy Reichert (1 yr)

## Admin. Support II Municipal Court

Sharon Richardson (14 yrs)

Jenny Eckerdt (7 yrs)



# What We Do: Essential Services Criminal Division



- All misdemeanor offenses within City limits (1 year jail/ \$1000 fine)
  - Major Offenses:
    - DUI, Assault, PFMA, OOP, Stalking, Criminal Mischief, Theft
- Appeals to State District & Supreme Courts
- Probation Revocations
- Special Municipal Courts: Drug, DUI, Mental Health
- Domestic Violence Unit: 1 Attorney/3Victim-Witness Staff
- Comprehensive Victim Services (MCA Section 46-24-201)
- Periodic Police Training



# What We Do: Essential Services Civil Division



- Mayor, City Council & Administration support
- In-house litigation and MMIA litigation support
- Oral and written opinions/advice
  - Specific attorneys assigned to specific department or to specific areas of law
  - Risk management in cooperation with HR & MMIA
- Public document requests/review and fulfillment
- Legislative support to City lobbyist (bi-annual)
- Bi-annual tracking & implementation of new laws





# What We Do: Essential Services Civil Division (Continued)



- Major duties:
  - Document drafting/review
  - Collective bargaining agreement/grievances/arbitrations
  - Interpretation/application of City Charter, City Code, Titles 7 & 76, MCA
  - Insurance
  - Land use
  - Urban renewal/TIFD



# Four Funding Sources for the City Attorney Office

**General Fund**

**+**

**A&T/PW**

**DV Grant  
from  
Montana  
Board of  
Crime  
Control**



**City  
Attorney  
Funding  
Sources**

**Statutory  
Surcharges  
MCA  
46-18-236**



# Personal Services Comparison FY 12 & FY 13



	Adopted Fiscal Year 2012	Proposed Fiscal Year 2013	Difference
Salary and Benefits	\$ 985,549	\$ 1,030,162	+ \$ 44,613*
Domestic Violence Grants Salary & Benefits	\$ 241,220	\$ 280,056	+ \$ 38,836*
Total	\$ 1,226,769	\$ 1,310,218	+ \$ 83,499*

\*Step, COLA and Health Ins. Increases  
5/15/2012



# O & M Comparison FY 12 & FY 13

	Adopted Fiscal Year 2012	Proposed Fiscal Year 2013	Difference
O & M	\$ 167,518	\$ 169,487	+ \$ 1,969
Domestic Violence Grants O & M	\$ 1,800	\$ 1,800	\$ 0
Total	\$ 169,318	\$ 171,287	+ \$ 1,969



# Domestic Violence Grants Operating Budget Comparison FY 12 & FY 13



	Adopted Fiscal Year 2012	Proposed Fiscal Year 2013	Difference
Grant Funds	\$ 71,732	\$ 71,732	\$0
City Match	\$171,288	\$ 210,124*	+\$38,836*
Total	\$ 243,020	\$ 281,856*	+\$38,836*



# Questions



# FY 2013 Administration and Administrative Services Proposed Budget

Billings City Council

May 15, 2012

# Budget Divisions

- Mayor and City Council
  - Policy body wages, benefits and operating costs
- City Administrator
  - Chief Administrative Officer; City Clerk
- Non-departmental
  - Public Safety transfer; insurance; elections; lobbying
- Parking
  - Downtown on-street; garages; lots; enforcement
- Fleet Services
  - Maintenance; replacement/disposal; supplies/parts
- Information Technology
  - New technologies; maintenance; replacement; telephones
- Facilities Management
  - Clean & maintain; replacement; consulting



# Proposed Budget Totals

Division	FY 2012	FY 2013	\$ change	% change
Mayor and Council <sup>1</sup>	\$268,790	\$274,481	\$5,691	2.1%
Administrator	\$632,454	\$633,684	\$1,230	0.2%
Non-departmental	\$20,214,123	\$21,469,945	\$1,255,822	6.2%
Facilities	\$1,565,248	\$1,526,862	<\$38,386>	<2.5%>
Fleet Services	\$1,455,235	\$1,597,350	\$142,115	9.8%
Info. Technology	\$2,012,743	\$2,025,283	\$12,540	0.6%
Central Phone	\$389,381	\$355,756	<\$33,625>	<8.6%>
Parking	\$2,152,179 <sup>2</sup>	\$1,674,882	<\$477,297>	<22.2%>

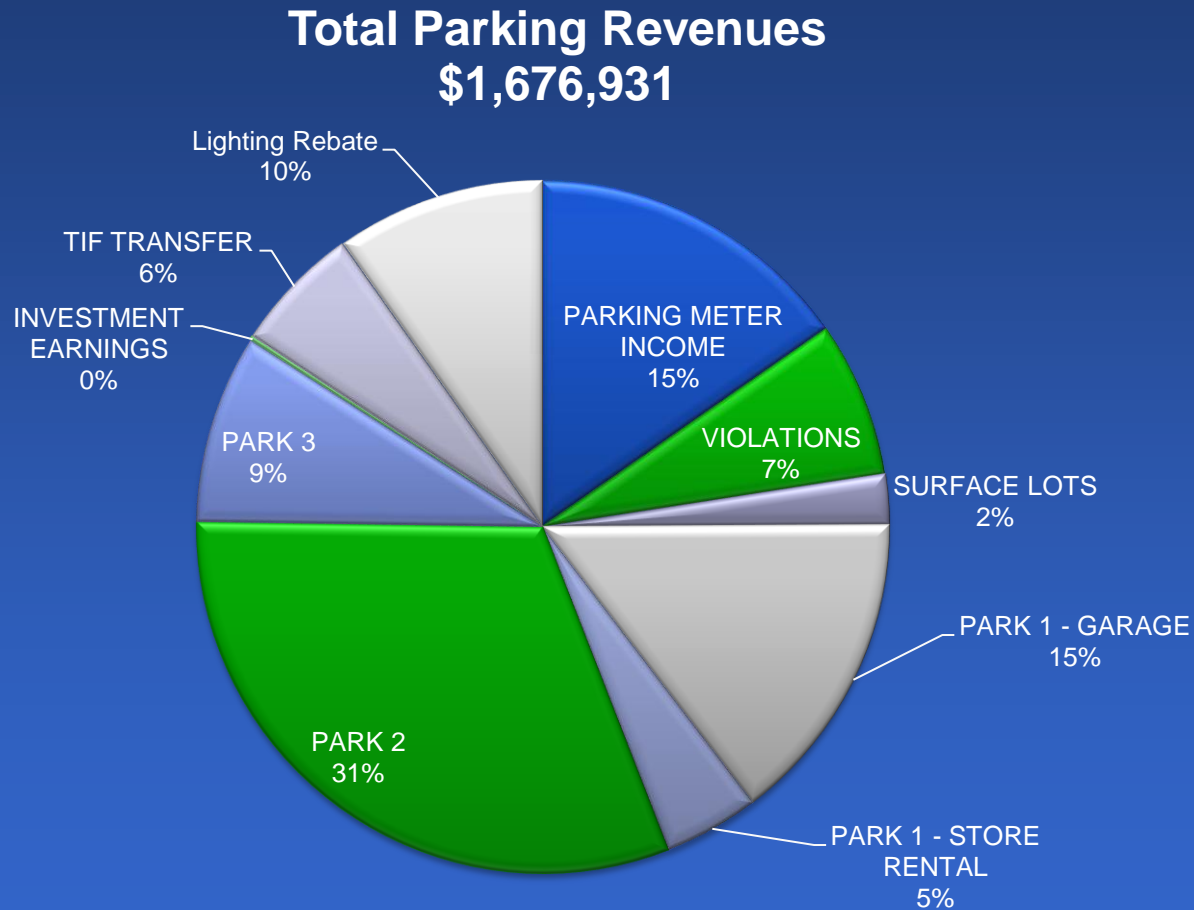
<sup>1</sup>Does not include \$65,000 contingency

<sup>2</sup>FY 12 Operating Budget

# FY 13 Parking Budget Changes

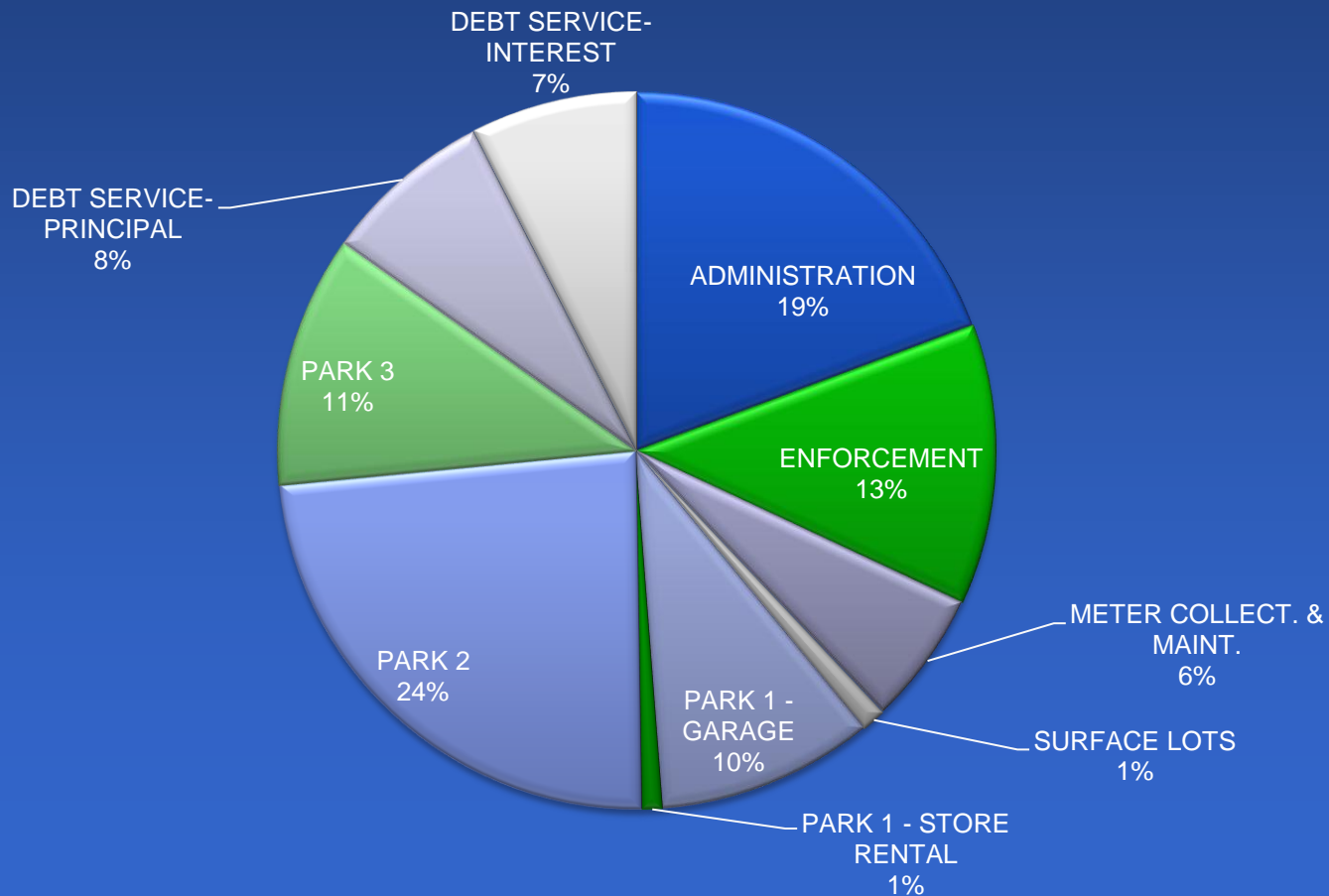
- Park 4 garage – sold
  - No expenses
  - No income
- Park 1 garage – leased parking only
- 500 fewer parking meters
- Eliminate 3 FTEs
  - 2 Garage Staff and 1 Parking Enforcement
- Refinance Park 2 debt
- \$100,000 transfer from downtown TID
- One-time lighting rebates from Northwest Energy

# FY 2013 Parking Revenues



# FY 2013 Parking O&M Expenses

**Total Parking O&M Expenses  
\$1,674,882**



# Parking Programs

- Off Street Long Term Parking 31%
- Off Street Short Term Parking 20%
- On Street Long Term Parking 2%
- On Street Short Term Parking 10%
- Parking Administration 11%
- Leased Office/Retail Space 1%
- Parking Advisory Board 1%
- Debt Service 24%

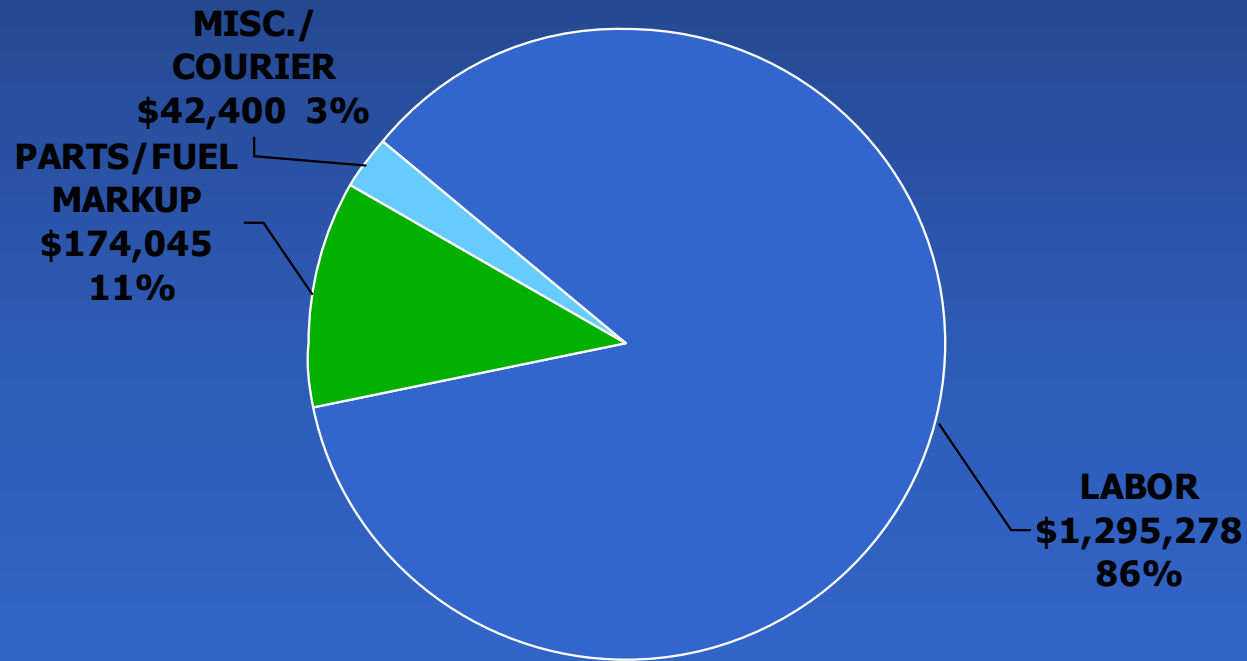




# FLEET SERVICES REVENUES

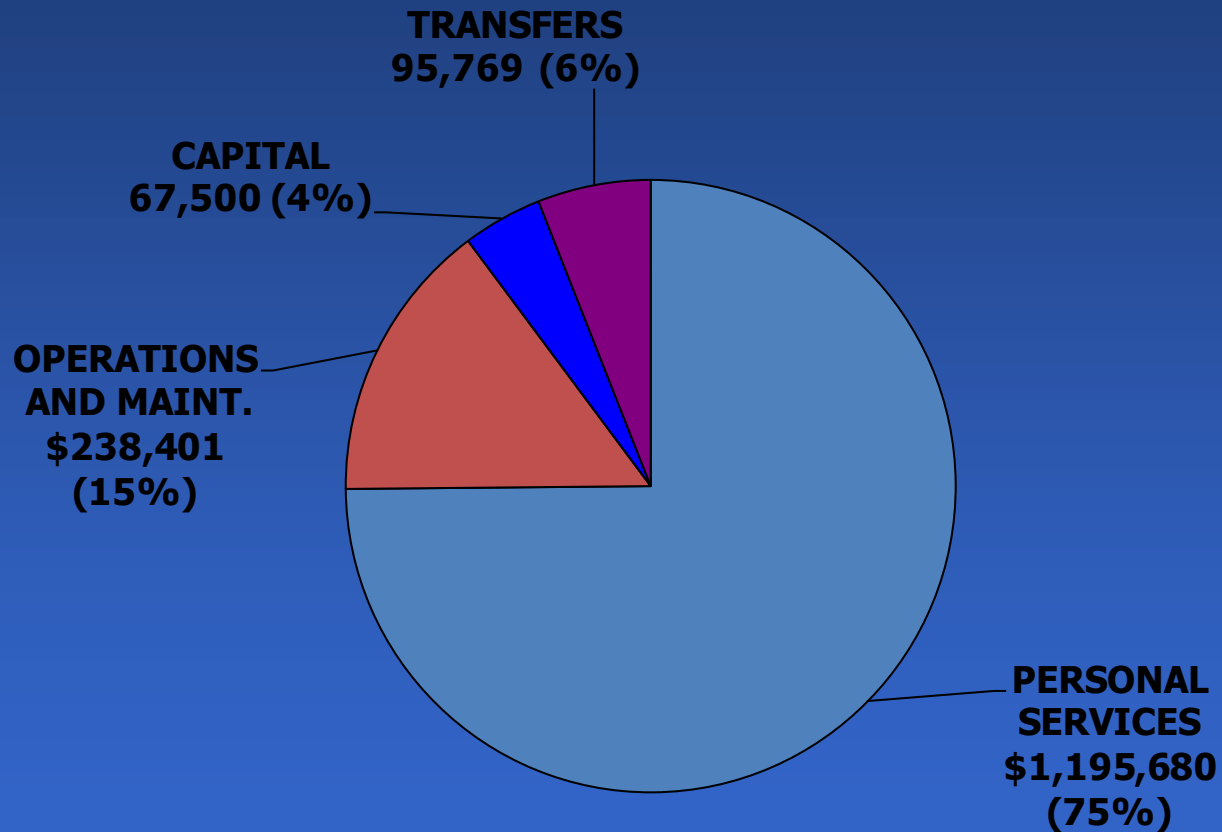
## FY 2013

**\$1,511,723**



# Fleet Services Expenditures

## \$1,597,350





# LABOR RATE COMPARISON

(\$/hr. charges)

	<u>Shop</u>	<u>OT</u>	<u>Field</u>
• Tristate Equipment	\$ 98.50	\$147.75	\$110.10
• Cummins Rocky Mountain	105.00	157.50	115.00
• Denny Menholt Chevy	89.00	N/A	N/A
• Cochrane Ford	94.50	N/A	N/A
• Kois Bros. Equip	95.00	N/A	95.00
• I State Truck Center	108.00	157.00	108.00
• T&E Truck Shop	98.00	131.25	106.00
• T&E Heavy Equipment	98.00	131.25	106.00
• Hansers Automotive	95.00	115.00	125.00
• City of Billings FS Mechanic	68.50	68.50	68.50
• City of Billings FS Service	57.20	57.20	57.20
• City of Billings FS Lt Service	17.65	17.65	17.65

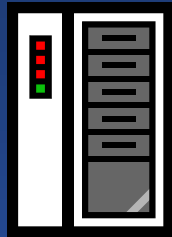
# FLEET SERVICES PROGRAMS

- Equipment Maintenance & Repair 49%
- Preventive Maintenance 19%
- Fleet Admin/Support Services 18%
- Fuel/Parts Inventory Management 8%
- Courier Service 2%
- Permits; Vehicle License; Training;  
Inspections; Warranty Admin. 2%
- Overtime/Standby and Other Pays 2%

# IT Supports & Maintains



**590  
PC's**



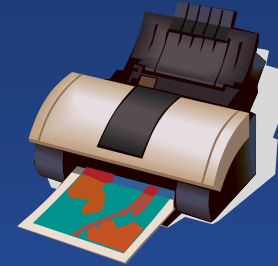
**50  
Networked  
Servers**



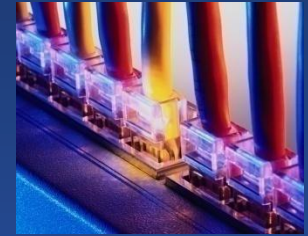
**3  
System i  
(AS/400)**



**3  
Web Servers**



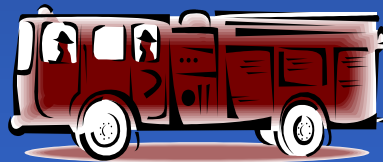
**300  
System &  
Network  
Printers**



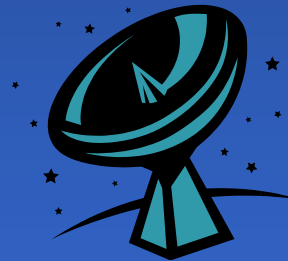
**16  
Network  
Communications  
Centers**



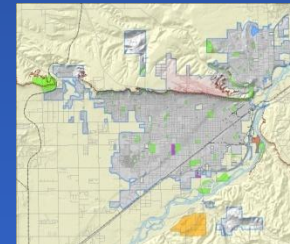
**80  
Police Mobile  
Data Units**



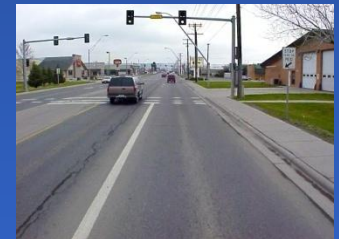
**10  
Fire Mobile  
Data Units**



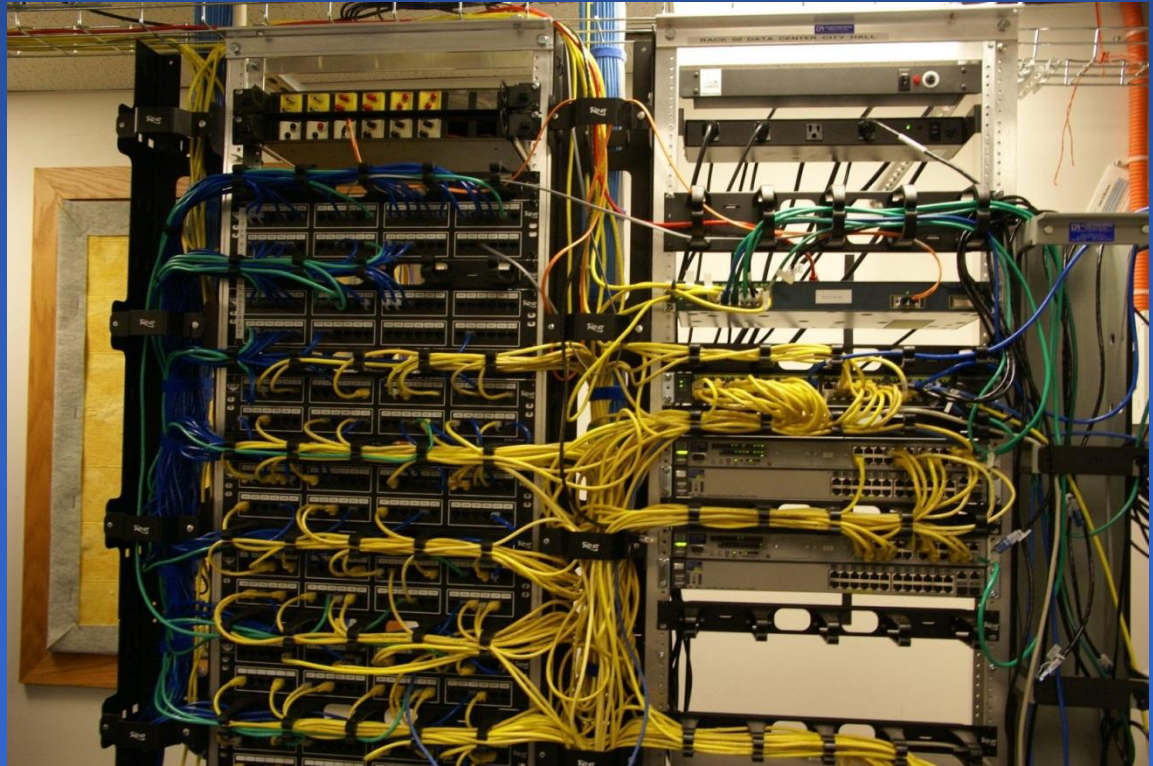
**20  
Wireless  
Communication  
Sites/Links**



**Geospatial  
Infrastructure  
Features**



**1,675 Miles /  
140 Gigabytes  
of Stereo  
Imagery**





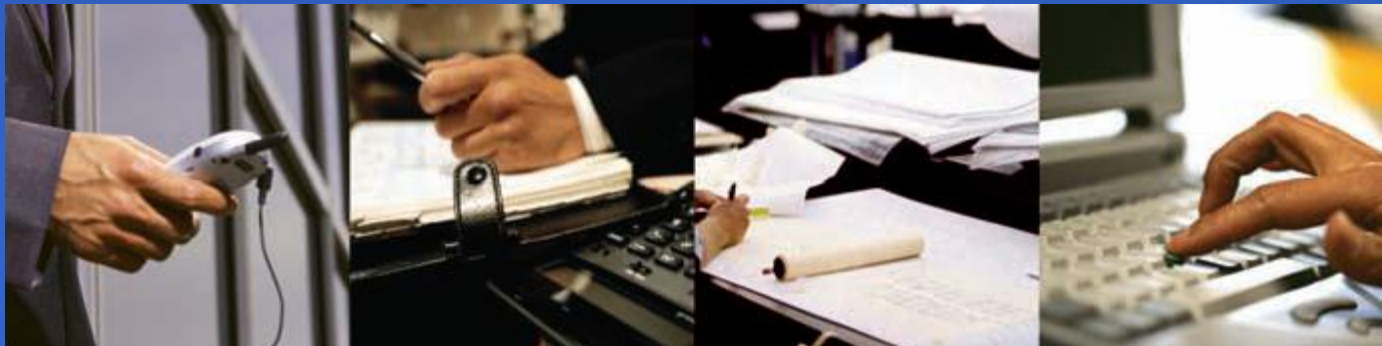


Watch Guard  
Digital Video

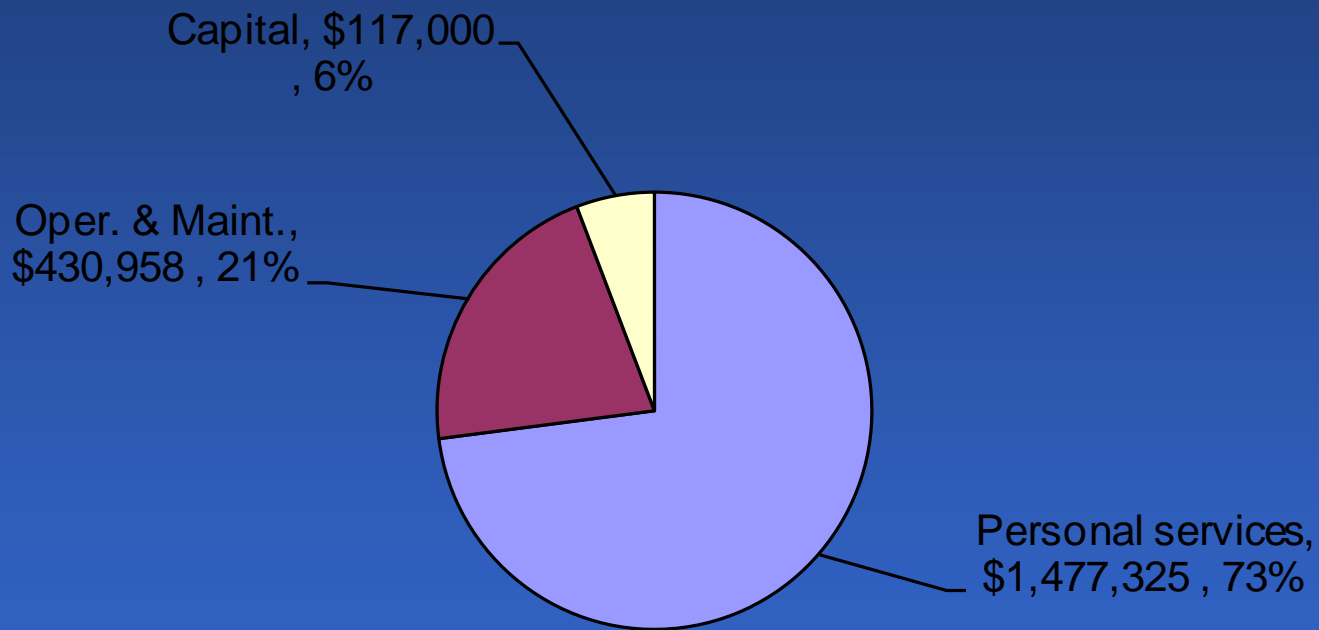


City Website

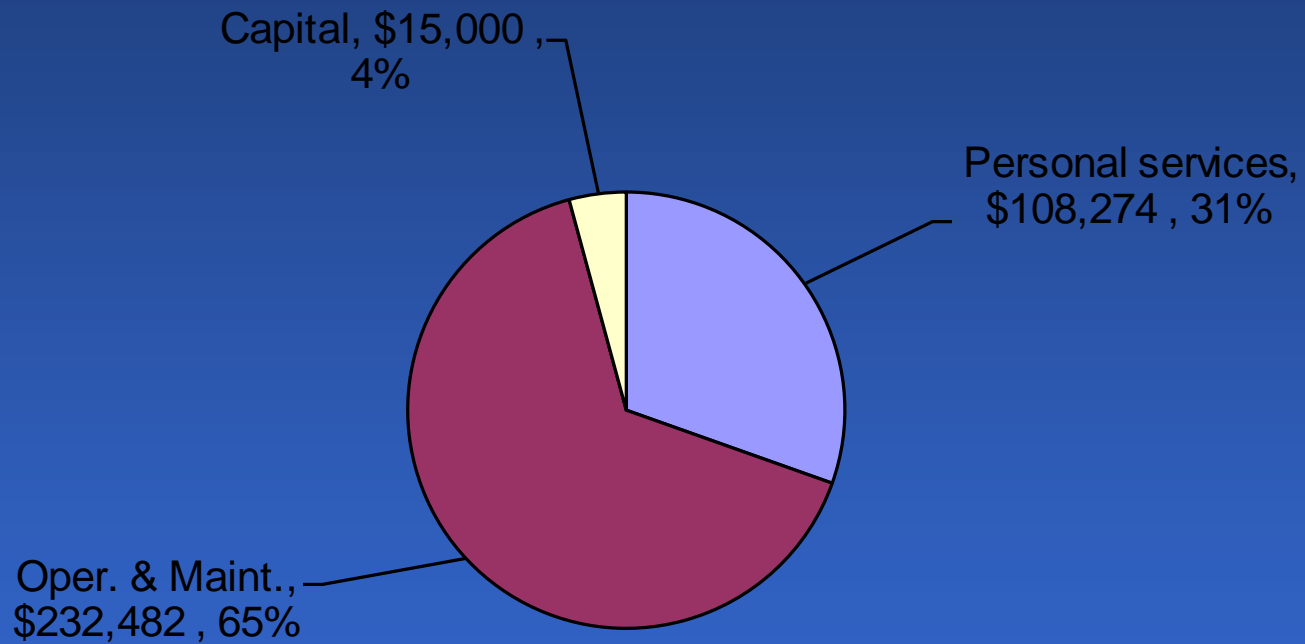
Innoprise Conversion



# Information Technology Expenditures



# Central Telephone Expenditures

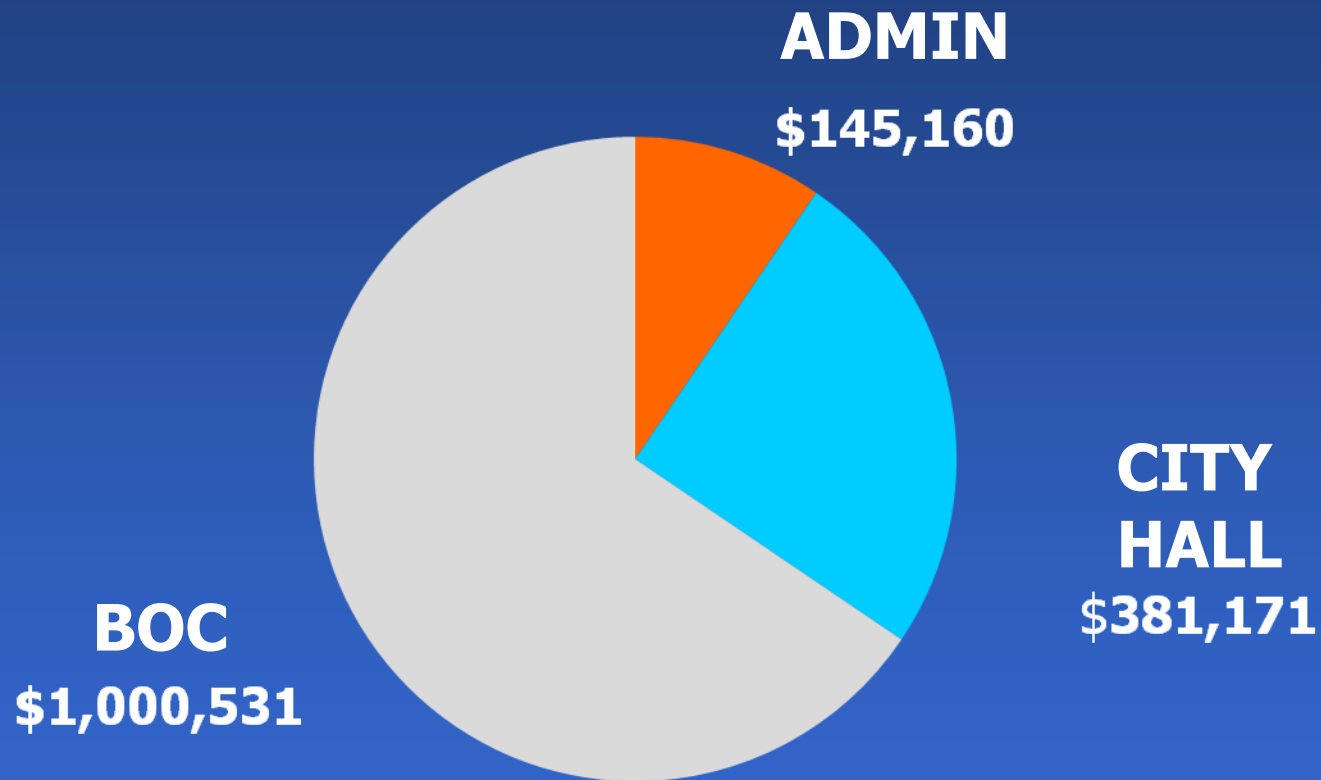


# Information Technology Programs

- Admin. and purchasing 8%
- Network and PCs 20%
- Business applications 22%
- Public safety services 15%
- Telecommunications 16%
- Geographic info. services (GIS) 17%
- Website 2%



# Facilities Management Expenditures





# BOC CHARGES BY DEPARTMENT

➤ SOLID WASTE	30 %
➤ STREET/TRAFFIC	31 %
➤ POLICE	22 %
➤ PPRL	9 %
➤ FLEET SERVICES	8 %

DOES NOT INCLUDE DEBT SERVICE- RENTS ONLY

# CITY HALL CHARGES BY DEPT.

➤ POLICE	43 %
➤ MUNICIPAL COURT	17 %
➤ CITY ATTORNEY	6 %
➤ ADMINISTRATION	6 %
➤ FINANCE	8 %
➤ PARKING/PARK 3	6 %
➤ HR	4 %
➤ IT/TELEPHONE	8 %
➤ MAYOR/COUNCIL	2 %

# FACILITIES MANAGEMENT PROGRAMS

➤ OPERATIONS AND UTILITIES	21 %
➤ BUILDING/SYSTEMS MAINTENANCE	13 %
➤ CUSTODIAL/FLOOR CARE	12 %
➤ PREVENTIVE MAINTENANCE	10 %
➤ PROJECT MANAGEMENT	5 %
➤ GROUNDS AND SITE MAINTENANCE	4 %
➤ CASH ADJUSTMENTS/RESERVES	2 %
➤ FACILITIES ADMINISTRATION	2 %
➤ DEBT & INTERNAL SERVICE	31 %

# Administration Programs

- Public and intergovernmental relations 22%
- City governance 38%
- Budget and finance 15%
- Downtown and business development 9%
- Personnel management 16%

QUESTIONS

# Proposed Budget Totals

Division	FY 2012	FY 2013	\$ change	% change
Mayor and Council <sup>1</sup>	\$268,790	\$274,481	\$5,691	2.2%
Administrator	\$632,454	\$633,684	\$1,230	0.2%
Non-departmental	\$20,214,123	\$21,469,945	\$1,255,822	6.2%
Facilities	\$1,565,248	\$1,526,862	<\$38,386>	<2.5%>
Fleet Services	\$1,455,235	\$1,597,350	\$142,115	9.8%
Info. Technology	\$2,012,743	\$2,025,283	\$12,540	0.6%
Central Phone	\$389,381	\$355,756	<\$33,625>	<8.6%>
Parking	\$2,152,179 <sup>2</sup>	\$1,674,882	<\$477,297>	<22.2%>

<sup>1</sup>Does not include \$65,000 contingency

<sup>2</sup>FY 12 Operating Budget



## FY 13 Budget Questions and Answers

### May 7, 2012 Worksession

Question: CM Bird asked for electricity and fuel cost increases over the last five years.

Answer:

	<b>FY 09 Act</b>	<b>FY 10 Act</b>	<b>FY 11 Act</b>	<b>FY 12 Bud</b>	<b>FY 13 Bud</b>
Electricity	4,823,011	4,646,153	4,887,619	5,112,501	5,262,015
Natural Gas	571,324	464,811	449,943	584,700	548,400
Fuel	2,178,201	2,051,395	2,479,931	2,719,515	2,988,587

Question: CM Bird asked for percent changes for the General Fund individual budgets.

Answer:

	<b>BUDGET FY 12</b>	<b>PROPOSED FY 13</b>	<b>% Change</b>
<b>EXPENDITURES:</b>			
MAYOR AND CITY COUNCIL	\$ 268,790	\$ 274,481	2.12%
CITY ADMINISTRATOR	632,454	633,684	0.19%
HUMAN RESOURCES	602,185	618,617	2.73%
CITY ATTORNEY	1,264,349	1,349,773	6.76%
MUNICIPAL COURT	1,152,566	1,226,743	6.44%
FINANCE	1,256,125	1,320,746	5.14%
CODE ENFORCEMENT	246,580	251,332	1.93%
PARKS, RECREATION AND PUBLIC LANDS	4,181,188	4,131,332	-1.19%
NON-DEPARTMENTAL	20,214,123	21,469,945	6.21%
COUNCIL CONTINGENCY	65,000	65,000	0.00%
<b>TOTAL EXPENDITURES</b>	<b>\$29,883,360</b>	<b>\$31,341,653</b>	<b>4.88%</b>

Question: CM Pitman asked what percent of Municipal Court payments were received online.

Answer: There were 2010 payments received online over a one year period which equals 7% of total payments. This service does not cost Municipal Court anything. This service has lessened the amount of phone calls court clerks are getting so it has been extremely beneficial for the staff to have this service available. Court has only had CityPay for one full year, so we expect the number of epayments to increase going forward.

Question: CM Pitman wants David Mumford to talk about FY 12 Street Maintenance fee increase. What has been done with the money assessed last year?  
Answer: David will discuss during his presentation.

Question: CM Bird asked how long the City's fuel contract was for.  
Answer: The contract term shall be for a period of four years beginning October 26, 2010, and ending October 25, 2014. Renewals of the contract, by mutual agreement of both parties, may be made at one-year intervals. The total contract term may not exceed a total of seven years.

Question: CM Bird asked what made up the FY 12 One-Time SBRs.  
Answer:

Fire	EMS Mannequin
Fire	Map Book Updates
Fire	Mobile Air Van Equipment
Fire	ICS Lab - Additional FlameSim license & equipment
PRPL	Graffiti Removal
PRPL	Roofing Replacement - BCC and Zimmerman Center
PRPL	Mountain Pine Bark Beetle Tree Protection Program
PRPL	Playground Risk Management
PRPL	ADA Restroom Improvements

Question: CM Ulledalen asked the status of the South Park Gazebo.  
Answer: Mike Whitaker will update the Council during his presentation.

Question: CM Pitman asked for a list of deferred maintenance items in the City.  
Answer:

May 14, 2012

Question: CM Cimmino via Email asked for a breakdown of the \$275,000 in the Mayor/Council FY 13 budget.

Answer: See below.

Account	Account Description	FY 12 Approved Budget	FY 13 Proposed Budget	Difference
0100-11000-401150	Elected Salaries	81,600	81,600	-
0100-11000-401155	Car Allowance	1,500	1,500	-
0100-11000-401420	Industrial Accident	428	350	(78)
0100-11000-401430	Health Insurance	100,188	105,600	5,412
0100-11000-401440	FICA	5,152	5,152	-
0100-11000-401450	PERS Retirement	5,769	5,769	-
0100-11000-401455	Medicare	1,205	1,205	-
0100-11000-401480	Life Insurance	792	1,618	826
0100-11000-401490	Dental Insurance	4,171	4,171	-
	<b>Personal Services</b>	<b>200,805</b>	<b>206,965</b>	<b>6,160</b>
0100-11000-402190	Other Office Supplies	200	200	-
0100-11000-402925	Computer Equipment Under \$5000	1,700	1,600	(100)
0100-11000-403110	Postage, Box Rent,Etc	180	180	-
0100-11000-403210	Printing/Forms	100	300	200
0100-11000-403230	Publication Reports	620	620	-
0100-11000-403240	Duplication Expense	476	71	(405)
0100-11000-403350	Membership Fees/Tuition	30,966	30,966	-
0100-11000-403360	Public Relations Expense	323	223	(100)
0100-11000-403450	Phone	3,140	3,098	(42)
0100-11000-403740	Meals and Lodging	3,000	3,000	-
0100-11000-403824	Management and Professional Development	13,500	13,500	-
0100-11000-403920	Boards and Commission Members	1,000	1,000	-
0100-11000-403940	Business Expense Account	3,000	3,000	-
0100-11000-403962	Courier Charge for Service	1,208	1,246	38
0100-11000-403967	Facility Management Charge For Services	8,572	8,512	(60)
	<b>Operations and Maintenance</b>	<b>67,985</b>	<b>67,516</b>	<b>(469)</b>
	<b>Total Budget</b>	<b>268,790</b>	<b>274,481</b>	<b>5,691</b>