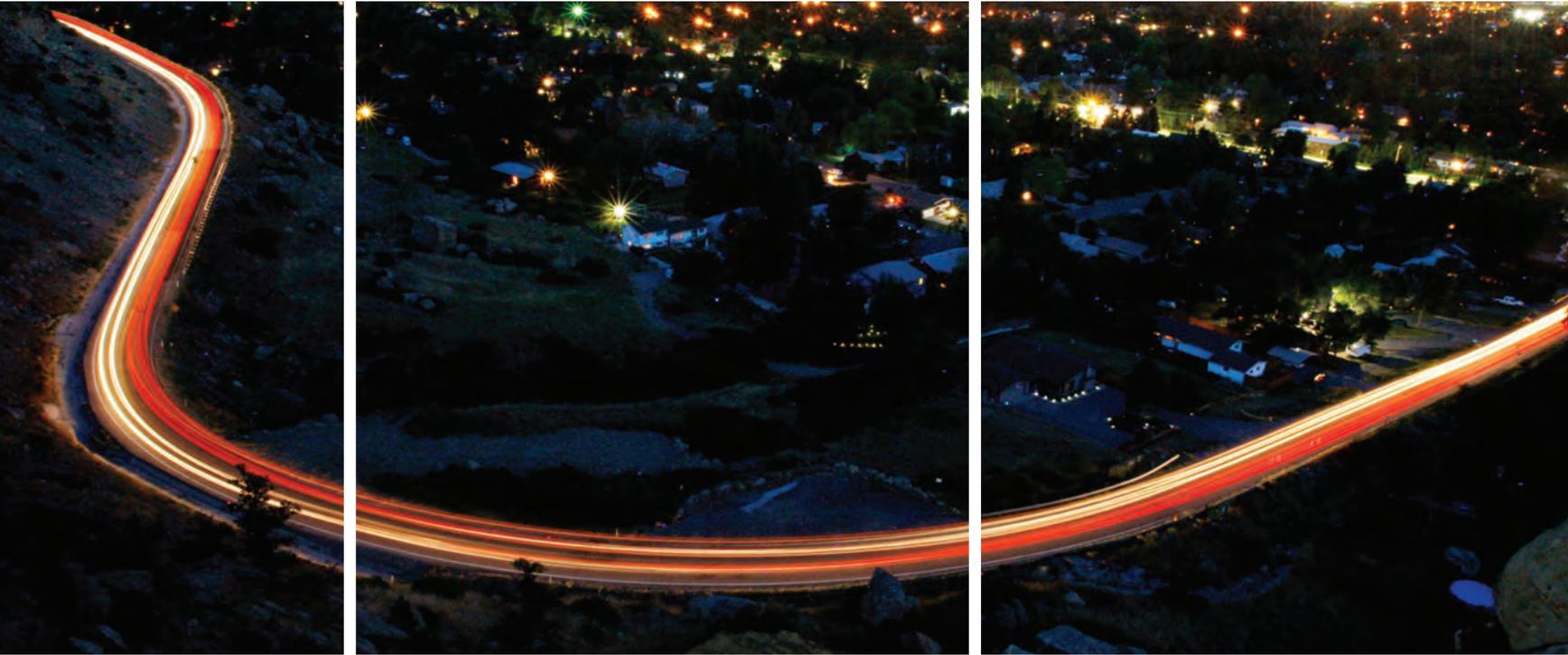


Fiscal Year 2017



CITY OF BILLINGS
Montana

OPERATING & Five Year
BUDGET Capital Improvement Plan

ABOUT THE COVER

In 1890, outside of the growing city of Billings, Montana, a sheep rancher resolved to create a way to manage his time and energy better. Joseph Zimmerman was a Billings businessman who also owned about 1,900 acres below the Rimrocks, on what is now Billings' westend, and on top along Alkali Creek. During the summer, while the sheep were at the Alkali Creek camp, Joseph would make weekly trips from his westend homestead, following the Rimrocks around Boot Hill Cemetery and then back along the top of the Rims, to the sheep camp to supply his shepherd. It took him two days to make the 32-mile round trip, as told in "Along the Zimmerman Trail," written by Charles Zimmerman, Joseph's nephew, which was noted in a *Billings Gazette* article on August 16, 2014. In the summer of 1890, Joseph and his brother Frank began cutting a trail up the Rimrocks. It took the brothers two summers to complete the project. Upon successful completion in 1891, Joseph's treks to the camp were shortened to only 5 hours.

In 1938, the tract of land and right-of-way was purchased and deeded to Yellowstone County. The trail was revised and constructed into an actual road with drainage and guard rails. By 1940, Zimmerman Trail was newly paved for automobile traffic which had essentially replaced horse and wagon transportation.

Zimmerman Trail is now considered, by many residents and visitors of Billings, a vital connector from the West End of Billings to Highway 3, the Billings' airport, and the Billings' Heights. On March 25, 2014, there was a small rock slide that damaged the Trail and resulted in a road closure for what was expected to be only a few days. However, upon surveying the damage, it was determined that due to the wet spring, there were signs of other potentially dangerous areas above the road, and Zimmerman Trail was indefinitely closed until a study and stabilization/removal of other dangerous areas could be completed. This proved to be a good thing, as on May 12, 2014, more rock slides occurred, including two large ones that nearly damaged private residences located below the Rimrocks near the Trail. Zimmerman Trail remained closed until June 12, 2014.

After the closure from the rock slides, the City of Billings, its citizens, and its visitors truly became aware of the convenient gift Joseph and Frank Zimmerman provided to the city when they carved a new path into the Rimrocks 125 years ago!

TABLE OF CONTENTS

	<u>Page(s)</u>
Budget Message	I-V
Overview	1-28
Goals	29-71
General Fund	72-76
Departmental Budgets	77-78
Official Roster	79
Mayor & City Council	80
City Administrator	81
Human Resources	82
City Attorney	83
Municipal Court	84
Finance	85
Code Enforcement	86
Parks, Recreation and Public Lands	87-88
Non-Departmental	89
Council Contingency	90
Special Revenue Funds	91-100
Public Safety Fund	101
Fire	102-103
Police	104-105
South Tax Increment Fund	106
East Tax Increment Fund	107
North 27 th Street Tax Increment Fund	108
Gas Tax Fund	109-110
Building Inspection Fund	111-112

Transportation Enhancement Grant Fund	113-114
Street & Traffic Fund	115-117
Fire Programs Fund	118-119
Emergency Operating Center 911 Fund	120-121
City-County Planning Fund	122-124
City Attorney Grants Fund	125-126
Municipal Drug Court Grant	127
Police Programs	128-133
City-County Library Fund	134-136
Community Development Grants Fund	137-143
Parks Programs	144-145
Downtown Revolving Loan Program	146
Cemetery Improvements Fund	147
Bike Paths and Trails Donations Fund	148
Animal Control Donations	149
Street Maintenance District Funds	150-151
Street Light Maintenance Districts Fund	152
Storm Sewer Fund	153-154
Park Maintenance Districts Funds	155
Park District 1 Fund	156-158
Arterial Street Fees Fund	159-160
Amend Park Fund	161
Ballfield / Stadium Donation for Capital Maintenance Fund	162
Road Maintenance Fund	163

Debt Service Funds	164-168
Special Improvement Districts Fund	169
Series 2010 Parks Fund	170-171
Series 2004A Street Improvements Fund	172-173
Storm Sewer Debt Fund	174-175
Sidewalk & Curb Districts Fund	176
Series 2007A Baseball Field & Stadium Fund	177-178
Series 2007B Baseball Field & Stadium Fund	179-180
2012 Series Library Fund	181-182
Capital Project Funds	183-188
Urban Renewal Property Acquisition Fund	189
Sidewalk and Curb District Fund	190
Special Improvement Districts Fund	191-192
Capital Replacement Fund	193
Dog Park Construction Fund	194
Rose Park Pool Construction	195
New Library Construction Fund	196
Storm Sewer Construction Fund	197
Enterprise Funds	198-202
Water Fund	203-206
Wastewater Fund	207-210
Parking Fund	211-213
Solid Waste Fund	214-216
Airport Fund	217-219
Transit Fund	220-222
Internal Service Funds	223-227
Fleet Services Fund	228-230

Central Services Fund	231-232
Information Technology Fund	233-235
City Health Insurance Fund	236-237
Central Telephone Services Fund	238-239
Radio Communications Fund	240
Property Insurance Fund	241
Facilities Management Fund	242-244
Public Works Administration Fund	245-246
Public Works Engineering Fund	247-249
Permanent Fund	250-252
Cemetery Perpetual Care Fund	253
B.I.D.'s	254
Downtown Business Improvement District	255-257
Tourism Business Improvement District	258-261
Capital Improvement Plan	262-303
Non-Routine Capital Projects	304-310
Supplemental Information	311-315
Glossary	316-325



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Billings
Montana**

For the Fiscal Year Beginning

July 1, 2015

Executive Director

City of Billings

The City of Billings (the "City") is located in southeastern Montana. The City is the county seat of Yellowstone County (the "County") and is the most populous city in Montana and Wyoming with a 2010 census count of 104,170. The City and the County form the largest metropolitan area in Montana with a 2010 population of 148,432, or about 15% of the State's population.

The City of Billings was incorporated in 1882 with a strong Mayoral form of government. Then on May 2, 1974, a voter-approved, self-governing "Charter" form of government was implemented. The elected Mayor and 10 elected City Council members from five wards were tasked with hiring a City Administrator to oversee the operations of the City of Billings. As a self-governing entity, the City should have had a broad authority on which to operate. However, the State Legislature tends to limit that authority. For example, unlike most other cities in the State of Montana, Billings cannot float its tax mill levy. The levy is set by the Charter, with the exception of voter approved levies like Public Safety and General Obligation Bonds. The City Charter can be located at <http://ci.billings.mt.us/>, Your Government, City Clerk, and City Charter.

With the Rocky Mountains to the west and plains to the east, Billings lies in the Yellowstone River Valley and serves as regional trade center for Montana and northern Wyoming. The trade and services industries account for nearly two-thirds of the jobs in the County. The City is located at the intersection of I-90 and I-94.

In addition to regional wholesale and retail trade businesses, the health care industry, tourism, and conventions are significant sources of economic activity in the area. The most advanced healthcare services in every major medical specialty within a four state area are available in Billings. Two accredited hospitals, over 40 medical clinics, and hundreds of physicians are located in the City. The hospitals are the two largest private employers in the City.

The City operates Billings Logan International Airport which is served by five passenger service airlines providing non-stop service to six major urban markets, one of which is seasonal, and regional service to five Montana markets. These airlines help to provide access to the local tourist attractions such as the Lewis and Clark Trail, the Little Big Horn Battlefield, and Yellowstone National Park; all located within three hours of Billings, as well as the Red Lodge Ski hill which is approximately one hour southwest of Billings.

The MetraPark Arena serves as convention facilities for the area and contributes to the tourism and convention sector of the economy. "MetraPark includes the 10,000 seat Rimrock Auto Arena, a 6,500 seat grandstand, the 77,400 square foot Expo Center, the 28,800 square foot Montana Pavilion, a half mile track used for both horse racing and motor sports, and an assortment of horse barns and smaller buildings," per the MetraPark website.

BUDGET MESSAGE



CITY OF BILLINGS

OFFICE OF CITY ADMINISTRATOR

P.O. BOX 1178
BILLINGS, MONTANA 59103
(406) 657-8433
FAX (406) 657-8390



August 17, 2016

Honorable Mayor and Council Members:

It is a privilege to present the City of Billings Fiscal Year 2017 (FY17) Operating and Capital budget. Adoption of the budget remains the most significant policy decision that the Mayor and Council make in any year, because it sets spending priorities for all City services. The Mayor and Council spent many hours listening to presentations and discussing issues before the budget was adopted June 13th. The amount of time devoted to the task has resulted in a budget that will meet the needs of residents for FY17 and years to come.

Accomplishments in Fiscal Year 2016 (FY16)

The FY16 budget was especially notable for two reasons: The City Council lowered the General Fund mill levy and other property tax levies while it significantly increased the City's Public Safety departments' staffing, both for the first time in more than a decade.

The City's Charter caps its General Fund levy at 74 mills and other, voter-approved levies at 35 mills, in contrast to most other Montana jurisdictions, where City Councils or Commissions are allowed to set their rates annually within State laws. The Billings mill levy caps were made even more restrictive for the past several years by a state-imposed 6-year reappraisal cycle that caused property values to severely lag behind the actual levels. However, the Montana Legislature unexpectedly reduced the 6-year reappraisal cycle to 2 years near the end of its 2015 session, making property appraisals for FY16 more up-to-date and accurate than they had been for a number of years. As a result, the City of Billings and other taxing jurisdictions received property taxes that more accurately reflected the value of real property within their boundaries. In addition, the Montana Department of Revenue also settled a long-standing appeal on a centrally appraised utility, which resulted in \$1.2 million in disputed revenues coming to the City.

In response, the City Council sought to reduce the impact of property value increases on property owners by lowering the General Fund levy by 6.36 mills, the Public Safety levy by 1.72 mills, the Library levy by .43 mills, and the Transit levy by .83 mills for a total reduction of 9.34 mills. This did not include the mills levied for debt service on Dehler Field, parks, streets and the Library General Obligation bonds. A home with a fair market value of \$200,000 now more closely matches the Department of Revenue assessed market value as a result of the two-year reappraisal cycle that created a reduction in City taxes for most properties from FY15 to FY16. The Council reduced the total number of mills from 168.00 mills to 158 to lessen the burden on the tax payer. The followings chart depicts what the Council did to soften the change to a two-year reappraisal cycle.

*Billings Pride:
City-wide*

2015 Tax Year - Fiscal Year 2016

Taxes Levied	\$200,000 Home Reduction in City taxes	Total City Reduction in Taxes
General Fund	\$17.17	\$1,130,502
Public Safety Fund	4.64	\$305,733
MET Transit Fund	2.24	\$147,534
Library Fund	<u>1.16</u>	<u>\$76,433</u>
Total	<u>\$25.22</u>	<u>\$1,660,202</u>

Because of the Charter cap, in the past the City has had to build reserves to cover future operations of its Public Safety Fund, which received 67.5% of General Fund revenues in FY16. Even with the decrease in the mill levies, the City Council was able to fund positions for six new police officers, six new firefighters and four 9-1-1 Emergency Communications Center employees in FY16. These new employees directly will improve service to residents.

FY16 also brought major infrastructure investments and increases in service in City departments based on fees for service and grants. The Airport extended and widened a secondary runway. The Public Works Solid Waste Division built a propane fueling station to handle new, more energy efficient trucks. A chemical building was completed at the Wastewater Treatment Facility. Safety and space improvements also were made to the Municipal Court and to Legal.

Looking Ahead to FY17

Capital projects and long-range planning will continue to be an important part of the City's work agenda in FY17.

One of the major projects will be the \$65 million reconstruction of the City's wastewater treatment plant to meet Federal and State requirements for nitrogen and phosphorus removal. The Airport will also complete a terminal building design and expansion for moving, remodeling and expanding restrooms and extending a concourse. Additionally, there will be a new 911 Center facility built, funded entirely by State-collected fees charged on land lines and cell phones. Additional road work on Grand Avenue (56th to Shiloh) and Orchard Lane will begin.

Parks, Recreation and Public Lands will install a South Park spray park and build a new Rose Park pool house to replace one destroyed by a fire in March of 2016. A Parks Master Plan to replace a 17-year old document also will be written during the year.

The Planning Department will complete its Growth Policy update, which will be used as an advisory tool to guide land-use decisions in the next two decades. An additional Code Enforcement Officer will be added to the department, and the hours of a support staff member will be increased from half- to full-time to provide more reviews of properties that do not meet

City code. The Parking Department will increase a maintenance worker from half- to full-time to provide more requested parking garage cleanings.

The Financial Forecast

Hard work by the City Council and staff has brought Billings into FY17 in good financial condition. In addition to a 29% budgeted reserve required by City Council policy, the General Fund has unbudgeted reserves of \$10.7 million, generated by financial controls to maintain core services. The reserves will allow Public Safety services to operate without another funding election in the near future. As of the time of the FY17 budget adoption 67.5% of the FY17 General Fund was planned to be transferred to the Public Safety Fund to help pay Police, Fire and 9-1-1 Communications Center operating costs.

The City has made efforts for many years to maximize efficiency and fiscal accountability. Departments and Divisions such as the Airport, Water, Wastewater, Solid Waste and Parking have been moved into enterprise funds that rely on fees for service and outside grants, rather than property taxes, to pay for their operations. Internal service funds such as Fleet Services, Engineering and Information Technology charge City departments for their services, rather than use property taxes, to operate. The City regularly reviews fees to ensure it meets costs for operations and future projects, including State and Federal mandates.

Steps also have been taken over the past decade to reduce other expenses, where feasible. The City has continued a process of limiting staff additions, with only the equivalent of 2.0 new full time positions approved for FY17. Further, the Council and staff have been cautious not to accept grants or adopt programs that will require adding staff in future years. Health insurance premiums for both the City and its employees, who contribute to their coverage, were reduced for calendar year 2016, thanks to significant program restructuring.

Budget Process

The FY17 budget preparation process was similar in many ways to those in previous years. For at least the 14th straight year, all departments were required to submit zero-dollar-increase budget requests with no automatic personnel, operations and maintenance (O&M) costs, or capital spending. New positions or other increases had to be submitted as supplemental budget requests, except for capital items contained in the Capital Improvement Plan (CIP), Equipment Replacement Plan (ERP), and Technology Replacement Plan (TRP). A committee for each of those plans meets annually to create recommended project budgets for the next year. The CIP and TRP are five-year plans, and the ERP is a 20-year plan. They were approved by the City Council in March 2016.

O&M expenses that could not be directly controlled by departments – such as those for utilities, fuel, and insurance – were exempt from the no-increase rule that was applied to other O&M

costs. However, their costs are being tracked, so that they can be identified and reported separately from new initiatives.

Overall, the FY17 budget increased to \$329,961,137 from \$316,999,567 in FY16. The major reason for the increase in the total budget is capital improvements for a growing community. The General Fund budget increased in FY17 to \$37,116,247 from \$34,483,386 in FY16. In order to fund it, the City Council increased the total levy to 104 mills for FY 17, still below the 109-mill amount authorized by the Charter and previous elections. The major increase was for the transfer to the Public Safety Fund due to the addition of 16 staff.

Public Safety and General Funds

For FY17, the General and Public Safety Fund departments submitted supplemental funding requests totaling \$2,180,252. Of that amount, \$441,688 was approved, with \$243,688 being one-time requests. The Public Safety levies continue to be supplemented by transferring a substantial majority of the General Fund budget to the Public Safety Fund. In FY17, the transfer to Public Safety is budgeted at \$23,282,688, or 69%, of General Fund expenditures.

Guide to Sections

The budget document is organized into sections, as it has been for several years.

- The Overview section describes major changes in revenue and expenditures for all budgeted funds.
- The Goals section includes the goals that the City Council approved in April 2014 at the same time they developed a strategic plan. Corresponding departmental goals and the work plans that implement them are also included.
- The Funds section contains detailed descriptions of individual funds and revenue and expenditure information.
- The Downtown and Tourism Business Improvement Districts (BIDs) do not fit in the standard fund groups, so they are presented under a separate tab.
- The Non-Routine Capital section is used for projects that do not occur on an annual basis.
- The final sections contain City statistics and a glossary of terms.

Future Budgets

While the City of Billings has sustained itself through the recent economic crisis, the City Council and staff will be carefully watching its financial progress over the next three to five years. FY17 is only the second year of a new statewide reappraisal cycle, and a year in which the Montana Legislature will meet, which could result in additional changes. Anticipated reductions in funding from State and Federal governments also will likely affect City departments.

Thanks

Thanks are due to all the members of the City staff who helped produce the FY17 capital and operating budget. Assistant City Administrator Bruce McCandless, Finance Director Pat Weber, and Finance Department employees prepared projections, worked with departments to structure their budgets, and produced the volumes of documents that the City Council needed to review. The Information Technology Division and Human Resources Department contributed most of the personal services information in the budget. The staff of each operating department worked countless hours to submit an initial budget and then spent many additional hours preparing presentations to Council.

This City continues to be blessed with hard-working and conscientious employees and with City Council members who care for their community and are willing to commit countless hours of effort to finding the best ways to finance and carry out the City's business. Everyone deserves thanks for participating in this vital activity.

Sincerely,

A handwritten signature in cursive script that reads "Christina F. Volek".

Christina F. Volek
City Administrator

OVERVIEW

FY 2016/17 BUDGET CALENDAR TO DEPARTMENTS

Final

DATE AND TASKS

WHO

JANUARY 12

Budget Calendar

Finance

JANUARY 19

Preliminary Budget discussion with Council

All

JANUARY 23

Budget Ready for Input of Revenue, O&M and Capital
Payroll information (i.e. personnel printouts) to departments
Preliminary Guidelines

Finance
Finance & HRD
Admin/Finance

JANUARY 26

Budget discussion with Directors and Administration
PBB discussion with Directors

All

FEBRUARY 5

- (1) Cost Allocation
 - a. Administration – Cost Allocation Plan
 - b. IT Charge for Services
 - c. Facilities Charge for Services
- (2) Departments Receive Guidelines for Projecting Costs
 - a. Telephone
 - b. Utilities and fuel
 - c. Postage & Duplication

Finance
IT
City Admin.

IT
Finance
Finance

FEBRUARY 5

Return Audited Personnel Printouts to HRD

All Depts.

FEBRUARY 13

Human Resources submits Payroll to Finance
Fleet Services Charge for Services

HRD
Fleet Services

FEBRUARY 16

PBB discussion with Council

Council

FEBRUARY 20

Departments Receive Personnel Costs from Finance

Finance

FEBRUARY 22

Revenue Projections Due from General Fund Departments

GF Depts.

MARCH 9

Revenue, O&M and Capital Requests due
Supplemental Budget Requests for Services above current
Budget closed

All Depts.

MARCH 14

Department Goals due to Finance

All

MARCH 7-11

Compile Base Budget

Finance

MARCH 20	Review Supplemental Requests	Administration
MARCH 20	Submit Department Goals to City Administrator	Finance
MARCH 21-APRIL 1	Department Meetings with City Administrator	Dept. Directors
APRIL 7	Review preliminary budget decisions	City Admin Dept. Directors Finance
APRIL 11	Balance City Budget	City Admin and Finance
APRIL 11	Department Budget Narratives Due to Jamie via E-mail	All Depts.
APRIL 18	Produce May 2 nd Budget Overview Presentation GF & PSF Projections	Finance
APRIL 22	Produce Preliminary Budget Document	Finance
MAY 2	City Administrator Preliminary Budget Overview Fee/Assessment Information to Steve	Administration All
MAY 2-JUNE 6	Presentations to City Council	All Depts.
MAY 16	Budget and Fee/Assessment public hearing notice to City Clerk (Publish May 19 and May 26)	Finance
MAY 22	Preliminary Budget and Fee/Assessment Resolutions to City Clerk	Finance
JUNE 13	Public Hearing on Budget and Fees/Assessments Resolution to Adopt Final Budget Resolution to Adopt All Fee and Rate Changes Resolution to Adopt Special Assessment Rate Changes & Levies	Council Council Council Council
JUNE 15	Non-Routine Capital Explanations Due	All Depts.
JULY 11	Department Goals and Budget Finalized to fit Council's Input	All Depts.
JULY 18	Budget Message	Administration

JULY 29

Final Budget Document

Finance

SEPTEMBER 12

Resolution to set levies for GO Bonds,
Park District Assessment and 2004 P.S. Fund levy

Council

Budget Process

The preceding schedule indicates deadlines by task throughout the budget process. The budget process formally starts in August of each year with the Capital Improvement, Equipment Replacement, and Technology Replacement plans. These plans are incorporated into the budget building process.

The FY 2017 budget preparation process was similar to those in previous years. For at least the fourteenth straight year, all departments were required to submit zero-dollar-increase budget requests with no new personnel, operations and maintenance (O&M) costs, or capital spending. New positions or other increases had to be submitted as supplemental budget requests. This process includes departments submitting written requests, including a description of the request along with the cost and additional revenue generated, if any. Administration determined what requests were added to the proposed budget that City Council reviews through public meetings. Controllable operations and maintenance costs were maintained at the previous year's level. Information Technology and Human Resources, with the help of the Finance Department, provide payroll projections for the budget.

Once the budget has been compiled, City Administration and the Finance Department conduct meetings with each department regarding their requested budget. These meetings allow for questions from both parties. Budget narratives are then finalized and a preliminary budget document is prepared.

Five preliminary budget meetings were conducted for the Mayor/City Council on the FY 17 budget. The meetings were advertised and open to the general public. The June 13th regular council meeting included a final budget presentation and public hearing on the FY 17 budget.

The budget was adopted by a majority vote at the June 13th meeting. The final budget document is completed by the end of August.

BUDGET OVERVIEW

Some significant facts:

Total FY 17 budget	\$329,961,137
Increase from FY 16	\$12,961,550
% Increase	3.98%

Number of Mills Levied

	<u>FY 16</u>	<u>FY 17</u>
General Fund	67.64	70.61
Public Safety 1999	18.28	19.08
Public Safety 2004	46.13	45.92
Transit	9.17	9.54
Library	4.57	4.77
G.O. Library Debt Service	5.48	5.01
G.O. Ballpark Debt Service	4.83	3.94
G.O. Parks Debt Service	0.73	0.72
G.O. Streets Debt Service	<u>2.01</u>	<u>1.68</u>
Total	158.84	161.27

City Council Goals

The City Council annually adopts goals that guide the preparation of the budget and departments' work plans. In 2013-2014, the City Council drastically changed the way it conducted the strategic planning process. The strategic planning meetings were facilitated by a consultant from outside the organization. The resulting Goals section of the budget book shows clearly the amount of time, effort, and resources that are necessary to accomplish the City Council's annual goals.

Basis of Accounting and Budgeting

The City prepares a Comprehensive Annual Financial Report (CAFR) in conformance with Generally Accepted Accounting Principles (GAAP). *The budget is not prepared using the same basis of accounting, and therefore cannot, in all cases, be compared to information reported in the CAFR.*

Accounting Basis: Basis of accounting refers to the timing when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. The CAFR reports the status of the City's finances in accordance with GAAP. The accrual basis of accounting is used for all funds at the entity-wide reporting level. At the fund level, the accrual basis of accounting is used for proprietary funds, and the governmental fund types use the modified accrual basis of accounting.

The modified accrual basis differs from the accrual basis in the following ways:

- 1) Capital outlay is recorded as an expenditure in the year purchased, and depreciation is not recorded.
- 2) Debt principal payments are shown as expenditures, and long-term liabilities are not reported in the balance sheet.
- 3) Revenues are recognized only when they become both measurable and available to finance expenditures of the current period.
- 4) Receipts of long-term receivables are reported as revenues.
- 5) Inventories and prepaid items are reported as expenditures when purchased.
- 6) Debt proceeds are reported as revenue.

Budget Basis: The Governmental Fund types (i.e. the General Fund, Public Safety Fund, etc.) are budgeted on a modified accrual basis and can be directly compared to the fund operating statements in the CAFR. The Proprietary Fund types (i.e. Airport, Transit, Solid Waste, Parking, Water or Wastewater) are budgeted on a modified accrual basis and are depicted in the CAFR using the accrual basis; therefore, these funds are not directly comparable between the two reports.

Encumbrances are used to obligate current budget authority when a valid liability (i.e. contract entered into or a purchase order placed) is incurred for that period.

The City Administrator is authorized to amend the budget for debt service funds, grants accepted by the City Council, special assessments, and donations. Amendments to the budget for other funds or for other reasons may only be accomplished through City Council action following a public hearing.

REVENUES

Total revenues are projected to increase \$13.1 million from FY 16 budgeted amounts. The major increases are in taxes, charges for services, and contributions.

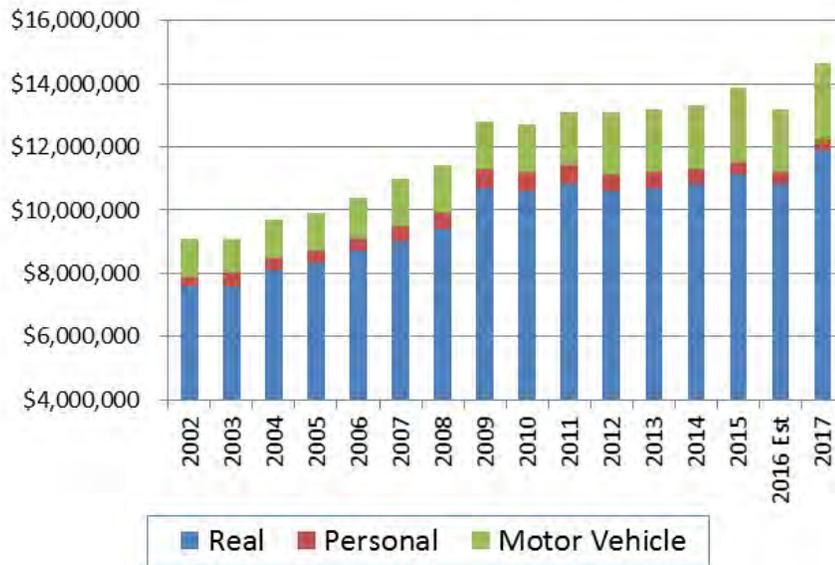
The City Charter authorizes a maximum property tax levy of 109 mills. The FY17 budget adopted by Council approved levies totaling 104 mills, compared to 99.66 mills in the FY16 budget.

Wastewater rates, Street Maintenance, Arterial Construction, Solid Waste, and Storm Sewer fees will increase in FY17. In addition, some street light maintenance and park maintenance districts will experience increases. More information on rate increases and estimated revenues can be found in the individual fund section.

Taxes

Real property tax estimates are based on State legislation and anticipated growth within the City. During the 2015 legislative session, the Legislature reduced the reappraisal cycle from 6 years to 2 years, increasing the market value within the City. The change in the City's real property taxes is the result of increased property values and new construction. The graph illustrates that the FY 2017 budget is higher due to the reappraisal change. The FY 2016 estimate is very similar to the FY 2011, FY 2012, FY 2013, and FY 2014 actual receipts. The following graph shows General Fund actual tax receipts for fiscal years 2002 through 2015 and estimated tax receipts for 2016.

General Fund Taxes



Special Assessments

The following schedule shows Special Assessments budgeted for FY 17 compared to FY 16:

<u>TYPE OF ASSESSMENT</u>	<u>BUDGET</u> <u>FY 16</u>	<u>BUDGET</u> <u>FY 17</u>	<u>CHANGE</u>
Street maintenance districts	\$ 7,250,000	\$ 7,476,000	\$226,000
Special improvement debt	1,900,000	1,850,000	(50,000)
Storm sewer	3,730,000	3,875,000	145,000
Street light districts	2,364,000	2,634,000	270,000
Sidewalk, curb and gutter debt	355,000	370,000	15,000
Park maintenance districts	1,002,657	1,075,754	73,097
Park District 1	2,075,000	2,040,000	(35,000)
Encroachments	23,500	2,875	(20,625)
Arterial streets	3,655,000	3,785,000	130,000
	<u>\$22,355,157</u>	<u>\$23,108,629</u>	<u>\$753,472</u>

Assessments are established using policy body approved rates/fees along with the approved assessment method (square feet, per tax parcel, etc.). The rates/fees are established based on service needs in the respective areas.

Licenses and Permits

Licenses and permits are increasing \$83,804 from FY 16 to FY 17. These revenues are based on policy body approved increases applied to historical collection rates.

Intergovernmental revenue

Intergovernmental revenue is budgeted to increase \$714,500. The revenues in this category are set by agreements with other agencies and include grants. The largest increase is in Airport grants.

The largest single source of intergovernmental revenue in tax supported funds is the result of House Bill 124, passed by the State Legislature in 2001, which provided for a State entitlement payment to cities. The City of Billings' entitlement for FY 17 is expected to increase by 3.2%. This entitlement replaced all tax reimbursements except the reimbursements that the Legislature enacted to offset changes in the business equipment tax. It also replaced the City's share of state motor vehicle, corporate license, gambling, and alcohol taxes. The State sets the annual rate change for this revenue source. The 2011 Legislature restructured the program, freezing the FY 13 payment at the FY 11 level. They changed the formula in future years and capped the annual increase. This

eliminated the 2001 Legislature's promise of never changing the formula and guaranteeing an annual increase of 3%, which wasn't the case since FY11.

The City is budgeting \$10.0 million in federal grants for FY 17.

Fines and Forfeitures

Fines and Forfeitures are budgeted to decrease \$196,191 from FY 16 to FY 17. This decrease is budgeted in Municipal Court drug fines.

Charges for service

Charges for services are expected to increase \$2.4 million. This category consists of both external and internal charges for services. The external charges are fees paid for services such as solid waste collection, airport user fees, and water and wastewater distribution, collection, and treatment. The internal charges pay for services provided to City departments by other City departments or divisions. These rates are developed based on costs to provide the specific service.

The external charges will increase \$3.0 million in FY 17 compared to FY 16. The Airport employs an outside consultant to study and recommend rate structures which span a period of several years. Solid Waste, Water, and Wastewater charges are also recommended through an outside consultant.

Investment earnings

Investment earnings are projected to be \$196,228 more in FY 17 than was budgeted in FY 16. The City's average interest rate was 0.84% in FY 16.

Donations

The increase in donations of \$1.5 million is in the Gas Tax Fund made by developers for new roads, curb and gutters.

Interfund transfers

Interfund transfers are scheduled to increase by \$2.4 million in FY 17.

The largest change is an increase in the Public Safety Fund.

The largest Interfund transfer of \$23.8 million is from the General Fund to the Public Safety Fund. The transfer will balance the Public Safety Fund.

EXPENDITURES

Total expenditures are budgeted to increase \$12.9 million, or 4.1%, from the FY 16 budget.

Personal services

Personal services are budgeted to increase \$6.3 million.

Salary increases for City Non-Bargaining, Firefighter Union, Police Union, and Teamster Union employees were not included in the adopted FY 16 budget. The FY 17 budget includes negotiated salary increases for the Police and Teamster unions and Non-Bargaining employees. At the time of the budget adoption, the Fire Union contract was being negotiated.

The self-insured health plan costs have decreased steadily over the past several years. The City's contribution to the plan for calendar year 2016 is \$755 per employee per month. With employee contributions and plan changes, the total cost is \$868 per employee per month. The estimated calendar year 2017 City contribution per employee per month is reflected in the estimated personnel costs for the second half of FY 2016. There was an additional 6 firefighters and 4 911 operators authorized in FY 16 to be hired in FY 17. These are reflected on page 102 of the budget.

Staffing changes incorporated in this budget include the following:

Code Enforcement	1.5
Police	5.0
Parking	0.5

The result of these changes is a net addition of 7 full time positions.

Operation & Maintenance (O & M)

The O & M budget is increasing \$787,722.

Departments submitted base budgets with no increase in discretionary O & M.

Capital

Capital is budgeted to increase \$7.1 million.

Capital budgets are developed from, and itemized in, three planning documents. The Equipment Replacement Plan (ERP) establishes the replacement cycle and costs for motorized equipment that exceeds \$5,000 of value. It is reviewed and approved by City Council.

The Technology Replacement Plan (TRP) identifies technology equipment, such as computers, printers, radios, and analyzers, which have a regular replacement cycle. The plan helps the City to stay current on technology equipment that is vital to providing efficient and effective services to the public. The TRP is usually reviewed and approved by the Council in February.

The City prepares a five (5) year Capital Improvement Plan (CIP). The CIP identifies capital projects that exceed \$25,000 in value. The City Council and City management develop the capital improvement projects prior to the annual budget process. The plan itemizes capital improvements in each fund and includes the ERP and TRP capital expenses. Each plan has a committee that meets every fall to complete the CIP, ERP, and TRP budgets for the upcoming year.

The CIP and TRP are five year plans, and the ERP is a 20 year plan. The FY 17 plans were approved by the City Council in April 2016.

Departments submit supplemental requests for new equipment and/or projects that are not included in any of the three plans.

Details of capital items may be found in the individual fund budget narratives. The largest capital project is the \$65 million Sanitary Sewer building remodel and expansion due to new EPA rules.

Debt Service

Debt Service decreased \$3.5 million. The City of Billings has a formal debt policy. Below are the debt policy statements approved by Council on February 12, 2001:

- A five-year capital improvement plan will be developed and updated annually. The plan will include projects and funding sources.
- Capital projects financed through the issuance of bonds will be financed for no longer than the useful life of the project.
- The Finance Department will determine the cost/benefit for rating bond issues; and if it is determined that rating the bonds will be cost effective, or that the bond issue should be rated to protect ratings assigned to previous bonds, the bonds will be rated by at least one of the major bond rating agencies prior to issuance.
- The City Finance Department will maintain on-going communications with bond rating agencies concerning the City's financial condition.
- Benchmark goals for General Obligation (GO) debt indicators are:

- GO debt per capita – less than \$400, (This would currently allow up to \$43,547,600 GO debt.)
- GO debt as a percent of total taxable valuation – less than 22.4%. (This is 80% of the maximum allowed by State law and would currently allow up to \$43 million GO debt.)
- Annual GO debt service as a percent of general government operating revenue (excluding special assessments) - less than 10%. This would allow up to \$4.2 million in GO debt that would not need a vote of the people.
- Enterprise operations of the City will be managed to maintain an “A” or better credit rating from one or more of the major bond rating agencies.
- The City will cooperate with other taxing jurisdictions to ensure that overall debt burdens are within affordable limits for the community and that jurisdictions are not competing for approval of projects to be financed with voter approved GO bonds.

The City is also governed by State law in regards to general obligation debt. The following table from the FY 15 CAFR details this debt limit:

Legal Debt Margin Calculation for Fiscal Year 2015

Assessed market value:		
Real property	\$ 5,860,112,766	
Personal property	209,172,372	
Utilities	281,185,777	
Total assessed value	<u>\$ 6,350,470,915</u>	
Debt amount limited to 2.5% of total assessed value		\$ 158,761,773
Less:		
General obligation bonded debt outstanding	25,980,000	
Total net debt applicable to limit		25,980,000
Plus:		
Amount set aside for repayment of GO debt		<u>2,653,784</u>
Total net debt applicable to limit		<u>23,326,216</u>
Legal debt margin		<u>\$ 135,435,557</u>

The annual GO debt service payments as of June 30, 2016, were principal of \$1,785,000 and interest of \$902,669. The City has sufficient funding to pay the debt service payments.

The City currently has a bond counsel and financial advisor for debt issuance.

SIGNIFICANT CHANGES IN FUND AND WORKING CAPITAL BALANCES

The Government Finance Officers Association (GFOA) recommends a discussion on any major fund, and the nonmajor funds in aggregate, with fund balance or working capital balance changes greater than 10%.

The Public Safety Fund's fund balance is down 10.2%, or \$163,810, due to increases in personal services. This fund is supported by the General Fund, and this fund will be balanced with reserves from the General Fund.

Nonmajor Special Revenue Funds have a decrease in fund balance of 11%, or \$4.6 million. This is largely due to planned capital projects, and an increase in personal services. Capital projects are planned in the Park District 1, Arterial Streets, and Storm Sewer funds. The decline in fund balance will be covered with unbudgeted reserves.

FINANCIAL POLICIES

Formal Policies

The City's investment policy establishes allowed investment type, total percentage of investment type to total dollars of investments, average date to maturity at bid requirement thresholds, and reporting requirements to the policy body.

The City of Billings has three capital plans that are adopted by the policy body at the beginning of each budget cycle. The Capital Improvement Plan (CIP) is a five year plan that encompasses all infrastructure and building related projects greater than \$25,000 and is updated on an annual basis with public input. The Equipment Replacement Plan (ERP) contains all rolling stock within the City and covers a 20 year time period. This plan is updated on a yearly basis and adopted with the CIP. The Technology Replacement Plan (TRP) is a five year plan that contains all technology equipment within the City. The TRP is updated on an annual basis with the capital portion being adopted with the CIP.

The City's capitalization policy establishes thresholds and useful life limits by asset class. Buildings and infrastructure are capitalized at \$25,000 and over, and equipment is capitalized at \$5,000 and over.

The City's purchasing policy, adopted by the policy body, gives the City Administrator broad guidelines to establish a purchasing procedure. The purchasing procedure was updated and adopted by Administrative Order in early 2006.

The policy body adopted a debt policy stating limits on types of debt, which is explained in the previous Debt Service section of this Overview.

The policy body adopted a growth policy that sets desirable goals for the City's economic and social health. It subsequently adopted an annexation policy that defines annexation boundaries and time frames based on the City's ability to provide services to newly developed land without diminishing existing services.

Reports are submitted to the policy body on a quarterly basis that compare budget to actual revenues and expenditures. Reports similar to those in the budget book are provided for six specific funds. A separate report shows each fund's revenues and expenditures in total for the month and the year to date. Detailed, monthly budget-to-actual reports are available electronically for departments/divisions to review their budgets on a timely basis.

The City has a donation policy adopted by Administrative Order. Donations over \$500 must be accepted by the City Council.

The City Council adopted an internal control policy authorizing the City Administrator to establish written internal controls.

The City Council adopted a reserve policy authorizing the City Administrator to establish fiscally responsible reserve minimums. The City Administrator adopted, by Administrative Order, the following table with recommended reserve percentages for the listed funds.

<u>Fund Number</u>	<u>Fund Description</u>	<u>Recommended % of Budget (less capital)</u>	<u>Fund Number</u>	<u>Fund Description</u>	<u>Recommended % of Budget (less capital)</u>
Fund Balance			Working Capital Balance		
	Billed on Taxes		502	Water	27%
010	General Operating	29%	512	Waste Water	18%
150	Public Safety	0%	521	Parking Enterprise	16%
240	City County Planning	13%	541	Solid Waste	44%
260	City County Library	25%	561	Airport	8%
801-802	Street Maintenance	42%	571	Transit	17%
810	Street Lights Maintenance	42%	601	Motor Pool	37%
872	Park Maintenance Districts	70%	620	Information Resources	25%
	Other Revenues		605	Central Telephone	8%
209	Building Inspection	25%	630	Property Insurance	32%
211	Street/Traffic Operating	4%	650	Facilities	8%
			660	Public Works Admin	8%
			670	Engineering	10%

Practices

The City's practice is to budget all funds to balance, which is where expenditures equal revenues. However, the most tax supported funds have seen tax revenues decrease due to legislative changes that tend to flatten taxable value increases. Also, other funds may use reserves at times for one-time expenditures.

Five year financial projections are completed and updated at least yearly for the General Fund, Public Safety Fund, Water and Wastewater Funds, Library Fund, Airport Fund, as well as many other funds. These plans coincide with Council's strategic plan and assisted with the FY 17 budget process. The five year plans also assist the City with determining future budgets.

The City of Billings calculates personnel vacancy savings during every budget cycle. The vacancy savings are then used to reduce each Fund's personal services budget. This technique aligns the budget with actual expenditures.

The City of Billings requires Departments to submit Supplemental Budget Requests (SBRs) for any increases in budget authority other than uncontrollable costs.

FUTURE OUTLOOK

Development

Billings will see a new middle school open in the Billings Heights for the 2016-2017 school year. Further, in the next two years, the City expects to add three new schools, including another middle school, located on the west end of the city, which is expected to be completed in August of 2017. Billings Catholic schools are on the cusp of a massive \$18 million building project that will place students from kindergarten to eighth grade under one roof. The school anticipates opening for the 2017-2018 school year.

A six-unit, 36-plex apartment building; a four-story, 87-room Comfort Suites; and a three-story senior living facility will be completed in the near future.

Priorities and issues

Priorities for the budget include maintaining reserves where appropriate, and using small amounts of reserves in areas where needed, in order to ensure the City's budget is conducive to continuing operations with little to no interruption in services. The following funds used reserves to complete projects for which the reserves were accumulated: Street and Traffic Fund, EOC 911 Fund, Park District 1 Fund, Storm Sewer Fund, Gas Tax Fund, Solid Waste Fund, Wastewater Fund, Water Fund, Parking Fund, and Arterial Fund. The projects to

be completed using these reserves have been included in the Capital Improvement Plan and the City is expecting costs to be in accordance with that plan.

The following funds used reserves to maintain operating costs: Planning Fund, General Fund, Parks Programs Fund, Library Fund, and Transit Fund.

Priorities for the FY 17 budget differ very little from the FY 16 budget, but it appears that the economic effects of the downturn continue to improve. Therefore, the City remains conservative and is ready to react to the anticipated increase in activity.

Short-term Objectives

Short-term factors that guided the development of the FY 17 budget include a 0% increase in controllable operations and maintenance. Personnel costs include a cost of living increase of 3.2% for all bargaining units, except for the firefighters who were in contract negotiations at the time of the budget adoption.

Other expenditures affected by short-term objectives include budgets for utilities. Utilities were estimated using recently published trend data and projected rates. Interfund charges were budgeted using past trend data, including a cost allocation plan prepared by an outside consultant.

Revenue increases are projected in taxes, special assessments, licenses and permits, charges for services, donations, and debt proceeds. Increases in these categories are explained in the preceding pages under respective titles. Special assessment revenue trending upwards is attributable to development of new properties in the past couple of years. Council approval of increased charges for services in Water, Wastewater, Solid Waste, Street Maintenance, Storm Sewer, and Arterial increased those budgets.

Revenue increases are mainly attributable to increased property taxes as a result of valuation increases and an increase in charges for services.

Long-term Objectives

Unfortunately, the City's property tax supported funds continue to struggle to match expenses with available resources. Actual receipts are typically very close to the budgeted amounts. Expenses for personnel, utilities, and most consumables are rising. These property tax supported funds must generate additional revenue in the future or prioritize services and reduce expenses.

For purposes of evaluating financial condition, the General Fund and the Public Safety Fund should be considered together. The Funds were separated to track the Public Safety expenses and accompanying mill levies, but the Public Safety

Fund receives the majority of its money from a General Fund transfer. This transfer is the largest expense in the General Fund, and even with additional funding from Public Safety levies, the transfer is expected to grow in the future and remain a significant burden for the General Fund.

The City of Billings has attempted to find alternatives to property tax. The City of Billings, the Billings Area Chamber of Commerce, the Montana League of Cities and Towns (MLCT), and other larger Montana cities attempted in 2015 to convince the State Legislature to adopt a local impact tax. All cities would be authorized to charge a selective tax on certain tourist goods and services, subject to local voter approval. Billings, the MLCT, and other Montana cities have petitioned the State Legislature for over 28 years for local option tax authority and were again unsuccessful in 2015.

The City conducted a citizen survey in July 2012, and the results were used as a springboard for discussions with residents about service priorities. City Staff, with City Council input, worked on a long-range communication plan for the entire City to follow. One of the top citizen priorities expressed in the survey was improving public safety within the City. The City Council passed a budget in FY 16 and FY 17 authorizing the hiring of additional police officers, firefighters, and support staff.

Most of the City's Funds are in good financial condition, and that trend should continue.

**SUMMARY
ALL FUNDS
OPERATING BUDGET
FY 17**

	GENERAL	SPECIAL REVENUE	DEBT SERVICE	CAPITAL PROJECTS	ENTERPRISE	INTERNAL SERVICE	PERMANENT
FUND BALANCE - BEGINNING	\$ 23,395,281	\$ 45,331,199	\$ 9,277,193	\$ 5,214,477			
WORKING CAPITAL - BEGINNING					\$ 63,240,765	\$ 11,842,272	\$ 677,869
REVENUES:							
TAXES	\$ 14,655,056	\$ 20,292,850	\$ 2,484,812	\$ -	\$ 1,963,424	\$ -	\$ -
SPECIAL ASSESSMENTS	-	20,888,630	2,220,000	-	-	23,500	-
LICENSES & PERMITS	4,538,184	1,694,950	-	-	-	79,000	-
INTER-GOVERNMENTAL	10,629,035	11,476,267	-	-	8,087,682	-	-
CHARGES FOR SERVICE	3,612,209	8,925,652	-	-	69,652,886	22,649,772	12,300
FINES & FORFEITS	1,657,113	333,050	-	-	81,000	-	-
INVESTMENT EARNINGS	130,240	234,052	7,685	17,871	454,944	60,006	3,045
DONATIONS / CONTRIBUTIONS	-	2,150,953	510,000	20,000	-	-	-
INTERFUND TRANSFERS	4,045	26,500,048	1,015,000	1,066,235	522,125	652,057	-
DEBT PROCEEDS	-	-	-	1,405,000	69,000,000	-	-
MISCELLANEOUS	500	441,281	-	-	39,898	679,598	-
TOTAL REVENUES	\$ 35,226,382	\$ 92,937,733	\$ 6,237,497	\$ 2,509,106	\$ 149,801,959	\$ 24,143,933	\$ 15,345
EXPENDITURES:							
PERSONAL SERVICES	\$ 7,990,241	\$ 43,685,537	\$ -	\$ -	\$ 22,706,298	\$ 17,531,847	\$ -
OPERATION & MAINTENANCE	3,410,724	29,593,431	36,963	62,771	22,883,732	6,563,105	-
CAPITAL	432,494	18,233,656	-	1,982,558	105,757,670	359,708	-
DEBT SERVICE	-	1,965,205	5,882,912	-	10,590,719	532,056	-
INTERFUND TRANSFERS	25,282,788	4,252,907	25,000	-	-	195,770	3,045
TOTAL EXPENDITURES	\$ 37,116,247	\$ 97,730,736	\$ 5,944,875	\$ 2,045,329	\$ 161,938,419	\$ 25,182,486	\$ 3,045
FUND BALANCE - ENDING	\$ 21,505,416	\$ 40,538,196	\$ 9,569,815	\$ 5,678,254			
WORKING CAPITAL NOT BUDGETED							
WORKING CAPITAL - ENDING					\$ 51,104,305	\$ 10,853,719	
LESS DUE FROM ARTERIAL STREET FEES FUND							
LESS OPERATING RESERVE					11,801,001	2,208,833	
LESS BOND/LOAN RESERVE REQUIREMENTS					10,245,044	-	
AVAILABLE WORKING CAPITAL					\$ 29,058,260	\$ 8,644,886	

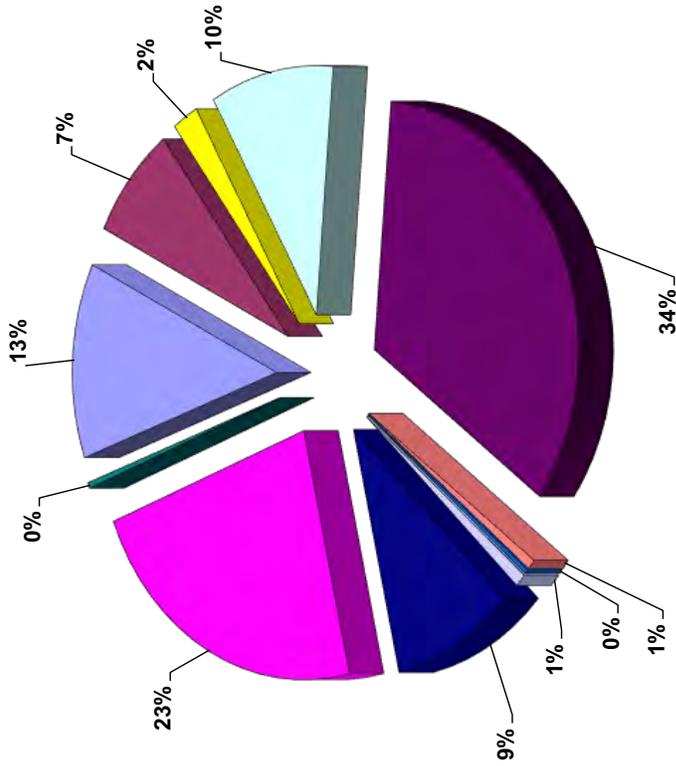
SUMMARY
ALL FUNDS
OPERATING BUDGET
FY 17

	BUDGET FY 17	BUDGET FY 16	INCREASE (DECREASE)	ACTUAL FY 15
FUND BALANCE - BEGINNING	\$ 83,896,019	\$ 82,108,841	\$ 1,787,178	\$ 87,260,860
WORKING CAPITAL - BEGINNING	\$ 75,083,037	\$ 66,765,845	\$ 8,317,192	\$ 84,636,945
REVENUES:				
TAXES	\$ 39,396,142	\$ 34,372,910	\$ 5,023,232	\$ 35,627,947
SPECIAL ASSESSMENTS	23,132,130	22,355,157	776,973	22,326,876
LICENSES & PERMITS	6,312,134	6,228,330	83,804	6,984,417
INTER-GOVERNMENTAL	30,192,984	29,478,485	714,499	26,303,321
CHARGES FOR SERVICE	104,852,819	102,407,785	2,445,034	104,332,086
FINES & FORFEITS	2,071,163	2,267,354	(196,191)	2,108,035
INVESTMENT EARNINGS	907,843	711,615	196,228	4,011,922
DONATIONS / CONTRIBUTIONS	2,680,953	1,161,332	1,519,621	1,834,040
INTERFUND TRANSFERS	29,759,510	27,401,075	2,358,435	29,199,626
DEBT PROCEEDS	70,405,000	69,763,500	641,500	24,516,455
MISCELLANEOUS	1,161,277	1,613,566	(452,289)	2,001,667
TOTAL REVENUES	\$ 310,871,955	\$ 297,761,109	\$ 13,110,846	\$ 259,246,392
EXPENDITURES:				
PERSONAL SERVICES	\$ 91,913,923	\$ 85,626,606	\$ 6,287,317	\$ 81,943,653
OPERATION & MAINTENANCE	62,550,726	61,763,004	787,722	57,760,419
CAPITAL	126,766,086	119,689,784	7,076,302	51,163,159
DEBT SERVICE	18,970,892	22,519,117	(3,548,225)	14,962,629
INTERFUND TRANSFERS	29,759,510	27,401,076	2,358,434	30,001,921
TOTAL EXPENDITURES	\$ 329,961,137	\$ 316,999,587	\$ 12,961,550	\$ 235,831,781
FUND BALANCE - ENDING	\$ 77,981,850	\$ 72,184,499	\$ 5,797,351	\$ 106,684,206
WORKING CAPITAL NOT BUDGETED	50,000	50,000	-	1,838,151
WORKING CAPITAL - ENDING	\$ 61,958,024	\$ 57,501,709	\$ 4,456,315	\$ 90,466,361
LESS DUE FROM ARTERIAL STREET FEES FUND				
LESS OPERATING RESERVE	14,009,834	13,790,411	219,423	13,690,912
LESS BOND/LOAN RESERVE REQUIREMENTS	10,245,044	9,914,044	331,000	6,599,044
AVAILABLE WORKING CAPITAL	\$ 37,703,146	\$ 33,797,254	\$ 3,905,892	\$ 70,176,405

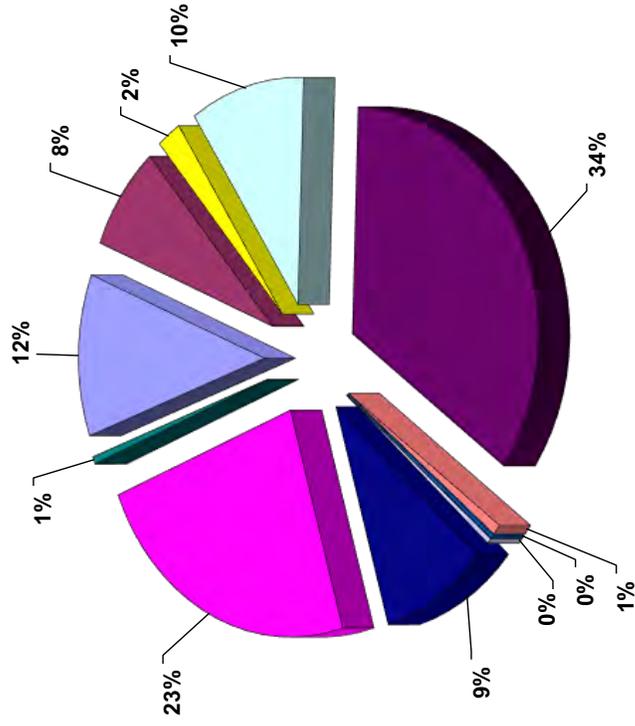
All Funds Summary of Revenues

FY 17	FY 16
\$ 39,396,142	\$ 34,372,910
23,132,130	22,355,157
6,312,134	6,228,330
30,192,984	29,478,485
104,852,819	102,407,785
2,071,163	2,267,354
907,843	711,615
2,680,953	1,161,332
29,759,510	27,401,075
70,405,000	69,763,500
1,161,277	1,613,566
\$ 310,871,955	\$ 297,761,109

TAXES
SPECIAL ASSESSMENTS
LICENSES & PERMITS
INTER-GOVERNMENTAL
CHARGES FOR SERVICE
FINES & FORFEITS
INVESTMENT EARNINGS
DONATIONS / CONTRIBUTIONS
INTERFUND TRANSFERS
DEBT PROCEEDS
MISCELLANEOUS
TOTAL



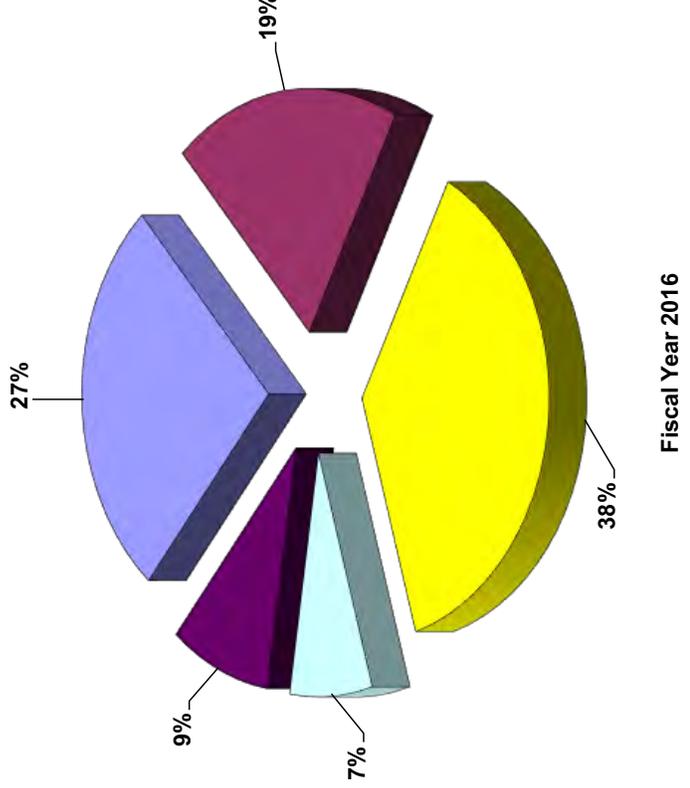
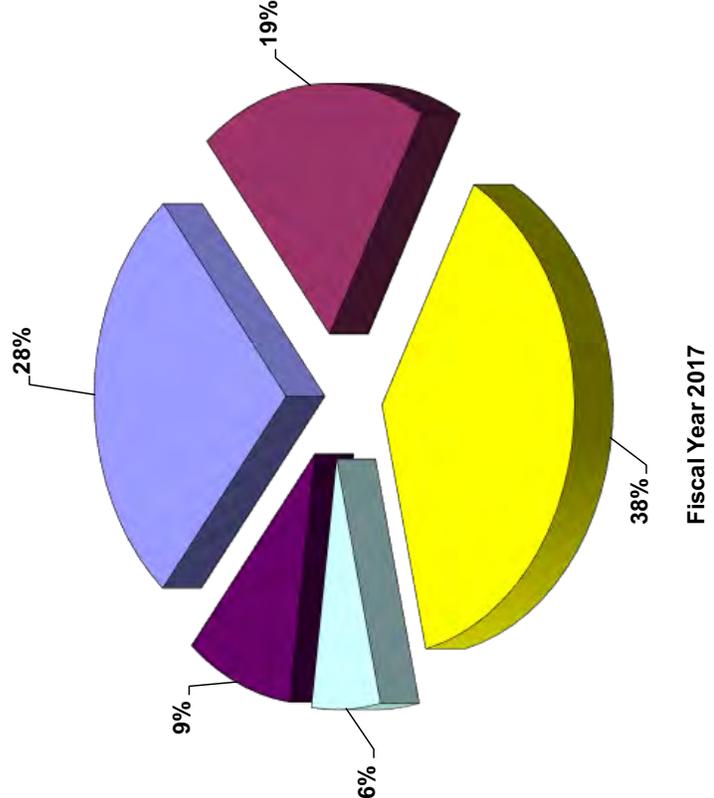
Fiscal Year 2017



Fiscal Year 2016

All Funds Summary of Expenditures

	FY 17	FY 16
PERSONAL SERVICES	\$ 91,913,923	\$ 85,626,606
OPERATION & MAINTENANCE	62,550,726	61,763,004
CAPITAL	126,766,086	119,689,784
DEBT SERVICE	18,970,892	22,519,117
INTERFUND TRANSFERS	29,759,510	27,401,076
TOTAL	\$ 329,961,137	\$ 316,999,587



MILL LEVY RECAP

	BUDGET FY 13	BUDGET FY 14	BUDGET FY 15	BUDGET FY 16	BUDGET FY 17
General Fund	74.00	74.00	74.00	67.64	70.61
Library Operating	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>4.57</u>	<u>4.77</u>
GENERAL LEVY	<u>79.00</u>	<u>79.00</u>	<u>79.00</u>	<u>72.21</u>	<u>75.38</u>
Transit Levy	10.00	10.00	10.00	9.17	9.54
Public Safety Levy - 1999	20.00	20.00	20.00	18.28	19.08
Public Safety Levy - 2004	51.11	54.36	44.59	46.13	45.92
G.O. Debt Service-Ballpark	5.68	5.51	5.21	4.83	3.94
G. O. Debt Service-Parks	0.59	0.83	0.81	0.73	0.72
G. O. Debt Service-Streets	2.08	2.44	2.26	2.01	1.68
G. O. Debt Service-Library	<u>6.12</u>	<u>6.56</u>	<u>6.25</u>	<u>5.48</u>	<u>5.01</u>
TOTAL LEVY	<u>174.58</u>	<u>178.70</u>	<u>168.12</u>	<u>158.84</u>	<u>161.27</u>

	BUDGET FY 13	BUDGET FY 14	BUDGET FY 15	BUDGET FY 16	BUDGET FY 17
General Fund	\$ 11,816,461	\$ 11,949,632	\$ 11,616,377	\$ 12,023,134	\$ 12,607,618
Library Operating	<u>\$ 798,410</u>	<u>\$ 807,408</u>	<u>\$ 981,117</u>	<u>\$ 812,326</u>	<u>\$ 851,697</u>
GENERAL LEVY	<u>\$ 12,614,870</u>	<u>\$ 12,757,039</u>	<u>\$ 12,597,494</u>	<u>\$ 12,835,460</u>	<u>\$ 13,459,316</u>
Transit Levy	\$ 1,596,819	\$ 1,614,815	\$ 1,569,712	\$ 1,629,984	\$ 1,703,394
Public Safety Levy - 1999	3,193,638	3,229,630	3,139,561	3,249,304	3,406,789
Public Safety Levy - 2004	8,200,000	8,200,000	8,200,000	8,200,000	8,200,000
G.O. Debt Service-Ballpark	906,993	846,163	817,862	858,541	703,498
G.O. Debt Service-Parks	94,212	134,030	127,152	129,759	128,558
G.O. Debt Service-Streets	332,138	356,874	354,775	357,281	299,969
G.O. Debt Service-Library	<u>977,253</u>	<u>1,022,178</u>	<u>981,117</u>	<u>974,080</u>	<u>894,550</u>
TOTAL LEVY	<u>\$ 27,915,924</u>	<u>\$ 28,160,730</u>	<u>\$ 27,787,673</u>	<u>\$ 28,234,410</u>	<u>\$ 28,796,074</u>

PROPERTY TAXES LEVIED IN CITY OF BILLINGS
(By All Overlapping Jurisdictions)

Taxable Value	\$ 181,997,580			\$ 183,817,556		
	2015-16			2016-17		
Jurisdiction	Mills	Levy	Percent	Mills	Levy	Percent
State of Montana						
-University Levy &						
State Equalization	102.50	\$ 18,654,752	15.3%	102.50	\$ 18,841,299	15.2%
School Levy	42.95	7,816,796	6.4%	42.95	7,894,964	6.4%
Big Sky Economic Develop	2.87	522,333	0.4%	2.87	527,556	0.4%
School District No. 2	253.28	46,096,347	37.8%	253.28	46,557,311	37.7%
Yellowstone County	109.58	19,943,295	16.4%	109.58	20,142,728	16.3%
City of Billings	<u>158.84</u>	<u>28,908,496</u>	<u>23.7%</u>	<u>161.27</u>	<u>29,644,257</u>	<u>24.0%</u>
TOTAL	<u>670.02</u>	<u>\$ 121,942,019</u>	<u>100.0%</u>	<u>672.45</u>	<u>\$ 123,608,115</u>	<u>100.0%</u>

2017 TAX IMPACT ON BILLINGS HOMES
Fair Market Value

Jurisdiction	Percent	\$ 150,000		\$ 200,000	
		2,025		2,700	
State of Montana					
-University Levy &					
State Equalization	15.2%	\$ 207.56		\$ 276.75	
School Levy	6.4%	86.97		115.97	
Tradeport	0.4%	5.81		7.75	
School District No. 2	37.7%	512.89		683.86	
Yellowstone County	16.3%	221.90		295.87	
City of Billings	<u>24.0%</u>	<u>326.57</u>		<u>435.43</u>	
TOTAL	<u>100%</u>	<u>\$ 1,361.71</u>		<u>\$ 1,815.62</u>	

NOTE: All mill levies are based on 2015-2016 mills except for the City of Billings.

**CITY OF BILLINGS
COMPARISON
TAX GROWTH vs. CONSUMER PRICE INDEX (CPI)**

FISCAL YEAR	MARKET VALUE		TAXABLE GROWTH		CPIU INDEX	
	MARKET VALUE	TAXABLE VALUE	TAXABLE VALUE (2)	PERCENT CHANGE	CPI (1)	PERCENT CHANGE
1996-97	3,357,091,364	122,535,379			162.2	
1997-98	3,440,615,577	124,272,744		1.4%	165.2	1.8%
1998-99	3,609,934,853	125,515,596		1.0%	170.0	2.9%
1999-00	3,346,315,741	118,127,019		-5.9%	176.5	3.8%
2000-01	3,243,661,528	113,540,746		-3.9%	182.1	3.2%
2001-02	3,346,352,426	114,437,716		0.8%	185.5	1.9%
2002-03	3,546,229,334	116,319,680		1.6%	188.9	1.8%
2003-04	3,795,780,513	122,425,248		5.2%	194.0	2.4%
2004-05	4,287,614,135	126,903,883		3.7%	200.7	1.8%
2005-06	4,574,135,548	132,329,211		4.1%	206.9	3.0%
2006-07	4,883,017,682	137,538,752		3.8%	213.6	3.1%
2007-08	5,219,829,310	144,941,193		5.1%	220.27	3.0%
2008-09	4,810,404,010	153,347,183		5.5%	219.9	-0.2%
2009-10	4,810,404,010	153,347,183		0.0%	221.6	0.8%
2010-11	6,306,916,152	160,957,722		4.7%	228.54	3.0%
2011-12	5,645,349,125	161,565,523		0.4%	233.19	2.0%
2012-13	5,836,600,658	159,882,685		-1.1%	236.55	1.4%
2013-14	6,140,162,916	161,537,783		1.0%	241.06	1.9%
2014-15	6,350,470,915	160,742,774		-0.5%	244.26	1.3%
2015-16	11,626,879,232	181,997,580		11.7%	247.88	1.5%
2016-17	11,743,148,024	183,817,556		1.0%		

(1) Based on December Consumer Price Index for previous year. Reference base is 1982 - 1984 = 100.

(2) Includes real property and personal property, and excludes tax increment valuations. Motor vehicle taxable values are excluded from real and personal property under HB 124.

TOTAL CITY STAFFING AUTHORIZATION

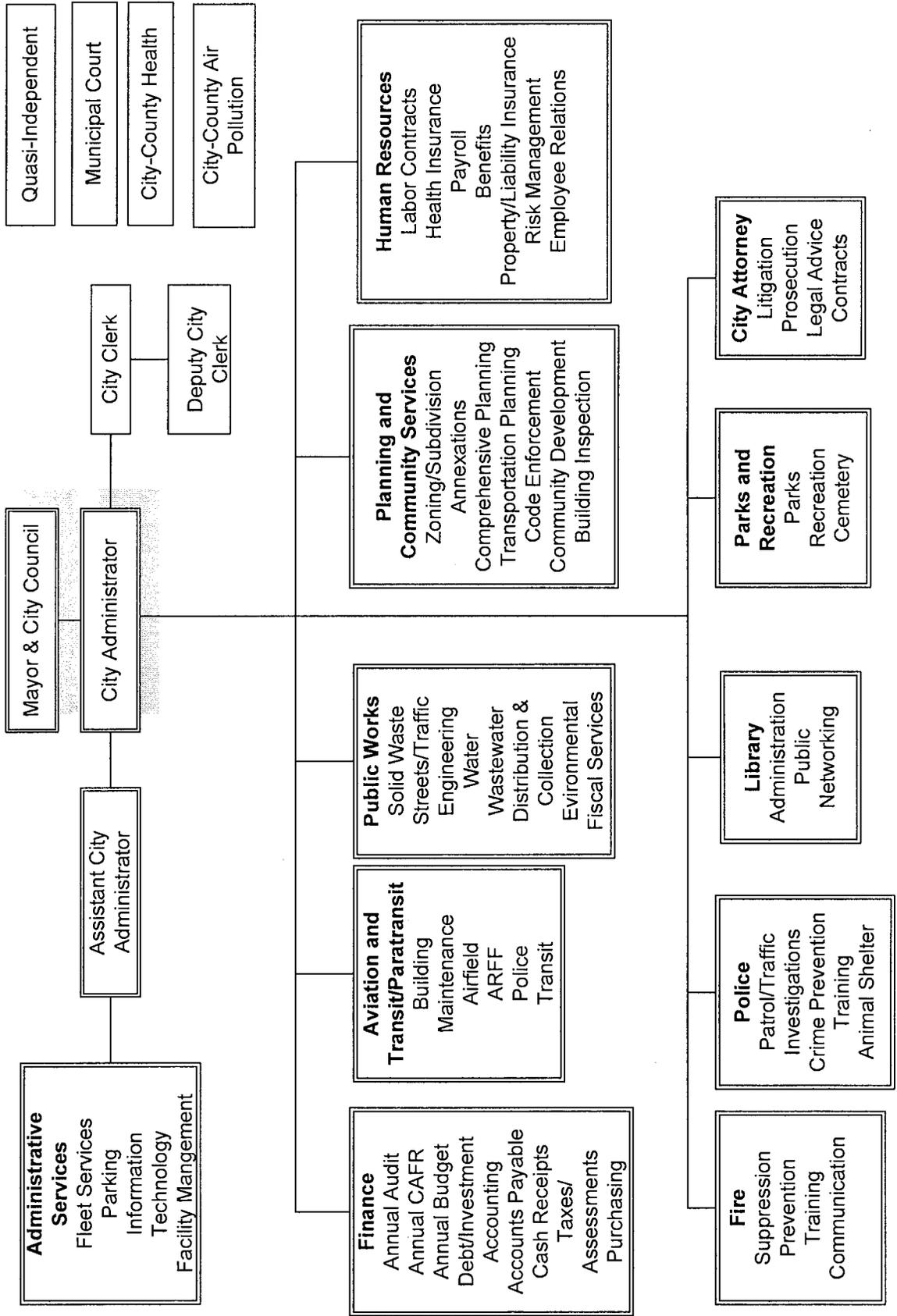
Full-Time & Temporary Staffing

	FY 15 FTE	FY 15 TEMP	FY 16 FTE	FY 16 TEMP	FY 17 FTE	FY 17 TEMP
GENERAL FUND						
Mayor and City Council	5.5	-	5.5	-	5.5	-
City Administrator	5.0	-	5.0	-	5.0	-
Human Resources	5.0	-	5.0	-	5.0	-
City Attorney	10.0	-	10.0	-	9.8	-
Municipal Court	15.5	2.0	15.5	2.0	15.5	2.0
Finance	11.0	-	11.0	-	11.0	-
Code Enforcement	3.6	-	3.6	-	5.1	-
Parks, Recreation and Public Land	25.0	285.0	25.0	285.0	25.0	285.0
Cemetery	4.0	2.0	4.0	2.0	4.0	2.0
TOTAL GENERAL FUND	84.6	289.0	84.6	289.0	85.9	289.0
OTHER FUNDS						
Planning	10.1	0.5	10.1	-	10.1	-
Library	31.7	2.0	31.8	3.0	32.8	2.0
Building	14.6	-	14.6	-	15.6	-
Attorney Grants	3.3	-	3.3	-	3.3	-
Development Serv. Block Grant	4.0	0.5	4.5	-	4.5	-
Police	163.3	-	163.3	-	169.3	-
Animal Shelter	7.0	-	7.0	-	7.0	-
Police Grants	4.0	-	4.0	-	4.0	-
Fire	147.1	-	146.8	-	156.8	-
Emergency Operating Center	-	-	0.3	-	0.3	-
Street/Traffic Operating	47.0	10.0	47.0	10.0	47.0	10.0
Public Works Belknap	104.0	13.0	103.0	13.0	104.1	13.0
Solid Waste	66.5	14.0	63.5	14.0	63.5	14.0
Parking	12.0	-	12.0	-	12.5	-
Aviation	56.0	10.0	56.0	10.0	55.6	8.0
Transit	55.3	1.0	55.3	1.0	55.7	1.0
Municipal Court Grants	4.0	-	4.0	-	3.8	-
Property Insurance Fund	1.0	-	1.0	-	1.0	-
Facilities Management	6.0	-	6.0	-	6.0	-
Fleet Services	18.0	-	18.0	-	18.0	-
Public Works Administration	8.0	-	11.0	1.0	10.0	1.0
Public Works Engineering	23.0	2.0	23.0	2.0	23.0	2.0
Park District 1	3.0	-	3.0	-	3.0	-
Information Technologies	18.0	-	18.0	-	18.0	-
Central Telephone Services	1.0	-	1.0	-	1.0	-
TOTAL OTHER FUNDS	807.9	53.0	807.5	54.0	825.9	51.0
TOTALS	892.5	342.0	892.1	343.0	911.8	340.0

Note: In reviewing prior year staffing numbers, errors were found and corrected

FTE - Full Time Equivalent Employees
TEMP - Temporary Employees

City of Billings Organizational Chart



FUND TYPE	OVERSITE	FUND-DEPT/DIV
Agency Funds	X not City funds	779 TOURISM BID 780 DOWNTOWN BID
Enterprise Funds	Administration	521 PARKING FUND
	Aviation/Transit	561 AIRPORT FUND 571 TRANSIT FUND
	Public Works	502 WATER FUND 512 WASTEWATER FUND 541 SOLID WASTE FUND
General Fund	Administration	10-1110 COUNCIL CONTINGENCY 10-1100 MAYOR AND CITY COUNCIL 10-1300 CITY ADMINISTRATOR 10-1400 NON DEPARTMENTAL
	Planning	10-4300 CODE ENFORCEMENT
	PRPL	10-5100 PARKS, RECREATION, PUBLIC LANDS
	Municipal Court	10-1200 MUNICIPAL COURT
	Legal	10-1600 CITY ATTORNEY
	Finance	10-1500 FINANCE
	Human Resources	10-1700 HUMAN RESOURCES
Internal Service Funds	Administration	601 FLEET SERVICES 606 CENTRAL TELEPHONE SERVICES 620 INFORMATION TECHNOLOGY 650 FACILITIES MANAGEMENT
	Fire	607 RADIO COMMUNICATIONS
	Public Works	660 PUBLIC WORKS ADMINISTRATION 670 PUBLIC WORKS ENGINEERING
	Finance	605 CENTRAL SERVICES
	Human Resources	627 CITY HEALTH BENEFITS 630 PROPERTY INSURANCE
Permanent Fund	PRPL	701 CEMETERY PERPETUAL CARE
Special Revenue Funds	Fire	150-2200 FIRE 219 FIRE PROGRAMS 225 EOC 911
	Library	260 CITY/COUNTY LIBRARY
	Planning	209 BUILDING INSPECTION FUND 236 BIKE PATHS AND TRAILS DONATIONS 240 CITY COUNTY PLANNING 265 COMMUNITY DEVELOPMENT GRANTS
	Police	150-2100 POLICE 249 POLICE PROGRAMS 712 ANIMAL CONTROL DONATIONS
	PRPL	702 CEMETERY IMPROVEMENTS 758 AMEND PARK 768 BALLFIELD/STADIUM DONATIONS 769 PARKS PROGRAMS 872 PARK MAINTENANCE DISTRICTS 873 PARK DISTRICT 1
	Public Works	205 GAS TAX FUND 210 TRANSPORTATION ENHANCEMENT 211 STREET AND TRAFFIC FUND 801 STREET MAINTENANCE DISTRICTS 810 STREET LIGHT MAINTENANCE DISTRICTS 840 STORM SEWER 845 ARTERIAL STREET FEES
	Municipal Court	245 MUNICIPAL COURT GRANTS
	Legal	241 CITY ATTORNEY GRANTS
	Finance	199 TAX INCREMENT - SOUTH 201 TAX INCREMENT - EAST

FUND TYPE	OVERSITE	FUND-DEPT/DIV
Special Revenue Funds	Finance	202 TAX INCREMENT - DOWNTOWN 203 TAX INCREMENT - NORTH 27TH STREET 233 ADMINISTRATION GRANTS 723 DOWNTOWN REVOLVING LOANS 805 FIRE HYDRANT
Debt Service Funds	Finance	230 SPECIAL IMPROVEMENT DISTRICTS 304 2012 SERIES LIBRARY 311 SERIES 2010 PARKS 313 2004A SERIES STREET IMPROVEMENTS 314 SERIES 2007A BASEBALL FIELD & STADIUM 315 SERIES 2007B BASEBALL FIELD & STADIUM 336 STORM SEWER DEBT 850 SIDEWALK AND CURB DISTRICTS
Capital Project Funds	Library	498 NEW LIBRARY CONSTRUCTION
	Planning	428 URBAN RENEWAL PROPERTY ACQUISITION
	PRPL	424 ROSE PARK POOL CONSTRUCTION 499 DOG PARK CONSTRUCTION
	Public Works	425 STORM SEWER CONSTRUCTION 434 SIDEWALK AND CURB DISTRICTS 450 SPECIAL IMPROVEMENT DISTRICT
	Finance	640 CAPITAL REPLACEMENT

GOALS

FY 17 CITY COUNCIL GOALS

☞ HONEST, RESPONSIVE GOVERNMENT

Goal: A value-centered organization with policies and procedures that promote responsibility, accountability, and trust.

Objective: Strengthen/ensure the public trust by governing effectively.

Action(s):

- **Ensure regulatory conformity for federally funded programs and projects (HUD, FTA, and FHWA) by establishing compliance procedures and dedicating staff resources to carry out program implementation, risk assessment, compliance planning, and monitoring activities.** (*Planning, Community Development, Aviation and Transit, Public Works, Legal, and Finance. Ongoing.*)

AIRPORT

Action(s):

- Incorporate FAA required non-discrimination language into all new leases, agreements, and contracts.
- Annually reconcile the department's federal contractor registration with any new grant assurance requirements associated with new grants received.

Outcome(s): Timely reporting and full compliance with regulations and guidelines for federally funded programs and federally established guidelines.

Action(s): Outline tasks and develop a timeline to implement new regulatory requirements for an Airport Safety Management System (SMS).

Outcome(s): A drafted, implemented, and managed SMS program for the Airport.

PLANNING

Action(s):

The Planning and Community Development Divisions will ensure regulatory conformity for federally funded programs and projects (HUD, FTA, and FHWA) by establishing comprehensive compliance procedures and dedicating staff resources to carry out program implementation, risk assessment, compliance planning, and monitoring activities.

Outcome(s): Full compliance with federal regulations will be achieved, and no findings or penalties are levied against the City.

TRANSIT

Action(s): Conduct staff training on the Federal Transit Administration (FTA) procurement procedures.

Outcome(s): Compliance with FTA procurement procedures is ensured.

- **Develop a more accountable, standardized City-wide complaint / inquiry procedure.**

AIRPORT

Action(s):

- Develop ready response narratives for often-received requests.
- Update the FAQs on the website to address often-received inquiries.

Outcome(s): Enhanced effectiveness of the website's Request Tracker and FAQ modules.

PLANNING

Action(s): The Planning, Code Enforcement, and Building Divisions will continue to implement its current complaint system and continue to improve the effectiveness of the Innoprise tracking system by upgrading parcel information and entering all information, contacts, emails, etc. into the system for internal transparency.

Outcome(s): Improved complaint case management.

Action(s): Respond to all complaints in a timely, professional manner.

Outcome(s): Improved customer relations.

Action(s): Employees will receive routine training to obtain and maintain necessary certifications and customer service skills.

Outcome(s): Professional and skilled workforce.

- **Post a copy of summary report of complaints to Council members monthly. (Administration. Ongoing.)**
- **Distribute the City of Billings' Vision/Values/Goals Statement to all employees and the public.**
 - **Dialog with employees and institutionalize the Values. Values and Strategic Plan will be distributed to employees, such as with paychecks. City Administrator and Department Directors will schedule meetings at employees' workplaces to present and discuss the material and respond to questions. (All departments. FY 15.)**
 - **Provide feedback to City Council when presentations are completed. (Administration. FY 15.)**
 - **Post in prominent city government locations, including the website, council chambers, etc. (upon Council approval). (All departments. FY 15.)**
- **Revise employee recognition program.**
 - **Recommend ways of standardizing rewards and levels of recognition across the organization. (All departments. FY 16.)**
- **Initiate ethics training that incorporates vision/values and goals. (Administration. FY 15.)**

Objective: Support decision-making with timely and accurate short-term and long-range analysis.

Action(s):

- **Dedicate resources and engage a professional firm to conduct a Facility Needs Study to include a detailed assessment of current conditions, projected future growth, and other facility needs. (Administration, Facilities Management, and Municipal Court. FY 15.)**
- **Complete a Priority Based Budgeting review based on the revised Strategic Plan to determine the order in which programs will be funded if resources are limited or new programs are desired. (All departments. FY 15.)**

PLANNING

Action(s): Participate in the city-wide update of the Priority Based Budgeting review.

Outcome(s): Recognition of program priorities and improved service delivery.

Objective: Improve public engagement in City decision making.

Action(s):

- **Investigate the feasibility and benefits of broadening the City's use of social media. (All departments. FY 16.)**

AIRPORT

Action(s): Develop templates within the new CivicSend website module for use in sending email and text messages and in social media postings.

Outcome(s): A web-based communication tool ready for multi-channel communication.

INFORMATION TECHNOLOGY

Action(s): Support Departmental efforts to reinvigorate interest in the democratic process through Electronic Democracy. This includes, but is not limited to, the use of social media.

Outcome(s): Departments assisted in their efforts to improve access to information, and citizen participation encouraged in the process.

PLANNING

Action(s): PSCD has created both a Facebook and Twitter account and is using both methods for public outreach.

Outcome(s): Increased distribution of public information and greater public involvement in program development and decision making.

- **Continue transitioning to new Innoprise and Public Safety computer software, which will provide the information needed for improved public communication/information.** *(All departments. Ongoing.)*

INFORMATION TECHNOLOGY

Action(s): Provide a leadership role in the conversion to the Innoprise software systems by playing a key role in the development and execution of a well-defined conversion plan for each migration area. As part of that role, IT will closely monitor the progress of each conversion and maintain constant communications with both the vendor and the department representatives to ensure a successful conversion process.

Outcome(s): A successful conversion to the new software systems is ensured, which will greatly enhance the department's ability to immediately begin reaping the benefits of the new system.

PLANNING

Action(s): PSCD has successfully migrated most of its permits and applications to Innoprise and is anticipating implementing the mobile inspections module. The process will continue until completed.

Outcome(s): Greater accessibility to public information.

- **Update the City's website, as needed, to improve citizen access to City news and information and to expand and support business transactions on the Internet.** *(IT. Ongoing.)*

INFORMATION TECHNOLOGY

Action(s): Support continued enhancement of the City's web site and implementation of additional "Citizen Access" modules to improve citizen access to City news and information, and to expand and support business transactions, on the Internet.

Outcome(s): IT will expand its ability to provide citizens access to information 24/7. In addition to information, the enhanced on-line credit card capabilities will provide a valued convenience to Billings' citizens, will meet all regulatory guidelines for accepting on-line payments, and will add efficiency in the payment processing modules.

☞ COMPREHENSIVE, ORDERLY GROWTH

Goal: Comprehensive, cost-effective, and orderly growth.

Objective: Manage growth in a way that protects the existing community.

Action(s):

- **Prepare a comprehensive Growth Policy focused on existing service gaps in city growth areas (Growth Plan).** *(All departments. FY 15.)*

PLANNING

Action(s):

The Planning Division is taking the lead in the preparation of the 2015-2016 Growth Policy, which is focused on existing service gaps and future land use in city growth areas. All City Departments will be involved in the update of the City's Growth Plan. The policy is expected to be completed by June 2016 and adopted by July 2016.

Outcome(s):

A long-range planning document that helps guide the type and location of city growth and infrastructure investment in the next 20 years.

- **Revise Zoning Code to bring it in conformance with the new Growth Plan, and update zoning districts to align with new development types.** *(Planning and Legal. FY 17.)*

PLANNING

Action(s):

The Planning Division has begun identifying deficiencies and obsolete portions of the zoning code but cannot revise the code until the Growth Policy is adopted.

Outcome(s):

Once the Growth Policy is adopted, the Zoning Code will be revised and updated.

- **Identify areas that are favored for future growth through the Annexation Policy.** *(Planning, PRPL, Public Works, Fire, Police, MET, Administration. Ongoing.)*

PLANNING

Action(s):

The Planning Division is facilitating the Annexation Committee meetings. After reviewing and making recommendations on the applications to modify the Limits of Annexation Map, the committee will review findings of the Growth Policy. The committee will forward recommendations for any modification to the Map to Council for consideration.

Outcome(s):

A short-range planning tool to guide the type and location of city growth and infrastructure investment in the next 5 years.

Objective: **Identify, assess, and establish a level of service for City Departments, and determine funding needs to achieve those levels.**

Action(s):

- **Determine an acceptable level of City services, and analyze service costs to better evaluate where growth should occur in the most efficient way.** *(All departments. FY 16.)*

PLANNING

Action(s):

The Planning Division continues to analyze service costs, whether through the Priority Based Budgeting review or the development of the Growth Policy.

Outcome(s):

A realistic estimate of how much it costs the public in taxes for user fees to receive current services or participate in programs.

- **Investigate funding strategies, such as:**
 - a) **Fee adjustments that accurately reflect the cost of providing service.** *(All departments. FY 17.)*

PLANNING

Action(s): Annually the Planning and Building Divisions evaluate fee rates and make biannual fee adjustment recommendations to City Council, if warranted.

Outcome(s): Assurance that most services provided by the Divisions are paid for directly by the user.

- b) **Voted, general obligation bonds for funded capital improvement projects.** *(All departments. FY 17.)*

- **Compile annual cost increases for City services to determine the total impact on the average homeowner/user, and compare against other cities before final increases are adopted.** *(Finance and Administration. FY 17.)*

Objective: Develop, preserve, and revitalize residential neighborhoods that are safe and attractive, and provide diverse, affordable housing.

Action(s):

- **Dedicate resources to rehabilitate substandard housing via the provision of loan financing to lower income households in order to preserve and revitalize neighborhoods city-wide.** *(Community Development and Legal. Ongoing.)*
- **Dedicate resources to develop new, affordable housing in all neighborhoods to promote inclusion, equal opportunity, and access.** *(Community Development. Ongoing.)*
- **Dedicate resources to acquire and rehabilitate vacant and/or foreclosed properties in order to promote infill, stabilize neighborhoods, and prevent decline.** *(Community Development and Planning. Ongoing.)*

PLANNING

Action(s): The Community Development Division will continue to encourage the development of new, affordable, single-family, multi-family, and special needs housing in the community through private developers and non-profit organizations.

Outcome(s): Compliance with Community Housing Development Organization commitment and expenditure deadlines.

Action(s): The Community Development Division will continue to provide affordable financing and support to promote homeownership opportunities.

- Outcome(s):
- Down payment assistance provided to up to 40 households through the First Time Homebuyer program.
 - Homebuyer education supported for up to 100 households.

Action(s): The Community Development Division will continue to preserve the housing stock in older, low-income neighborhoods, and promote infill development of vacant lots and redevelopment of substandard properties.

- Outcome(s):
- Direct, affordable financing provided to low-income homeowners through home repair programs.
 - Compliance of assisted, affordable housing projects ensured.

Action(s): The Community Development Division will continue to provide direct, affordable financing and assistance to low-income homeowners for the completion of needed repairs.

Outcome(s):

- Completed repairs to 5 single-family units through the Housing Rehabilitation Loan program.
- Completed rehabilitation of 1 foreclosed home, which will then be sold to a low-income household.

Goal: A customer-friendly development process.

Objective: Enhance service quality.

Action(s):

- **Assess the current development review process to identify strengths and weaknesses using methods such as:**
 - a) **Conducting independent reviews of the staff and processes.**
 - b) **Evaluating review findings.**
 - c) **Developing strategies to address findings.**
 - d) **Implementing strategies to address customer needs and improving internal processes.** (*Planning, Public Works, Fire, Administration, Development Process Advisory Review Board (DPARB), and PRPL. Sequential reviews through FY 20.*)

PLANNING

Action(s):

The Planning and Building Divisions will continue to meet with special interest groups (HBA, DPARB, BAR), individuals, and internally (DPRC) to review current development processes and procedures and implement agreed to changes.

Outcome(s):

An established process to identify problems, deficiencies, and inefficiencies in the development review process and to correct them as needed.

☞ TRANSPORTATION

Goal: A comprehensive, multi-modal transportation system that supports the Growth Policy to accommodate the future needs of Billings' residents and business community.

Objective: Improve transportation in Billings.

Action(s):

- **Explore partnerships with Downtown Billings Alliance, MSU-B, Billings Clinic, and St. Vincent Hospital to fund and operate a downtown circulator (bus).** (*Planning. FY 19.*)
- **Continue adding to the City's network of trails and sidewalks to improve pedestrian access.** (*Planning, Public Works, and PRPL. Ongoing.*)

PLANNING

Action(s):

Continue to work with Public Works and PRPL to identify, plan, and obtain funding for sidewalks and trails.

Outcomes:

A safe, well-connected sidewalk and trail network for people who utilize them to bike or walk to work or school or as part of their active lifestyle.

- **Encourage use of the city bus system, combining bikes and buses.** (*MET. Ongoing.*)

TRANSIT

Action(s):

- Continue to market the benefits of public transportation and the advantages of the various monthly pass programs.

Outcome(s):

- Adjust routes to compensate for ridership changes.

 Increased utilization of the local public transportation system.

- **Investigate bicycle parking facilities (bike corrals) to encourage bicycle use.** (*Planning and Public Works. FY 16.*)

PLANNING

Action(s): Continue to work with Public Works and the Downtown Business Alliance to develop bicycle parking standards and install bicycle parking facilities.

Outcome(s): More bicycle parking facilities that encourage use of bicycles to get to work, school, or shopping. More bicycle trips result in fewer vehicle trips, which helps reduce traffic congestion and GHG emissions, and promote a more active, healthy lifestyle.

- **Encourage the State to fund and complete the Inner Belt Loop in the Heights.** (*Council, Public Works, Administration, and Planning. FY 21*)

Objective: Improve perceptions and operations of downtown parking, so that it supports and enhances a balanced transportation system and Growth Policy objectives.

Action(s):

- **Prepare and adopt a downtown parking strategic plan.** (*Administration. FY 15.*)
- **Complete parking ramp repairs that are recommended by a condition audit in order to maintain public safety and retain infrastructure value.** (*Parking Division. FY 16.*)
- **Prioritize and implement strategic plan recommendations as permitted by budget and operational limits.** (*Administration. Ongoing.*)

SUSTAINABLE ECONOMIC DEVELOPMENT

Goal: Further the economic vitality of Billings, and the greater region, by fostering community partnerships and maintaining a strong and efficient infrastructure.

Objective: Continue formal, collaborative relationships with Big Sky Economic Development (BSEDA), the Chamber of Commerce, and other economic entities to ensure a united, coordinated approach to helping business grow and thrive.

Action(s):

- **Identify and support projects, such as Billings Livability Partnership and Think Billings, which promote a competitive and sustainable community.** (*Administration, Planning, PRPL, and MET. Ongoing.*)

PLANNING

Action(s): Continue to facilitate the Billings Livability Partnership and participate with the BSED Think Billings Initiative.

Outcome(s): A competitive and sustainable community.

Objective: Coordinate economic development activities to ensure the City is working cooperatively toward a common goal.

Action(s):

- **Continue to hold annual strategic planning review meetings with the Chamber of Commerce, BSEDA, School District #2, Yellowstone County, the Downtown Billings Partnership, and others.** (*Administration. Ongoing.*)

- **At the next annual meeting, discuss ideas for further cooperation, including creation of a leaders' coordinating council or creation of a city-wide economic summit.** *(Council and Administration. FY 14.)*

Objective: Work with organizations to publicize historic aspects and cultural advantages of Billings.

Action(s):

- **Continue work as liaisons to the Cultural Partners, the Yellowstone Historic Preservation Board, and the Convention and Visitor's Bureau.** *(Council, Library, Planning, PRPL, and Administration. Ongoing.)*

PLANNING

Action(s): The Planning Division will continue to provide resources and assistance to these groups as needed.

Outcome(s): A culturally rich and diverse community.

- **Continue work on relationships with the Moss Mansion, Alberta Bair Theater, Depot Montana Avenue, and Zoo Montana.** *(Council, Library, Planning, PRPL, Public Works, and Administration. Ongoing.)*

PLANNING

Action(s): The Planning Division will continue to provide resources and assistance to these groups as needed.

Outcome(s): An economically strong and culturally diverse community.

- **Identify future uses/management of the Babcock Theater, which is scheduled to be turned over to the City in 2017.** *(Council, Legal, Administration, and PRPL. FY 16.)*
- **Investigate the feasibility of a public recreation center.** *(PRPL and Finance. FY 18.)*

Objective: Provide a safe, healthy, and attractive place to live and work; and offer quality housing choices, accessible amenities, and an environment that provides a desirable quality of life.

Action(s):

- **Dedicate resources to support homeownership opportunities through loan financing to low income households.** *(Community Development and Finance. Ongoing.)*

PLANNING

Action(s): The Community Development Division, as one of its core programs, will continue to provide First Time Homebuyer loans to qualified applicants as funding is available.

Outcome(s): Increased home ownership for low income households.

- **Determine the feasibility of creating a housing center to support potential and existing residents in their quest to obtain, retain, and maintain stable housing. If feasible, create a strategic plan for implementation.** *(Community Development. FY 15.)*
- **Support initiatives to alleviate poverty and promote economic opportunity through Welcome Home Billings, the City's ten-year plan to impact homelessness, and the AmeriCorps Volunteers in Service to America (VISTA) program. (The City must support an anti-poverty strategy to receive CDBG and HOME funding.)** *(Community Development. Ongoing.)*

PLANNING

Action(s): The Community Development Division will continue to provide assistance to agencies serving lower income and special needs populations, particularly the homeless, the elderly, and those with disabilities.

Outcome(s):

- Continued placement of Billings' Metro VISTA volunteer to organizations and programs that assist the homeless population.
- Alleviate poverty conditions for 200 individuals.

Objective: Enhance economic growth by ensuring infrastructure availability.

Action(s):

- **Promote the expansion of passenger and freight air service to Billings Airport through expansion of parking facilities and terminal improvements.** (*Airport. Ongoing.*)

AIRPORT

Action(s): Complete the planning studies to explore options for future improvements to the Terminal Building and airfield.

Outcome(s): A modern Airport facility that supports growth in passenger and freight air service.

Action(s): Undertake the design phase for the Terminal Building expansion project.

Outcome(s): Completed design that updates the Terminal Building, enhances customer services, and addresses space requirements.

- **Continue expanding the City's water and wastewater treatment and infrastructure to ensure the community can support growth and meet State and Federal regulations.**
 - a) **Long-term plan the community's utilities to ensure utilities are available to support new and existing businesses and housing.** (*Public Works. Ongoing.*)
- **Ensure adequate funding is available to maintain and repair existing City infrastructure.** (*Finance, Legal, Administration, Public Works, PRPL, and Airport. Ongoing.*)

AIRPORT

Action(s): Seek and efficiently use Federal Airport Improvement Program (AIP) funding, Passenger Facility Charges (PFCs), and user-based fees to maintain, upgrade, and expand all Airport facilities and to purchase the necessary safety and emergency response equipment.

Outcome(s): A safe, well-maintained Airport and up-to-date, modern equipment that meets the needs of the Airport's ongoing operations and maintenance, and emergency response preparedness.

- **Continue to develop the transportation system to accommodate both commercial and commuter needs.** (*Public Works, Aviation and Transit, PRPL, and Planning. Ongoing.*)

PLANNING

Action(s): The Planning Division will continue to support and plan for a transportation network that will accommodate the needs of all users, including motorists, transit riders, and people who walk and bike.

Outcome(s):

- Continued pursuit of projects listed in the 2014 Long-Range Transportation Plan, as funding becomes available.
- Updated Billings Area Bikeway and Trail Master Plan and implemented Complete Streets Policy.
- Bike/Walk/Ride projects and programs developed in collaboration with MET Transit, the Chamber of Commerce, Parks, Recreation, and Public Lands Department, Engineering Division, TrailNet, and Healthy by Design.

☞ INVOLVED, UNITED COMMUNITY

Goal: Support the community-wide visioning process.

Objective: Create common ground with other community organizations and their strategic planning/visioning process.

Action(s):

- **Develop communication strategies to inform community organizations of City initiatives (mill levy increases, growth planning, capital improvement planning, etc.)** *(All departments. Ongoing.)*

PLANNING

Action(s): The Department will continue to extend its use of social media to inform citizens and announce events and projects.

Outcome(s): Informed and engaged citizens that provide direction to decision makers on City programs and initiatives.

- **Discuss the future of Neighborhood Task Forces.** *(Council and All departments. FY 16.)*

Objective: Review citizen participation in advisory boards, commissions, and other volunteer capacities to improve public understanding of, and involvement in, government functions.

Action(s):

- **Re-examine City ordinances on board appointments to ensure that the process is cost- and time-effective and to resolve long-standing vacancies.** *(Council, Legal, and Administration. FY 17.)*
- **Provide periodic training on City-related issues and procedures for new advisory board and commission members.** *(Administration and Legal. Ongoing.)*
- **Provide volunteer opportunities.** *(Planning, Police, Library, and PRPL. Ongoing.)*

PLANNING

Action(s): The Community Development Division will continue to administer the Billings' Metro VISTA Project by placing year-round volunteers and additional summer volunteers.

Outcome(s): Expanded community-based programs, services, and systems that prevent and intervene in homelessness through capacity-building activities in education, economic opportunity, and healthy futures.

Objective: Conduct a citizen survey every 3 to 5 years to determine public understanding of, and satisfaction(s) with, City services.

Action(s):

- **Invest in a web-based public engagement program that allows monitored responses to City surveys, questions, and initiatives.** *(Administration. FY 16.)*
- **Use survey results to plan for more efficient future government services.** *(All City departments. FY 17.)*

Objective: Consider expanding current nondiscrimination language in City ordinances and policies to include sexual orientation or gender identity expression.

Action(s):

- **Respond to Human Relation Commission's request to revise its duties in City Ordinance.** *(Council, Human Resources, Administration, and Legal. FY 15.)*
- **Propose update to existing City policies on discrimination.** *(Council, Human Resources, Administration, and Legal. FY 15.)*
- **Consider approving an anti-discrimination ordinance.** *(Council. FY 15.)*

☞ PUBLIC SAFETY

Goal: Provide for a safe and secure community.

Objective: Provide adequate readiness response capabilities throughout the city in order to respond to routine and emergency calls for service.

Action(s):

- **Review data regularly to ensure public safety personnel, facilities, vehicles, and equipment are sufficient to meet existing service delivery needs.** *(Police, Fire, Human Resources, Finance, and Administration. FY 16 and Ongoing.)*
- **Pass a Public Safety Levy or identify other sources to fund public safety programs, or enact reductions to match public safety personnel, facilities, vehicles, and equipment with existing resources.**
- **Develop a communications/public relations plan that references the targeted public safety issues identified in order to inform, educate, and empower citizens.** *(FY 16 and Ongoing.)*
- **Identify the most critical public safety concerns in order to adjust prevention, enforcement, remediation, and prosecution efforts to meet them.** *(Police, Fire, Legal, Municipal Court, and Administration. FY 16 and Ongoing.)*
- **Develop standard operating procedures between/among departments in order to provide uniform response and enforcement.** *(Police and Fire. FY 16 and Ongoing.)*
- **Engage in visible and proactive collaboration with the county, providers, schools, families, advocates, and the business community to promote quality mental health services and safety for high risk children and adults.** *(Police and Fire. FY 16 and Ongoing.)*

Objective: Prevent unsafe situations and criminal activities through community education in order to decrease community reliance on the public safety system.

Action(s):

- **Develop a multi-agency comprehensive community resource guide for internal and external use in order to centralize public safety resource information.** *(Police and Fire. Ongoing.)*

Goal: Provide Public Safety services that meet the changing needs and expectations of the community.

Objective: Identify disparities between citizen expectations of public safety services and the City's capabilities.

Action(s):

- Establish a baseline of population demographics to identify relevant population, community, and business indicators in order to better analyze trends and potential impacts on public safety service delivery. *(Police, Fire, and Planning. FY 16.)*

PLANNING

Action(s): The Planning Division, in cooperation with the United Way, will establish an internet-accessible baseline of population demographics for the City.

Outcome(s): A data-driven plan to analyze trends and assess potential impacts on the delivery of public safety and other City services.

- Identify current and future gaps in public safety service delivery, and prioritize service delivery needs in order to better serve and meet the changing needs of the community. *(Police and Fire. FY 16.)*
- Prioritize service delivery needs on identified gaps in order to ensure an effective delivery of public safety services. *(Police and Fire. FY 16.)*

Goal: Ensure effective emergency services are available in the event of natural or man-made disasters.

Objective: Ensure continuous emergency operations planning, coordination, and collaboration of all City agencies/departments in order to provide effective emergency services.

Action(s):

- Conduct a comprehensive and collaborative review of the City and County "active shooter drills" in order to ensure all public safety components are coordinated in their emergency response efforts. *(Police and Fire. FY 16 and Ongoing.)*
- Coordinate public and private public safety providers, including volunteers, and resources, in order to be fully prepared for a natural or manmade disaster. *(Police and Fire.)*

Objective: Ensure emergency services can be delivered effectively with a standardized approach in order to provide a consistent and efficient response across all disciplines.

Action(s):

- Conduct and evaluate EOP exercises and drills in order to maintain and demonstrate proficiency in emergency response. *(Fire. FY 16.)*
- Identify and acquire resources in order to meet compliance standards established by Federal, State, and local governments. *(Police and Fire. FY 16.)*

Objective: Provide pertinent public information in order to enhance emergency awareness, preparedness, and individual response.

Action(s):

- Maintain internal and external communication processes in order to provide accurate, timely, and consistent information to the widest segment of the affected population. *(Police and Fire. Ongoing.)*
- Maintain and enforce life-safety protection codes and hazard prevention plans (International Fire Code, Building and associated adopted codes, Nuisance codes and floodplain regulations, etc.) *(Planning, Fire, Building, and Code Enforcement. Ongoing.)*

PLANNING

Action(s): The Code Enforcement and Building Divisions will continue to enforce the Building and Zoning codes with the emphasis on life-safety protection codes and hazard prevention.

Outcome(s): A community that has fewer risks associated with structural failures and building hazards.

Goal: Ensure consistent and effective delivery of Public Safety communications.

Objective: Provide a coordinated Public Safety response system in order to maximize the ability of all departments to respond to incidents and work effectively together.

Action(s):

- **Prioritize initiatives and identify required resources in order to implement the Public Safety Strategic Plan.** *(Police, Fire, Finance, Human Resources, and Administration. FY 17.)*
- **Identify and recommend the elimination of duplicative functions in order to streamline public safety services.** *(Police, Fire, Finance, Human Resources, and Administration. FY 17.)*

Objective: Maintain appropriate public safety equipment, facilities, and infrastructure in order to respond the changing public safety needs of the city.

Action(s):

- **Inventory existing equipment, facilities, and infrastructure in order to ensure resources are appropriate for the mission.** *(Police, Fire, Finance, Human Resources, Purchasing, Fleet Services, and Facilities. FY 16 and Ongoing)*
- **Identify equipment for potential standardization in order to enhance equipment interoperability and organizational functionality.** *(Police, Fire, and Fleet Services. FY 16 and Ongoing.)*
- **Identify opportunities for public safety joint procurement in order to maximize purchasing efficiency.** *(Police, Fire, and Purchasing. FY 16 and Ongoing.)*

Objective: Ensure a prepared and skilled career and volunteer workforce in order to best respond to current and future public safety needs.

Action(s):

- **Focus on employee development and innovation in order to ensure staff is prepared to provide effective public safety services.** *(Police, Fire, and Human Resources. FY 17.)*
- **Develop volunteer and career public safety employee recruitment strategies in order to ensure a skilled, competent workforce is available.** *(Police, Fire, and Human Resources. FY 17.)*

☞ QUALITY OF LIFE

Goal: Provide Library patrons with tools to become happy, informed, participating community members.

Objective: Connect to the Online World: Patrons have free access to online services that expand and enhance their knowledge and provide resources, learning, and leisure opportunities.

Action(s):

- **Increase number of computer workstations and electronic offerings at the library.** *(Library. Ongoing.)*
- **Free online access to online services that meet patron needs and preferences provided through the City's website.** *(Library. Ongoing.)*
- **Maintain a robust network infrastructure featuring redundancy to ensure uninterrupted services.** *(Library and IT. Ongoing.)*
- **Provide internet access, resources, and technical support for library patron mobile devices.** *(Library and IT. FY 16.)*
- **Institute technology training that is relevant for user needs.** *(Library. FY 15.)*
- **Establish a media studio allowing for interface with, and production of, online compatible video, social media, and music.** *(Library. FY 15.)*
- **Be a leader in introducing and instructing patrons in new technology.** *(Library. FY 16.)*
- **Engage the business community, in particular technology companies, to provide prototypes and other experimental, testing lab information sources to provoke curiosity in early adapters.** *(Library. FY 15.)*

Objective: **Know Your Community:** Patrons have easy access to information about community resources, programs, services, and activities in order to actively participate in the community.

Action(s):

- **Increase opportunities that link patrons with community information.** *(Library. FY 15.)*
- **Collaborate with partner agencies to enhance services to the community.** *(Library. FY 15.)*
- **Develop community dialogues and programs that permit residents to meet and know one another.** *(Library. FY 15.)*
- **Design a social media plan to permit conversations with residents.** *(Library. FY 15.)*

Objective: **Learn to Read and Write:** Patrons of all ages can learn to read or improve their literacy skills to meet their personal educational and occupational goals.

Action(s):

- **Provide learning options for children, teens, adults in a variety of formats.** *(Library. FY 15.)*
- **Partner with schools and other community agencies to enhance literacy efforts available to all community members.** *(Library. FY 15.)*
- **Focus on early learning experiences to develop lifelong learners.** *(Library. Ongoing.)*
- **Increase awareness and participation in Summer Reading Program.** *(Library and Community Services. FY 15.)*

PLANNING

Action(s): The Community Development Division continues to support the Summer Reading Program through its Summer VISTA volunteers.

Outcome(s): Strengthened reading skills of Billings' youth.

Objective: **Satisfy Curiosity:** Patrons in all stages of their lives have access to programs and material needed for personal enrichment.

Action(s):

- **Identify new programs and services to respond to changing community interests.** *(Library. FY 15.)*

- Engage the public to determine where curiosity lies and create feedback mechanisms to improve effectiveness of programming efforts. *(Library. FY 15.)*
- Improve the Library’s collection based on trends and patron requests and needs. *(Library. Ongoing.)*
- Acquire digital holdings that enhance learning and leisure opportunities. *(Library. FY 15.)*

Objective: Stimulate Imagination: Patrons enjoy stimulating, inspiring programs and materials that make their leisure time more engaging and enjoyable.

Action(s):

- Provide programs and materials that provide a creative outlet. *(Library. FY 15.)*
- Create and manage a community “Makerspace,” an innovative spot that introduces library patrons to tools, like 3D printers and makerbots, not normally found in the library and offers patrons the opportunity to explore their interest, use new tools, and develop creative projects. *(Library. FY 16.)*
- Enhance the library-user experience by providing complementary information sources and entertainment. *(Library. FY 15.)*
- Spotlight collections through displays and programs. *(Library. FY 15.)*
- Establish a teen advisory board for better understanding of collection and programming needs for teens. *(Library. FY 15.)*
- Partner with K-16 and others to enhance grant opportunities. *(Library. Ongoing.)*

Goal: Continue to preserve and expand the City’s recreational facilities for the benefit of residents.

Objective: Make the Library a comfortable place where patrons can conveniently pursue individual, group, or community interests or interact socially at the main Library, or Library branches, in a safe, comfortable, appealing, and welcoming environment.

Action(s):

- Minimize the Library’s environmental impact, including attainment of LEED Gold Certification. *(Library. FY 16.)*
- Supportive work environment that enables staff to provide high quality, cost effective services to customers in a timely manner. *(Library. Ongoing.)*
- Establish a docent program and provide thorough orientation and ongoing. *(Library. FY 15.)*

Objective: Plan for adequate parks, open space, and trails infrastructure city wide.

Action(s):

- Identify appropriate locations for future parks and trails through the update of The Comprehensive Billings Parks, Recreation, and Open Space Master Plan. *(PRPL. FY 15.)*
- Develop park acquisition and development guidelines. *(PRPL and Planning. FY 15.)*
 - a) Coordinate with City/County Planning to identify appropriate size and location of parkland to provide adequate parks, open spaces, and recreational opportunities throughout the city.

PLANNING

Action(s): The Planning Division will collaborate with PRPL to develop park acquisition and development guidelines as they apply to subdivision parkland dedication requirements.

Outcome(s): Useable, accessible, and appealing parkland serving new subdivisions.

- **Coordinate with City/County Planning and the Alternate Modes Coordinator to implement trail connectivity and access in and from parklands. (PRPL and Planning. Ongoing.)**

PLANNING

Action(s): The Planning Division will consult with PRPL to determine the appropriate connections and access to trails in new subdivisions and those connecting and accessing existing parks.

Outcome(s): An accessible and interconnected network of trails and parks.

- **Continue the maintenance upgrade and replacement of existing park and trail infrastructure through the ongoing city-wide Park District 1. (PRPL. Ongoing.)**

Objective: Protect and enhance the Yellowstone River water quality within the urban area.

Action(s):

- **Reduce non-storm water discharges and pollutants into the storm water collection system under the City's MS4 program. (Public Works.)**
- **Design and construct on-site and CIP storm water management facilities to control storm water runoff. (Public Works.)**
- **Obtain easements and right-of-way for all outfalls discharging directly to the Yellowstone River. (Public Works.)**

Goal: Ensure the Parks and Recreation Department has the facilities, equipment, staff, and training to provide high quality services.

Objective: Ensure that the Parks and Recreation Department meet all national standards of best practices.

Action(s):

- **Complete agency accreditation process. (PRPL. FY 17.)**

Objective: Enhance Parks and Recreation services and encourage community involvement through the recruitment, retention, and engagement of volunteers.

Action(s):

- **Recruitment/Engagement: Setup online volunteer registration, project selection, and records management that is accessible and user friendly for citizens. (PRPL. FY 15.)**
- **Engagement: Expand and diversify volunteerism by establishing ongoing relationships and partnerships with community groups, such as colleges and universities, clubs, and churches. (PRPL. Ongoing.)**
- **Recruitment: Promote and market volunteer programs and opportunities through traditional and social media outlets. (PRPL. Ongoing.)**
- **Retention: Develop a volunteer recognition program, and provide volunteers with meaningful and engaging opportunities. (PRPL. Ongoing.)**

Objective: Provide lifelong recreational opportunities for community residents.

- Action(s):**
- Investigate potential partnerships for program growth and development. *(PRPL. Ongoing.)*
 - Develop a marketing plan that includes a multitude of different delivery points, including social media, broadcast media, print media, internet/website, and outdoor display. *(PRPL. Ongoing.)*

PARKS, RECREATION AND PUBLIC LANDS

- Action(s):**
- Through the Needs Assessment Study, continue to consider and expand different avenues, including social media, for creating and promoting awareness of the recreation programs and Department services offered to the community.
 - Enhance participant registration and facility use through improved customer service access including WIFI and mobile technology.

- Outcome(s):**
- A more cost-effective means of delivering parks and recreation services.
 - Increased efficiency for facilitated community park use for groups and organizations.

Objective: Plan for adequate parks, open space, and trails infrastructure Citywide. *(PRPL. Ongoing.)*

Objective: Plan for and promote more and proper use of Natural Area parklands throughout the community.

- Action(s):**
- Develop and implement a Park Natural Area Management Plan. *(PRPL. FY 16.)*
 - Develop and implement a Noxious Weed Management Plan. *(PRPL. FY 16.)*
 - Inventory, develop, and manage single track bike/hike trails in natural areas. *(PRPL. FY 17.)*

Objective: Promote, encourage, and develop city-wide landscaping and tree planting to make the community more attractive.

- Action(s):**
- Develop and implement a city-wide Urban Forestry Strategic Plan. *(PRPL. FY 15.)*
 - Review, rewrite, and implement city-wide Landscaping Codes. *(PRPL. FY 17.)*
 - Develop and implement a city-wide Noxious Weed Management Plan. *(PRPL. FY 17.)*

Objective: Continue to improve response to public safety issues in City parks.

- Action(s):**
- Recruit and train citizens for the volunteer ranger program. *(PRPL. Ongoing.)*
 - Develop communications and coordination strategies with public safety entities. *(PRPL, Police, and Fire. Ongoing.)*
 - Focus on continuous employee development and innovation in order to ensure staff is prepared to recognize and respond to public safety issues. *(PRPL, Fire, and Human Resources. Ongoing.)*

Objective: Provide an aesthetically pleasing public cemetery and cost effective funeral services.

Action(s):

- Prepare Section 15 for graves. (*Cemetery. FY 18.*)

☞ CITY INFRASTRUCTURE

Goal: Provide understandable infrastructure program.

Objective: CIP source of infrastructure program.

Action(s):

- Program infrastructure based on long and short term planning documents. (*Airport, Public Works, Planning, PRPL, Parking, and Facilities. Ongoing.*)
- Prioritize programs based on:
 - a) Maintaining existing infrastructure.
 - b) Improving existing infrastructure.
 - c) Planning new infrastructure. (*Airport, Public Works, Planning, PRPL, Parking, and Facilities. Ongoing.*)

Goal: Provide sustainable funding.

Objective: Establish financial plan for infrastructure program.

Action(s):

- Develop Infrastructure Replacement Plan. (*Airport and Public Works.*)
- Establish annual inflationary adjustments for infrastructure programs. (*Airport and Public Works.*)

Objective: Create a Storm Water Utility.

Action(s):

- Explore the feasibility and framework of creating a storm water utility to improve funding for CIP projects and the storm water management program. (*Public Works.*)

Goal: Enhance Solid Waste services to Billings' residents.

Objective: Increase potential for recycling. (*Public Works.*)

Action(s):

- Develop construction debris recycling program to reduce landfill disposal and provide access to construction material for non-profit and residents. (*Public Works.*)
- Develop private/public partnerships for recycling of plastics, glass, and other materials. (*Public Works.*)

Objective: Increase the useful life of the landfill benefits.

Action(s):

- Permit the available land at the existing landfill to ensure continued use. (*Public Works.*)
- Acquire additional land for buffer and future landfill disposal. (*Public Works.*)
- Investigate and develop natural, regional recreation areas on reclaimed landfill cells. (*Public Works*)

FY 15 DEPARTMENT GOALS

ADMINISTRATION

CITY ATTORNEY

Goal: Assist the Billings City Council, City Administrator, and City Lobbyist Ed Bartlett in researching, planning, and legislative priorities for the 2017 Montana Legislature.

Action(s):

- Review, summarize, and report on proposed new bills affecting City operations as needed/requested and assist in methods to implement the new laws.
- Assist City-supported legislation through correspondence, emails, and legislative committee testimony.

Outcome(s):

- Informed/prepared transition into new 2017 legislative session.

Goal: Review/update plea agreement/sentencing standards from the 2017 legislation affecting/impacting criminal misdemeanor prosecution.

Action(s): Review new 2017 legislation, and then review and revise internal department sentencing standards as needed.

Outcome(s):

- Implementation of new state laws and maintenance of consistent sentencing standards in Municipal Court cases handled by the Department.

Goal: Provide specific contact person for civil advice and litigation support to each City department on MMIA and non-MMIA cases.

Action(s): Designate one of four civil attorneys to provide civil advice to each department.

Outcome(s):

- Expedient and more comprehensive handling of individual department legal issue inquiries.

Goal: Provide quarterly litigation strategy reports to the Mayor/City Council and City Administrator on MMIA and non-MMIA cases.

Action(s): Schedule regular (typically quarterly) report dates in advance for the entire FY 17.

Outcome(s):

- Regular, consistent communication of pending litigation to the Mayor, City Council, and City Administrator and more proactive risk management.

Goal: Provide monthly status/progress reports to the City Administrator on current litigation and pending projects requiring City Attorney participation or input.

Action(s): Review open civil litigation files, prepare written status notes, and assign civil division staff attorneys to assist as needed.

Outcome(s):

- City Administrator will be better and more consistently informed of current, important developments in litigation involving the City as a party and will be briefed on other major legal research related to City projects.

Goal: Assist City Administrator and City Departments in reviewing/revising City insurance requirements for contractors in construction and professional consulting projects during FY 17.

Action(s): Consult with the City's insurance advisor on liability and property damage insurance issues, and recommend coverage types and minimum amounts to City Administrator.

Outcome(s):

- Updated and consistent insurance and risk management requirements maximizing the protection of the City in substantial public works, parks, and other public infrastructure improvement projects.

Goal: Refine, review, and maintain priority-based budget process to Department programs and O&M budget for FY 17.

Action(s): Identify, analyze, and implement previously identified “programs” and review previous program “scoring” as part of the overall City priority-based budgeting for FY 17.

Outcome(s):

- Improvement in Department budget prioritization and future fiscal years’ budget forecasts; and improved predictability for Department expenses.

Goal: Provide research, drafts, and other assistance in the update to the existing City ordinances based on a 2016 Council initiative and the Municipal Code Corporation review of the City Code.

Action(s): Assist the Mayor, Council, and City Administrator as requested in drafting, amending, or repealing these ordinances and others identified as in need of revision.

Outcome(s):

- Proactive preparation in modernizing and enhancing the enforcement of specific ordinances.

Goal: Support and provide legal research, advice, and document preparation as needed/requested in support of a potential Public Safety Special District during calendar year 2017.

Action(s):

- Provide information and advice on ordinances/resolutions necessary to comply with State statutes on creation of Special Districts.
- Research and identify public safety resource needs and support specific funding alternatives in cooperation with Municipal Court, Billings Police, and Billings Fire Department.

Outcome(s):

- Better informed City Council and citizens concerning public safety, and potentially other, funding alternatives.

Goal: Continue to support the 2014 Community Innovations Summit effort to address and remedy transient and homeless, chemically dependent persons.

Action(s):

- Provide legal research and information to assist in facilitating a sobering center and treatment programs based on the San Diego, California Serial Inebriate Program.
- Assist Municipal Court, local treatment providers, cultural coalitions, business associations, and law enforcement to comprehensively address various issues through the MAAP program and other local resources.

Outcome(s)

- More effective treatment of those needing such, and reduction in public safety concerns for this population.
- Reduction of crimes committed by, or against, chemically dependent transients.

FACILITIES

Goal: Continue to improve energy performance and reduce energy consumption within City Hall, Billings Operation Center (BOC), Animal Shelter, and other locations where opportunities arise.

Action(s):

- Evaluate energy savings opportunities and complete a plan for integration.
- Implement an energy management tracking process to track and document energy changes/improvements.

Outcome(s):

- Reinforced progress of the City of Billings' continuing growth in energy performance and future sustainability.

Goal: Continue the plan for a City of Billings Facilities Master Plan.

Action(s): Develop, along with the Assistant City Administrator, a scope of work and upcoming process to advance the Facilities Master Plan.

Outcome(s):

- Best uses of City resources for fiscally sound and productive facilities for the future of the City's operations and to enhance customer service.

Goal: Continue Facilities Management project implementations and maintenance program improvements.

Action(s): Devote time for projects, and contribute to any City department that requests input or assistance with implementing projects or programs.

Outcome(s):

- Time devoted and contributed to City Departments who request input or assistance in implementing projects or programs.
- Use and sustainability of City facilities and resources are maximized.

FLEET SERVICES

Goal: Conversion and implementation of the new Innoprise Fleet and Inventory software system.

Action(s): Provide input to the Innoprise design team for establishing a functional and efficient software system tailored to the City's fleet operations. Work with IT and Innoprise to convert existing H.T.E. Fleet and Inventory data to the new software system.

Outcome(s):

- An updated, integrated fleet management software system that will provide expanded, user-defined information and reports to accommodate user needs while increasing operation efficiencies.

Goal: Provide fleet service accommodations for the continued expansion of the new CNG powered equipment program.

Action(s): Work with user departments to accommodate the requirements for changes in repair and maintenance of CNG powered equipment, and work with Facilities and consultants to bring the maintenance facility into compliance with CNG regulations.

Outcome(s):

- Support of a cleaner, more efficient fuel burning fleet of equipment.

Goal: Partnership support and assistance to customer departments to accomplish City-wide goals.

Action(s): Provide responsive and efficient fleet services to City departments, and maintain on-going communication and cooperation with City departments to assist them with planning and achieving future service expansion goals.

Outcome(s):

- Departments will have safe and reliable equipment available to help achieve their goals to perform more efficient and expanded community services.

Goal: The further development of fleet maintenance technology.

Action(s):

- Acquisition of updated technical tools, software, and equipment to support current technology.
- Provide various training opportunities for staff, including current diagnostics for light and heavy duty equipment applications, and maintain employee development and technical training.
- Acquisition of updated diagnostic tools and web-based software to support current technology.
- Transition to a web-based fleet management system that will provide technicians with up-to-date information and history of fleet equipment.
- Explore the possible transition into paperless work orders for fleet maintenance activities.

Outcome(s):

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

INFORMATION TECHNOLOGY

Goal: Support and assist City Council with improving public engagement in City decision making.

Action(s): Support initiatives in which departments plan to use technology as a means to accomplish their goals.

Outcome(s):

- By working with departments to understand their goals and outcomes, Information Technology (IT) can assist in the evaluation, selection, implementation, and management of technology, focused on optimizing the desired outcomes.

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

Action(s): Work with Human Resources to implement the "Employee Portal" and "Paperless Timecard" feature of the Innoprise payroll system.

Outcome(s):

- The Employee Portal will allow staff access to their personal information from their office, home, or any location through a secure Internet login.
- By using on-line timecard entry, staff can enter their timecard information, and supervisors can approve through a customized workflow.
- The new functions will provide staff with convenient access to information, eliminate paper timecards, and overall lower the impact on Human Resources.

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

Action(s): Implement a new IT Help Desk Solution.

Outcome(s):

- A new Help Desk solution will improve IT's ability to manage incoming calls for support and provide callers with improved feedback, such as current status on the issue, enhanced call tracking, and resolution confirmation.

Action(s): Deploy a computer Patch Management System.

Outcome(s):

- A Patch Management System (PMS) will improve the ability to manage the deployment of major software patches, such as Microsoft updates, to City desktops, laptops, and tablet devices throughout the organization. By implementing a PMS, IT can control what updates are applied and when they are applied. A PMS will improve the ability to manage City computers and reduce the use of Internet bandwidth throughout the organization.

Goal: Improve accessibility to, and use of, GIS services.

Action(s): Enhance delivery of GIS information to the end-user desktop by providing more browser-based map services designed for departmental needs.

Outcome(s):

- Accessibility to GIS information saves time spent looking up information and allows users a geographic interface with a variety of information currently stored in tabular or other formats and joined to GIS layers.

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

Outcome(s):

- Providing a visual representation of the requested datasets can be very beneficial to departments looking to meet their planning and analytical needs along with the needs of the citizens.

Action(s): Provide support and GIS data for implementation of the new Solid Waste routing software.

Outcome(s):

- Solid Waste will have the required GIS base layers and data necessary for the new system which is designed to automate the delivery of services and improve the management of solid waste routes.

Action(s): Cityworks Asset Management software heavily leverages the use of GIS data. IT will continue to provide a leadership role in the implementation of Cityworks, a GIS-based asset management system, for the Public Works Department.

Outcome(s):

- By working together with Public Works staff, the GIS team will support expanding the use of Cityworks, therefore, increasing their return on investment and improving the efficiency of day to day management of City infrastructure and assets.

Action(s): Deploy public mapping applications using ESRI ArcOnline.

Outcome(s):

- Enhancing the public's access to GIS on-line maps will reduce staff time spent copying and mailing printed maps and will greatly benefit citizens, consultants, and contractors by providing easy access to maps at their convenience.

Action(s): Provide City staff with GIS mapping applications on their mobile devices.

Outcome(s):

- By leveraging mobile technology, IT can provide crews with real-time access to information and replace the use of paper map books that are reprinted yearly.

PARKING

Goal: Develop a proactive Facility Maintenance Program.

Action(s):

- Create a long-term schedule for regular facility condition appraisals, and then create a rehabilitation plan and timeline.
- Research rate increase options and begin implementation.
- Develop a facility maintenance reserve.

Outcome(s):

- Parking facilities will be cleaner, safer, and have a more attractive appearance.
- The preservation and life span of the parking structures will be enhanced.

Goal: Improve public education and awareness regarding downtown parking.

Action(s):

- Develop and disperse educational materials on topics such as locations of metered areas and parking garages, on-street and off-street rates for parking, parking rules and regulations, FAQs, etc.

- Update the website and make it more user friendly.

Outcome(s):

- Enhanced perception of parking as a positive element of the community experience.

Goal: Make downtown parking more visitor friendly, improve operational efficiencies, and improve parking revenues.

Action(s):

- Develop an RFP for meter equipment upgrade to receive a range of options and pricing.
- Analyze what the Parking Division can afford and what technology is most fitting for downtown Billings in terms of initial investment, and lay out a plan going forward.
- Research other payment options, such as Pay-by-Cell Phone, Mobile Apps, etc.
- Research rate increase options and begin implementation.

Outcome(s):

- Flexible methods of payment (cash, coin, debit/credit cards, pay-by-cell phone, phone apps, etc.).
- Reduced maintenance and collection costs.
- Increased revenue.

AVIATION AND TRANSIT DEPARTMENT

AIRPORT DEPARTMENT

Goal: Implementation of the Capital Improvement Plan (CIP) items.

Action(s):

- Design, bid, and replace public ramp areas in the Airport Business Park, north of the main runway.
- Undertake Terminal Building renovations and improvements.
- Complete planning and construction for runway 10R extension.
- Refresh and update the Airport's website – flybillings.com, and implement a new custom Airport mobile app.

Outcome(s):

- A more customer and user-friendly Airport environment and experience.

Action(s): Design, bid, and install a new Lease Management System (LMS).

Outcome(s):

- Replacement of an aging in-house program based on the legacy financial system that is being decommissioned.

Goal: Establish timelines and funding sources for several short to longer term CIP items.

Action(s): Develop preliminary plans and budget estimates for: 1) the infrastructure for a new, large hangar development, and 2) the Terminal Building concourse expansion project that will address passenger needs for additional seating space, concessions, restroom facilities, and passenger gate areas.

Outcome(s):

- A financial and capital plan that will allow the Airport to continue to grow, modernize, and meet the needs of its users.

TRANSIT DEPARTMENT

Goal: Develop a Five-Year Budget Plan for MET operations.

Action(s): Explore short and longer term options to maintain a viable transit system that can operate within existing budget limits and/or with expanded financial resources.

Outcome(s):

- A fiscally viable Transit operation that will meet the needs of its core users.

Action(s): Refresh and update MET's website.

Outcome(s):

- A more customer and user friendly Transit website experience.

FINANCE DEPARTMENT

Goal: Continue the implementation of the new Innoprise Software in Finance, and assist with the Fleet and Inventory Software implementation.

Action(s): Implement new software to replace 30-plus year old, green screen software.

Outcome(s):

- The City will have state of the art software that will better assist departments with their daily duties.

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

Action(s): Provide long-range financial projections and recommendations on how to develop a long-range plan.

Outcome(s):

- Long-range funding for the Public Safety Fund.

Goal: Expand Purchasing assistance to staff Citywide.

Action(s):

- Create a cross-referenced list of potential vendors to include registered vendors, interested parties, authorized bidders, Architectural/Engineering listing, etc.
- Conduct an RFP to create a centralized printing services contract.
- Conduct additional purchasing training to coincide with new, updated procedures.

Outcome(s):

- Improved purchasing process to the highest attainable efficiency level.

FIRE DEPARTMENT

ADMINISTRATION

Goal: Start the process to revise the department policy manual.

Action(s): This challenging and time-consuming goal has not been accomplished to date as a result of limited staff time available to dedicate to the policy revision process. It is the intention to make this goal a priority in 2017. The primary step will address priority policies that need revision. The next phase will create a formal plan to list secondary policies and topics that are not currently being addressed.

Outcome(s):

- Having current policies provide direction and reference material associated with expectations in both emergent and non-emergent responsibilities. The revision of Departmental policies will provide up-to-date guidance to all personnel.

Goal: Research and develop an alternative staffing model that enhances the ability to meet the growing call volume and demand in the community.

Action(s): Pending the outcome of labor management negotiations and related contract language, it is the intention to explore changes in the daily staffing and allocation of shift personnel. A data review of the Billings Fire Department reflects approximately 70% of alarm call volume is related to medical calls. There are areas of coverage that experience increased response times due to both controlled and uncontrolled reasons.

Outcome(s):

- A more aggressive use of available staffing would place more units into service. This would allow additional coverage and double the response capabilities in high incident areas, such as the Heights which has one crew to meet the needs of approximately 30,000 citizens. Staffing additional apparatus also will provide backup coverage to other high incident areas, as well as coverage for mandated activities such as training.

SUPPRESSION DIVISION

Goal: Explore the benefit of responding as non-emergent to more calls.

Action(s): The fire service screens some 911 calls for determination of importance and whether they warrant an emergent response with lights and siren. The fact is the majority of EMS calls are Basic Life Support (BLS) incidents that do not require an emergency response. Studies have shown the use of lights and sirens often do not make a significant difference in response time. Therefore, responding non-emergent on specific calls may create a safer situation for both the public and responding apparatus. This conceptual approach should include input from the Medical Director as well.

Outcome(s):

- By being more aggressive in reducing the number of emergent responses, the outcome will result in a safer over-all response for both the citizen population, as well as Fire Department crews.

Goal: Review the current work schedule and adopt a more accountable unit-hour standard of productivity.

Action(s): In order to maximize the amount of time necessary for mandated training activities, a review of current scheduled activities will be addressed. The ability to use evening hours from 6-10 p.m. will be adjusted to include any number of activities, such as training, inspections, and related maintenance responsibilities.

Outcome(s):

- By focusing on a more productive use of personnel time during a 24-hour shift, the Department will be able to increase productivity and ensure mandated requirements,

such as training and inspection responsibilities. The more aggressive approach to accountable hours of work will impact the Department's current responsibilities directly related to public safety and internal knowledge, skills, and abilities.

FIRE PREVENTION BUREAU

Goal: The Bureau will incorporate a more aggressive use of technology to track inspection and preplan data.

Action(s): The Bureau will purchase tablets that can be used to reduce the normal paper trail and to track and sync data to the New World informational software.

Outcome(s):

- The inclusion of newer technology will reduce documentation time, enhance and improve the sharing of essential information, and reduce the time necessary to access stored data.

TRAINING DIVISION

Goal: Schedule regular hands-on training at the new facility that was developed in cooperation with the Billings Logan Airport.

Action(s): The facility is designed to incorporate all Firefighter-I skills including, but not limited to, fire suppression, search and rescue, ventilation, and incident command responsibilities. Regular training activities will be scheduled, so the facility will be used as intended and have a significant impact on the overall training program and related first responder responsibilities.

Outcome(s):

- The use of the training facility will improve firefighter skills and impact overall safety. All suppression personnel will gain a stronger skill, knowledge, and ability base related to their responsibilities.

Goal: Accountable tracking of all training activities for all department suppression personnel.

Action(s): Implementation of the Target Solution computer-based program will assist in meeting national standards and tracking compliance for a portion of the training program. Fire Administration will work directly with the Training Division to implement and meet monthly program expectations for EMS, suppression, rescue, and hazardous materials training.

Outcome(s):

- As the result of the limited number of shifts worked in any given month, tracking individual employee training is very important. The ability to target specific employees that are not meeting the expectations will enhance the Training Division's and the Battalion Chief's abilities to address the areas of concern.

Goal: The Department will utilize its video conferencing system to maximize the ability to broadcast as much classroom training as possible.

Action(s): Administration will meet with the training supervisor and stress the need to coordinate and schedule as much training as possible using the video conferencing program.

Outcome(s):

- By allowing station crews to remain in their primary response area, the overall response time to alarms will be positively impacted.
- The use of video conferencing allows for all on-duty crews to participate in training at the same time.
- The ability to record training, which will enhance the overall delivery to firefighter personnel.
- Cost savings will be achieved by less travel for training, as well as the financial benefit and lower maintenance costs due to fewer miles driven.

911 COMMUNICATIONS CENTER DIVISION

Goal: Upon the successful purchase of property for the new 911 Center, begin the process of construction for the Center.

Action(s): Upon purchase of the property, it will be possible to begin the process for building a new 911 Center:

- Demolition
- RFP for architectural services
- Bid for construction services

Outcome(s):

- A more modern facility that meets national standards and accommodates a growing staff of 911 Dispatchers.

Goal: Fill the additional 911 dispatcher positions related to law enforcement.

Action(s): Staffing the law enforcement side of the dispatch center is a critical need. Due to significantly high radio traffic and the related demands, a second dispatcher will be assigned to assist and cover the police radio. The dispatcher will prioritize calls and provide essential and safe information to the responding officers.

Outcome(s):

- Currently the most stressful part of the 911 Center responsibilities is due to the amount of radio traffic and related demand for the assigned police radio dispatcher. Additional personnel, especially during peak demand time, will reduce the overall stress of the police dispatcher(s).
- Less job related stress will result in lower personnel turnover.

FIRE STATION FACILITIES

Goal: Assess the fire department facilities, including fire stations, training areas, and maintenance/storage areas, for needed maintenance.

Action(s): Work with the City Facilities Manager to conduct a facilities needs assessment, and then develop a five-year plan to identify and address priority projects and needs. Work with the City Administrator and Finance Director to determine how best to plan for and finance the facility maintenance program.

Outcome(s):

- A systematic approach to identify facility needs by providing a proactive methodology.
- This approach may also address deferred maintenance concerns that have impacted Fire facilities in the past.

HUMAN RESOURCES

Goal: Ensure compliance with healthcare reform laws.

Action(s): Review and monitor the Affordable Care Act, and develop guidelines and an action plan to ensure compliance.

Outcome(s):

- The City of Billings will be in compliance with the Affordable Care Act.

Goal: Update the Human Resources Policies and Procedures Manual, and develop a Citywide Safety Manual.

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

Outcome(s):

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

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

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

LIBRARY

Goal: Develop and implement a marketing plan for the Library.

Action(s): Analyze Library use data and community market segmentation data.

Outcome(s):

- The Library will gain better understanding about who uses the Library and who doesn't.
- The Library will increase public awareness efforts to demographic groups likely to increase usage of Library resources and services.

Action(s): Develop a comprehensive communications plan, including advertising, PR, and all types of media.

Outcome(s):

- Current Library users will become more familiar with, and use, resources and services of which they were previously unaware.
- Non-users of the Library will become familiar with resources and services and start using the Library.

Goal: Offer stimulating and inspiring programs for patrons to enjoy.

Action(s): Offer programs that promote reading skills for all ages.

Outcome(s):

- A planned and presented lecture by a nationally-renowned author; the first of what will become an annual event.

Action(s): Offers programs providing practical information for patrons of all ages at important milestones.

Outcome(s):

- Plan and offer increased programming to older adults.
- Transition to college programs planned and offered for teens and parents.

MUNICIPAL COURT

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

Action(s): Continue to assess the court calendar and make changes where necessary to ensure efficiency in case management.

Outcome(s):

- Cases are adjudicated within the national ABA standards which will shorten the court docket, create less daily paperwork, and provide better service to the public.

Goal: Assess the current court case management system, and research the transition into electronic case management.

Action(s): Work with the State of Montana to implement their recommendations in regard to electronic case management.

Outcome(s):

- A paperless and electronic case management system which will allow the court to provide faster service to the public. Digitally archiving all paper records will ensure against loss by flood, fire, or natural disaster, as well as conserve physical space.

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

Action(s): Pursue statewide and federal funding opportunities to secure the treatment courts currently in operation, while continuing to seek funding from community resources such as the Rotary Club, Breakfast Exchange, and DUI Task Force.

Outcome(s):

- Self-sustainment for the treatments courts and community awareness and involvement.

Goal: Hold a yearly Bench-Bar meeting to calibrate processes, expectations, and decorum of the Court.

Action(s): Schedule yearly Bench-Bar meeting for the beginning of summer.

Outcome(s):

- Stakeholders share a common goal and assist in the efficiency of court operations / settings from the perspective of the bench.

Goal: Increase Court operations to include jail arraignments on Tuesday and Thursday.

Action(s): Increase Court operations for the addition of 2 jail day arraignments.

Outcome(s):

- Decreased jail inmates.

PARKS, RECREATION AND PUBLIC LANDS

Goal: Promote community-wide parks and recreation programs and activities.

Action(s):

- Utilize the results from the Needs Assessment study to:
 - Provide expanded recreational opportunities and programs to specific areas of interest, including outdoor recreation, aquatics, youth development, adult sports, and active senior adult recreation programs.
 - Explore the need for and investigate potential partnerships for additional, municipal recreation facilities for both indoor and outdoor activities.
- Continue to improve the effectiveness of the Department's process for use of city parks and facilities for community user groups and special event organizers.

Outcome(s):

- Increased participation in recreation programs.
- Increased programs and opportunities for community recreation.
- A more cost-effective means of delivering parks and recreations services.
- Increased revenue and participation through e-commerce.
- Increased efficiency for facilitated community park use for groups and organizations.

Goal: Provide a safe and healthy environment at city aquatic facilities.

Action(s):

- Continue evaluation of facilities and operational procedures to provide a safe and enjoyable experience at municipal pools.
- Increase participation and attendance with the new waterslides and the expanded area at Rose Pool that will accommodate parties and corporate gatherings.
- Increase revenue potential by adding the ability to accept credit and debit cards as payment for pool and waterslide admissions.

Outcome(s):

- A safe and healthy facility for patrons at all City aquatic sites.
- Prevention of accidents or illness in connection with the operation and usage of municipal pools.
- Increased revenue at pools resulting from improved pool amenities, service areas, program offerings, and point of sale capabilities.

POLICE DEPARTMENT

ADMINISTRATION

Goal: Successfully pursue a Public Safety recruitment and retention plan to support Law Enforcement operations into the future.

Action(s): Market the Police Department and engage in aggressive recruitment and retention by utilizing social media and contemporary advertising methods to recruit and retain the best candidates.

Outcome(s):

- Successful hiring and retention plan.

Goal: Improve community relations, outreach, and education in regard to Billings Police Department operations with an emphasis on use of force issues.

Action(s): Continue with public outreach, i.e. Chat with the Chief, and enhance responsiveness to public inquiries.

Outcome(s):

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

CRIME PREVENTION – VOLUNTEER PROGRAMS

Goal: Increase the number of volunteers in order to increase the services provided.

Action(s):

- Use marketing campaigns to bring awareness to volunteer opportunities.
- Explore places to expand volunteer involvement.
- Provide training opportunities to volunteers.

Outcome(s):

- Additional classes, information, and training offered to the public.
- More frequent meetings with volunteers to reiterate procedures and duties.
- Public outreach events that build better relationships with residents.

PATROL OPERATIONS

Goal: Continue to improve traffic safety in the community.

Action(s): Identify and address key accident locations, enhance use of radar trailers with coordinated enforcement, continue emphasis on DUI enforcement, and enhance dedicated enforcement program (S.T.E.P.).

Outcome(s):

- Reduction in fatal and personal injury accidents.
- Neighborhood traffic complaints addressed and reduced.

Goal: Continue to assess beat boundaries and patrol areas.

Action(s): Identify patterns and changes in call loads (demand for service).

Outcome(s):

- Effectiveness of officer deployment maximized.

Goal: Re-energize Community Policing Program

Action(s): Facilitate community and neighborhood policing programs.

Outcome(s):

- Increased citizen/officer interaction.
- Enhanced citizen/officer communication.
- Reduced crime through cooperative effort.

Goal: Enhance use of Communication Center assets.
Action(s): Cooperate and coordinate with Communications Center.
Outcome(s):

- Increased dispatch ability to identify nearest available units.
- Best possible response times ensured.

TRAINING / PLANNING / RESEARCH DIVISION

Goal: Continue to enhance Police Department access to online training opportunities to help facilitate efficient and effective career development.

Action(s): Provide accessible location with adequate equipment that makes ongoing education a possibility for all employees, and promote programs that utilize online capabilities designed for the development of Law Enforcement personnel.

Outcome(s):

- Quality training produces a motivated, professional workforce.
- Facilitated career development and succession training.
- Facilitated compilation of Peace Officer's Standards in Training (P.O.S.T.) credit requirements.

Goal: Continue to provide quality law enforcement training availabilities for all area law enforcement personnel.

Action(s): Maintain all mandated training and certifications for BPD personnel, host regional training with quality instructors to maintain professional law enforcement standards, and present timely, affordable training that would be available to all area law enforcement personnel.

Outcome(s):

- A high level of law enforcement service to the Billings community maintained, while developing strong working relationships with other law enforcement agencies.

SUPPORT SERVICES DIVISION

Goal: Support transparency of BPD operations through information sharing with the public.

Action(s): With the implementation of LERMS (Law Enforcement Records Management System), Crime View software was replaced with DSS (Decision Support Software) and DAM (Data Analysis Mapping) to allow analysis and display of criminal statistics, incident maps, and trend analysis.

Outcome(s):

- More accurate statistical information regarding crime in the community.

Goal: Improve effectiveness of Patrol Officers by implementing mobile data terminal software and training.

Action(s): Continue In-Car reporting for all offenses, and implement electronic submission of reports to other law enforcement agencies.

Outcome(s):

- Increased efficiency and effectiveness of patrol officers by automating and streamlining the report system.
- Increased officer's availability for call.
- Expedited data importation and accessibility.

ANIMAL CONTROL

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

Action(s): Assign staff to cover more hours of a work day and to cover seven days a week.

Outcome(s):

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

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

Action(s): Animal Control Officers will make regular stops at pet stores and veterinarians; and use public service announcements and other means of media to increase programs and contacts with the general public to educate about animal issues and the laws affecting them.

Outcome(s):

- Established relationships with businesses.
- Compliance checks conducted.
- Creation of responsible pet owners and an educated public about their responsibilities when dealing with animal related issues.

INVESTIGATIONS

Goal: Enhance case review system.

Action(s): Continue weekly case presentations to the Deputy Chief and the Detective Command Staff.

Outcome(s):

- Quality investigations ensured.
- Facilitated feedback and solicitation of ideas and suggestions.

Goal: Improve crime scene investigation.

Action(s): Utilize new crime scene technology with the 3-D Scanner-Faro.

Outcome(s):

- Assurance of a quality crime scene investigation.
- A better map of the crime scene available to be given to detectives, prosecutors, and the court.
- Proficiency with the scanner to decrease time at the crime scene.

PUBLIC WORKS

ADMINISTRATION

Goal: Facilitate the development and approval of revised Montana Stormwater Discharge regulations.

Action(s): Working as the MLCT representative, along with six other cities, develop Montana Department of Environmental Quality (MDEQ) and EPA revised stormwater regulations.

Outcome(s):

- Complete revisions to the MDEQ stormwater regulations that the MLCT can reasonably enact and implement.

Goal: Develop a long-range strategy to ensure Billings can provide sustainable water and wastewater to its residents for the next 20 years.

Action(s): Using the concepts of an integrated water system, evaluate the options Billings has for supplying potable water and treating wastewater that is long-term, cost effective, and environmentally sustainable.

Outcome(s):

- A completed long-range, integrated water plan for the City Council and Mayor that will provide options and recommendations for providing water and wastewater services to Billings for 20 years or more.

Goal: Update the Department's 2009 Business Plan.

Action(s): Working with the Public Works Board, update the department's business plan to reflect the goals and objectives of the department.

Outcome(s):

- The business plan will provide the department, City Administrator, and City Council with a five- and ten-year financial and work plan for Public Works.

DISTRIBUTION AND COLLECTION DIVISION

Goal: Continue to use the slip-lining / pipe-bursting program to replace aged and failing water and sanitary sewer main lines.

Action(s): Expand the existing bursting program and facilitate funding through the Public Works Department's annual water and sanitary sewer replacement project budget, and coordinate projects with other improvement projects (PAVER, streetscape, etc.).

Outcome(s):

- Improved customer service.
- Supported Public Works Department business plan.
- The City's investment in infrastructure is protected and a safe, reliable, cost-effective service is provided to the community by utilizing new construction technologies.

Goal: Support Public Works' divisions that experience seasonal increased workloads.

Action(s): Divert employees and equipment to work in different divisions within the Public Works Department.

Outcome(s):

- Improve customer service.
- Support of the Public Works Department business plan.

Goal: Implement the sanitary sewer CMOM (capacity, management, operation, and maintenance) program to satisfy EPA and DEQ administrative orders.

Action(s): Implement tree root and FOG (fats, oils, grease) control programs, implement SOPs (standard operating procedures) for all sanitary sewer maintenance activities, and

identify and prioritize areas for replacement based on age, maintenance, and complaints.

Outcome(s):

- Decreased SSOs (Sanitary Sewer Overflows).
- Improved customer service.
- Reduced claims due to sewer backups.

Goal: Build an asset management plan based on GIS.

Action(s): Inventory all assets in GIS, and complete a condition assessment to evaluate assets to determine their placement in the life cycle.

Outcome(s):

- Improved maintenance support.
- Efficient utilization of the work force and equipment.
- Asset life cycle is determined based on many factors other than complaints.

Goal: Improve employee safety.

Action(s): Participate in eliminating approximately 100 outside water meter pits by moving the meters inside.

Outcome(s):

- Increased efficiencies by eliminating the need to have two employees on site when working on, or replacing, an outside water meter.
- Increased safety by eliminating the hazards relating to confined spaces.

Goal: Improve efficiencies by utilizing newer meter reading technology.

Action(s):

- Install the remaining meter reading collectors, which will eliminate the need to send a meter reader out.
- Program the collectors to call the reading into the City's computer system via cell phone technology or by utilizing the City's network.

Outcome(s):

- Increased operational efficiencies by utilizing technology.
- Cost-effective investment.

ENGINEERING DIVISION

Goal: Develop residential on-street parking policies for loading zones and handicap parking.

Action(s): Review residential on-street parking policies from other communities, and develop parking policies for the city of Billings.

Outcome(s):

- Policies for residential on-street parking for handicap and loading zones for City Council approval.

Goal: Develop a long-range strategic plan to address stormwater deficiencies.

Action(s): Prioritize projects to address the 10-year storm deficiencies, and work with land development community to address regional stormwater detention basins.

Outcome(s):

- Funding deficiencies will be addressed through the creation of a stormwater utility.

ENVIRONMENTAL AFFAIRS DIVISION

Goal: Ensure the City's MS4 storm water program complies with Federal Phase II Storm Water Regulations and State General Permit.

Action(s):

- Attend monthly stakeholder workshops with the DEQ and other MS4s to update the State MS4 General Permit until August 2016.
- Update or develop public information pamphlets in IDDE, FOG, Residential and Commercial BMPs, and modify the website to be more user friendly.
- Continue to GPS and evaluate additional stormwater outfalls discharging to state receiving waters.
- Update land ownership surveys on existing ditches and drains within the City limits.
- Conduct dry weather water quality samples on existing ditches and drains.
- Complete five educational outreach program events and pursue other opportunities.
- Continue to respond to IDDE complaints and eliminate illicit/cross connections.
- Update Billings' MS4 stormwater map in the Heights area.

Outcome(s):

- Reduced storm water pollution into state waters.

Goal: Maintain a pretreatment program to comply with the Clean Water Act water pollution control program.

Action(s):

- Incorporate findings from EPA Region 8 on-site audit of the City's pretreatment program.
- Assist Lockwood Water and Sewer District in managing pretreatment program through the Pretreatment Program Interlocal Agreement.
- Analyze the impact of future significant industrial dischargers on the City's collection and treatment systems.
- Comply with the Capacity, Management, Operation, and Maintenance (CMOM) schedule and incorporate EPA review comments.
- Conduct a minimum of 20 FOG inspections of commercial grease interceptors.
- Coordinate with Distribution and Collection field crews to locate and resolve FOG discharges.
- Continue to expand data base of dental offices for impending EPA amalgam regulations.

Outcome(s):

- Reduced potential upsets at the wastewater treatment plant, sanitary sewer overflows, and protected health and safety of workers.

Goal: Update Source Water Delineation and Assessment Report.

Action(s):

- Continue coordination meetings to update and field verify facilities identified in the original Assessment and Delineation survey.
- Conduct a minimum of one presentation to the Local Emergency Planning Committee.

Outcome(s):

- A susceptibility assessment of significant potential contaminant sources in the spill response area for the Laurel, Billings, and Lockwood WTP intakes will be provided.

Goal: Ensure the Billings Regional Landfill maintains compliance with State and Federal operational and environmental rules and regulations.

Action(s):

- Attend quarterly Solid Waste Advisory Council meetings with the DEQ and other landfill operators for regulatory and legislative updates, training schedules, trending issues, and impending rule changes.
- Continue to address landfill customer inquiries regarding proper handling, testing, and disposal of special wastes.
- Manage the landfill's interim household hazardous waste drop off site.

- Coordinate with MDU environmental personnel for required EPA reporting on landfill greenhouse gas emissions.
- Continue to work with landfill personnel to improve and maintain stormwater BMPs.

Outcome(s):

- Reduced potential for regulatory non-compliance and adverse impacts to ground and surface waters.

FISCAL SERVICES

Goal: Enhance customer service and communications between divisions and customers.

Action(s):

- Research and implement ideas that may lead to a decrease in the number of delinquent utility accounts that are shut off due to non-payment.
- Promote payments through the City's website.
- Promote paperless billing for utility bills.
- Continue implementation of Cityworks asset management software.
- Implement garbage collection route management software and interface to billing system.
- Utilize the website to provide up-to-date information regarding assessments, rates, and fees.
- Allocate staff in the most cost-effective and customer-service oriented manner.

Outcome(s):

- Increased efficiencies.
- Decrease in mailing and postage costs.
- Decrease in operational costs through route management system.
- Decreased workload through technology resulting in a delay to hire additional personnel.
- Enhanced and more efficient communication between divisions.

Goal: Ensure the department operates within financial limitations, while maintaining resources necessary to achieve current levels of service.

Action(s):

- Review all cost allocations, fees, and rates to ensure they are at an appropriate level to cover costs.
- Ensure reserves are adequate for the needs of each fund and maintain compliance with fiscal policies and legal requirements.

Outcome(s):

- Revenues are maintained at sufficient levels to support services.
- Adequate reserves available for emergencies.
- Stable, more predictable rates and lessened impact to customers.

Goal: Update Department's internal control and other financial policies and procedures.

Action(s): Maintain a manual for all accounting-related procedures, and update the internal control policies.

Outcome(s):

- Consistent and predictable operating procedures.
- Improved internal controls.

SOLID WASTE DIVISION

Goal: Reduce the amount of waste disposed of at the Billings Regional Landfill through continued use and expansion of the curbside yard waste collection program for the City of Billings.

Action(s): Continue the collection of the curbside yard waste collection program in the City, and expand the implementation of the residential yard waste program.

Outcome(s):

- A reduction in the amount of waste that is disposed of at the Billings Regional Landfill.
- Creation of more material to be used as cover and to help with methane gas extraction.

Goal: Economic development through community partnerships.

Action(s):

- Continue to coordinate landfill operations with MDU's activities to complete a Landfill Gas Collection System to capture methane gas from the landfill.
- Support the concept of injecting gas condensate back into the waste to accelerate the methane production.
- Start blending compost as cover material.
- Help with horizontal pipes to be installed in landfill cells three and four.

Outcome(s):

- Compliance with greenhouse gas regulations.
- Additional revenue streams for the City of Billings.

Goal: Develop the landfill as recommended in the Landfill Master Plan.

Action(s): Integrate GPS in the landfill equipment for the most efficient use of air space, and study and construct new alternatives for better traffic control.

Outcome(s):

- Maintained regional landfill that protects the environment and people, is customer friendly, and remains in full compliance with Solid Waste Regulations.

Goal: Continue to study the use of Compressed Natural Gas (CNG) vehicles for a more efficient use of fuel and economics for the City.

Action(s): Purchase six new CNG trucks, and continue to study the cost of using the CNG trucks.

Outcome(s):

- Determination whether using CNG vehicles in the City's fleet is beneficial.

Goal: Continue the steps toward licensing the area north of the landfill.

Action(s): Hold public meetings to finalize licensing the area north of the landfill on Hillcrest Road.

Outcome(s):

- At the current growth rate, this will add a minimum of 50 years of life to the landfill.

Goal: Implement GPS in the collection trucks to work with the current route software.

Action(s): Add GPS Routeware to collection trucks to help drivers run routes more efficiently.

Outcome(s):

- More efficient routes will result in less fuel cost, wear and tear on equipment, and personnel.

STREET-TRAFFIC DIVISION

Goal: Provide well-maintained public Right-of-Ways.

Action(s): Coordinate pothole repair, minor street reconstruction, street and alley gravel upkeep, snow and ice control, storm drain cleaning / jetting, sweeping, maintaining multi-use trails, mowing, weed abatement, and maintaining signalized intersections, all street signs, and pavement markings.

Outcome(s):

- Safe driving surfaces and movement of vehicles and pedestrian traffic.

Goal: Ensure proper reflectivity of all stop signs.
Action(s): Institute a program that will measure and record reflectivity, and replace City stop signs as necessary.

Outcome(s):

- A consistent method of maintaining reflectivity on all City stop signs.

Goal: Install new computer controlled school flasher systems.
Action(s): Provide elementary schools with custom systems for flasher control.

Outcome(s):

- These systems will provide cellular control of school flasher time clocks utilizing the ATMS.NOW traffic signal control software. There will be more efficient response times for each individual school requirement.

Goal: Develop a report on the status of the existing Storm Drain System.
Action(s): Inventory the existing storm drain system, including cleaning and videoing the pipes and ditches.

Outcome(s):

- A report will be developed showing the condition of the existing storm drain system and describing the deficiencies of the system.

WASTEWATER TREATMENT DIVISION

Goal: Perform plant operation and maintenance in a manner that supports efficient use of budgeted funds while ensuring continued quality effluent.

Action(s): Treat the City's wastewater and dispose of the resulting residuals in a timely, environmentally safe, and economical manner, while meeting MPDES (Montana Pollutant Discharge Elimination System) effluent and bio-solids standards.

Outcome(s):

- Full compliance with MPDES permit and zero violations of the discharge limitations attributable to operational or maintenance activities.

WATER TREATMENT DIVISION

Goal: Comply with all rules and regulations pursuant to the Safe Drinking Water Act.

Action(s): Conduct the quarterly sampling and reporting required by the UCMR.

Outcome(s):

- The public's trust maintained in the City's drinking water.
- The safest water possible provided for the community.

Goal: Communicate with the consuming public about drinking water treatment and the quality of their drinking water.

Action(s):

- Prepare and distribute the annual Consumer Confidence Report providing details about the quality of the City's drinking water.
- Provide monthly water quality information enhanced with responses to frequently asked questions and other useful drinking water information on the City's website.
- Provide facility tours to educate the public about drinking water treatment; provide information to civic groups, schools, and others regarding drinking water processes and quality; and respond to citizen inquiries regarding the quality of the City's drinking water.

Outcome(s):

- The public's confidence maintained and enhanced in the City's drinking water.
- The public is informed about their drinking water and the processes required to provide it.

Goal: Provide superior quality potable water.

Action(s): Produce, pressurize, and store drinking water for the community in adequate quantities, and meet all regulatory requirements and quality control standards; as well as maintain and repair all water treatment, pressurization, and storage facilities.

Outcome(s):

- Community water needs met.
- Aging / malfunctioning infrastructure replaced to increase capacity while ensuring a quality product.
- The maximum, productive life as possible is obtained.

GENERAL FUND OVERVIEW

GENERAL FUND

The General Fund is used to account for resources traditionally associated with government that are not required legally or by sound financial management to be accounted for in another fund. Property taxes, licenses and permits, charges for services, fines and forfeitures, and state intergovernmental revenue provide revenue to the general fund. The expenditures of the following departments are accounted for in the general fund: Mayor and City Council, City Administrator, Human Resources, City Attorney, Municipal Court, Code Enforcement, Parks, Recreation and Public Lands, and Finance. The largest use of general fund revenue is the transfer to the Public Safety Fund.

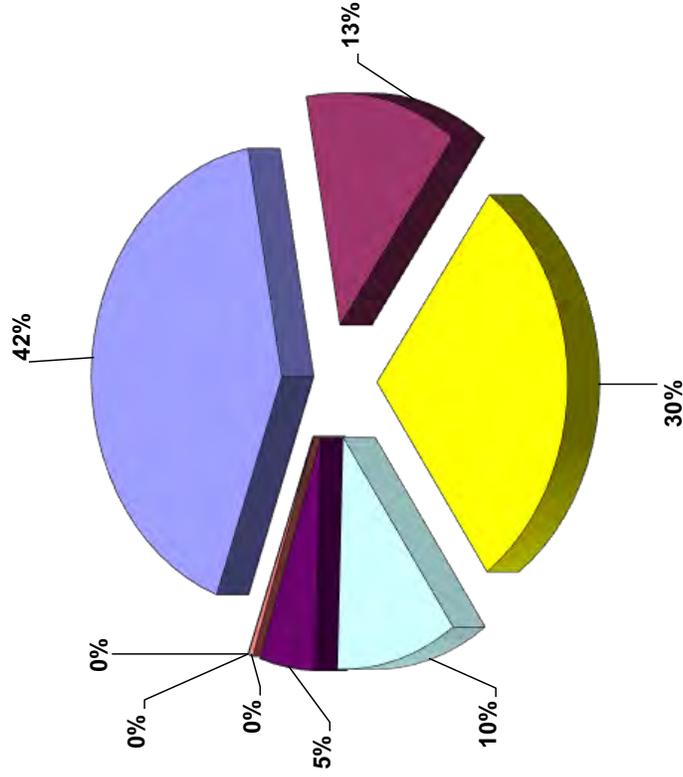
GENERAL OPERATING FUND
SUMMARY
OPERATING BUDGET
FY17

	APPROVED BUDGET FY 17	APPROVED BUDGET FY 16	INCREASE (DECREASE)	ACTUAL FY 15
FUND BALANCE - BEGINNING	\$ 23,395,281	\$ 23,971,940	\$ (576,659)	\$ 23,135,031
REVENUES:				
TAXES	\$ 14,655,056	\$ 13,051,058	\$ 1,603,998	\$ 14,600,053
SPECIAL ASSESSMENTS	-	-	-	10,635
LICENSES & PERMITS	4,538,184	4,398,880	139,304	4,579,156
INTER-GOVERNMENTAL	10,629,035	10,337,424	291,611	10,450,820
CHARGES FOR SERVICE	3,612,209	3,773,614	(161,405)	3,754,681
FINES & FORFEITS	1,657,113	1,821,047	(163,934)	1,579,858
INVESTMENT EARNINGS	130,240	69,162	61,078	103,772
INTERFUND TRANSFERS	4,045	2,830	1,215	50,482
MISCELLANEOUS	500	500	-	20,578
TOTAL REVENUES	\$ 35,226,382	\$ 33,454,515	\$ 1,771,867	\$ 35,150,035
EXPENDITURES:				
PERSONAL SERVICES	\$ 7,990,241	\$ 7,529,094	\$ 461,147	\$ 7,145,474
OPERATION & MAINTENANCE	3,410,724	3,342,036	68,688	3,090,747
CAPITAL	432,494	165,000	267,494	74,846
INTERFUND TRANSFERS	25,282,788	23,447,256	1,835,532	23,094,088
TOTAL EXPENDITURES	\$ 37,116,247	\$ 34,483,386	\$ 2,632,861	\$ 33,405,155
FUND BALANCE - ENDING	\$ 21,505,416	\$ 22,943,069	\$ (1,437,653)	\$ 24,879,911

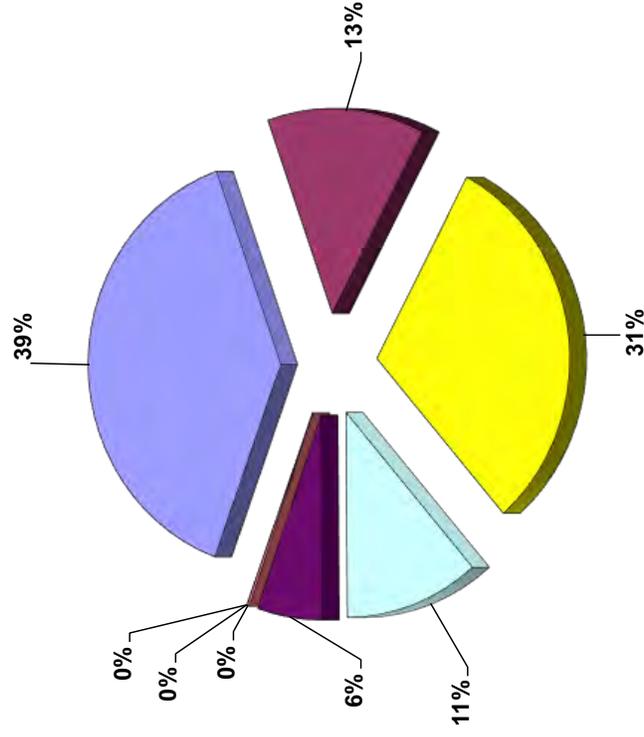
General Fund Summary of Revenues

FY 17	FY 16
\$ 14,655,056	\$ 13,051,058
4,538,184	4,398,880
10,629,035	10,337,424
3,612,209	3,773,614
1,657,113	1,821,047
130,240	69,162
4,045	2,830
500	500
<u>\$ 35,226,382</u>	<u>\$ 33,454,515</u>

TAXES
 LICENSES & PERMITS
 INTER-GOVERNMENTAL
 CHARGES FOR SERVICE
 FINES & FORFEITS
 INVESTMENT EARNINGS
 INTERFUND TRANSFERS
 OTHER
 TOTAL



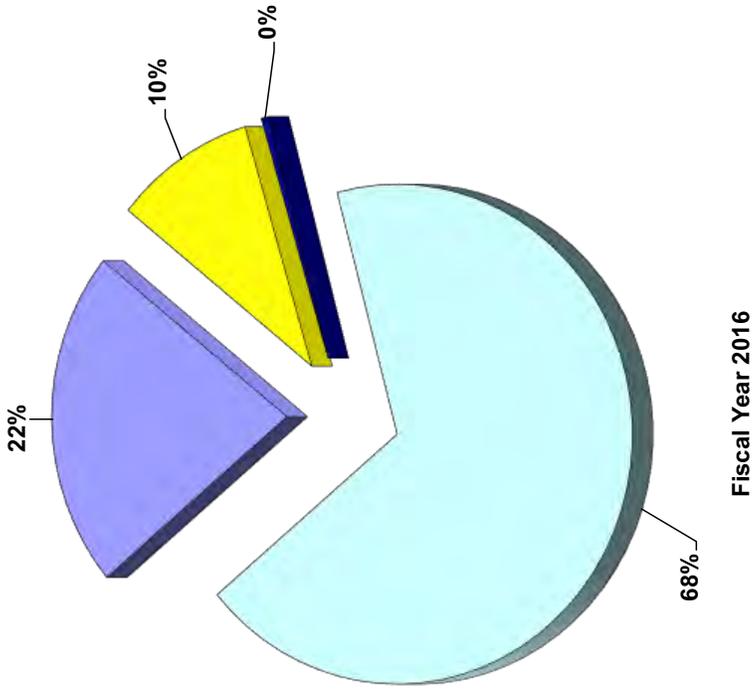
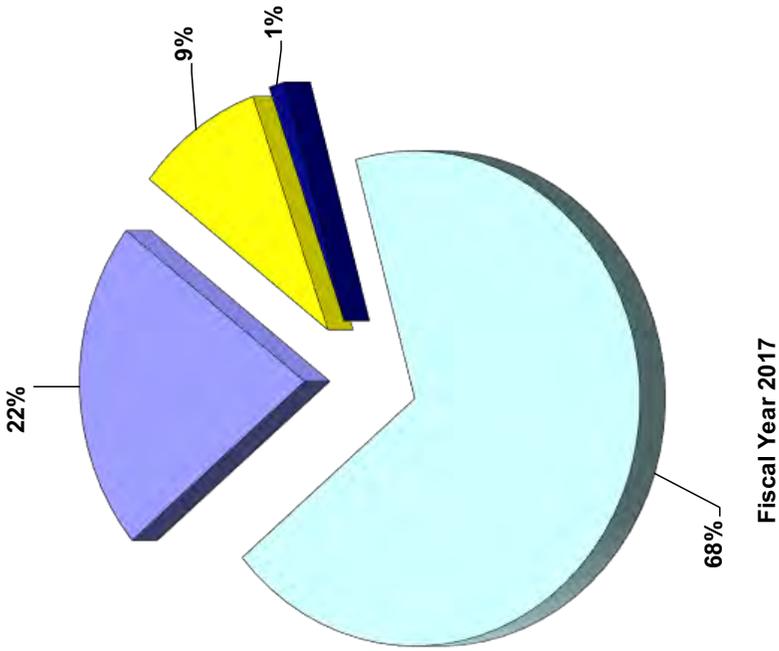
Fiscal Year 2017



Fiscal Year 2016

General Fund Summary of Expenditures

	FY 17	FY 16
PERSONAL SERVICES	\$ 7,990,241	\$ 7,529,094
OPERATION & MAINTENANCE	3,410,724	3,342,036
CAPITAL	432,494	165,000
INTERFUND TRANSFERS	25,282,788	23,447,256
TOTAL	\$ 37,116,247	\$ 34,483,386



**GENERAL OPERATING FUND
OPERATING BUDGET**

FUND 010

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ 21,215,360</u>	<u>\$ 23,135,031</u>	<u>\$ 23,971,940</u>	<u>\$ 24,879,912</u>	<u>\$ 23,395,281</u>
REVENUES:					
TAXES	\$ 14,979,893	\$ 14,600,053	\$ 13,051,058	\$ 13,051,058	\$ 14,655,056
SPECIAL ASSESSMENTS	14,595	10,635	-	-	-
LICENSES & PERMITS	3,525,284	4,579,156	4,398,880	4,398,880	4,538,184
INTER-GOVERNMENTAL	10,004,823	10,450,820	10,337,424	10,337,424	10,629,035
CHARGES FOR SERVICE	3,302,231	3,754,681	3,773,614	3,773,614	3,612,209
FINES & FORFEITS	1,578,998	1,579,858	1,821,047	1,821,047	1,657,113
INVESTMENT EARNINGS	72,832	103,772	69,162	69,162	130,240
CONTRIBUTIONS / DONATIONS	315	-	-	-	-
INTERFUND TRANSFERS	48,167	50,482	2,830	-	4,045
MISCELLANEOUS	47,430	20,578	500	3,330	500
TOTAL REVENUE	<u>\$ 33,574,568</u>	<u>\$ 35,150,035</u>	<u>\$ 33,454,515</u>	<u>\$ 33,454,515</u>	<u>\$ 35,226,382</u>
EXPENDITURES:					
MAYOR AND CITY COUNCIL	\$ 207,926	\$ 206,077	\$ 280,879	208,976	\$ 273,038
CITY ADMINISTRATOR	611,344	619,277	668,635	617,699	676,622
HUMAN RESOURCES	621,687	651,250	667,792	637,795	691,952
CITY ATTORNEY	1,512,579	1,355,986	1,340,238	1,342,355	1,387,374
MUNICIPAL COURT	1,044,205	1,120,521	1,319,348	1,162,408	1,378,591
FINANCE	1,305,223	1,310,958	1,381,728	1,321,949	1,439,952
CODE ENFORCEMENT	322,911	320,216	316,698	316,605	462,155
PARKS, RECREATION AND PUBLIC LANDS	4,318,131	4,613,233	4,664,707	4,497,048	5,151,408
NON-DEPARTMENTAL	21,649,883	23,190,389	23,778,361	24,769,311	25,590,155
COUNCIL CONTINGENCY	61,008	17,247	65,000	65,000	65,000
TOTAL EXPENDITURES	<u>\$ 31,654,897</u>	<u>\$ 33,405,154</u>	<u>\$ 34,483,386</u>	<u>\$ 34,939,146</u>	<u>\$ 37,116,247</u>
FUND BALANCE ENDING	<u>\$ 23,135,031</u>	<u>\$ 24,879,912</u>	<u>\$ 22,943,069</u>	<u>\$ 23,395,281</u>	<u>\$ 21,505,416</u>
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	9,890,000	9,952,000	10,700,304	10,132,352	10,763,712
ASSIGNED	-	-	-	-	-
UNASSIGNED	<u>\$ 13,245,031</u>	<u>\$ 14,927,912</u>	<u>\$ 12,242,765</u>	<u>\$ 13,262,929</u>	<u>\$ 10,741,704</u>

DEPARTMENTAL BUDGETS

GENERAL FUND DEPARTMENTAL BUDGETS

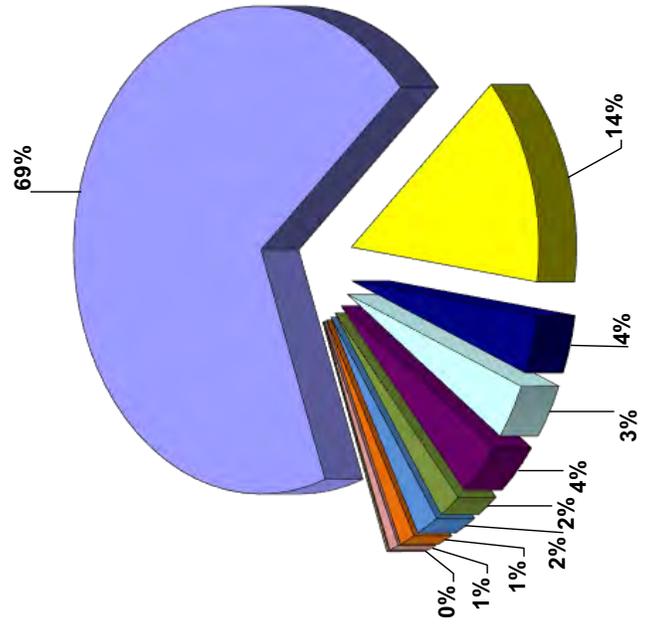
This section provides information about the City's General Fund individual department budgets, which are as follows:

- MAYOR AND CITY COUNCIL
- CITY ADMINISTRATOR
- HUMAN RESOURCES
- CITY ATTORNEY
- MUNICIPAL COURT
- FINANCE
- CODE ENFORCEMENT
- PARKS, RECREATION, AND PUBLIC LANDS
- NON-DEPARTMENTAL
- COUNCIL CONTINGENCY

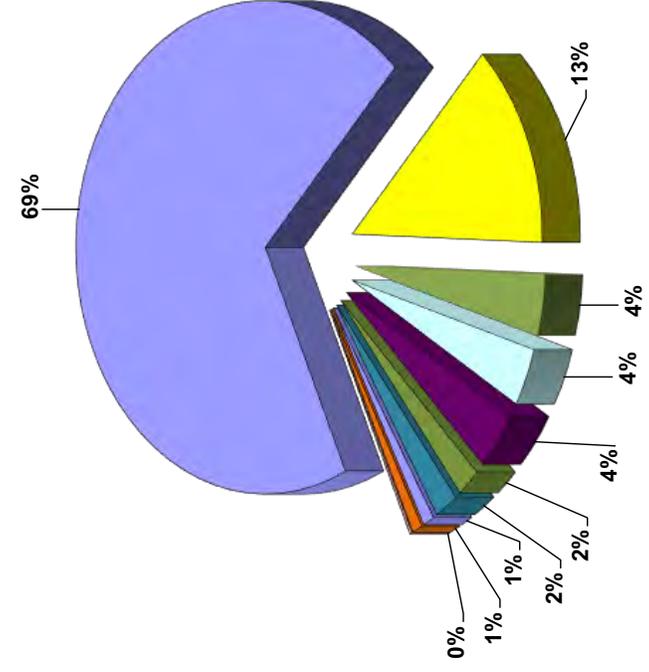
General Fund Summary of Department Expenditures

FY 17	FY 16
\$ 25,590,155	\$ 23,778,361
5,151,408	4,664,707
1,439,952	1,381,728
1,378,591	1,319,348
1,387,374	1,340,238
676,622	668,635
691,952	667,792
462,155	316,698
273,038	280,879
65,000	65,000
\$ 37,116,247	\$ 34,483,386

NON-DEPARTMENTAL	NON-DEPARTMENTAL
PARKS, RECREATION AND PUBLIC LANDS	PARKS, RECREATION AND PUBLIC LANDS
FINANCE	FINANCE
MUNICIPAL COURT	MUNICIPAL COURT
CITY ATTORNEY	CITY ATTORNEY
CITY ADMINISTRATOR	CITY ADMINISTRATOR
HUMAN RESOURCES	HUMAN RESOURCES
CODE ENFORCEMENT	CODE ENFORCEMENT
MAYOR AND CITY COUNCIL	MAYOR AND CITY COUNCIL
COUNCIL CONTINGENCY	COUNCIL CONTINGENCY
TOTAL	TOTAL



Fiscal Year 2017

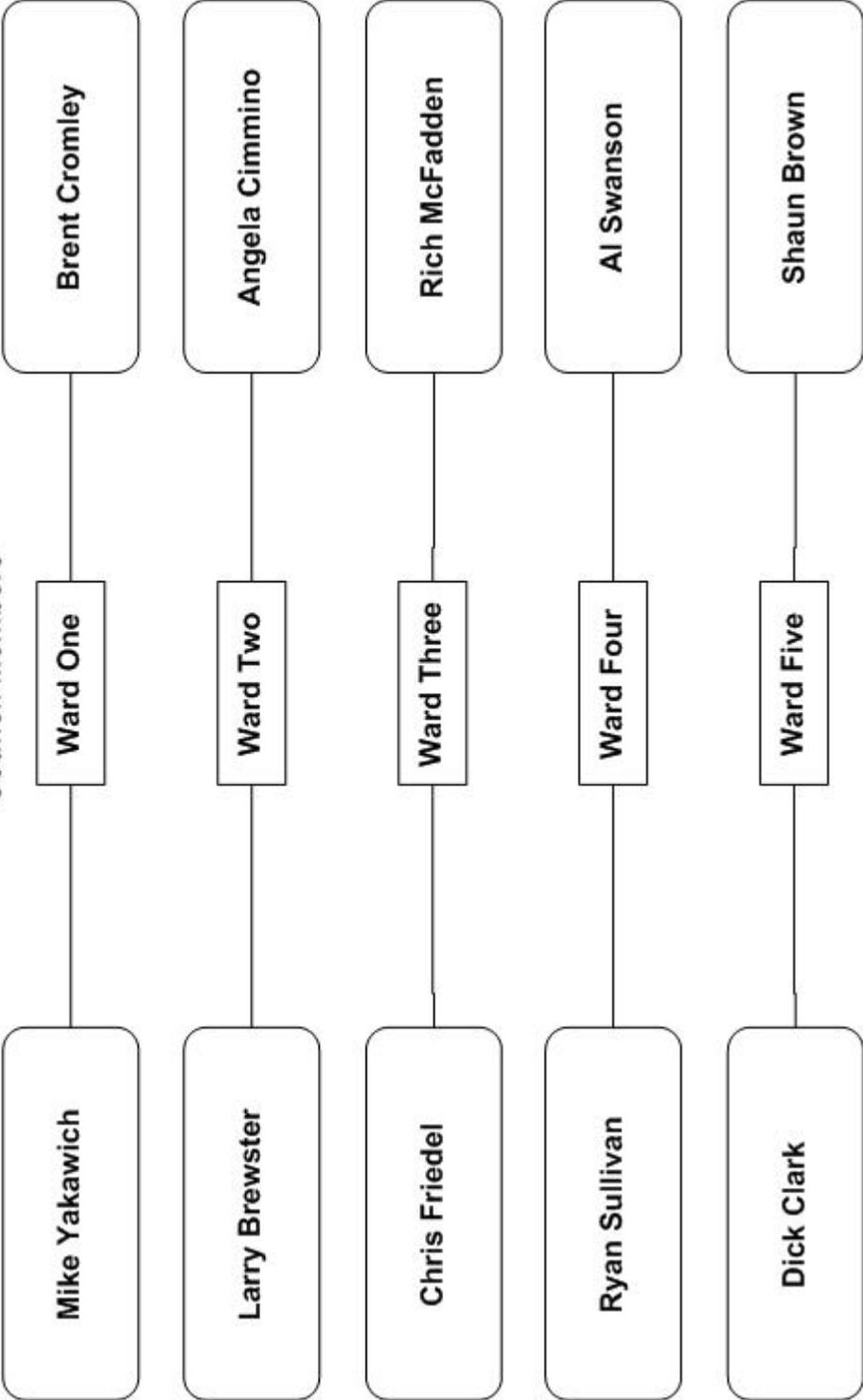


Fiscal Year 2016

**City of Billings, Montana
Official Roster**

**Mayor
Tom Hanel**

Council Members



**MAYOR AND CITY COUNCIL
OPERATING BUDGET**

FUND 010-1100

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 148,870	\$ 143,720	\$ 205,069	\$ 143,997	\$ 199,194
OPERATIONS AND MAINTENANCE	<u>59,054</u>	<u>62,603</u>	<u>75,810</u>	<u>64,979</u>	<u>73,844</u>
TOTAL EXPENDITURES	<u>\$ 207,924</u>	<u>\$ 206,323</u>	<u>\$ 280,879</u>	<u>\$ 208,976</u>	<u>\$ 273,038</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
MAYOR	0.5	0.5	0.5	0.5
COUNCIL MEMBERS	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>
TOTAL	<u>5.5</u>	<u>5.5</u>	<u>5.5</u>	<u>5.5</u>

MAYOR & CITY COUNCIL DEPARTMENT BUDGET NARRATIVE

The Mayor and City Council expenses are funded through the General Fund. The Mayor is elected at-large, and two Councilpersons are elected in each of the five wards.

Expenditures

The Mayor and City Council budget includes wages of \$800/month for the Mayor, \$600/month for each Council member, benefits, and operating expenses.

Capital

None

CITY ADMINISTRATOR
OPERATING BUDGET

FUND 010-1300

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY16	ESTIMATE FY16	APPROVED FY17
PERSONAL SERVICES	\$ 521,492	\$ 526,428	\$ 543,206	\$ 515,150	\$ 542,757
OPERATIONS AND MAINTENANCE	<u>89,956</u>	<u>92,849</u>	<u>125,429</u>	<u>102,549</u>	<u>133,865</u>
 TOTAL EXPENDITURES	 <u>\$ 611,448</u>	 <u>\$ 619,277</u>	 <u>\$ 668,635</u>	 <u>\$ 617,699</u>	 <u>\$ 676,622</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY16	APPROVED FY17
CITY ADMINISTRATOR	1.0	1.0	1.0	1.0
ASSISTANT CITY ADMINISTRATOR	1.0	1.0	1.0	1.0
EXECUTIVE SECRETARY	1.0	1.0	1.0	1.0
CITY CLERK	1.0	1.0	1.0	1.0
DEPUTY CITY CLERK	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
 TOTAL	 <u>5.0</u>	 <u>5.0</u>	 <u>5.0</u>	 <u>5.0</u>

CITY ADMINISTRATOR DEPARTMENT BUDGET NARRATIVE

The City Administrator's office includes the City Administrator, Assistant City Administrator, City Clerk, and support staff.

Expenditures

No significant changes.

Capital

None

**HUMAN RESOURCES
OPERATING BUDGET**

FUND 010-1700

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 424,894	\$ 455,643	\$ 463,296	\$ 455,540	\$ 494,168
OPERATIONS AND MAINTENANCE	<u>196,792</u>	<u>195,608</u>	<u>204,496</u>	<u>182,255</u>	<u>197,784</u>
TOTAL EXPENDITURES	<u>\$ 621,686</u>	<u>\$ 651,251</u>	<u>\$ 667,792</u>	<u>\$ 637,795</u>	<u>\$ 691,952</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
HUMAN RESOURCES DIRECTOR	1.0	1.0	1.0	1.0
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	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
TOTAL	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>

HUMAN RESOURCES DIVISION BUDGET NARRATIVE

The Human Resources Division is an internal support function, whose primary responsibility is to provide customer service and support to all employees and to monitor and respond to legal and regulatory changes in the areas of employment, labor law, and safety. Additional customers include those individuals who are interested in employment with the City.

Expenditures

No significant changes.

Capital

None

**CITY ATTORNEY
OPERATING BUDGET**

FUND 010-1600

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 1,004,686	\$ 960,028	\$ 1,021,180	\$ 1,012,530	\$ 1,011,967
OPERATIONS AND MAINTENANCE	327,914	230,732	177,938	188,825	191,614
CAPITAL	26,942	-	-	-	-
TRANSFERS	<u>153,038</u>	<u>165,227</u>	<u>141,120</u>	<u>141,000</u>	<u>183,793</u>
TOTAL EXPENDITURES	<u>\$ 1,512,580</u>	<u>\$ 1,355,987</u>	<u>\$ 1,340,238</u>	<u>\$ 1,342,355</u>	<u>\$ 1,387,374</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
CITY ATTORNEY	1.0	1.0	1.0	1.0
ASSISTANT CITY ATTORNEY	1.0	1.0	1.0	1.0
DEPUTY CITY ATTORNEY	4.0	4.0	4.0	3.8
CIVIL DEPUTY CITY ATTORNEY	1.0	1.0	1.0	1.0
LEGAL SECRETARY	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>
TOTAL	<u>10.0</u>	<u>10.0</u>	<u>10.0</u>	<u>9.8</u>

CITY ATTORNEY BUDGET NARRATIVE

The City Attorney is the chief legal advisor for the Mayor, City Council, City Administrator, and all City staff. The City Attorney is responsible for the preparation of ordinances, resolutions, and contracts, and for ensuring that all City activities are lawful. The City Attorney handles all civil litigation at the trial and appellate levels for the City (State and Federal Courts), confers closely with MMIA (Montana Municipal Insurance Authority)-retained counsel on cases covered by the MMIA memorandum of coverage, and represents the City in labor arbitration and mediation proceedings. All misdemeanor criminal offenses which occur within the city limits, including violations of state law and city ordinances and zoning, sign, and permit violations are prosecuted by this office.

The City Attorney's budget funds a total of ten positions: seven full-time attorneys and three full-time legal secretaries.

Expenditures

No significant changes.

Capital

None

**MUNICIPAL COURT
OPERATING BUDGET**

FUND 010-1200

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 776,234	\$ 822,979	\$ 947,011	\$ 889,327	\$ 1,014,248
OPERATIONS AND MAINTENANCE	267,969	297,542	342,337	273,081	334,343
TRANSFERS	-	-	30,000	-	30,000
TOTAL EXPENDITURES	<u>\$ 1,044,203</u>	<u>\$ 1,120,521</u>	<u>\$ 1,319,348</u>	<u>\$ 1,162,408</u>	<u>\$ 1,378,591</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
MUNICIPAL JUDGE	1.0	1.0	1.0	1.0
JUDGE	0.5	0.5	0.5	0.5
MUNICIPAL COURT BAILIFF/CLERK	3.0	3.0	3.0	3.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
COURT ADMINISTRATOR	1.0	1.0	1.0	1.0
ACCOUNT CLERK II	7.0	7.0	7.0	7.0
CIVIL INFRACTIONS/FILING CLERK	1.0	1.0	1.0	1.0
COLLECTION CLERK	1.0	1.0	1.0	1.0
SUBTOTAL MUNICIPAL COURT	15.5	15.5	15.5	15.5
GRANT POSITION:				
MENTAL HEALTH COORD	1.0	1.0	1.0	0.8
DUI COORD	1.0	1.0	1.0	1.0
TREATMENT COURT SUPPORT SPEC	1.0	1.0	1.0	1.0
DRUG COURT COORD	1.0	1.0	1.0	1.0
TOTAL MUNICIPAL COURT	<u>19.5</u>	<u>19.5</u>	<u>19.5</u>	<u>19.3</u>

MUNICIPAL COURT BUDGET NARRATIVE

The Municipal Court budget is comprised of two divisions: the Judicial Division and the Receipts and Records Division. The Judicial budget funds one full-time Municipal Court judge, one part-time assistant judge, a judicial assistant, and three bailiff/clerks. The Receipts and Records budget funds the Municipal Court Administrator, seven full-time account clerks, a courtroom/collection clerk, and two part-time civil infractions/filing

Expenditures

No significant changes.

Capital

None

**FINANCE
OPERATING BUDGET**

FUND 010-1500

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 839,276	\$ 861,764	\$ 897,634	\$ 873,042	\$ 963,183
OPERATIONS AND MAINTENANCE	<u>465,944</u>	<u>449,194</u>	<u>484,094</u>	<u>448,907</u>	<u>476,769</u>
TOTAL EXPENDITURES	<u>\$ 1,305,220</u>	<u>\$ 1,310,958</u>	<u>\$ 1,381,728</u>	<u>\$ 1,321,949</u>	<u>\$ 1,439,952</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
FINANCE DIRECTOR	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
ACCOUNTING MANAGER	-	1.0	1.0	1.0
ACCOUNTANT II	3.0	2.0	2.0	2.0
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
PURCHASING AGENT	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
TOTAL	<u>11.0</u>	<u>11.0</u>	<u>11.0</u>	<u>11.0</u>

FINANCE BUDGET NARRATIVE

The primary function of the Finance Division is to provide services in the areas of accounting, internal controls, and investment of City funds; to prepare the Comprehensive Annual Financial Report; to assist Administration to prepare the annual City Budget; and to train City staff.

Expenditures

No significant changes.

Capital

None

**CODE ENFORCEMENT
OPERATING BUDGET**

FUND 010-4300

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 193,201	\$ 254,333	\$ 250,599	\$ 250,570	\$ 357,225
OPERATIONS AND MAINTENANCE	125,649	61,774	62,043	61,975	75,780
CAPITAL	-	-	-	-	25,000
TRANSFERS	4,061	4,110	4,056	4,060	4,150
TOTAL EXPENDITURES	\$ 322,911	\$ 320,217	\$ 316,698	\$ 316,605	\$ 462,155

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
CODE ENFORCEMENT CLERK	0.5	0.5	0.5	1.0
ADMINISTRATIVE SUPPORT I	0.3	0.3	0.3	0.3
CODE ENFORCEMENT OFFICER II	-	-	-	1.0
CODE ENFORCEMENT OFFICER	2.8	2.8	2.8	2.8
TOTAL	3.6	3.6	3.6	5.1

CODE ENFORCEMENT BUDGET NARRATIVE

The Code Enforcement Division is funded primarily through the General Fund with 25% of one Commercial Code Enforcement Officer funded through the Building Division. Code Enforcement Officers respond to complaints of violation of the Zoning Regulations, Graffiti Code, Nuisance Code, Nuisance Weed Code, and several other quality of life codes. Compliance is achieved through notification to property owners, and if necessary, through citation and involuntary abatement of nuisance property conditions. Calls for service have increased 50% over the past 2 years. Involuntary Nuisance Weed Abatement is done through agreement with the Parks Department.

Expenditures

Expenditures increased due to the Code Enforcement Clerk position becoming a full-time position and the addition of the Code Enforcement Officer II position.

Capital

None

PARKS, RECREATION AND PUBLIC LANDS FUND BUDGET NARRATIVE

Parks

The Parks Division provides management and maintenance of parkland consisting of approximately 2,580 acres of developed (1,183 acres), undeveloped (176 acres), natural areas (800 acres), green space, and greenway parks throughout Billings. The Division also manages and maintains approximately 420 acres of land owned by other City departments and State agencies as open space for public access and use.

The Park Maintenance Division builds and maintains facilities which promote healthy life styles and bring people together. Today, Park facilities include 6 neighborhood centers, a professional baseball stadium, 2 outdoor pools, 4 spray grounds, 2 wading pools, 41 playgrounds, over 60 horseshoe pits, 25 picnic shelters, 1 skate park, 26 tennis courts, 26 basketball courts, 20 restrooms, 36 miles of hard surface multi-use trails, and many miles of soft surface trails. Essential core services provided by the Division include parklands, facility and building, heritage trail management and maintenance, environmental stewardship and conservation, and community partnerships and events. Over 2 million visitors use Billings Community and Regional Parks each year, making them an important and vital element in the livability of the city.

Urban Forestry / Natural Resources

The Urban Forestry / Natural Resources Division plans, coordinates, and carries out the enforcement of Billings' ordinances regarding tree care and maintenance. Responsibilities include planning, developing, implementing, and managing comprehensive Urban Forestry and Natural Resources programs grants, contracts, and in-house projects in developed parks, natural area parklands, public open space, and other public facilities / properties. Programs include park tree management and maintenance, Horticulture programs, tree inventories and GIS mapping, tree and landscape installations, natural resources management, nuisance and noxious weed management, and other city-wide vegetation management programs. Over 8,600 park trees are managed and maintained yearly.

Recreation

Throughout the year, the Recreation Division offers over 450 recreation programs / sessions for people of all ages. Of these programs, 95% recover all direct costs through fees and are provided directly to, or through, partnerships with other organizations. There is also a program to assist low to moderate income families with reduced pool passes and program scholarships. The division has 6 full-time employees and hires over 250 seasonal positions each year, providing many local employment opportunities from lifeguards to basketball coaches. In addition to the operation of facilities (such as the Billings Community and Senior Center, city swimming pools, wading pools, neighborhood centers, and the Stewart Park batting cages), the division also provides a pool concession operation and various rental options (such as the community soundstage). The Division also issues permits for public events in the parks, which coordinates the scheduling and ensures that sponsoring organizations have adequate liability insurance coverage. The department's website provides a service for people to register for activities online, which now accounts for over 50% of the total registration revenue.

Cemetery

The Cemetery Division maintains 65 acres of parkland for the use of a cemetery. Family of many of the 26,000 individuals buried in the cemetery contact Cemetery staff every year for grave locations, genealogical information, and general information. In addition, staff assists another 150 families a year with the burial of their loved ones. Staff works with community organizations to hold community Memorial Day events in the cemetery.

Expenditures

No significant changes.

Capital

None

**PARKS RECREATION AND PUBLIC LANDS
OPERATING BUDGET**

FUND 010-5100

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 2,800,055	\$ 3,049,284	\$ 3,103,099	\$ 3,061,558	\$ 3,309,499
OPERATIONS AND MAINTENANCE	1,218,038	1,262,483	1,285,230	1,104,990	1,330,825
CAPITAL	-	9,800	-	46,800	207,494
TRANSFERS	<u>300,033</u>	<u>291,665</u>	<u>276,378</u>	<u>283,700</u>	<u>303,590</u>
TOTAL EXPENDITURES	<u>\$ 4,318,126</u>	<u>\$ 4,613,232</u>	<u>\$ 4,664,707</u>	<u>\$ 4,497,048</u>	<u>\$ 5,151,408</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
DIR. PARKS, RECREATION, PUBLIC LANDS	1.0	1.0	1.0	1.0
PARK SUPERINTENDENT	1.0	1.0	1.0	1.0
PARKS SUPERVISOR	1.0	1.0	1.0	1.0
FORESTER	1.0	1.0	1.0	1.0
EQUIPMENT OPER./MAINT. WORKER	6.0	6.0	6.0	5.0
PARKS MAINT MECHANIC	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	2.0
SR. EQUIP. OPER/MAINT. WORKER	5.0	5.0	5.0	6.0
RECREATION SUPERINTENDENT	1.0	1.0	1.0	1.0
RECREATION PROGRAM SUPERVISOR	1.0	-	-	-
RECREATION SPECIALIST	-	2.0	2.0	2.0
PARK PLANNER	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT I	1.0	2.0	2.0	1.0
OFFICE ASSISTANT	1.0	-	-	-
FACILITIES MAINT SUPPORT II	1.0	1.0	1.0	1.0
COMMUNITY CENTER SUPERVISOR	1.0	1.0	1.0	1.0
CEMETERY SUPERINTENDENT	1.0	1.0	1.0	1.0
EQUIPMENT OPER./MAINT. WORKER	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>
TOTAL	<u>28.0</u>	<u>29.0</u>	<u>29.0</u>	<u>29.0</u>

NON-DEPARTMENTAL

FUND 010-1400

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 78,934	\$ 71,295	\$ 98,000	\$ -	\$ 98,000
OPERATIONS AND MAINTENANCE	590,080	437,962	519,659	583,741	530,900
CAPITAL	550,471	65,046	165,000	150,000	200,000
TRANSFERS	<u>20,430,306</u>	<u>22,616,086</u>	<u>22,995,702</u>	<u>24,035,570</u>	<u>24,761,255</u>
TOTAL EXPENDITURES	<u>\$ 21,649,791</u>	<u>\$ 23,190,389</u>	<u>\$ 23,778,361</u>	<u>\$ 24,769,311</u>	<u>\$ 25,590,155</u>

NON-DEPARTMENTAL BUDGET NARRATIVE

The non-departmental budget consists of items that do not fit within a specific department/division budget. This includes transfers for public safety, strategic planning initiatives and various other expenditures.

Expenditures

No significant changes.

Capital

None

COUNCIL CONTINGENCY
OPERATING BUDGET

FUND 010-1110

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
OPERATIONS AND MAINTENANCE	\$ 61,008	\$ -	\$ 65,000	\$ 65,000	\$ 65,000
TRANSFERS	-	17,000	-	-	-
TOTAL EXPENDITURES	<u>\$ 61,008</u>	<u>\$ 17,000</u>	<u>\$ 65,000</u>	<u>\$ 65,000</u>	<u>\$ 65,000</u>

COUNCIL CONTINGENCY BUDGET NARRATIVE

Council contingency is a budgeted expenditure item established each year to provide the City Council with money for emergencies and to take advantage of opportunities that cannot be anticipated during the budget preparation.

Expenditures

No significant changes.

Capital

None

SPECIAL REVENUE FUNDS

SPECIAL REVENUE FUNDS

The Special Revenue funds are used to account for the proceeds of specific revenue sources (other than those for expendable trusts and major capital projects and enterprise activities) to finance specified activities as required by law or administrative regulation.

The City's special revenue funds and their purposes:

- The **Public Safety Fund** accounts for the Fire Department operations and the Police Department operations, including Animal Control.
- The **South Tax Increment Operating Fund** accounts for revenues from property tax levies in the South Tax Increment District on increased taxable values. Amounts collected are used for the benefit of the tax increment district from which collections were assessed.
- The **East Tax Increment Operating Fund** accounts for revenues from property tax levies on increased taxable values in the East Tax Increment District. Amounts collected are used for the benefit of the tax increment district from which collections were assessed.
- The **North 27th Street District Tax Increment Operating Fund** accounts for revenues from property tax levies on increased taxable values in the North 27th Street Tax Increment District. Amounts collected are used for the benefit of the tax increment district from which collections were assessed.
- The **Gas Tax Fund** accounts for revenues received from the State of Montana gasoline tax.
- The **Building Inspection Fund** accounts for building permits and inspections for private construction in the City.
- The **Transportation Enhancement Grant Fund** accounts for federal grant monies designed to enhance the transportation system by providing facilities for bicycles, pedestrians, and beautification of various portions of the transportation system.
- The **Street and Traffic Fund** accounts for street cleaning, snow removal, minor street repairs, signage, street striping, forestry, and traffic signal maintenance.
- The **Fire Programs Fund** accounts for the Regional HazMat Team, grants, donations, and other fire related programs.
- The **Emergency Operating Center 9-1-1 Fund** accounts for monies received from the State of Montana 9-1-1 Program.

- The **City-County Planning Fund**, through an inter-local agreement, accounts for the operation of the Planning department, which promotes the health, safety, convenience, and welfare of the Community.
- The **City Attorney Grants Fund** accounts for grants through the Montana Board of Crime Control that includes the Victim/Witness Grant and the Domestic Violence Unit Grant to supplement the City Attorney's efforts.
- The **Municipal Court Grants Fund** is funded by grants. The grants are the Billings Adult Misdemeanor Drug Court Award from the Supreme Court of Montana, Mental Health Court Award from the Department of Justice, the DUI Task Force Award from the State of Montana, and the Substance Abuse and Mental Health Services Administration from the Department of Health and Human Services from the State of Montana.
- The **Police Programs Fund** accounts for the following programs: Montana Board of Crime Control, Justice Assistance Grants, High Intensity Drug Traffic Area, Technology Grants, Internet Crimes Against Children, Highway Traffic Safety Grants, Downtown Central Beat Officer, and other law enforcement related programs.
- The **City-County Library Fund** accounts for operations of the Parmlly Billings Library.
- The **Community Development Grants Fund** accounts for revenues from the Federal government for community and housing related programs.
- The **Park Programs Fund** accounts for revenues and expenditures related to park acquisitions and improvements, Urban Forestry Grant, Dehler Park Scoreboard, Kiwanis License Plates, Trash for Trees, and Cottonwood Park.
- The **Downtown Revolving Loan Program Fund** accounts for low-interest loans funded by local banks and the City of Billings.
- The **Cemetery Improvements Fund** accounts for expansion projects at the cemetery.
- The **Bike Paths and Trails Donations Fund** accounts for the contributions and grants related to the construction of bike and pedestrian pathways.
- The **Animal Control Donation Fund** accounts for donations to the Animal Control for specific purposes.
- The **Street Maintenance Districts Fund** accounts for various street programs.

- The **Street Light Maintenance Districts Fund** accounts for the maintenance of street lighting systems within several such districts in the City.
- The **Storm Sewer Fund** accounts for the operation and maintenance of the storm sewer system.
- The **Park Maintenance Districts Fund** accounts for special assessments that support maintenance of various, individual parks.
- The **Park District 1 Fund** accounts for the city-wide park assessment, maintenance, and improvements.
- The **Arterial Street Fees Fund** complements other funds in the construction and reconstruction of arterial streets within the City.
- The **Amend Park Fund** accounts for funds designated to support Amend Park.
- The **Ballfield / Stadium Donation for Capital Maintenance Fund** accounts for donations to fund future capital maintenance for the ball field and stadium.
- The **Road Maintenance Fund** accounts for special assessments that support maintenance for an emergency route in and out of Briarwood subdivision.

SPECIAL REVENUE FUNDS
SUMMARY
OPERATING BUDGET
FY 17

	PUBLIC SAFETY	SOUTH TAX INCREMENT	EAST TAX INCREMENT	NORTH 27th STREET TAX INCREMENT	GAS TAX
FUND BALANCE - BEGINNING	\$ 1,600,000	\$ 2,713,754	\$ 1,140,995	\$ 5,036,721	\$ 1,316,179
REVENUE:					
TAXES	\$ 12,319,929	\$ 2,345,370	\$ 623,880	\$ 3,531,750	-
SPECIAL ASSESSMENTS	-	-	-	-	-
LICENSES & PERMITS	33,050	-	-	-	-
INTER-GOVERNMENTAL	2,553,125	256,000	146,000	212,000	1,853,349
CHARGES FOR SERVICE	1,493,759	-	-	-	-
FINES & FORFEITS	3,400	-	-	-	-
INVESTMENT EARNINGS	7,880	17,758	8,776	7,500	18,000
CONTRIBUTIONS / DONATIONS	-	-	-	-	1,500,000
INTERFUND TRANSFERS	23,782,668	-	-	-	1,500,000
DEBT PROCEEDS	-	-	-	-	-
MISCELLANEOUS	25,129	-	-	-	-
TOTAL REVENUE	<u>\$ 40,218,940</u>	<u>\$ 2,619,128</u>	<u>\$ 778,656</u>	<u>\$ 3,751,250</u>	<u>\$ 4,871,349</u>
EXPENDITURES:					
PERSONAL SERVICES	\$ 33,457,638	-	-	-	62,610
OPERATION & MAINTENANCE	5,233,520	398,121	374,054	1,675,385	256,497
CAPITAL	243,805	700,000	-	-	4,700,000
DEBT SERVICE	473,005	317,000	205,500	949,700	-
INTERFUND TRANSFERS	974,782	-	-	522,125	-
TOTAL EXPENDITURES	<u>\$ 40,382,750</u>	<u>\$ 1,415,121</u>	<u>\$ 579,554</u>	<u>\$ 3,147,210</u>	<u>\$ 5,019,107</u>
FUND BALANCE ENDING	<u>\$ 1,436,190</u>	<u>\$ 3,917,761</u>	<u>\$ 1,340,097</u>	<u>\$ 5,640,761</u>	<u>\$ 1,168,421</u>

SPECIAL REVENUE FUNDS
SUMMARY
OPERATING BUDGET
FY 17

	BUILDING INSPECTION	TRANSP. ENHANC. GRANT	STREET & TRAFFIC	FIRE PROGRAMS	EOC 9-1-1	CITY COUNTY PLANNING	CITY ATTORNEY GRANTS	MUNICIPAL COURT GRANTS
FUND BALANCE - BEGINNING	\$ 2,639,201	-	\$ 3,229,746	\$ 139,629	\$ 7,010,158	\$ 364,841	\$ 904	\$ 17,219
REVENUE:								
TAXES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 440,000	\$ -	\$ -
SPECIAL ASSESSMENTS	-	-	-	-	-	-	-	-
LICENSES & PERMITS	1,619,900	-	-	-	-	30,000	-	-
INTER-GOVERNMENTAL	-	-	674,000	44,167	1,194,756	781,969	70,542	580,339
CHARGES FOR SERVICE	-	-	6,965,500	-	-	266,900	-	-
FINES & FORFEITS	-	-	-	-	-	-	64,000	-
INVESTMENT EARNINGS	9,691	-	12,000	464	22,644	1,260	-	-
CONTRIBUTIONS / DONATIONS	-	-	-	5,000	-	1,500	-	-
INTERFUND TRANSFERS	-	-	-	-	-	-	183,793	30,000
DEBT PROCEEDS	-	-	-	-	-	-	-	-
MISCELLANEOUS	2,500	-	10,000	-	-	-	-	-
TOTAL REVENUE	\$ 1,632,091	\$ -	\$ 7,661,500	\$ 49,631	\$ 1,217,400	\$ 1,521,629	\$ 318,335	\$ 610,339
EXPENDITURES:								
PERSONAL SERVICES	\$ 1,254,238	\$ -	\$ 3,734,762	\$ 24,000	\$ 30,179	\$ 988,661	\$ 316,535	\$ 225,366
OPERATION & MAINTENANCE	585,136	-	3,310,282	110,093	913,320	576,281	1,800	357,120
CAPITAL	171,000	-	825,662	-	710,000	-	-	-
DEBT SERVICE	-	-	-	-	-	-	-	-
INTERFUND TRANSFERS	-	-	207,502	-	-	4,902	-	-
TOTAL EXPENDITURES	\$ 2,010,374	\$ -	\$ 8,078,208	\$ 134,093	\$ 1,653,499	\$ 1,569,844	\$ 318,335	\$ 582,486
FUND BALANCE ENDING	\$ 2,260,918	\$ -	\$ 2,813,038	\$ 55,167	\$ 6,574,059	\$ 316,626	\$ 904	\$ 45,072

SPECIAL REVENUE FUNDS
SUMMARY
OPERATING BUDGET
FY 17

	POLICE PROGRAMS	CITY COUNTY LIBRARY	COMMUNITY DEVELOPMENT GRANTS	PARK PROGRAMS	DOWNTOWN REVOLVING LOAN PGM	CEMETARY IMPROV. MENT	BIKE PATH/ TRAIL DONATIONS	ANIMAL CONTROL DONATIONS
FUND BALANCE - BEGINNING	\$ 1,293,329	\$ 2,006,692	\$ 108,018	\$ 2,291,834	\$ 1,130,795	\$ 157,524	\$ -	\$ 33,990
REVENUE:								
TAXES	-	\$ 1,031,921	-	-	-	-	-	-
SPECIAL ASSESSMENTS	-	-	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-	-	-
INTER-GOVERNMENTAL	418,529	1,301,430	1,390,061	-	-	-	-	-
CHARGES FOR SERVICE	147,868	13,725	20,000	3,000	-	14,000	-	-
FINES & FORFEITS	190,800	74,850	-	-	-	-	-	-
INVESTMENT EARNINGS	2,522	6,954	1,528	11,597	55,580	632	-	149
CONTRIBUTIONS / DONATIONS	360,183	71,770	1,500	174,000	-	-	-	6,500
INTERFUND TRANSFERS	-	920,587	58,000	-	-	-	-	-
DEBT PROCEEDS	-	-	-	-	-	-	-	-
MISCELLANEOUS	-	32,200	50,000	100,000	220,000	-	-	-
TOTAL REVENUE	\$ 1,119,902	\$ 3,453,437	\$ 1,521,089	\$ 288,597	\$ 275,580	\$ 14,632	\$ -	\$ 6,649
EXPENDITURES:								
PERSONAL SERVICES	\$ 663,616	\$ 2,245,098	\$ 393,598	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATION & MAINTENANCE	456,793	1,205,210	906,424	559,943	449,053	20,000	-	6,000
CAPITAL	6,000	16,360	-	-	-	-	-	-
DEBT SERVICE	-	-	-	20,000	-	-	-	-
INTERFUND TRANSFERS	-	27,596	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 1,126,409	\$ 3,494,264	\$ 1,300,022	\$ 579,943	\$ 449,053	\$ 20,000	\$ -	\$ 6,000
FUND BALANCE ENDING	\$ 1,286,822	\$ 1,965,865	\$ 329,085	\$ 2,000,488	\$ 957,322	\$ 152,156	\$ -	\$ 34,639

SPECIAL REVENUE FUNDS
SUMMARY
OPERATING BUDGET
FY 17

	STREET MAINTENANCE DISTRICTS	STREET LIGHT MAINT DISTRICTS	STORM SEWER	PARK MAINT. DISTRICTS	PARK DISTRICT 1	ARTERIAL STREET FEES	AMEND PARK	BALLFIELD STADIUM DONATIONS	ROAD MAINTENANCE DISTRICT
FUND BALANCE - BEGINNING	\$ 3,311,930	\$ 1,196,704	\$ 3,647,904	\$ 615,911	\$ 2,374,891	\$ 1,286,837	\$ 202,058	\$ 460,935	\$ 2,500
REVENUE:									
TAXES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SPECIAL ASSESSMENTS	7,476,000	2,634,000	3,875,001	1,075,754	2,040,000	3,785,000	-	-	2,875
LICENSES & PERMITS	-	-	12,000	-	-	-	-	-	-
INTER-GOVERNMENTAL	-	-	-	-	-	-	-	-	-
CHARGES FOR SERVICE	-	-	-	-	-	-	900	-	-
FINES & FORFEITS	-	-	-	-	-	-	-	-	-
INVESTMENT EARNINGS	6,200	3,000	18,800	-	8,200	10,000	931	1,986	-
CONTRIBUTIONS / DONATIONS	-	-	-	-	-	-	-	30,500	-
INTERFUND TRANSFERS	-	-	-	-	-	-	-	25,000	-
DEBT PROCEEDS	-	-	-	-	-	-	-	-	-
MISCELLANEOUS	-	-	1,452	-	-	-	-	-	-
TOTAL REVENUE	\$ 7,482,200	\$ 2,637,000	\$ 3,907,253	\$ 1,075,754	\$ 2,048,200	\$ 3,795,000	\$ 1,831	\$ 57,486	\$ 2,875
EXPENDITURES:									
PERSONAL SERVICES	\$ -	\$ -	\$ -	\$ -	\$ 289,236	\$ -	\$ -	\$ -	\$ -
OPERATION & MAINTENANCE	6,405,255	2,606,674	1,323,113	1,120,201	459,297	106,944	51,219	125,696	-
CAPITAL	-	-	2,565,000	-	3,578,964	4,716,865	-	-	-
DEBT SERVICE	-	-	-	-	-	-	-	-	-
INTERFUND TRANSFERS	1,500,000	-	1,015,000	-	-	-	1,000	-	-
TOTAL EXPENDITURES	\$ 7,905,255	\$ 2,606,674	\$ 4,903,113	\$ 1,120,201	\$ 4,327,497	\$ 4,823,809	\$ 52,219	\$ 125,696	\$ -
FUND BALANCE ENDING	\$ 2,888,875	\$ 1,227,030	\$ 2,652,044	\$ 571,464	\$ 95,594	\$ 258,028	\$ 151,670	\$ 392,725	\$ 5,375

SPECIAL REVENUE FUNDS
SUMMARY
OPERATING BUDGET
FY 17

	APPROVED BUDGET FY 17	APPROVED BUDGET FY 16	INCREASE (DECREASE)	ACTUAL FY 15
FUND BALANCE - BEGINNING	\$ 45,331,199	\$ 39,112,421	\$ 6,218,778	\$ 47,762,675
REVENUE:				
TAXES	\$ 20,292,850	\$ 17,187,513	\$ 3,105,337	\$ 16,803,977
SPECIAL ASSESSMENTS	20,888,630	20,076,657	811,973	19,790,848
LICENSES & PERMITS	1,694,950	1,758,250	(63,300)	2,405,261
INTER-GOVERNMENTAL	11,476,267	11,521,178	(44,911)	11,084,059
CHARGES FOR SERVICE	8,925,652	8,775,954	149,698	8,225,440
FINES & FORFEITS	333,050	336,307	(3,257)	433,732
INVESTMENT EARNINGS	234,052	195,059	38,993	3,401,081
CONTRIBUTIONS / DONATIONS	2,150,953	631,332	1,519,621	1,000,227
INTERFUND TRANSFERS	26,500,048	24,666,822	1,833,226	25,179,260
DEBT PROCEEDS	-	3,300,000	(3,300,000)	2,117,196
MISCELLANEOUS	441,281	985,876	(544,595)	1,203,756
TOTAL REVENUE	<u>\$ 92,937,733</u>	<u>\$ 89,434,948</u>	<u>\$ 3,502,785</u>	<u>\$ 91,644,837</u>
EXPENDITURES:				
PERSONAL SERVICES	\$ 43,685,537	\$ 40,435,919	\$ 3,249,618	\$ 39,562,204
OPERATION & MAINTENANCE	29,593,431	28,451,232	1,142,199	27,176,701
CAPITAL	18,233,656	18,296,782	(63,126)	10,165,124
DEBT SERVICE	1,965,205	2,098,552	(133,347)	2,267,980
INTERFUND TRANSFERS	4,252,907	3,856,220	396,687	5,694,232
TOTAL EXPENDITURES	<u>\$ 97,730,736</u>	<u>\$ 93,138,705</u>	<u>\$ 4,592,031</u>	<u>\$ 84,866,241</u>
FUND BALANCE ENDING	<u>\$ 40,538,196</u>	<u>\$ 35,408,664</u>	<u>\$ 5,129,532</u>	<u>\$ 54,541,271</u>

Special Revenue Funds Summary of Revenues

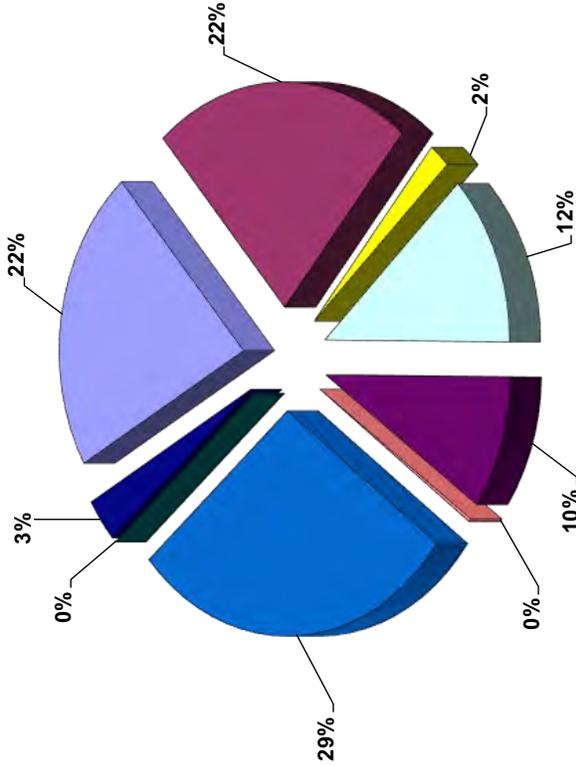
FY 17

\$ 20,292,850
20,888,630
1,694,950
11,476,267
8,925,652
234,052
26,500,048
-
2,925,284
<u>\$ 92,937,733</u>

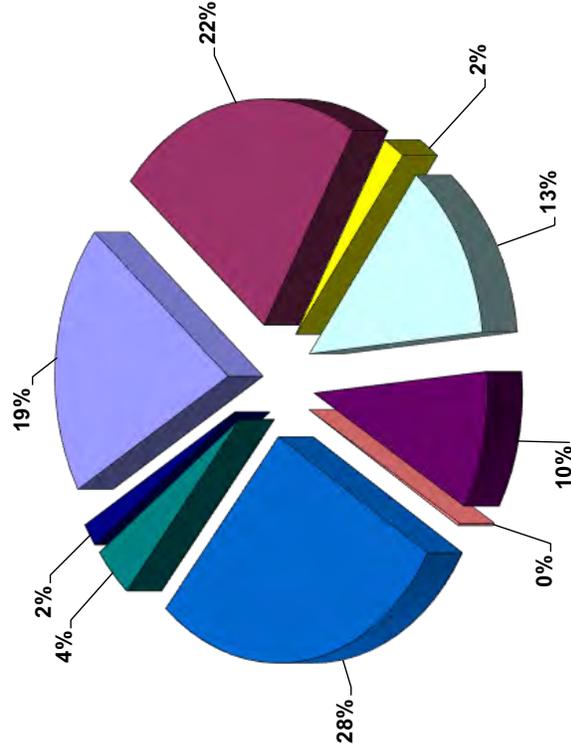
TAXES
SPECIAL ASSESSMENTS
LICENSES & PERMITS
INTER-GOVERNMENTAL
CHARGES FOR SERVICE
INVESTMENT EARNINGS
INTERFUND TRANSFERS
DEBT PROCEEDS
OTHER
TOTAL

FY 16

\$ 17,187,513
20,076,657
1,758,250
11,521,178
8,775,954
195,059
24,666,822
3,300,000
1,953,515
<u>\$ 89,434,948</u>



Fiscal Year 2017

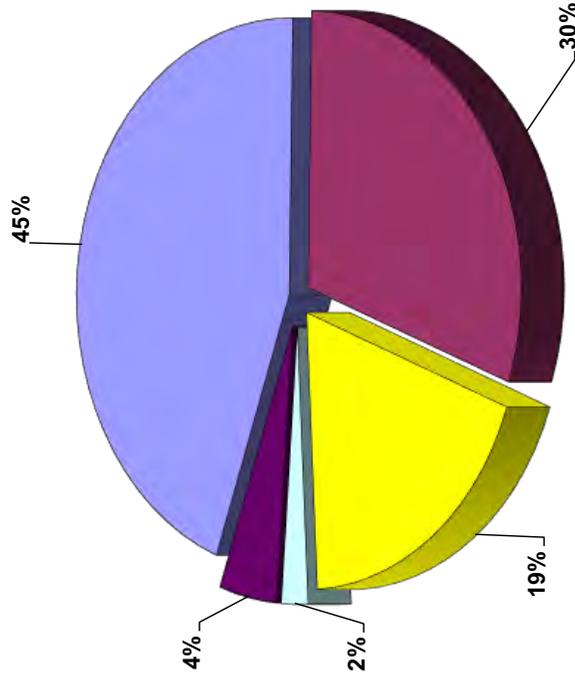


Fiscal Year 2016

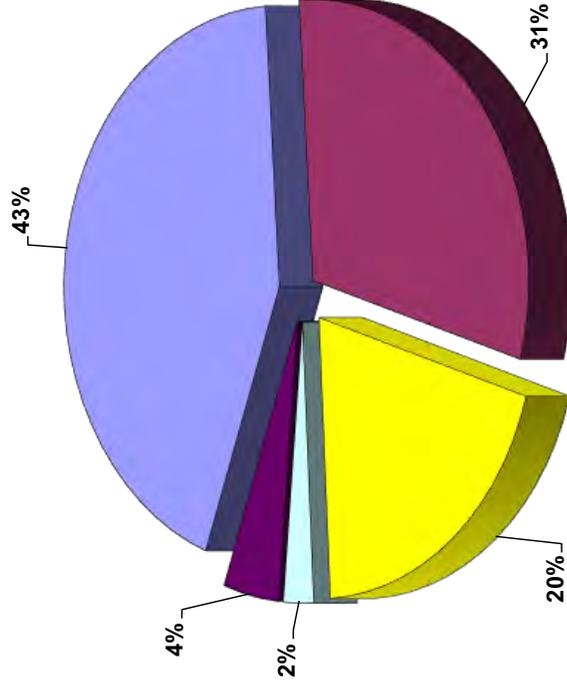
Special Revenue Funds Summary of Expenditures

FY 17	FY 16
\$ 43,685,537	\$ 40,435,919
29,593,431	28,451,232
18,233,656	18,296,782
1,965,205	2,098,552
4,252,907	3,856,220
<u>\$ 97,730,736</u>	<u>\$ 93,138,705</u>

PERSONAL SERVICES
OPERATION & MAINTENANCE
CAPITAL
DEBT SERVICE
INTERFUND TRANSFERS
TOTAL



Fiscal Year 2017



Fiscal Year 2016

**PUBLIC SAFETY FUND
OPERATING BUDGET**

FUND 150

	ACTUAL FY 14	ACTUAL FY 15	APPROVED FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ 1,506,513</u>	<u>\$ 1,600,000</u>	<u>\$ 1,677,865</u>	<u>\$ 1,677,865</u>	<u>\$ 1,600,000</u>
REVENUE:					
TAXES-levy 1	\$ 4,005,644	\$ 3,938,990	\$ 3,714,356	\$ 3,822,348	\$ 4,119,929
TAXES-levy 2	9,336,071	7,473,400	8,200,000	8,173,679	8,200,000
LICENSES & PERMITS	49,034	31,514	33,650	31,514	33,050
INTER-GOVERNMENTAL	2,334,045	2,546,205	2,499,636	2,599,375	2,553,125
CHARGES FOR SERVICE	1,465,012	1,448,703	1,356,254	1,490,439	1,493,759
FINES & FORFEITS	3,480	9,188	3,400	2,400	3,400
INVESTMENT EARNINGS	1,598	20,978	6,647	6,366	7,880
INTERFUND TRANSFERS-GENERAL FD	19,531,290	21,666,153	22,074,303	21,067,176	23,782,668
MISCELLANEOUS	<u>27,339</u>	<u>38,715</u>	<u>21,562</u>	<u>18,560</u>	<u>25,129</u>
TOTAL REVENUE	<u>\$ 36,753,513</u>	<u>\$ 37,173,846</u>	<u>\$ 37,909,808</u>	<u>\$ 37,211,857</u>	<u>\$ 40,218,940</u>
EXPENDITURES:					
POLICE:					
ADMINISTRATION	\$ 1,424,385	\$ 1,347,695	\$ 1,516,321	\$ 1,542,860	\$ 1,827,956
OPERATIONS	14,135,344	14,115,268	14,374,243	14,411,789	14,705,544
INVESTIGATIONS	2,637,236	2,752,272	2,759,531	2,449,394	2,891,460
SUPPORT SERV.	1,809,586	1,796,899	1,838,476	1,636,105	1,788,644
ANIMAL CONTROL	<u>823,696</u>	<u>863,700</u>	<u>871,904</u>	<u>818,042</u>	<u>919,885</u>
TOTAL POLICE	<u>\$ 20,830,247</u>	<u>\$ 20,875,834</u>	<u>\$ 21,360,475</u>	<u>\$ 20,858,190</u>	<u>\$ 22,133,489</u>
FIRE:					
ADMINISTRATION	\$ 1,284,017	\$ 1,279,716	\$ 1,349,110	\$ 1,280,408	\$ 1,449,748
PREVENTION/INVESTIGATIONS	615,907	593,564	620,310	580,340	703,629
TRAINING	155,056	172,034	213,303	203,476	348,444
EQUIPMENT/MAINTENANCE	838,136	1,011,241	852,285	1,315,778	918,009
SUPPRESSION	10,200,859	10,634,621	10,986,410	10,589,154	11,699,777
9-1-1 EMERGENCY OP CENTER	2,339,990	2,446,927	2,391,366	2,360,432	2,998,757
COMMUNICATIONS EQUIPMENT	352,140	50,192	75,374	52,406	74,222
BUFSA - DIRECT COSTS	<u>43,674</u>	<u>31,852</u>	<u>56,675</u>	<u>49,538</u>	<u>56,675</u>
TOTAL FIRE	<u>\$ 15,829,779</u>	<u>\$ 16,220,147</u>	<u>\$ 16,544,833</u>	<u>\$ 16,431,532</u>	<u>\$ 18,249,261</u>
TOTAL EXPENDITURES	<u>\$ 36,660,026</u>	<u>\$ 37,095,981</u>	<u>\$ 37,905,308</u>	<u>\$ 37,289,722</u>	<u>\$ 40,382,750</u>
FUND BALANCE-ENDING	<u>\$ 1,600,000</u>	<u>\$ 1,677,865</u>	<u>\$ 1,682,365</u>	<u>\$ 1,600,000</u>	<u>\$ 1,436,190</u>
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	1,600,000	1,677,865	1,682,365	1,600,000	1,436,190
COMMITTED	-	-	-	-	-
ASSIGNED	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
UNASSIGNED	<u>\$ -</u>				

FIRE DEPARTMENT BUDGET NARRATIVE

The Fire Department is comprised of seven Divisions and nine separate facilities. The Divisions are: Administration, Prevention/Investigation, Training, Joint City/County 9-1-1 Operations Center, Fire Maintenance and Communication Equipment, and Suppression.

The Administration Division is comprised of the Chief, Assistant Chief, Sr. Administrative Coordinator, and Administrative Secretary (4 FTE). Responsibilities include directing staff, budget/grants preparation and management, purchasing, and accounts payable/receivable for the Department and the Joint City/County 9-1-1 Center.

The Fire Prevention/Investigation Division is comprised of the Fire Marshal, Assistant Fire Marshal, and three Deputy Fire Marshals (5 FTE). Their responsibilities include fire and arson investigations, fire code enforcement, building and fire protection system plans reviews, subdivision and site plans reviews, final construction inspections, licensing and complaint inspections, address assignments, code research and reviews, and public education.

The Training Division is responsible for the scheduling, tracking, and completion of mandated training and certifications for all Fire personnel (2 FTE).

The Joint City/County 9-1-1 Emergency Center is the PSAP (public safety answering point) for the City of Billings and all of Yellowstone County, excluding the City of Laurel (35.5 FTE). The Joint City/County 9-1-1 Center is the critical link between the community and public safety agencies: Fire, Police, and Sheriff.

The Suppression Division is comprised of 4 Battalion Chiefs, 30 Captains, 30 Engineers, and 46 Firefighters (110 FTE), whose duties include fire, emergency medical, hazardous materials, rescue, and service assists to the citizens within the city limits of Billings and Yellowstone County residents living within the BUFSA (Billings Urban Fire Service Area).

Revenues

No significant changes.

Expenditures

FY 2017 requests include the costs associated with the addition of personnel: six in Fire and four in the 9-1-1 Center. SBR's requested and approved in this budget cycle include funds to conduct a fire station location and staffing study, installation of security cameras in the fire administration office, concrete work at the fire training facility at the airport, personal protective clothing, and technical rescue training.

Capital

An SBR approved in the amount of \$72,100 is to replace the roof on Fire Station #5 (24th Street West Station).

**FIRE DEPARTMENT
OPERATING BUDGET**

FUND 150-2200

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 13,188,210	\$ 13,769,972	\$ 14,179,041	\$ 13,729,212	\$ 15,715,238
OPERATIONS AND MAINTENANCE	1,403,290	1,410,141	1,523,496	1,559,320	1,613,933
CAPITAL	380,853	66,492	-	300,000	72,100
DEBT SERVICE	473,304	473,355	473,005	473,000	473,005
TRANSFERS	<u>384,123</u>	<u>500,187</u>	<u>369,291</u>	<u>370,000</u>	<u>374,985</u>
TOTAL EXPENDITURES	<u>\$ 15,829,780</u>	<u>\$ 16,220,147</u>	<u>\$ 16,544,833</u>	<u>\$ 16,431,532</u>	<u>\$ 18,249,261</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
FIRE CHIEF	1.0	1.0	1.0	1.0
ASSISTANT FIRE CHIEF	1.0	1.0	1.0	1.0
ADMINISTRATION SUPPORT II	1.0	1.0	1.0	1.0
SR ADMINISTRATION SUPPORT IV	1.0	1.0	1.0	1.0
FIRE MARSHAL	1.0	1.0	1.0	1.0
ASSISTANT FIRE MARSHAL	1.0	1.0	1.0	1.0
DEPUTY FIRE MARSHAL	3.0	3.0	3.0	3.0
FIRE TRAINING OFFICER	1.0	1.0	1.0	1.0
ASST FIRE TRAINING OFFICER	-	-	-	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	-	0.6	0.3	0.3
FIREFIGHTER	1.0	10.0	10.0	13.0
FIREFIGHTER 1	3.0	3.0	3.0	7.0
FIREFIGHTER 2	17.0	28.0	28.0	26.0
COMMUNICATIONS CNTR MANAGER	1.0	1.0	1.0	1.0
EMERGENCY SERV. DISPATCHER III	18.5	20.5	20.5	18.5
EMERGENCY SERV. DISPATCHER II	5.0	2.0	2.0	6.0
EMERGENCY SERV. DISPATCHER I	1.0	1.0	1.0	2.0
EMERGENCY SERV OPERATOR-TRAIN	-	3.0	3.0	2.0
EMERGENCY SERVICES OPERATOR	3.0	1.0	1.0	3.0
EMERG.SERV.DISPATCH SHIFT SUPR.	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>
TOTAL	<u>146.5</u>	<u>147.1</u>	<u>146.8</u>	<u>156.8</u>

BILLINGS POLICE DEPARTMENT BUDGET NARRATIVE

The primary function of the Billings Police Department is to protect life, property, and the pursuit of constitutionally guaranteed activities through enforcement of laws, statutes, and local ordinances and promoting a safe environment within the philosophy of community policing.

Expenditures

Expenditures in the Police Department Operating Budget (Public Safety Fund) have increased by approximately \$748,000 largely due to increases in payroll and payroll related line items.

Capital

Capital increased \$171,705 in order to purchase 3 patrol cars and interior patrol car equipment.

**POLICE DEPARTMENT
OPERATING BUDGET**

FUND 150-2100

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 15,405,645	\$ 15,903,463	\$ 16,540,640	\$ 16,104,647	\$ 17,742,400
OPERATIONS AND MAINTENANCE	4,115,950	4,180,567	4,139,281	4,165,443	3,619,587
CAPITAL	523,506	27,207	-	-	171,705
DEBT SERVICE	92,696	92,696	92,697	-	-
TRANSFERS	692,449	671,901	587,857	588,100	599,797
TOTAL EXPENDITURES	<u>\$ 20,830,246</u>	<u>\$ 20,875,834</u>	<u>\$ 21,360,475</u>	<u>\$ 20,858,190</u>	<u>\$ 22,133,489</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
CHIEF OF POLICE	1.0	1.0	1.0	1.0
DEPUTY CHIEF OF POLICE	2.0	2.0	2.0	2.0
ADMINISTRATIVE SUPPORT III	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
VOLUNTEER COORDINATOR	1.0	1.0	1.0	1.0
IDENTIFICATION SUPERVISOR	1.0	1.0	1.0	1.0
POLICE SUPPORT SPECIALIST	13.0	13.0	13.0	13.0
POLICE CAPTAINS	3.0	3.0	3.0	3.0
POLICE LIEUTENANT	5.0	5.0	5.0	5.0
POLICE SERGEANT	15.0	15.0	15.0	15.0
POLICE OFFICER	114.0	114.0	114.0	120.0
PROPERTY EVIDENCE TECHNICIAN	2.0	2.0	2.0	2.0
CRIME ANALYST	1.0	1.0	1.0	1.0
IDENTIFICATION TECHNICIAN	1.0	1.0	1.0	1.0
PUBLIC SAFETY TECHNICIAN	-	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
SUBTOTAL PUBLIC SAFETY	170.0	170.3	170.3	176.3
GRANT POSITIONS:				
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
POLICE OFFICER-DOWNTOWN BEAT	2.0	2.0	2.0	2.0
PC/COMPUTER FORENSIC EXAMINER	1.0	1.0	1.0	1.0
TOTAL POLICE/POLICE GRANTS	<u>174.0</u>	<u>174.3</u>	<u>174.3</u>	<u>180.3</u>

**SOUTH TAX INCREMENT OPERATING FUND
OPERATING BUDGET**

FUND 198 & 199

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ 2,994,550</u>	<u>\$ 4,199,687</u>	<u>\$ 3,804,227</u>	<u>\$ 3,956,185</u>	<u>\$ 2,713,754</u>
REVENUE:					
TAXES	1,654,672	1,526,445	1,439,500	2,473,574	2,345,370
INTERGOVERNMENTAL	240,167	256,218	256,000	256,200	256,000
INVESTMENT EARNINGS	9,987	11,547	8,000	8,150	17,758
PROCEEDS FROM DEBT	-	490,676	3,300,000	-	-
	<u> </u>				
TOTAL REVENUE	<u>\$ 1,904,826</u>	<u>\$ 2,284,886</u>	<u>\$ 5,003,500</u>	<u>\$ 2,737,924</u>	<u>\$ 2,619,128</u>
EXPENDITURES:					
OPERATION AND MAINTENANCE	322,553	508,174	207,105	149,000	398,121
CAPITAL	377,136	1,876,071	4,355,000	3,449,150	700,000
PRINCIPAL	-	-	60,000	60,000	125,000
INTEREST	-	-	300,000	300,000	192,000
BOND ISSUANCE COSTS	-	119,143	-	22,205	-
TRANSFER TO OTHER FUNDS	-	25,000	-	-	-
	<u> </u>				
TOTAL EXPENDITURES	<u>\$ 699,689</u>	<u>\$ 2,528,388</u>	<u>\$ 4,922,105</u>	<u>\$ 3,980,355</u>	<u>\$ 1,415,121</u>
FUND BALANCE ENDING	<u>\$ 4,199,687</u>	<u>\$ 3,956,185</u>	<u>\$ 3,885,622</u>	<u>\$ 2,713,754</u>	<u>\$ 3,917,761</u>
LESS:					
RESTRICTED	<u>4,199,687</u>	<u>3,956,185</u>	<u>3,885,622</u>	<u>2,713,754</u>	<u>3,917,761</u>
UNASSIGNED	<u>\$ -</u>				

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.

Capital

Capital projects will include the Midland Road reconstruction design.

**EAST TAX INCREMENT OPERATING FUND
OPERATING BUDGET**

FUND 201	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ 512,672</u>	<u>\$ 902,424</u>	<u>\$ 1,418,705</u>	<u>\$ 3,664,401</u>	<u>\$ 1,040,995</u>
REVENUE:					
TAXES	\$ 528,877	\$ 506,685	\$ 510,000	\$ 666,000	\$ 623,880
INTERGOVERNMENTAL	144,859	146,654	145,000	146,656	146,000
TAX INCREMENT BOND PROCEEDS	-	3,165,000	-	-	-
INVESTMENT EARNINGS	<u>2,284</u>	<u>2,605</u>	<u>2,000</u>	<u>6,501</u>	<u>8,776</u>
TOTAL REVENUE	<u>\$ 676,020</u>	<u>\$ 3,820,944</u>	<u>\$ 657,000</u>	<u>\$ 819,157</u>	<u>\$ 778,656</u>
EXPENDITURES:					
OPERATIONS AND MAINTENANCE					
CHARGE FOR SERVICES	\$ 15,572	\$ 7,848	\$ 12,803	\$ 12,800	\$ 12,220
EBURD OPERATING AGREEMENT	138,496	138,000	192,514	135,000	179,834
DEVELOPMENT INCENTIVES	132,200	519,457	169,000	260,000	182,000
DEBT SERVICE	-	78,680	200,000	200,000	205,500
BOND SALE FEES	-	34,928	-	34,763	-
CAPITAL	<u>-</u>	<u>280,054</u>	<u>-</u>	<u>2,800,000</u>	<u>-</u>
TOTAL EXPENDITURES	<u>\$ 286,268</u>	<u>\$ 1,058,967</u>	<u>\$ 574,317</u>	<u>\$ 3,442,563</u>	<u>\$ 579,554</u>
FUND BALANCE ENDING	<u>\$ 902,424</u>	<u>\$ 3,664,401</u>	<u>\$ 1,501,388</u>	<u>\$ 1,040,995</u>	<u>\$ 1,240,097</u>
LESS:					
RESTRICTED	<u>902,424</u>	<u>3,664,401</u>	<u>1,501,388</u>	<u>1,040,995</u>	<u>1,240,097</u>
UNASSIGNED	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</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

Capital expenditures will be for sidewalks, curbs, gutters, and sewer within the District.

**NORTH 27th STREET TAX INCREMENT OPERATING FUND
OPERATING BUDGET**

FUND 203

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ 11,339,273</u>	<u>\$ 3,557,780</u>	<u>\$ 1,525,222</u>	<u>\$ 2,844,374</u>	<u>\$ 3,606,721</u>
REVENUE:					
TAXES	2,067,049	1,906,175	1,975,000	3,640,000	3,531,750
INTERGOVERNMENTAL	175,315	249,202	175,000	212,000	212,000
INVESTMENT EARNINGS	30,996	9,104	10,000	3,000	7,500
CONTRIBUTIONS/DONATIONS	-	32,931	-	-	-
DEBT PROCEEDS	-	1,626,520	-	-	-
INTERFUND TRANSFER	<u>-</u>	<u>4,507</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	<u>\$ 2,273,360</u>	<u>\$ 3,828,439</u>	<u>\$ 2,160,000</u>	<u>\$ 3,855,000</u>	<u>\$ 3,751,250</u>
EXPENDITURES:					
OPERATION AND MAINTENANCE:					
CHARGE FOR SERVICES	\$ 69,153	\$ 89,108	\$ 104,310	\$ 104,310	\$ 85,985
DBP DEVELOPMENT INCENTIVES O&M	50,000	961,001	680,000	1,680,000	1,326,000
DBP OPERATING AGREEMENT	220,000	232,875	258,193	258,193	263,400
BOND SALE FEES	-	-	-	-	-
DEBT SERVICE	496,484	800,029	949,150	949,150	949,700
CAPITAL	9,115,495	2,358,832	-	1,000	-
INTERFUND TRANSFERS	<u>103,721</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>522,125</u>
TOTAL EXPENDITURES	<u>\$ 10,054,853</u>	<u>\$ 4,541,845</u>	<u>\$ 2,091,653</u>	<u>\$ 3,092,653</u>	<u>\$ 3,147,210</u>
FUND BALANCE ENDING	<u>\$ 3,557,780</u>	<u>\$ 2,844,374</u>	<u>\$ 1,593,569</u>	<u>\$ 3,606,721</u>	<u>\$ 4,210,761</u>
LESS:					
RESTRICTED	<u>3,557,780</u>	<u>2,844,374</u>	<u>1,593,569</u>	<u>3,606,721</u>	<u>4,210,761</u>
UNASSIGNED	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</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

No significant changes.

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 BUDGET NARRATIVE

This special revenue fund is managed by the Public Works Department and implements the City Council's goals relating to maintaining quality streets and street maintenance. The underlying goal is to provide for the safety of residents and visitors to our city. It also serves to continue to improve the City's street network. Funding for this activity primarily is derived from the City's share of Gas Tax proceeds and a transfer from the Street Maintenance District Fund for maintenance.

Revenues

The FY 2017 revenues are estimated at \$4,871,349. FY 2017 is seeing an increase in developer contributions that will be used to help fund the Grand Avenue capital project. As a result, revenues are showing an overall increase of \$1,440,689 from the FY 2016 budget.

Expenditures

Operating and maintenance expenditures are budgeted at \$319,107 for FY 2017, which is a decrease of \$15,790 from the FY 2016 budget. This decrease is due to a decrease in charges for services.

Capital

Capital expenses for FY 2017 total \$4,700,000 and include PAVER program funding, annual ADA improvements, contributions required to complete Street Improvement District projects, the annual miscellaneous and developer related curb, gutter, and sidewalk improvement project, and improvements on Grand Avenue from Shiloh Road to 56th Street West.

**GAS TAX FUND
OPERATING BUDGET**

FUND 205

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	\$ 3,719,771	\$ 3,572,717	\$ 957,730	\$ 4,307,897	\$ 1,316,179
REVENUE:					
MOTOR VEHICLE TAX	\$ -	\$ -	\$ -	\$ -	\$ -
STATE GAS TAX	1,733,604	1,771,687	1,770,000	1,763,740	\$ 1,765,000
STATE REIMBURSEMENTS	-	2,500	-	-	-
COUNTY CONTRACT SERVICE	67,368	81,661	88,860	88,860	88,349
GRANTS	-	-	-	-	-
CHARGE FOR SERVICES	-	-	-	-	-
INTEREST ON INVESTMENTS	11,449	15,491	12,000	15,615	18,000
CONTRIBUTIONS/DONATIONS	69,524	-	-	-	1,500,000
TRANSFERS:					
STREET MAINT DISTRICTS	1,300,000	1,900,000	1,500,000	1,500,000	1,500,000
STORM SEWER	-	-	-	-	-
GENERAL FUND	-	-	-	-	-
STATE REIMBURSEMENTS	-	-	-	-	-
SALE OF FIXED ASSETS	26,500	35,500	-	-	-
MISCELLANEOUS	1,150	5,530	-	-	-
TOTAL REVENUE	\$ 3,209,595	\$ 3,812,369	\$ 3,430,660	\$ 3,368,215	\$ 4,871,349
EXPENDITURES:					
PERSONAL SERVICES	\$ 47,520	\$ 52,866	\$ 58,663	\$ 59,945	\$ 62,610
OPERATION & MAINTENANCE	2,929,376	2,327,193	276,234	258,684	256,497
CAPITAL PROJECTS	379,753	697,130	3,266,800	6,041,304	4,700,000
TOTAL EXPENDITURES	\$ 3,356,649	\$ 3,077,189	\$ 3,601,697	\$ 6,359,933	\$ 5,019,107
FUND BALANCE ENDING	\$ 3,572,717	\$ 4,307,897	\$ 639,639	\$ 1,316,179	\$ 1,168,421
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	3,572,717	4,307,897	639,639	1,316,179	1,168,421
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	\$ -				

**BUILDING INSPECTION FUND
OPERATING BUDGET**

FUND 209

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ 446,204</u>	<u>\$ 1,573,707</u>	<u>\$ 1,949,408</u>	<u>\$ 2,200,500</u>	<u>\$ 2,639,201</u>
REVENUE:					
LICENSES & PERMITS	\$ 1,883,220	\$ 2,336,145	\$ 1,692,600	\$ 2,200,000	\$ 1,619,900
INTEREST ON INVESTMENTS	4,743	6,412	6,292	4,000	9,691
MISCELLANEOUS	<u>5,964</u>	<u>7,355</u>	<u>2,700</u>	<u>5,000</u>	<u>2,500</u>
TOTAL REVENUE	<u>\$ 1,893,927</u>	<u>\$ 2,349,912</u>	<u>\$ 1,701,592</u>	<u>\$ 2,209,000</u>	<u>\$ 1,632,091</u>
EXPENDITURES:					
PERSONAL SERVICES	\$ 1,076,886	\$ 1,216,196	\$ 1,224,225	\$ 1,220,000	\$ 1,254,238
OPERATIONS & MAINT.	510,062	488,863	589,980	530,000	585,136
CAPITAL	<u>-</u>	<u>18,060</u>	<u>-</u>	<u>20,299</u>	<u>171,000</u>
TOTAL EXPENDITURES	<u>\$ 1,586,948</u>	<u>\$ 1,723,119</u>	<u>\$ 1,814,205</u>	<u>\$ 1,770,299</u>	<u>\$ 2,010,374</u>
FUND BALANCE ENDING	<u>\$ 1,573,707</u>	<u>\$ 2,200,500</u>	<u>\$ 1,836,795</u>	<u>\$ 2,639,201</u>	<u>\$ 2,260,918</u>
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	1,573,707	2,200,500	1,836,795	2,639,201	2,260,918
COMMITTED	-	-	-	-	-
ASSIGNED	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
UNASSIGNED	<u>\$ -</u>				

BUILDING INSPECTION FUND BUDGET NARRATIVE

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

Revenues

No significant changes.

Expenditures

No significant changes.

Capital

None

FUND 209

BUILDING INSPECTION FUND
OPERATING BUDGET

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 1,076,886	\$ 1,216,196	\$ 1,224,225	\$ 1,220,000	\$ 1,254,238
OPERATIONS AND MAINTENANCE	510,110	488,863	589,980	530,000	585,136
CAPITAL	-	18,060	-	20,299	171,000
TOTAL EXPENDTURES	\$ 1,586,996	\$ 1,723,119	\$ 1,814,205	\$ 1,770,299	\$ 2,010,374

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
BUILDING OFFICIAL	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
SR. PLANS EXAMINER	1.0	1.0	1.0	1.0
SR. PERMIT TECHNICIAN/COORD	1.0	1.0	1.0	1.0
CODE ENFORCEMENT OFFICER	0.3	0.3	0.3	0.3
PLANS EXAMINER	2.0	2.0	2.0	3.0
ELECTRICAL INSPECTOR I	-	-	-	1.0
ELECTRICAL INSPECTOR II	1.0	1.0	1.0	1.0
COMBINATION INSPECTOR III	4.0	4.0	4.0	3.0
COMBINATION INSPECTOR II	1.0	1.0	1.0	1.0
COMBINATION INSPECTOR I	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
TOTAL	14.6	14.6	14.6	15.6

TRANSPORTATION ENHANCEMENT GRANT FUND BUDGET NARRATIVE

Community Transportation Enhancement Program (CTEP) Funds are designed to improve the transportation system by providing facilities for bicycles, pedestrians, and the beautification of portions of the transportation system. CTEP projects are managed by the Public Works Department with reimbursement through an agreement with the Montana Department of Transportation. This program has been phased out and is being replaced by the Transportation Alternatives Program. Thus, no revenues or expenditures are being budgeted for FY 2017.

Revenues

No significant changes.

Expenditures

No significant changes.

Capital

None

**TRANSPORTATION ENHANCEMENT GRANT FUND
OPERATING BUDGET**

FUND 210, 212

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ (8,290)</u>	<u>\$ (4,918)</u>	<u>\$ -</u>	<u>\$ (37,969)</u>	<u>\$ -</u>
REVENUE:					
FEDERAL GRANT	\$ 264,220	\$ 877,797	\$ -	\$ 939,088	\$ -
CONTRIBUTIONS	<u>15,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	<u>\$ 279,220</u>	<u>\$ 877,797</u>	<u>\$ -</u>	<u>\$ 939,088</u>	<u>\$ -</u>
EXPENDITURES:					
CAPITAL PROJECTS:					
SWORDS PARK TRAIL II	-	910,848	-	1,431	-
CALHOUN STREET RECONSTRUC	-	-	-	149,781	-
ARROWHEAD SCHOOL TRAIL	-	-	-	69,849	-
POLY DRIVE SCHOOL IMPROV	-	-	-	99,843	-
POLY DRIVE & VIRGINIA	-	-	-	155,828	-
WAYFARING	-	-	-	-	-
19TH STREET & COLTON	-	-	-	119,929	-
SHILOH CONSERVATION AREA	-	-	-	-	-
JACKSON PHASE I AND II	-	-	-	-	-
STREET BIKE LANES	-	-	-	-	-
HIGHLAND SCHOOL ROUTE	-	-	-	-	-
LAKE ELMO	-	-	-	-	-
EARL GUS PARK TRAIL	-	-	-	-	-
JACKSON STREET SIDEWALKS	-	-	-	48,243	-
MAIN STREET UNDERPASS	-	-	-	-	-
44TH STREET MULTI USE PATH	-	-	-	57,940	-
WICKS LANE MULTI USE PATH	-	-	-	198,275	-
KING AVE W 32ND TO BBWA	-	-	-	-	-
ADA REPLACEMENTS	-	-	-	-	-
NORTHERN SIDEWALKS	<u>275,848</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENDITURES	<u>\$ 275,848</u>	<u>\$ 910,848</u>	<u>\$ -</u>	<u>\$ 901,119</u>	<u>\$ -</u>
PRIOR PERIOD ADJUSTMENT	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
FUND BALANCE ENDING	<u>\$ (4,918)</u>	<u>\$ (37,969)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
UNASSIGNED	<u>\$ (4,918)</u>	<u>\$ (37,969)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

STREET AND TRAFFIC FUND BUDGET NARRATIVE

The Street-Traffic Division is responsible for public safety as it relates to the maintenance and repair of the street system, walkways, storm drain system, street lights, and all the associated traffic control.

Revenues

No significant change.

Expenditures

FY 2017 budgeted operating and maintenance expenditures for Street-Traffic are \$6,620,044. This is an increase of \$194,367 from the FY 2016 budget. This increase is primarily due to a scheduled cost of living adjustment for personnel.

Capital

The capital budget for FY 2017 totals \$825,662. The major capital items for FY 2017 include the replacement of one vehicle, three dump trucks, sander and snow plow upgrades, street painting equipment including an eradicator, shaker, walk behind striper, and a tack oil heated tank with trailer. Other items include a new plotter and sign program.

**STREET AND TRAFFIC FUND
OPERATING BUDGET**

FUND 211

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	\$ 4,803,377	\$ 4,066,890	\$ 3,572,555	\$ 4,139,143	\$ 3,229,746
REVENUE:					
STATE REIMBURSEMENTS	\$ 595,708	\$ 638,680	\$ 650,000	\$ 656,078	\$ 674,000
COUNTY FEES	1,009	-	1,500	500	-
STATE FEES	7,440	32,575	-	-	-
FIRE SERVICES FEES	10,000	11,000	11,000	11,000	11,000
STREET LIGHT	220,763	360,959	235,000	235,000	200,000
STREET MAINTENANCE	4,715,000	5,049,930	5,660,000	5,660,000	5,890,000
STORM SEWER MAINT.	1,180,107	660,673	886,000	850,000	720,000
BBWA LATERAL MAINT.	4,500	-	4,500	4,500	4,500
UTILITY CHG FOR SERVICES	147,301	100,206	110,000	120,000	110,000
ENGINEERING CHG FOR SERVICE	-	32,111	15,000	5,000	5,000
INTERDEPARTMENTAL CHGS	27,482	46,411	25,000	25,000	25,000
INVESTMENT EARNINGS	14,817	12,558	12,000	12,000	12,000
MISCELLANEOUS	73,463	83,251	11,000	17,744	10,000
TOTAL REVENUE	\$ 6,997,590	\$ 7,028,354	\$ 7,621,000	\$ 7,596,822	\$ 7,661,500
EXPENDITURES:					
PERSONAL SERVICES	\$ 3,295,600	\$ 3,344,262	\$ 3,503,296	\$ 3,505,431	\$ 3,734,762
OPERATIONS AND MAINTENANCE	3,065,133	2,884,147	2,922,381	2,990,317	3,310,282
CAPITAL	1,164,092	510,190	1,706,917	1,802,969	825,662
TRANSFERS	209,252	217,502	207,502	207,502	207,502
TOTAL EXPENDITURES	\$ 7,734,077	\$ 6,956,101	\$ 8,340,096	\$ 8,506,219	\$ 8,078,208
FUND BALANCE ENDING	\$ 4,066,890	\$ 4,139,143	\$ 2,853,459	\$ 3,229,746	\$ 2,813,038
LESS:					
NONSPENDABLE	98,630	-	-	-	-
RESTRICTED	3,968,260	4,139,143	2,853,459	3,229,746	2,813,038
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	\$ -				

**STREET AND TRAFFIC FUND
OPERATING BUDGET**

FUND 211

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 3,295,600	\$ 3,344,262	\$ 3,503,296	\$ 3,505,431	\$ 3,734,762
OPERATIONS AND MAINTENANCE	3,065,131	2,884,147	2,914,131	2,990,317	3,310,282
CAPITAL	1,164,092	510,190	1,656,917	1,802,969	825,662
TRANSFERS	<u>209,252</u>	<u>217,502</u>	<u>207,502</u>	<u>207,502</u>	<u>207,502</u>
TOTAL EXPENDITURES	<u>\$ 7,734,075</u>	<u>\$ 6,956,101</u>	<u>\$ 8,281,846</u>	<u>\$ 8,506,219</u>	<u>\$ 8,078,208</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
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	26.0	25.0	25.0	29.0
MAINTENANCE	4.0	7.0	7.0	4.0
TRAFFIC INSPECTOR II	1.0	1.0	1.0	1.0
SIGN FABRICATOR/EQUIP OPERATOR/MAINT.	1.0	1.0	1.0	-
ADMINISTRATIVE SUPPORT III	1.0	1.0	1.0	1.0
ELECTRICIAN III	3.0	3.0	3.0	2.0
ELECTRICIAN II	-	-	-	-
ELECTRICIAN I	-	-	-	1.0
ARBORIST	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
TOTAL	<u>45.0</u>	<u>47.0</u>	<u>47.0</u>	<u>47.0</u>

FIRE PROGRAMS FUND BUDGET NARRATIVE

In October 2007, the Department of Military Affairs, Disaster, and Emergency Services Division received notice from the Homeland Security Coordinator that the Billings Regional Hazardous Materials (HazMat) Team would receive 100% state legislated funding for the next two years.

The 2009 Legislature voted to continue to fund the regional teams at the same level as the previous fiscal cycles until further notice. The funding received is only to be used to sustain the interoperability efforts of the six regional teams, coordinate response with entities outside their local government jurisdiction, provide HazMat awareness level outreach training within their response areas, and for the maintenance and update of assigned state equipment used in hazardous materials responses.

Revenues

No significant changes.

Expenditures

No significant changes.

Capital

None

**FIRE PROGRAMS FUND
OPERATING BUDGET**

FUND 219-224

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ 182,565</u>	<u>\$ 199,657</u>	<u>\$ 197,424</u>	<u>\$ 229,862</u>	<u>\$ 139,629</u>
REVENUE:					
INTER-GOVERNMENTAL-STATE	\$ 45,093	\$ 44,167	\$ 44,167	\$ 44,167	\$ 44,167
INTER-GOVERNMENTAL-FEDERAL	93,998	-	-	-	-
INVESTMENT EARNINGS	1,575	835	688	500	464
HAZARD MAT CHARGE FOR SERVICE	-	20,126	-	250,000	-
CONTRIBUTIONS / DONATIONS	7,792	84,880	5,000	6,000	5,000
INTERFUND TRANSFERS	<u>-</u>	<u>-</u>	<u>-</u>	<u>9,100</u>	<u>-</u>
TOTAL REVENUE	<u>\$ 148,458</u>	<u>\$ 150,008</u>	<u>\$ 49,855</u>	<u>\$ 309,767</u>	<u>\$ 49,631</u>
EXPENDITURES:					
PERSONAL SERVICES	\$ 16,269	\$ 11,608	\$ 24,000	\$ 10,000	\$ 24,000
OPERATION & MAINTENANCE	21,100	61,543	104,798	90,000	110,093
CAPITAL	<u>93,997</u>	<u>46,652</u>	<u>-</u>	<u>300,000</u>	<u>-</u>
TOTAL EXPENDITURES	<u>\$ 131,366</u>	<u>\$ 119,803</u>	<u>\$ 128,798</u>	<u>\$ 400,000</u>	<u>\$ 134,093</u>
FUND BALANCE ENDING	<u>\$ 199,657</u>	<u>\$ 229,862</u>	<u>\$ 118,481</u>	<u>\$ 139,629</u>	<u>\$ 55,167</u>
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	199,657	229,862	118,481	139,629	55,167
COMMITTED	-	-	-	-	-
ASSIGNED	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
UNASSIGNED	<u>\$ -</u>				

EMERGENCY OPERATING CENTER 9-1-1 BUDGET NARRATIVE

Revenues

Revenues to support this PSAP (Public Safety Answering Point) are collected and distributed by the State of Montana quarterly in three parts: Basic, Enhanced, and Wireless 9-1-1. Revenues for FY 2017 are estimated to be \$1,194,756.

Expenditures

The O&M budget is \$953,499, which includes \$30,179 Salary/Benefits, which is 1/3 of the cost to support the position of a Public Safety/Radio Technician, and 9-1-1 telephone line charges totaling \$303,074. A New World CAD (Computer Aided Dispatching) system and 24-hr recorder maintenance agreements, and the on-going replacement of PCs, printers, related software, and small items of equipment, as needed and approved under the State of MT 9-1-1 Plan, are being estimated at \$347,799.

Internal charges from the City's IT Department to support the computer network for the Joint City/County 9-1-1 Center is \$177,447.

The FY 2016 O&M total above also includes \$27,500 paid to Yellowstone County for GIS related service, plus the \$85,000 contingency in the event of a failure in the 9-1-1 Center or its equipment.

Capital

\$10,000 has been earmarked annually to continue upgrades to security for the 9-1-1 Center as needed.

**EMERGENCY OPERATING CENTER 9-1-1 FUND
OPERATING BUDGET**

FUND 225, 226

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ 5,660,973</u>	<u>\$ 6,018,737</u>	<u>\$ 6,369,737</u>	<u>\$ 6,586,658</u>	<u>\$ 7,010,158</u>
REVENUE:					
STATE SHARED REVENUE	\$ 1,076,204	\$ 1,070,820	\$ 1,076,000	\$ 1,060,000	\$ 1,194,756
MISCELLANEOUS	-	203	-	-	
INTEREST ON INVESTMENTS	<u>18,807</u>	<u>20,409</u>	<u>17,967</u>	<u>16,000</u>	<u>22,644</u>
TOTAL REVENUE	<u>\$ 1,095,011</u>	<u>\$ 1,091,432</u>	<u>\$ 1,093,967</u>	<u>\$ 1,076,000</u>	<u>\$ 1,217,400</u>
EXPENDITURES:					
PERSONAL SERVICES	\$ -	\$ 17,959	\$ 27,990	\$ 27,500	\$ 30,179
OPERATION & MAINTENANCE	477,839	505,552	898,054	625,000	\$ 913,320
CAPITAL	<u>259,408</u>	<u>-</u>	<u>10,000</u>	<u>-</u>	<u>710,000</u>
TOTAL EXPENDITURES	<u>\$ 737,247</u>	<u>\$ 523,511</u>	<u>\$ 936,044</u>	<u>\$ 652,500</u>	<u>\$ 1,653,499</u>
FUND BALANCE ENDING	<u>\$ 6,018,737</u>	<u>\$ 6,586,658</u>	<u>\$ 6,527,660</u>	<u>\$ 7,010,158</u>	<u>\$ 6,574,059</u>
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	6,018,737	6,586,658	6,527,660	7,010,158	6,574,059
COMMITTED	-	-	-	-	-
ASSIGNED	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
UNASSIGNED	<u>\$ -</u>				

CITY-COUNTY PLANNING DIVISION FUND BUDGET NARRATIVE

The Planning Division is funded through Federal Highway Transportation Planning funds, a 1.32 county-wide mill levy assessment on property taxes, application fees, and inter-departmental transfers. The Division provides community planning services to the City of Billings, Town of Broadview, and the remaining unincorporated area of Yellowstone County. The Division staff provides current planning services that include processing zone changes, special reviews and variance requests, reviews of submittals for subdivisions and annexations, and reviews of building permits and sign permits for zoning compliance. The Division also supports long-range planning efforts that include implementation of the City's Annexation Policy, Infill Development Policy, Billings Urban Area Long Range Transportation Plan, Yellowstone County and City of Billings Growth Policy, and Complete Streets Policy. A complete revision to the City of Billings and Yellowstone County Growth Policy – Billings Beyond! – will be completed in early FY 17. The Division also provides support to the South Billings Boulevard Urban Renewal District (SBBURD), with the TIF District providing some financial support for these services. A portion of the annual budget provided by the Federal Highway Transportation Planning funds directly supports transportation planning and project management. Transportation planning projects slated to be underway in FY 17 include updating the Billings Area Bikeway and Trail Master Plan, completing a 5th Avenue North Corridor Feasibility Study, examining the opportunities for non-motorized and possible public transportation, and public open space along the 5th Avenue corridor through East Billings and the downtown core. The Division is supervised by the Planning and Community Services Department Director. The Division includes nine staff that support 10 boards and commissions for the City and County and maintains representation on other community boards, commissions and organizations.

Revenues

The Division enters FY 2017 with an estimated \$364,000 in fund balance. Revenues are shown to increase about \$65,000 from FY 16 due to estimated increases in property tax revenue, steady development activity, and the use of Federal Transportation Planning funding.

Expenditures

Expenditures appear to increase about \$96,000 in FY 17. This is due primarily to increases in personnel costs, with a 3.2% cost of living increase in FY 17, and transportation planning projects that often start in one City fiscal year and end in another. There were some minor increases and some slight decreases in operations and maintenance, so much of those costs remained relatively flat. While the Division appears to be reserve spending by about \$48,000 from FY 16 to FY 17, the overlapping of transportation planning projects that receive federal program reimbursement between City fiscal years and the challenges of estimating revenue from charges for service with about 30% of FY 16 still to go often results in a higher reserve fund balance by year end. Factoring in these variables, the Division will easily maintain its reserves above the City Council set minimum reserve level. The Division will carry 9 staff in FY 17, which is the same as was budgeted for FY 16.

Capital

None

**CITY-COUNTY PLANNING FUND
OPERATING BUDGET**

FUND 238, 239, 240

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ 485,836</u>	<u>\$ 391,576</u>	<u>\$ 323,308</u>	<u>\$ 381,770</u>	<u>\$ 364,841</u>
REVENUE:					
CITY-COUNTY PLANNING:					
COUNTY PROPERTY TAX	\$ 399,115	\$ 456,583	\$ 420,000	\$ 420,000	\$ 440,000
LICENSES & PERMITS	24,464	30,802	27,000	30,645	30,000
FEDERAL/ LOCAL GRANTS	747,579	685,260	700,000	698,000	775,000
CHARGES FOR SERVICE	253,457	230,357	290,538	300,166	266,900
INTEREST ON INVESTMENTS	1,610	743	746	1,000	1,260
TRANSFERS IN	-	2,000	-	-	-
MISCELLANEOUS	2,447	335	2,000	200	1,500
HISTORIC PRESERVATION GRANT	<u>5,225</u>	<u>12,225</u>	<u>6,969</u>	<u>6,969</u>	<u>6,969</u>
TOTAL REVENUE	<u>\$ 1,433,897</u>	<u>\$ 1,418,305</u>	<u>\$ 1,447,253</u>	<u>\$ 1,456,980</u>	<u>\$ 1,521,629</u>
EXPENDITURES:					
CITY-COUNTY PLANNING:					
PERSONAL SERVICES	\$ 889,123	\$ 945,430	\$ 985,201	\$ 925,000	\$ 988,661
OPERATION & MAINTENANCE	633,099	478,444	570,437	538,000	568,281
TRANSFERS	5,935	4,237	2,909	2,909	4,902
HISTORIC PRESERVATION GRANT	<u>-</u>	<u>-</u>	<u>8,000</u>	<u>8,000</u>	<u>8,000</u>
TOTAL EXPENDITURES	<u>\$ 1,528,157</u>	<u>\$ 1,428,111</u>	<u>\$ 1,566,547</u>	<u>\$ 1,473,909</u>	<u>\$ 1,569,844</u>
FUND BALANCE ENDING	<u>\$ 391,576</u>	<u>\$ 381,770</u>	<u>\$ 204,014</u>	<u>\$ 364,841</u>	<u>\$ 316,626</u>
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	391,576	381,770	204,014	364,841	316,626
COMMITTED	-	-	-	-	-
ASSIGNED	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
UNASSIGNED	<u>\$ -</u>				

CITY-COUNTY PLANNING FUND
OPERATING BUDGET

FUNDS 238, 239, 240

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 889,123	\$ 945,430	\$ 985,201	\$ 925,000	\$ 988,661
OPERATIONS AND MAINTENANCE	633,099	477,413	578,437	546,000	576,281
TRANSFERS	<u>5,935</u>	<u>5,268</u>	<u>2,909</u>	<u>2,909</u>	<u>4,902</u>
TOTAL EXPENDITURES	<u>\$ 1,528,157</u>	<u>\$ 1,428,111</u>	<u>\$ 1,566,547</u>	<u>\$ 1,473,909</u>	<u>\$ 1,569,844</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
PLANNING/COMM SERV DIRECTOR	1.0	1.0	1.0	1.0
PLANNING DIVISION MANAGER	1.0	1.0	1.0	1.0
PLANNING ASSISTANT	1.0	1.0	1.0	1.0
PLANNER II	4.0	4.0	4.0	1.0
PLANNER I	-	-	1.0	1.0
TRANSPORATION PLANNER	-	-	-	1.0
TRANSPORATION PLANNING COORD	-	-	-	1.0
CODE ENFORCE MGR/ZONING COORD	-	-	-	1.0
PLANNING CLERK	1.0	1.0	1.0	1.0
TIF DISTRICT COORD	1.0	1.0	-	-
ADMINISTRATIVE SUPPORT I	0.3	0.3	0.3	0.3
BICYCLE AND PEDESTRIAN COORD	<u>0.8</u>	<u>0.8</u>	<u>0.8</u>	<u>0.8</u>
TOTAL	<u>10.1</u>	<u>10.1</u>	<u>10.1</u>	<u>10.1</u>

**CITY ATTORNEY GRANTS FUND
OPERATING BUDGET**

FUNDS 241-243

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	\$ (2,694)	\$ (7,074)	\$ -	\$ (5,367)	\$ 904
REVENUE:					
INTER-GOVERNMENTAL-ATTORNEY VICTIM/WITNESS	\$ 29,232	\$ 30,542	\$ 30,540	\$ 30,540	\$ 30,542
INTER-GOVERNMENTAL-DOMESTIC VIOLENCE UNIT	40,372	44,130	40,000	42,000	40,000
FINES & FORFEITS	62,737	64,935	63,527	60,000	64,000
INVESTMENT EARNINGS	1	-	-	-	-
INTERFUND TRANSFERS-GENERAL FUND	<u>153,038</u>	<u>165,227</u>	<u>141,120</u>	<u>174,000</u>	<u>183,793</u>
TOTAL REVENUE	\$ 285,380	\$ 304,834	\$ 275,187	\$ 306,540	\$ 318,335
EXPENDITURES:					
GRANT-ATTORNEY VICTIM/WITNESS	\$ 91,516	\$ 95,039	\$ 96,048	\$ 96,810	\$ 101,256
GRANT-DOMESTIC VIOLENCE UNIT	115,192	122,419	95,182	118,010	126,791
SURCHARGE-DOMESTIC VIOLENCE	<u>83,052</u>	<u>85,669</u>	<u>83,957</u>	<u>85,449</u>	<u>90,288</u>
TOTAL EXPENDITURES	\$ 289,760	\$ 303,127	\$ 275,187	\$ 300,269	\$ 318,335
FUND BALANCE ENDING	\$ (7,074)	\$ (5,367)	\$ -	\$ 904	\$ 904
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	904	904
COMMITTED	-	-	-	-	-
ASSIGNED	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
UNASSIGNED	\$ (7,074)	\$ (5,367)	\$ -	\$ -	\$ -

CITY ATTORNEY GRANTS BUDGET NARRATIVE

Currently two positions within the department are partially funded by two separate federal government grants awarded through the Montana Department of Justice, Board of Crime Control (BOCC). One grant funds the domestic violence prosecutor through the Violence Against Women Act federal funding (VAWA). The second grant funds the Victim Witness Program Director. The City provides matching funds and office space and equipment. Each year the BOCC reviews these grants, determines the amount it will award, and advises the Department in May or June of its decision as to the level of funding for the next fiscal year.

Revenues

No significant changes.

Expenditures

No significant changes.

Capital

None

CITY ATTORNEY GRANTS FUND
OPERATING BUDGET

FUND 241-243

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 288,180	\$ 298,864	\$ 273,307	\$ 298,560	\$ 316,535
OPERATION AND MAINTENANCE	<u>1,583</u>	<u>4,263</u>	<u>1,880</u>	<u>1,709</u>	<u>1,800</u>
TOTAL EXPENDITURES	<u>\$ 289,763</u>	<u>\$ 303,127</u>	<u>\$ 275,187</u>	<u>\$ 300,269</u>	<u>\$ 318,335</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
VICTIM WITNESS SPECIALIST	1.5	1.5	1.0	1.0
VICTIM WITNESS PRG COORDINATOR	0.8	0.8	0.8	0.8
ADMINISTRATIVE ASSISTANT	-	-	0.5	0.5
ATTORNEY-DOMESTIC VIOLENCE	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
TOTAL	<u>3.3</u>	<u>3.3</u>	<u>3.3</u>	<u>3.3</u>

**MUNICIPAL COURT GRANTS
OPERATING BUDGET**

FUNDS 245-248, 737-738

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	\$ 361	\$ 10,627	\$ -	\$ 16,894	\$ 17,219
REVENUE:					
INTER-GOVERNMENTAL	\$ 620,967	\$ 535,578	\$ 567,906	\$ 399,606	\$ 580,339
CHARGES FOR SERVICE	66	2,565	-	325	-
CONTRIBUTIONS/DONATIONS	4,729	1,100	1,000	-	-
INTERFUND TRANSFERS-GENERAL FUND	-	-	30,000	-	30,000
TOTAL REVENUE	<u>\$ 625,762</u>	<u>\$ 539,243</u>	<u>\$ 598,906</u>	<u>\$ 399,931</u>	<u>\$ 610,339</u>
EXPENDITURES:					
PERSONAL SERVICES	\$ 209,603	\$ 193,302	\$ 218,526	\$ 173,678	\$ 225,366
OPERATION & MAINTENANCE	405,893	339,674	380,380	225,928	357,120
TOTAL EXPENDITURES	<u>\$ 615,496</u>	<u>\$ 532,976</u>	<u>\$ 598,906</u>	<u>\$ 399,606</u>	<u>\$ 582,486</u>
FUND BALANCE ENDING	\$ 10,627	\$ 16,894	\$ -	\$ 17,219	\$ 45,072
LESS:					
RESTRICTED	<u>10,627</u>	<u>16,894</u>	<u>-</u>	<u>17,219</u>	<u>45,072</u>
UNASSIGNED	<u>\$ -</u>				

MUNICIPAL COURT GRANTS BUDGET NARRATIVE

Municipal court grants include a drug court grant funded by the state of Montana, Substance Abuse and Mental Health Services Administration (SAMHSA) grant funded by the federal government, mental health enhancement court grant funded by the federal government, and DUI drug court grant funded by the federal government. All 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. Transfers include \$30,000 from the General Fund to cover the projected shortfall of operating costs provided by the State 2012 biennium grant.

Revenues

No significant changes.

Expenditures

No significant changes

Capital

None

POLICE PROGRAMS BUDGET NARRATIVE

Police Programs are a number of funds that have been combined for simplicity in reporting. These programs are grants with Montana Board of Crime Control (Violence Against Women Funds); Justice Assistance Grants (JAG); High Intensity Drug Traffic Area (H.I.D.T.A.) awards through the Office of National Drug Control Policy; Internet Crimes Against Children (ICAC) grants through the U.S. Department of Justice, Office of Justice Programs; State of Montana, Highway Traffic Safety grants for selective traffic enforcement focusing on impaired driving and occupant protection; Billings Business Improvement District; Homeland Security; drug forfeiture; and police donation funds.

Revenues

The Police Department funds include a multitude of programs that could not be accomplished if it were not for the grants. The 2016 JAG Grant funds will be used to purchase, but are not limited to, TASERS, interior patrol car equipment, in-car radar units, patrol rifle ammunition, and honor guard and bike patrol uniforms. The amount of the JAG grants will vary each year as they are based on the number of Uniform Crime Reports Part 1 violent crimes reported to the FBI. As a result of the State of Montana being designated as a High Intensity Drug Traffic Area (H.I.D.T.A.), in 2014 the H.I.D.T.A award was \$194,245, in 2015 the H.I.D.T.A award to PD was \$196,001, and in 2016 the H.I.D.T.A. award is \$218,740 (to fund an administrative support position, overtime costs for task force members, investigative travel, services, supplies, equipment, and informant costs). The H.I.D.T.A. awards provide federal resources to battle the drug epidemic in Montana cities. Without all of these grants, the Billings Police Department would not be in the position to assist the citizens of the community because of budget constraints.

The Billings Business Improvement District currently funds two officers dedicated to the downtown Billings area. They also provide a patrol vehicle and related equipment for the officers.

Projected revenues in donation accounts are about the same as last fiscal year. The drug forfeiture funds can fluctuate greatly from year to year, and the revenues listed in this budget document are projected.

Expenditures

No significant changes.

POLICE PROGRAMS (PAGE 1 OF 5)
OPERATING BUDGET

FUNDS 249-259,708-710, 717-720

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
MONTANA BOARD OF CRIME CONTROL (FUND 249)					
FUND BALANCE BEGINNING	\$ -	\$ -	\$ -	\$ 129	\$ -
REVENUE:					
INTER-GOVERNMENTAL	\$ 15,511	\$ 16,674	\$ 15,000	\$ 1,000	\$ 19,022
TOTAL REVENUE	\$ 15,511	\$ 16,674	\$ 15,000	\$ 1,000	\$ 19,022
EXPENDITURES:					
PERSONAL SERVICES	\$ 10,300	\$ 10,326	\$ 12,140	\$ -	\$ 12,225
OPERATION & MAINTENANCE	5,211	6,219	2,860	1,129	7,045
TOTAL EXPENDITURES	\$ 15,511	\$ 16,545	\$ 15,000	\$ 1,129	\$ 19,270
FUND BALANCE ENDING	\$ -	\$ 129	\$ -	\$ -	\$ (248)

INTERNET CRIMES AGAINST CHILDREN-LOCAL DONATION (FUND 252)					
FUND BALANCE BEGINNING	\$ -	\$ 347,880	\$ 196,618	\$ 549,387	\$ 592,152
REVENUE:					
INTER-GOVERNMENTAL	\$ 27,007	\$ 6,996	\$ -	\$ -	\$ -
CONTRIBUTIONS / DONATIONS	352,480	342,764	342,765	342,765	352,183
TOTAL REVENUE	\$ 379,487	\$ 349,760	\$ 342,765	\$ 342,765	\$ 352,183
EXPENDITURES:					
PERSONAL SERVICES	\$ 24,671	\$ -	\$ 270,855	\$ -	\$ 269,195
OPERATION & MAINTENANCE	6,936	148,253	109,000	300,000	88,398
TOTAL EXPENDITURES	\$ 31,607	\$ 148,253	\$ 379,855	\$ 300,000	\$ 357,593
FUND BALANCE ENDING	\$ 347,880	\$ 549,387	\$ 159,528	\$ 592,152	\$ 586,742

INTERNET CRIMES AGAINST CHILDREN (FUND 251)					
FUND BALANCE BEGINNING	\$ -	\$ -	\$ -	\$ (7,384)	\$ -
REVENUE-INTER-GOVERNMENTAL	\$ 314,818	\$ 286,958	\$ 254,700	\$ 225,000	\$ 130,362
EXPENDITURES:					
PERSONAL SERVICES	\$ 73,478	\$ 98,125	\$ 108,700	\$ 100,000	\$ 100,013
OPERATION & MAINTENANCE	241,340	196,217	146,000	117,616	31,000
TOTAL EXPENDITURES	\$ 314,818	\$ 294,342	\$ 254,700	\$ 217,616	\$ 131,013
FUND BALANCE ENDING	\$ -	\$ (7,384)	\$ -	\$ -	\$ (651)

POLICE PROGRAMS (PAGE 2 OF 5)
OPERATING BUDGET

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
<u>TRAFFIC SAFETY (FUND 254)</u>					
FUND BALANCE BEGINNING	\$ -	\$ -	\$ -	\$ 3,817	\$ 3,817
REVENUE-INTER-GOVERNMENTAL	\$ 10,702	\$ 6,799	\$ 10,000	\$ 10,000	\$ 8,000
EXPENDITURES:					
PERSONAL SERVICES	\$ 10,702	\$ 2,982	\$ 10,000	\$ 10,000	\$ 8,166
TOTAL EXPENDITURES	\$ 10,702	\$ 2,982	\$ 10,000	\$ 10,000	\$ 8,166
FUND BALANCE ENDING	\$ -	\$ 3,817	\$ -	\$ 3,817	\$ 3,651
<hr/>					
<u>JUSTICE ASSISTANCE GRANTS (FUND 250)</u>					
FUND BALANCE BEGINNING	\$ (1,978)	\$ (1,979)	\$ -	\$ (5,672)	\$ -
REVENUE-INTER-GOVERNMENTAL	\$ 58,971	\$ 84,388	\$ 66,670	\$ 53,946	\$ 64,000
EXPENDITURES:					
OPERATION & MAINTENANCE	\$ 58,972	\$ 83,061	\$ 66,670	\$ 48,274	\$ 64,000
CAPITAL	-	5,020	-	-	-
TOTAL EXPENDITURES	\$ 58,972	\$ 88,081	\$ 66,670	\$ 48,274	\$ 64,000
FUND BALANCE ENDING	\$ (1,979)	\$ (5,672)	\$ -	\$ -	\$ -
<hr/>					
<u>HIDTA-ONDCP (FUND 255)</u>					
FUND BALANCE BEGINNING	\$ -	\$ -	\$ -	\$ (25,100)	\$ -
REVENUE-INTER-GOVERNMENTAL	\$ 201,598	\$ 203,962	\$ 194,000	\$ 185,130	\$ 197,145
EXPENDITURES:					
PERSONAL SERVICES	\$ 117,879	\$ 136,084	\$ 129,453	\$ 92,252	\$ 132,149
OPERATION & MAINTENANCE	83,719	92,978	64,547	67,778	66,600
TOTAL EXPENDITURES	\$ 201,598	\$ 229,062	\$ 194,000	\$ 160,030	\$ 198,749
FUND BALANCE ENDING	\$ -	\$ (25,100)	\$ -	\$ -	\$ (1,604)

POLICE PROGRAMS (PAGE 3 OF 5)
OPERATING BUDGET

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
<u>DOWNTOWN CENTRAL BEAT OFFICER (FUND 256)</u>					
FUND BALANCE BEGINNING	\$ (3,742)	\$ (79,500)	\$ -	\$ (14,353)	\$ -
REVENUE-CHARGES FOR SERVICE					
CHARGES FOR SERVICE	\$ 89,910	\$ 133,167	\$ 137,357	\$ 137,357	\$ 141,868
TOTAL REVENUE	\$ 89,910	\$ 133,167	\$ 137,357	\$ 137,357	\$ 141,868
EXPENDITURES:					
PERSONAL SERVICES	\$ 165,668	\$ 68,020	\$ 137,357	\$ 123,004	\$ 141,868
TOTAL EXPENDITURES	\$ 165,668	\$ 68,020	\$ 137,357	\$ 123,004	\$ 141,868
FUND BALANCE ENDING	\$ (79,500)	\$ (14,353)	\$ -	\$ -	\$ -
<hr/>					
<u>POLICE DONATIONS (FUNDS 259, 709, 719, 720)</u>					
FUND BALANCE BEGINNING	\$ 43,300	\$ 37,295	\$ 36,959	\$ 87,156	\$ 86,434
REVENUE:					
CHARGES FOR SERVICE	\$ 5,937	\$ 6,562	\$ 5,500	\$ 5,606	6,000
INVESTMENT EARNINGS	266	148	3,631	180	151
CONTRIBUTIONS / DONATIONS	13,880	49,465	10,100	9,492	8,000
TOTAL REVENUE	\$ 20,083	\$ 56,175	\$ 19,231	\$ 15,278	\$ 14,151
EXPENDITURES:					
OPERATION & MAINTENANCE	\$ 6,013	\$ 6,314	\$ 6,300	\$ 6,000	\$ 4,800
CAPITAL	20,075	-	10,000	10,000	-
TOTAL EXPENDITURES	\$ 26,088	\$ 6,314	\$ 16,300	\$ 16,000	\$ 4,800
FUND BALANCE ENDING	\$ 37,295	\$ 87,156	\$ 39,890	\$ 86,434	\$ 95,785
<hr/>					
<u>SOCIAL HOST RESTITUTION (FUND 708)</u>					
FUND BALANCE BEGINNING	\$ 8,838	\$ 8,868	\$ 10,181	\$ 9,491	\$ 10,231
REVENUE-FINES & FORFEITS	\$ 3,272	\$ 2,295	\$ 3,200	\$ 1,100	\$ 800
EXPENDITURES-OPERATION & MAINTENANCE	\$ 3,242	\$ 1,672	\$ 3,200	\$ 360	\$ 800
FUND BALANCE ENDING	\$ 8,868	\$ 9,491	\$ 10,181	\$ 10,231	\$ 10,231

POLICE PROGRAMS (PAGE 4 OF 5)

OPERATING BUDGET

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
<u>HOMELAND SECURITY (FUND 258)</u>					
FUND BALANCE BEGINNING	\$ (746)	\$ 23,508	\$ 33,910	\$ 23,508	\$ -
REVENUE:					
INTER-GOVERNMENTAL	\$ 91,394	\$ 136,858	\$ 151,000	\$ 273,716	\$ -
TOTAL REVENUE	\$ 91,394	\$ 136,858	\$ 151,000	\$ 273,716	\$ -
EXPENDITURES:					
OPERATION & MAINTENANCE	\$ 16,723	\$ 6,918	\$ 151,000	\$ 14,000	\$ -
CAPITAL	50,417	129,940	-	283,224	-
TOTAL EXPENDITURES	\$ 67,140	\$ 136,858	\$ 151,000	\$ 297,224	\$ -
FUND BALANCE ENDING	\$ 23,508	\$ 23,508	\$ 33,910	\$ -	\$ -
<hr/>					
<u>POLICE DRUG FORFEITURES (Funds 717 & 718)</u>					
FUND BALANCE BEGINNING	\$ 399,742	\$ 484,883	\$ 484,883	\$ 539,242	\$ 582,700
REVENUE:					
FINES & FORFEITS	\$ 351,004	\$ 340,134	\$ 195,000	\$ 262,478	\$ 190,000
INVESTMENT EARNINGS	1,474	1,592	1,639	980	2,371
TOTAL REVENUE	\$ 352,478	\$ 341,726	\$ 196,639	\$ 263,458	\$ 192,371
EXPENDITURES:					
OPERATION & MAINTENANCE	\$ 186,855	\$ 215,672	\$ 219,750	\$ 220,000	\$ 194,150
CAPITAL	12,292	3,505	6,000	-	6,000
DEBT SERVICE	68,190	68,190	-	-	-
TOTAL EXPENDITURES	\$ 267,337	\$ 287,367	\$ 225,750	\$ 220,000	\$ 200,150
FUND BALANCE ENDING	\$ 484,883	\$ 539,242	\$ 455,772	\$ 582,700	\$ 574,921

POLICE PROGRAMS (PAGE 5 OF 5)

TOTAL OPERATING BUDGET

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ 445,644</u>	<u>\$ 820,955</u>	<u>\$ 762,551</u>	<u>\$ 1,160,221</u>	<u>\$ 1,275,334</u>
REVENUE:					
INTER-GOVERNMENTAL	\$ 719,771	\$ 742,635	\$ 691,370	\$ 748,792	\$ 418,529
CHARGES FOR SERVICE	95,847	139,729	142,857	142,963	147,868
FINES & FORFEITS	354,276	342,429	198,200	263,578	190,800
INVESTMENT EARNINGS	1,740	1,740	5,270	1,160	2,522
CONTRIBUTIONS / DONATIONS	<u>366,360</u>	<u>392,229</u>	<u>352,865</u>	<u>352,257</u>	<u>360,183</u>
TOTAL REVENUE	<u>\$ 1,537,994</u>	<u>\$ 1,618,762</u>	<u>\$ 1,390,562</u>	<u>\$ 1,508,750</u>	<u>\$ 1,119,902</u>
EXPENDITURES:					
PERSONAL SERVICES	\$ 402,698	\$ 315,537	\$ 668,505	\$ 325,256	\$ 663,616
OPERATION & MAINTENANCE	609,011	757,304	769,327	775,157	456,793
CAPITAL	82,784	138,465	16,000	293,224	6,000
DEBT SERVICE	<u>68,190</u>	<u>68,190</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENDITURES	<u>\$ 1,162,683</u>	<u>\$ 1,279,496</u>	<u>\$ 1,453,832</u>	<u>\$ 1,393,637</u>	<u>\$ 1,126,409</u>
FUND BALANCE ENDING	<u>\$ 820,955</u>	<u>\$ 1,160,221</u>	<u>\$ 699,281</u>	<u>\$ 1,275,334</u>	<u>\$ 1,268,827</u>
LESS:					
RESTRICTED	<u>820,955</u>	<u>1,160,221</u>	<u>699,281</u>	<u>1,275,334</u>	<u>1,268,827</u>
UNASSIGNED	<u>\$ -</u>				

CITY-COUNTY LIBRARY BUDGET NARRATIVE

Billings Public Library is where the Billings community connects and grows together, discovering the love of reading, the joy of learning, and the sharing of creative expression.

Revenues

The FY 17 estimated revenues are \$3,494,390, representing a decrease of \$87,478, or 2.4%, from the FY 16 estimated revenues. The decrease is due to a one-time payment in FY 16 of \$150,000 for the mediation settlement. Excluding the one-time payment, revenues are projected to increase by \$62,522, or 1.8%.

Expenditures

There are no significant changes from the FY 16 operations and maintenance budget to the FY 17 budget, with the exception of a decrease in controllable expenses of \$23,590. This decrease is a result of operational efficiencies.

Supplemental Budget Requests include:

- | | |
|--|----------|
| • Library facility landscape maintenance and carpet cleaning | \$24,000 |
| • Purchase and installation of additional security cameras | \$16,360 |

Capital

None

CITY-COUNTY LIBRARY FUND
OPERATING BUDGET

FUND 260-261, 263

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ 3,183,447</u>	<u>\$ 2,573,779</u>	<u>\$ 1,495,252</u>	<u>\$ 1,917,802</u>	<u>\$ 2,006,692</u>
REVENUE:					
CITY TAXES	\$ 1,001,838	\$ 995,699	\$ 928,657	\$ 1,019,520	\$ 1,031,921
COUNTY PROPERTY TAX	927,813	861,281	816,778	847,000	840,000
STATE GRANTS/AID	51,663	51,688	51,633	51,601	51,633
STATE REIMBURSEMENTS	401,201	396,762	396,762	396,762	409,797
CHARGES FOR SERVICE	32,129	13,391	13,425	13,075	13,725
FINES & FORFEITURES	64,699	82,115	71,180	78,137	74,850
INTEREST ON INVESTMENTS	9,296	7,374	6,861	6,861	6,954
DONATIONS/CONTRIBUTIONS	132,607	91,506	69,667	69,667	71,770
TRANSFER FR GENERAL FUND	838,074	948,160	863,399	909,100	920,587
SALE OF SURPLUS EQUIP	39,912	-	-	-	-
MISCELLANEOUS	1,221	29,417	32,200	190,145	32,200
TOTAL REVENUE	<u>\$ 3,500,453</u>	<u>\$ 3,477,393</u>	<u>\$ 3,250,562</u>	<u>\$ 3,581,868</u>	<u>\$ 3,453,437</u>
EXPENDITURES:					
ADMINISTRATION	\$ 670,297	\$ 624,164	\$ 677,224	\$ 578,377	\$ 605,446
FACILITIES	517,401	526,691	502,173	525,769	591,112
CIRCULATION	507,912	502,143	533,653	531,429	567,591
REFERENCE	278,079	292,576	356,527	352,044	389,154
YOUTH SERVICES	183,496	193,194	190,058	191,451	199,163
TECHNICAL PROCESS	218,183	221,675	241,825	234,872	245,763
OUTREACH SERVICES	188,555	199,932	196,073	189,873	202,137
SYSTEM ADMINISTRATION	731,821	231,256	292,530	290,461	352,988
LIBRARY RESOURCES	301,868	280,212	308,294	309,159	308,294
LIBRARY BOARD	2,822	1,903	5,520	2,720	3,370
DON-LOST/DAMAGED BOOKS	-	-	500	-	-
GRANT EXPENDITURES	-	1,900	-	1,650	1,650
INTERFUND TRANSFERS	509,687	1,057,724	27,661	285,173	27,596
TOTAL EXPENDITURES	<u>\$ 4,110,121</u>	<u>\$ 4,133,370</u>	<u>\$ 3,332,039</u>	<u>\$ 3,492,978</u>	<u>\$ 3,494,264</u>
FUND BALANCE ENDING	<u>\$ 2,573,779</u>	<u>\$ 1,917,802</u>	<u>\$ 1,413,775</u>	<u>\$ 2,006,692</u>	<u>\$ 1,965,865</u>
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	1,364,103	1,016,435	749,301	1,063,547	1,041,908
COMMITTED	1,209,676	901,367	664,474	943,145	923,957
ASSIGNED	-	-	-	-	-
UNASSIGNED	<u>\$ -</u>				

**CITY-COUNTY LIBRARY FUND
OPERATING BUDGET**

FUND 260-261, 263

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 1,947,201	\$ 2,022,218	\$ 2,098,953	\$ 2,056,708	\$ 2,245,098
OPERATIONS AND MAINTENANCE	1,173,190	1,025,400	1,205,425	1,144,625	1,221,570
CAPITAL	480,043	-	-	6,472	-
TRANSFERS	<u>509,687</u>	<u>1,085,752</u>	<u>27,661</u>	<u>285,173</u>	<u>27,596</u>
TOTAL EXPENDITURES	<u>\$ 4,110,121</u>	<u>\$ 4,133,370</u>	<u>\$ 3,332,039</u>	<u>\$ 3,492,978</u>	<u>\$ 3,494,264</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
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	10.0	10.0	10.0	11.0
ADMIN SUPPORT IV	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	2.0
LIBRARY SVCS SPEC II	7.9	7.9	7.8	7.8
FACILITIES MAINT SUPPORT II	2.0	2.0	2.0	2.0
FACILITIES MAINT SUPPORT I	0.8	0.8	1.0	1.0
LIBRARY INFORMATION SYSTEMS COORDINATOR	1.0	1.0	1.0	1.0
LIBRARY SVCS SPEC I	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>
TOTAL	<u>31.7</u>	<u>31.7</u>	<u>31.8</u>	<u>32.8</u>

COMMUNITY DEVELOPMENT BUDGET NARRATIVE

The Community Development Division is primarily responsible for administration of the City's Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) programs. These federally funded programs are used by local governments to provide decent housing and a suitable living environment, as well as to expand economic opportunities, for lower income households and are issued through the U.S. Department of Housing and Urban Development (HUD).

As a recipient of HUD funds, the City is required to implement programs and services designed to reduce the number of poverty-level households in Billings. To this end, the Division coordinates the Billings Metro VISTA Project (MVP), an AmeriCorps VISTA program funded through the Corporation for National and Community Service. The intent of this program is to build the capacity of non-profit organizations to better meet the needs of citizens experiencing poverty.

Community Development projects are designed to meet the Division's goals: 1) Preserve existing affordable housing supply, particularly in older neighborhoods, to support the stability of the current affordable housing stock; 2) Create affordable housing opportunities to further improve access to, and the quality of, affordable housing stock; 3) Expand housing choice options for existing and potential new residents to foster stable, socio-economically diverse neighborhoods citywide; and 4) Support housing and community development specific to lower income and special needs households through poverty-impact initiatives.

Revenues

Federal CDBG and HOME resources have decreased significantly over the past decade. Subsequently, Division efforts have been successfully focused in grant-writing efforts to improve revenues to further the goals of the Division's Consolidated Plan. New revenues allocated CDBG and HOME funds are \$876,151.

The City has also implemented a policy to fund core programs generating loan revenue and has not recommended funding for public service grants to other non-profit organizations since 2012. CDBG and HOME repayment income from the First Time Homebuyer and Housing Rehabilitation Loan programs continue to be available each year for allocation to new projects. Interest rates and the housing market influence the revenues received.

Additional cash revenues include successful grant awards via competitive processes, including an AmeriCorps VISTA Project Grant's direct funding to the City totaling an estimated \$501,160; and an estimated \$343,910 is managed through the City and indirect project expenditures for VISTA members are estimated at \$157,250. VISTA totals 36% of the Division's overall budget.

Expenditures

Administration costs are limited in both the CDBG and HOME budgets to 20% and 10% respectively, limiting the amount of cost allocation that can be contributed through these programs. City Council reviews the Division's budget for approval each year in April, which determines the projects to be funded for the year. The Division is dedicated to including eligible cost allocation through all additional grants written by staff in order to support the cost allocation plan.

The Division also occasionally manages donated funds for the Mayor's Committee on Homelessness, the Billings Partners for American Indian Homeownership, and for Project Homeless / Billings Community Connect.

Capital

None

COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 1 OF 5)
OPERATING BUDGET

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
COMMUNITY DEV BLOCK GRANTS(FUNDS 2900-2990)					
FUND BALANCE BEGINNING	\$ 126,019	\$ 36,228	\$ 65,758	\$ 36,770	\$ (80,280)
REVENUE:					
HUD GRANTS	\$ 971,623	\$ 338,614	\$ 562,741	\$ 700,000	\$ 581,942
HUD GRANTS-REPROGRAMMED	-	-	-	-	-
INTEREST ON LOANS	-	48	-	-	-
PROGRAM INCOME	57,537	151,369	162,962	90,000	70,000
TRANSFER FROM GENERAL FUND	-	4,500	-	-	-
SALE OF FIXED ASSETS	1,000	-	50,000	-	50,000
MISCELLANEOUS	-	-	-	-	-
TOTAL REVENUE	\$ 1,030,160	\$ 494,531	\$ 775,703	\$ 790,000	\$ 701,942
EXPENDITURES:					
PROJECTS	\$ 859,250	\$ 276,253	\$ 438,849	\$ 800,000	\$ 402,917
ADMINISTRATION	150,871	118,856	112,548	95,000	116,388
REHAB ADMINISTRATION	109,830	98,880	104,306	12,050	62,637
TOTAL EXPENDITURES	\$ 1,119,951	\$ 493,989	\$ 655,703	\$ 907,050	\$ 581,942
FUND BALANCE ENDING	\$ 36,228	\$ 36,770	\$ 185,758	\$ (80,280)	\$ 39,720

HOME PROGRAM (FUNDS 2800-2890)

FUND BALANCE BEGINNING	\$ 362,213	\$ 225,639	\$ 362,879	\$ (161,416)	\$ (70,671)
REVENUE:					
HUD GRANTS	\$ 693,669	\$ 358,121	\$ 263,688	\$ 392,146	\$ 294,209
HUD GRANTS-REPROGRAMMED	216,550	180,942	358,967	249,599	1,528
PROGRAM INCOME	200	-	-	-	100,000
TOTAL REVENUE	\$ 910,419	\$ 539,063	\$ 622,655	\$ 641,745	\$ 395,737
EXPENDITURES:					
AFFORDABLE HOUSING PROJ	\$ 926,606	\$ 782,157	\$ 377,875	\$ 410,000	\$ 182,633
ADMINISTRATION	19,161	29,140	26,368	25,000	-
FIRST TIME HOME BUYER ADM	101,226	114,821	118,412	116,000	111,576
TOTAL EXPENDITURES	\$ 1,046,993	\$ 926,118	\$ 522,655	\$ 551,000	\$ 294,209
PRIOR PERIOD ADJUSTMENT	\$ -	\$ -	\$ -	\$ -	\$ -
FUND BALANCE ENDING	\$ 225,639	\$ (161,416)	\$ 462,879	\$ (70,671)	\$ 30,857

COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 2 OF 5)
OPERATING BUDGET

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
<u>VISTA ADMINISTRATION (FUND 2650)</u>					
FUND BALANCE BEGINNING	\$ 21,860	\$ 17,752	\$ 22,310	\$ 38,096	\$ 42,654
REVENUE					
GRANT	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 20,000
CHARGES FOR SERVICE	16,103	38,367	-	-	-
TOTAL REVENUE	<u>\$ 16,103</u>	<u>\$ 38,367</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>
EXPENDITURES-OPERATIONS & MAINTENANCE	<u>\$ 20,211</u>	<u>\$ 18,023</u>	<u>\$ 20,000</u>	<u>\$ 15,442</u>	<u>\$ 20,000</u>
FUND BALANCE ENDING	<u>\$ 17,752</u>	<u>\$ 38,096</u>	<u>\$ 22,310</u>	<u>\$ 42,654</u>	<u>\$ 42,654</u>

BILLINGS COMMUNITY CONNECT & HOMELESS PLAY (FUND 2720)

FUND BALANCE BEGINNING	\$ 4,459	\$ 4,551	\$ 4,551	\$ 3,485	\$ 3,485
REVENUE:					
CONTRIBUTIONS	\$ 3,387	\$ 1,603	\$ 1,500	\$ 1,500	\$ 1,500
INTEREST ON INVESTMENTS	-	-	-	-	-
TOTAL REVENUE	<u>\$ 3,387</u>	<u>\$ 1,603</u>	<u>\$ 1,500</u>	<u>\$ 1,500</u>	<u>\$ 1,500</u>
EXPENDITURES-OPERATIONS & MAINTENANCE	<u>\$ 3,295</u>	<u>\$ 2,669</u>	<u>\$ 1,500</u>	<u>\$ 1,500</u>	<u>\$ 1,500</u>
FUND BALANCE ENDING	<u>\$ 4,551</u>	<u>\$ 3,485</u>	<u>\$ 4,551</u>	<u>\$ 3,485</u>	<u>\$ 3,485</u>

COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 3 OF 5)

OPERATING BUDGET

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
<u>BPAIH & MAYOR'S COMMITTEE DONATIONS/TRAINING (FUND 2730)</u>					
FUND BALANCE BEGINNING	\$ 1,873	\$ 3,196	\$ 3,196	\$ 2,732	\$ 1,890
REVENUE:					
CONTRIBUTIONS	2,050	4,515	-	1,250	-
TOTAL REVENUE	\$ 2,050	\$ 4,515	\$ -	\$ 1,250	\$ -
EXPENDITURES-OPERATIONS & MAINTENANCE:					
HOMELESS-TRAINING	727	4,979	-	2,092	-
TOTAL EXPENDITURES	\$ 727	\$ 4,979	\$ -	\$ 2,092	\$ -
FUND BALANCE ENDING	\$ 3,196	\$ 2,732	\$ 3,196	\$ 1,890	\$ 1,890

COMMUNITY DEVELOPMENT RENT (FUND 2740)

FUND BALANCE BEGINNING	\$ (339)	\$ (4,763)	\$ 1,237	\$ (50,776)	\$ 224
REVENUE-TRANSFERS (RENT)	\$ 53,823	\$ -	\$ 58,000	\$ 109,000	\$ 58,000
EXPENDITURES-OPERATIONS & MAINTENANCE	\$ 58,247	\$ 46,013	\$ 58,000	\$ 58,000	\$ 58,000
FUND BALANCE ENDING	\$ (4,763)	\$ (50,776)	\$ 1,237	\$ 224	\$ 224

GRANT WRITING/ ENVIRON REVIEW (FUND 2780)

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	\$ 4,908	\$ 4,908	\$ 408	\$ 408	\$ 408
REVENUE					
INTEREST ON INVESTMENTS	\$ -	\$ -	\$ -	\$ -	\$ -
CHARGE FOR SERVICES	-	-	-	-	-
TOTAL REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENDITURES-TRANSFER	\$ -	\$ 4,500	\$ -	\$ -	\$ -
FUND BALANCE ENDING	\$ 4,908	\$ 408	\$ 408	\$ 408	\$ 408

COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 4 OF 5)

OPERATING BUDGET

NEIGHBORHOOD STABILIZATION PROGRAM (FUND 2660)

FUND BALANCE BEGINNING	\$ 33,372	\$ 44,560	\$ 22,565	\$ 45,550	\$ 44,550
REVENUE-HOUSING & ECON REC ACT 2008					
TRANSFER IN	\$ -	\$ 1,773	\$ -	\$ -	\$ -
SALE OF FIXED ASSETS	33,294	90,242	-	-	-
TOTAL REVENUE	\$ 33,294	\$ 92,015	\$ -	\$ -	\$ -
EXPENDITURES-CAPITAL					
MAINTENANCE	\$ 22,106	\$ 5,205	\$ -	\$ -	\$ -
CAPITAL	-	85,820	-	1,000	-
FUND BALANCE ENDING	\$ 44,560	\$ 45,550	\$ 22,565	\$ 44,550	\$ 44,550

COUNCIL REVOLVING HOME LOAN FUND (FUND 2770)

FUND BALANCE BEGINNING	\$ 70,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 135,320
REVENUE-TRANSFER IN	\$ -	\$ -	\$ -	\$ 195,320	\$ -
EXPENDITURES-PROJECTS	\$ 20,000	\$ -	\$ -	\$ 110,000	\$ -
FUND BALANCE ENDING	\$ 50,000	\$ 50,000	\$ 50,000	\$ 135,320	\$ 135,320

BILLINGS MVP VISTA SUPPORT(FUND 2690)

FUND BALANCE BEGINNING	\$ -	\$ -	\$ -	\$ 30,438	\$ 30,438
REVENUE-CORP NAT COMMUNITY SERVICE	\$ 18,486	\$ 275,622	\$ 299,161	\$ 280,000	\$ 343,910
EXPENDITURES-OPERATIONS & MAINTENANCE	\$ 18,486	\$ 245,184	\$ 299,161	\$ 280,000	\$ 344,371
FUND BALANCE ENDING	\$ -	\$ 30,438	\$ -	\$ 30,438	\$ 29,977

COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 5 OF 5)

OPERATING BUDGET

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
TOTAL OF COMMUNITY DEVELOPMENT GRANT FUNDS					
FUND BALANCE BEGINNING	\$ 624,365	\$ 382,071	\$ 532,904	\$ (4,713)	\$ 108,018
REVENUE:					
INTER-GOVERNMENTAL	\$ 1,735,455	\$ 972,357	\$ 1,145,590	\$ 1,641,745	\$ 1,390,061
CHARGE FOR SERVICES	16,103	38,367	-	-	20,000
INTEREST ON INVESTMENTS	-	48	-	-	1,528
CONTRIBUTIONS / DONATIONS	5,437	6,118	1,500	2,750	1,500
SALE OF FIXED ASSETS	34,294	90,242	50,000	-	50,000
MISCELLANEOUS	274,287	332,311	162,962	90,000	-
TRANSFERS	53,823	6,273	58,000	304,320	58,000
TOTAL REVENUE	\$ 2,119,399	\$ 1,445,716	\$ 1,777,019	\$ 2,038,815	\$ 1,521,089
EXPENDITURES:					
PROJECTS	1,806,583	1,063,389	816,724	1,322,092	585,550
ADMINISTRATION	271,258	262,817	257,328	236,000	227,964
REHAB ADMINISTRATION	109,830	98,880	104,306	12,050	62,637
OPERATIONS & MAINTENANCE	168,496	407,414	421,360	465,942	423,871
TOTAL EXPENDITURES	\$ 2,356,167	\$ 1,832,500	\$ 1,599,718	\$ 2,036,084	\$ 1,300,022
FUND BALANCE ENDING	382,071	(4,713)	752,904	108,018	329,085
FUND BALANCE - ENDING	\$ 387,597	\$ (4,713)	\$ 752,910	\$ (1,982)	\$ 329,085
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	387,597	(4,713)	752,910	(1,982)	329,085
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	-	-	-	-	-

**COMMUNITY DEVELOPMENT GRANTS FUND
OPERATING BUDGET**

FUNDS 266-299

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 336,319	\$ 384,067	\$ 393,438	\$ 393,500	\$ 393,598
OPERATIONS AND MAINTENANCE	2,019,848	1,358,113	1,163,581	1,647,084	906,424
CAPITAL	-	85,820	-	-	-
TRANSFERS	-	4,500	-	-	-
TOTAL EXPENDITURES	<u>\$ 2,356,167</u>	<u>\$ 1,832,500</u>	<u>\$ 1,599,718</u>	<u>\$ 2,040,584</u>	<u>\$ 1,300,022</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
COMMUNITY SERVICES MANAGER	1.0	1.0	1.0	1.0
COMM DEVELOPMENT GRANT COORD	2.0	2.0	2.0	2.0
GRANTS TECHNICIAN	-	-	1.5	1.5
ADMINISTRATIVE SUPPORT I	1.0	1.0	-	-
TOTAL	<u>4.0</u>	<u>4.0</u>	<u>4.5</u>	<u>4.5</u>

PARKS PROGRAMS BUDGET NARRATIVE

This budget accounts for the proceeds from the City's share of the Par 3 golf course operations, cell tower leases/easements, Mustang baseball lease of Dehler Park, Kiwanis license plates proceeds, Trash for Trees, parkland sales, and cash-in-lieu of parkland dedications from residential subdivisions. Expenditures are accounted for in this budget for items such as professional services, park acquisitions, sales and development projects, park master plans, tree purchases, and major maintenance and repairs to Dehler and Amend parks. The majority of the fund balance in this account is due to cash-in-lieu of parkland dedication payments being made to the City.

Revenue

Increased revenues are anticipated from cash-in-lieu of parkland for FY 2017.

Expenditures

Major expenditures in FY 2017 include a Master Plan for Cottonwood Park, a Comprehensive Park and Recreation Department Master Plan, and park tree purchases.

Capital

None

**PARKS PROGRAMS
OPERATING BUDGET**

FUND 769-775

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ 2,095,182</u>	<u>\$ 2,213,643</u>	<u>\$ 2,291,834</u>	<u>\$ 2,414,396</u>	<u>\$ 2,472,590</u>
REVENUE:					
PARK ACQUISITION & IMPROVEMENTS					
INVESTMENT EARNINGS	\$ 7,376	\$ 7,272	\$ 8,817	\$ 6,000	\$ 11,597
INTER-GOVERNMENTAL	12,780	-	10,000	-	-
CONTRIBUTIONS-MISC	57,313	56,785	45,000	40,000	92,000
DOG RACE REVENUE	-	-	-	-	3,000
DOG PARK DONATIONS	10,300	-	10,000	10,000	-
TRANSFER	5,000	56,000	-	-	-
PAY IN LIEU PARK DEDICATION	75,599	122,411	25,000	25,000	50,000
SWORDS PARK-LAND RENTAL	-	-	4,000	-	-
SALE OF LAND	-	9,939	400,000	25,000	100,000
DEHLER PARK SCOREBOARD	10,000	30,000	20,000	20,000	20,000
KIWANIS-LICENSE PLATES	6,684	3,456	3,000	3,000	3,000
TRASH FOR TREES	15,922	5,993	7,000	6,794	9,000
TOTAL REVENUE	<u>\$ 200,974</u>	<u>\$ 291,856</u>	<u>\$ 532,817</u>	<u>\$ 135,794</u>	<u>\$ 288,597</u>
EXPENDITURES:					
PARK ACQUISITION & IMPROVEMENTS					
OPERATIONS & MAINTENANCE	\$ 44,740	\$ 59,599	\$ 288,531	\$ 40,000	\$ 544,943
DOG RACE	79	-	-	1,500	-
DEHLER PARK SCOREBOARD					
DEBT SERVICE	19,916	19,917	23,700	20,100	20,000
KIWANIS-LICENSE PLATES	3,903	-	5,000	5,000	5,000
TRASH FOR TREES	13,875	11,587	5,000	11,000	10,000
TOTAL EXPENDITURES	<u>\$ 82,513</u>	<u>\$ 91,103</u>	<u>\$ 322,231</u>	<u>\$ 77,600</u>	<u>\$ 579,943</u>
FUND BALANCE ENDING	<u>\$ 2,213,643</u>	<u>\$ 2,414,396</u>	<u>\$ 2,502,420</u>	<u>\$ 2,472,590</u>	<u>\$ 2,181,244</u>
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	2,213,643	2,414,396	2,502,420	2,472,590	2,181,244
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	<u>\$ -</u>				

**DOWNTOWN REVOLVING LOAN PROGRAM
OPERATING BUDGET**

FUND 723

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ 376,285</u>	<u>\$ 936,980</u>	<u>\$ 1,323,230</u>	<u>\$ 1,341,795</u>	<u>\$ 1,130,795</u>
REVENUE:					
INVESTMENT EARNINGS:					
INTEREST ON LOANS	\$ 70,594	\$ 62,539	\$ 60,000	\$ 40,000	\$ 50,000
INTEREST ON INVESTMENTS	1,130	4,024	3,304	3,000	5,580
MISCELLANEOUS-REPAYMENT OF LOANS	<u>554,731</u>	<u>581,854</u>	<u>300,000</u>	<u>150,000</u>	<u>220,000</u>
TOTAL REVENUE	<u>\$ 626,455</u>	<u>\$ 648,417</u>	<u>\$ 363,304</u>	<u>\$ 193,000</u>	<u>\$ 275,580</u>
EXPENDITURES:					
OPERATION & MAINTENANCE:					
CHARGES FOR SERVICE	\$ 49,760	\$ 53,602	\$ 52,731	\$ 54,000	\$ 49,053
LOANS	<u>16,000</u>	<u>190,000</u>	<u>500,000</u>	<u>350,000</u>	<u>400,000</u>
TOTAL EXPENDITURES	<u>\$ 65,760</u>	<u>\$ 243,602</u>	<u>\$ 552,731</u>	<u>\$ 404,000</u>	<u>\$ 449,053</u>
FUND BALANCE ENDING	<u>\$ 936,980</u>	<u>\$ 1,341,795</u>	<u>\$ 1,133,803</u>	<u>\$ 1,130,795</u>	<u>\$ 957,322</u>
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	936,980	1,341,795	1,133,803	1,130,795	957,322
COMMITTED	-	-	-	-	-
ASSIGNED	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
UNASSIGNED	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

DOWNTOWN REVOLVING LOAN PROGRAM BUDGET NARRATIVE

The program provides loans up to \$250,000 for qualified projects in the downtown area. The City entered into agreements with seven local banks to provide \$3.2 million of funding for the downtown revolving loan program. Interest is adjusted annually based on the inter-creditor agreement with the banks. Interest rates on the loans between the City and end-borrowers adjust annually based on the terms of the inter-creditor agreement with the banks at the time of the loan. Current loan rates to end-borrowers are 2.25%.

Revenues

A similar number of loans are planned in FY 17.

Expenditures

A similar number of loans are planned in FY 17.

Capital

None

**CEMETERY IMPROVEMENTS FUND
OPERATING BUDGET**

FUND 702

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE - BEGINNING	<u>\$ 245,229</u>	<u>\$ 258,039</u>	<u>\$ 151,538</u>	<u>\$ 156,124</u>	<u>\$ 157,524</u>
REVENUE:					
SALE OF LOTS	\$ 17,171	\$ 10,741	\$ 14,000	\$ 14,000	\$ 14,000
INTEREST ON INVESTMENTS	<u>947</u>	<u>500</u>	<u>567</u>	<u>400</u>	<u>632</u>
TOTAL REVENUE	<u>\$ 18,118</u>	<u>\$ 11,241</u>	<u>\$ 14,567</u>	<u>\$ 14,400</u>	<u>\$ 14,632</u>
EXPENDITURES:					
OPERATION & MAINTENANCE	<u>\$ 5,308</u>	<u>\$ 113,156</u>	<u>\$ 40,000</u>	<u>\$ 13,000</u>	<u>\$ 20,000</u>
TOTAL EXPENDITURES	<u>\$ 5,308</u>	<u>\$ 113,156</u>	<u>\$ 40,000</u>	<u>\$ 13,000</u>	<u>\$ 20,000</u>
FUND BALANCE - ENDING	<u>\$ 258,039</u>	<u>\$ 156,124</u>	<u>\$ 126,105</u>	<u>\$ 157,524</u>	<u>\$ 152,156</u>
LESS:					
RESTRICTED	<u>258,039</u>	<u>156,124</u>	<u>126,105</u>	<u>157,524</u>	<u>152,156</u>
UNASSIGNED	<u>\$ -</u>				

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 the City Cemetery. City Council approves all funds used from this account for the betterment of the cemetery. Interest from this fund is transferred yearly into the General Fund.

Revenues

No significant changes.

Expenditures

Expenditures are for improvements to Section 15, and pruning and removal of dangerous trees.

Capital

None

**BIKE PATHS AND TRAILS DONATIONS FUND
OPERATING BUDGET**

FUND 236

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE - BEGINNING	\$ 15,730	\$ 16,199	\$ 18,999	\$ 22,000	\$ -
REVENUES:					
LOCAL CONTRIBUTION	\$ 10,011	\$ 35,134	\$ -	\$ 4,370	\$ -
TOTAL REVENUE	<u>\$ 10,011</u>	<u>\$ 35,134</u>	<u>\$ -</u>	<u>\$ 4,370</u>	<u>\$ -</u>
EXPENDITURES:					
PEDESTRIAN BRIDGE	\$ 9,187	\$ -	\$ -	\$ -	\$ -
ARROWHEAD SCHOOL TRAIL	187	268	-	10,900	-
POLY DRIVE SCHOOL IMPROV	168	557	-	15,470	-
SWORDS PARK TRAIL OUTLET	-	28,508	-	-	-
TOTAL EXPENDITURES	<u>\$ 9,542</u>	<u>\$ 29,333</u>	<u>\$ -</u>	<u>\$ 26,370</u>	<u>\$ -</u>
FUND BALANCE - ENDING	\$ 16,199	\$ 22,000	\$ 18,999	\$ -	\$ -
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	16,199	22,000	18,999	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

BIKE PATHS AND TRAILS DONATIONS BUDGET NARRATIVE

This fund is used to account for the contributions and grants related to the construction of bike and pedestrian pathways.

ANIMAL CONTROL DONATIONS OPERATING BUDGET					
FUNDS 712,713,715,716	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	\$ 34,507	\$ 34,944	\$ 30,619	\$ 35,415	\$ 33,990
REVENUE:					
INTEREST ON INVESTMENTS	\$ 118	\$ 111	\$ 138	\$ 75	\$ 149
DONATIONS:					
BUILDING IMPROVEMENTS	-	-	-	-	-
GENERAL	7,040	360	8,000	1,000	6,500
TOTAL REVENUE	\$ 7,158	\$ 471	\$ 8,138	\$ 1,075	\$ 6,649
EXPENDITURES:					
OPERATION AND MAINTENANCE					
SPAY & NEUTER	\$ 811	\$ -	\$ 1,000	\$ 500	\$ -
EDUCATION	-	-	-	-	-
GENERAL	5,910	-	6,000	2,000	6,000
GENERAL-CAPITAL	-	-	-	-	-
TOTAL EXPENDITURES	\$ 6,721	\$ -	\$ 7,000	\$ 2,500	\$ 6,000
FUND BALANCE ENDING	\$ 34,944	\$ 35,415	\$ 31,757	\$ 33,990	\$ 34,639
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	34,944	35,415	31,757	33,990	34,639
ASSIGNED	-	-	-	-	-
UNASSIGNED	\$ -	\$ -	\$ -	\$ -	\$ -

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 DISTRICT FUNDS BUDGET NARRATIVE

The street maintenance special assessment districts provide funding to maintain quality streets and street maintenance for the safety of the residents and visitors and to continue to improve the city's street network.

Street Maintenance District #1 is for additional sweeping and snow removal in the central downtown area. Street Maintenance District #2 is comprised of the entire city and is for all street maintenance services, except those additional services that the central downtown area receives.

Street Maintenance assessments support Street-Traffic Division maintenance operations that maintain the public rights-of-way such as snow plowing and removal, sweeping, graveling, oiling, curb and gutter repair, the placement and maintenance of pavement markings, the repair of traffic signs, sidewalk repair, general cleaning and debris removal, and general street repair, as well as the operation, maintenance, and repair of traffic signal systems. Assessment revenues are also used for the PAVER Program managed by the Engineering Division for preventive maintenance of street surfacing, including chip sealing, seal coating, and overlaying.

Revenues

FY 2017 revenues are estimated at \$7,482,200, an increase of \$227,000 over the FY 2016 budget amount. This increase is primarily the result of a small rate increase for special assessments programmed, per City Council's direction, to implement smaller, annual inflationary increases rather than larger, less frequent rate increases.

Expenditures

FY 2017 operation and maintenance expenditures total \$7,480,255, an increase of \$226,151 over the FY 2016 budget. This increase is primarily the result of additional programmed charge for services from the Street-Traffic fund for equipment purchases.

Capital

None

STREET MAINTENANCE DISTRICTS FUND
OPERATING BUDGET

FUND 801 & 802

	ACTUAL FY 14	ACTUAL FY 14	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ 2,269,661</u>	<u>\$ 3,112,694</u>	<u>\$ 3,139,460</u>	<u>\$ 3,279,360</u>	<u>\$ 3,311,930</u>
REVENUE:					
SPECIAL ASSESSMENTS	\$ 6,963,392	\$ 7,198,383	\$ 7,250,000	\$ 7,280,000	\$ 7,476,000
INTEREST ON INVESTMENTS	<u>6,576</u>	<u>7,826</u>	<u>5,200</u>	<u>6,674</u>	<u>6,200</u>
TOTAL REVENUE	<u>\$ 6,969,968</u>	<u>\$ 7,206,209</u>	<u>\$ 7,255,200</u>	<u>\$ 7,286,674</u>	<u>\$ 7,482,200</u>
EXPENDITURES:					
OPERATION & MAINTENANCE	\$ 4,826,935	\$ 5,139,543	\$ 5,754,104	\$ 5,754,104	\$ 6,405,255
TRANSFER TO GAS TAX FUND	<u>1,300,000</u>	<u>1,900,000</u>	<u>1,500,000</u>	<u>1,500,000</u>	<u>1,500,000</u>
TOTAL EXPENDITURES	<u>\$ 6,126,935</u>	<u>\$ 7,039,543</u>	<u>\$ 7,254,104</u>	<u>\$ 7,254,104</u>	<u>\$ 7,905,255</u>
FUND BALANCE ENDING	\$ 3,112,694	\$ 3,279,360	\$ 3,140,556	\$ 3,311,930	\$ 2,888,875
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	3,112,694	3,279,360	3,140,556	3,311,930	2,888,875
COMMITTED	-	-	-	-	-
ASSIGNED	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
UNASSIGNED	<u>\$ -</u>				

**STREET LIGHT MAINTENANCE DISTRICTS FUND
OPERATING BUDGET**

FUND 810

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE - BEGINNING	\$ 1,276,262	\$ 1,184,881	\$ 1,073,624	\$ 1,197,699	\$ 1,196,704
REVENUE:					
INTEREST EARNINGS	\$ 13,335	\$ 3,007	\$ 4,000	\$ 2,969	\$ 3,000
SPECIAL ASSESSMENTS	2,070,643	2,328,366	2,364,000	2,364,000	2,634,000
REFUNDS/REIMBURSEMENTS	-	27,217	-	-	-
TRANSFER FROM EQUIP REPL	-	-	-	-	-
TOTAL REVENUE	\$ 2,083,978	\$ 2,358,590	\$ 2,368,000	\$ 2,366,969	\$ 2,637,000
EXPENDITURES:					
OPERATIONS & MAINTENANCE	\$ 2,175,359	\$ 2,345,772	\$ 2,367,964	\$ 2,367,964	\$ 2,606,674
TOTAL EXPENDITURES	\$ 2,175,359	\$ 2,345,772	\$ 2,367,964	\$ 2,367,964	\$ 2,606,674
FUND BALANCE - ENDING	\$ 1,184,881	\$ 1,197,699	\$ 1,073,660	\$ 1,196,704	\$ 1,227,030
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	1,184,881	1,197,699	1,073,660	1,196,704	1,227,030
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	\$ -				

STREET LIGHT MAINTENANCE BUDGET NARRATIVE

The Street Light Maintenance Fund is used to pay light bills, assessments, administration, and maintenance on City-owned and Northwestern Energy owned street light districts. These funds are provided from assessments on 194 separate Special Improvement Light Maintenance Districts (SILMDs). Currently there are 119 NorthWestern Energy (NWE) districts, 65 City districts, 8 districts that have a combination of NWE and City owned lights, and 2 Yellowstone Valley Electric Cooperative District. Each light district's budget reflects projected expenses and revenues derived from historical and projected data.

Revenues

FY17 revenues are budgeted at \$2,367,000, which is an increase of \$269,000 from the FY 2016 budget. This increase is due to additional assessments required to cover the cost of the installation for new meter services required by NorthWestern Energy.

Expenditures

FY17 expenditures are estimated at \$2,606,674, which is an increase of \$238,710. This increase is primarily for the installation of new metered services for streetlight districts that is required by NorthWestern Energy.

Capital

None

STORM SEWER FUND BUDGET NARRATIVE

This special revenue fund is managed by the Public Works Department and funds the planning, engineering, and construction of storm drainage improvement projects. This includes paying debt service on revenues bonds, system maintenance performed by the Street-Traffic Division, MS4 permit compliance, and a capital program managed by the Engineering Division. The Storm Sewer operating fund has experienced increased expenses in recent years due to an increase in requirements to comply with storm water regulations.

Revenues

Revenues are budgeted at \$3,907,252 for FY 2017, an increase of \$160,000. This increase is primarily the result of a programmed increase in special assessments, per City Council's direction, to implement smaller, annual inflationary increases rather than larger, less frequent rate increases.

Expenditures

FY 2017 operating expenditures are budgeted at \$1,323,113, a decrease of \$139,621. This decrease is primarily due to a decrease in the Street-Traffic charge for service for storm-related equipment purchases.

Capital

Capital expenditures for FY 2017 total \$2,565,000. Projects for FY 2017 include implementation of the Storm Water Master Plan, the Northwest Billings Storm Water Implementation Plan, the Storm Sewer Inventory Replacement, the annual storm drainage intersection trouble spot project, as well as contributions needed for Special Improvement District (SID) and annual miscellaneous curb, gutter, and sidewalk projects.

**STORM SEWER FUND
OPERATING BUDGET**

FUND 840 & 207

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	\$ 5,075,509	\$ 5,438,901	\$1,602,643	\$ 5,775,374	\$3,647,904
REVENUE:					
SPECIAL ASSESSMENTS	\$ 3,544,145	\$ 3,703,159	\$ 3,730,000	\$ 3,780,000	\$ 3,875,002
INTEREST ON INVESTMENTS	16,361	15,648	10,800	16,991	18,800
LICENSES & PERMITS	6,800	6,800	5,000	10,000	12,000
OTHER	12,518	22,352	1,452	104,223	1,452
TRANSFER FROM STORM SEWER	-	422,875	-	-	-
TOTAL REVENUE	<u>\$ 3,579,824</u>	<u>\$ 4,170,834</u>	<u>\$ 3,747,252</u>	<u>\$ 3,911,214</u>	<u>\$ 3,907,254</u>
EXPENDITURES:					
OPERATIONS & MAINTENANCE	\$ 1,682,385	\$ 1,321,869	\$ 1,462,734	\$ 1,515,334	\$ 1,323,113
CAPITAL	1,321,231	2,183,267	1,325,000	3,508,350	2,565,000
TRANSFERS TO BOND AND INTEREST	212,816	329,225	1,060,000	1,015,000	1,015,000
TOTAL EXPENDITURES	<u>\$ 3,216,432</u>	<u>\$ 3,834,361</u>	<u>\$ 3,847,734</u>	<u>\$ 6,038,684</u>	<u>\$ 4,903,113</u>
FUND BALANCE ENDING	\$ 5,438,901	\$ 5,775,374	\$ 1,502,161	\$ 3,647,904	\$ 2,652,045
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	5,438,901	5,775,374	1,502,161	3,647,904	2,652,045
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	<u>\$ -</u>				

**PARK MAINTENANCE DISTRICTS FUNDS
OPERATING BUDGET**

FUND 872

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE	<u>\$ 66,926</u>	<u>\$ 285,039</u>	<u>\$ 275,129</u>	<u>\$ 515,301</u>	<u>\$ 615,911</u>
REVENUE:					
SPECIAL ASSESSMENTS	\$ 934,851	\$ 1,031,393	\$ 1,002,657	\$ 1,060,000	\$ 1,075,754
INTEREST EARNINGS	184	595	733	620	-
MISCELLANEOUS	<u>-</u>	<u>196</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	<u>\$ 935,035</u>	<u>\$ 1,032,184</u>	<u>\$ 1,003,390</u>	<u>\$ 1,060,620</u>	<u>\$ 1,075,754</u>
EXPENDITURES:					
OPERATIONS & MAINTENANCE	\$ 716,922	\$ 801,922	\$ 1,002,657	\$ 950,000	\$ 1,120,201
CAPITAL	-	-	-	10,010	-
TRANSFER TO EQUIP REPLACE	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENDITURES	<u>\$ 716,922</u>	<u>\$ 801,922</u>	<u>\$ 1,002,657</u>	<u>\$ 960,010</u>	<u>\$ 1,120,201</u>
FUND BALANCE ENDING	\$ 285,039	\$ 515,301	\$ 275,862	\$ 615,911	\$ 571,464
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	285,039	515,301	275,862	615,911	571,464
COMMITTED	-	-	-	-	-
ASSIGNED	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
UNASSIGNED	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

PARK MAINTENANCE DISTRICTS BUDGET NARRATIVE

The Park Maintenance District Division manages and maintains 36 developed community and neighborhood parks throughout Billings. Management and maintenance includes irrigation systems and water services, turf management and maintenance, weed management, playground inspections and maintenance, trash removal and pickup, tree and shrub care, and other services.

Revenues

Revenue is generated through assessments to property owners within each of the 36 districts. Revenues are increasing, due to new parkland being added to existing districts, resulting in increased maintenance and water costs.

Expenditures

Expenditures have increased because of increased maintenance costs due to the expansion of several park district areas, greater irrigation water use, and completion of needed deferred maintenance items.

Capital

None

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. Further, ongoing maintenance programs will be implanted to improve the park and trail maintenance levels, thus improving the quality and enjoyment of these facilities for the public.

Revenue

Revenue comes from assessments to property owners within the city limits of Billings. In FY 2017 the proposed assessment is \$2,040,000.

Expenditures

Expenditures in FY 2017 are anticipated at \$4,278,037. Expenditures are more than revenue because several FY 2015 and FY 2016 repair and maintenance projects that are currently underway will not be completed until FY 2017. The projects anticipated expenditures were budgeted in FY 2015 and FY 2016 were re-budgeted in FY 2017.

Capital

Capital projects for FY 2017 include improving accessibility at Mount View Cemetery, repairs to several maintenance buildings, aquatics improvements at Rose Park pool, playground replacements at Rose and Ponderosa parks, and automation of the irrigations systems in three parks.

PARK DISTRICT 1
OPERATING BUDGET

FUND 873

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE	\$ 1,230,877	\$ 1,322,218	\$ 1,761,318	\$ 2,591,791	\$ 2,374,891
REVENUE:					
SPECIAL ASSESSMENTS	\$ 1,937,812	\$ 1,896,823	\$ 2,075,000	\$ 1,900,000	\$ 2,040,000
INTEREST EARNINGS	-	-	-	-	-
TRANSFER IN REVENUE	-	-	-	-	-
MISCELLANEOUS	-	3,150	-	-	-
INTEREST EARNINGS	3,716	5,614	3,296	3,100	8,200
TOTAL REVENUE	\$ 1,941,528	\$ 1,905,587	\$ 2,078,296	\$ 1,903,100	\$ 2,048,200
EXPENDITURES:					
PERSONAL SERVICES	\$ 204,316	\$ 230,451	\$ 240,135	\$ 210,000	\$ 289,236
OPERATIONS & MAINTENANCE	390,031	302,497	436,908	410,000	459,297
CAPITAL	1,255,840	103,066	2,600,000	1,500,000	3,578,964
TOTAL EXPENDITURES	\$ 1,850,187	\$ 636,014	\$ 3,277,043	\$ 2,120,000	\$ 4,327,497
FUND BALANCE ENDING	\$ 1,322,218	\$ 2,591,791	\$ 562,571	\$ 2,374,891	\$ 95,594
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	1,322,218	2,591,791	562,571	2,374,891	95,594
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	\$ -				

PARK DISTRICT 1
STAFFING AUTHORIZATION

FUND 873

STAFFING AUTHORIZATION

POSITION	ACTUAL FY14	ACTUAL FY15	BUDGET FY16	APPROVED FY17
VOLUNTEER PROGRAM COORD	1.0	1.0	1.0	1.0
EQUIPMENT OPER./MAINT.WORKER	1.0	1.0	1.0	1.0
ARBORIST	1.0	1.0	1.0	1.0
TOTAL	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>

ARTERIAL STREET FEES FUND BUDGET NARRATIVE

The Arterial Street Fund is managed by the Public Works Department and complements other funds for the construction and reconstruction of arterial streets within the city. It also allows for lower assessments to property owners on arterial street segments included in Special Improvement Districts.

Revenues

FY 2017 revenues are estimated at \$3,795,000, an increase of \$133,000 from the FY 2016 budget amount. This is primarily the result of a small rate increase for special assessments, per City Council's direction, to implement smaller, annual inflationary increases rather than larger, less frequent rate increases.

Expenditures

Operating and Maintenance expenditures for FY 2017 total \$106,944. This amount is a slight decrease from FY 2016.

Capital

Capital expenditures in the FY 2017 budget total \$4,716,865. Projects for FY 2017 include reconstruction of Grand Avenue between Shiloh Road and 56th Street West, intersection improvements at Monad Road and Daniel Street, landscaping at Poly Drive and Virginia Lane, the Traffic Signal Controller upgrade, coordination of the Travel Corridor, and engineering for the Inner Beltloop alignment, as well as the local share match for the Zimmerman Trail project.

**ARTERIAL STREET FEES FUND
OPERATING BUDGET**

FUND 845

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	\$ 4,120,239	\$ 2,854,977	\$ 2,357,008	\$ 5,467,299	\$ 1,286,837
REVENUE:					
SPECIAL ASSESSMENTS	\$ 3,497,740	\$ 3,632,724	\$ 3,655,000	\$ 3,690,000	\$ 3,785,000
INTEREST ON INVESTMENTS	11,510	12,701	7,000	11,534	10,000
LOCAL CONTRIBUTIONS	-	3,200	-	-	-
MISCELLANEOUS	38,422	16,805	-	-	-
GRANTS-DOT	6,265	-	-	-	-
TOTAL REVENUE	\$ 3,553,937	\$ 3,665,430	\$ 3,662,000	\$ 3,701,534	\$ 3,795,000
EXPENDITURES:					
OPERATION & MAINTENANCE	\$ 311,917	\$ 317,995	\$ 115,570	\$ 115,570	\$ 106,944
CAPITAL	4,507,282	735,113	5,017,065	7,766,426	4,716,865
DEBT SERVICE (INTERFUND)	-	-	-	-	-
TOTAL EXPENDITURES	\$ 4,819,199	\$ 1,053,108	\$ 5,132,635	\$ 7,881,996	\$ 4,823,809
FUND BALANCE ENDING	\$ 2,854,977	\$ 5,467,299	\$ 886,373	\$ 1,286,837	\$ 258,028
FUND BALANCE ENDING					
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	2,854,977	5,467,299	886,373	1,286,837	258,028
ASSIGNED	-	-	-	-	-
UNASSIGNED	\$ -				

**AMEND PARK FUND
OPERATING BUDGET**

FUND 758

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	\$ 200,898	\$ 200,997	\$ 195,797	\$ 201,158	\$ 202,058
REVENUE:					
INTEREST ON INVESTMENTS	\$ 615	\$ 642	\$ 650	\$ 400	\$ 931
GARDEN FEES	837	980	880	6,000	900
TOTAL REVENUE	<u>\$ 1,452</u>	<u>\$ 1,622</u>	<u>\$ 1,530</u>	<u>\$ 6,400</u>	<u>\$ 1,831</u>
EXPENDITURES:					
OPERATIONS & MAINT.	\$ 516	\$ 847	\$ 135,853	\$ 5,500	\$ 51,219
TRANSFER-GENERAL FUND	837	614	1,000	-	1,000
TOTAL EXPENDITURES	<u>\$ 1,353</u>	<u>\$ 1,461</u>	<u>\$ 136,853</u>	<u>\$ 5,500</u>	<u>\$ 52,219</u>
FUND BALANCE ENDING	\$ 200,997	\$ 201,158	\$ 60,474	\$ 202,058	\$ 151,670
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	200,997	201,158	60,474	202,058	151,670
ASSIGNED	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
UNASSIGNED	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

AMEND PARK FUND BUDGET NARRATIVE

This fund was established to support Amend Park. The earnings are transferred to the General Fund and are used to help maintain Amend Park.

Revenues

No significant changes.

Expenditures

No significant changes.

Capital

None

**BALLFIELD / STADIUM DONATION FOR CAPITAL MAINTENANCE FUND
OPERATING BUDGET**

FUNDS 767, 768

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	\$ 342,328	\$ 374,256	\$ 435,756	\$ 433,935	\$ 460,935
REVENUE:					
PARK REPAIRS AND MAINTENANCE					
INTEREST ON INVESTMENTS	\$ 1,146	\$ 1,350	\$ 2,083	\$ 1,000	\$ 1,986
LEASE - MUSTANGS	30,000	15,000	30,000	30,000	30,000
TRANSFERS	-	-	-	-	25,000
CONTRIBUTIONS	2,300	50,000	1,500	1,000	500
TOTAL REVENUE	\$ 33,446	\$ 66,350	\$ 33,583	\$ 32,000	\$ 57,486
EXPENDITURES:					
PARK REPAIRS AND MAINTENANCE OPERATIONS & MAINTENANCE					
	\$ 1,518	\$ 6,671	\$ 100,000	\$ 5,000	\$ 125,696
TOTAL EXPENDITURES	\$ 1,518	\$ 6,671	\$ 100,000	\$ 5,000	\$ 125,696
FUND BALANCE ENDING	\$ 374,256	\$ 433,935	\$ 369,339	\$ 460,935	\$ 392,725
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	374,256	433,935	369,339	460,935	392,725
ASSIGNED	-	-	-	-	-
UNASSIGNED	\$ -	\$ -	\$ -	\$ -	\$ -

BALLFIELD/STADIUM DONATION BUDGET NARRATIVE

This fund is for maintenance of the Dehler Park ballfield / stadium.

Revenues

No significant changes.

Expenditures

No significant changes.

Capital

None

ROAD MAINTENANCE FUND
OPERATING BUDGET

FUND 806	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	\$ -	\$ -	\$ -	\$ -	\$ 2,500
REVENUE:					
SPECIAL ASSESSMENTS	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,875
TOTAL REVENUE	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,875
EXPENDITURES:					
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -
FUND BALANCE ENDING	\$ -	\$ -	\$ -	\$ 2,500	\$ 5,375
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	2,500	5,375
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	\$ -	\$ -	\$ -	\$ -	\$ -

ROAD MAINTENANCE BUDGET NARRATIVE

The Road Maintenance Fund will be used to maintain an alternate road out of the Briarwood subdivision. This will be maintained for emergency vehicles in the event that the primary entrance is not usable. The revenues are provided from assessment of 28 property owners who border the area at \$55.28 each.

Revenues

FY17 revenues are budgeted at \$2,875.

Expenditures

FY17 expenditures are estimated at \$0

Capital

None

DEBT SERVICE FUNDS

DEBT SERVICE FUNDS

The Debt Service Funds are used to account for the accumulation of resources for the payment of general obligation bond principal and interest from governmental resources, tax increment bond principal, and interest from taxes levied on the incremental value of the tax increment district, and special assessment bond principal and interest from special assessment levies when the government is obligated in some manner for the payment. The debt limit for the City of Billings by state law is 2.50% of the total assessed market value. The City's debt service funds and their purposes are:

- The **Special Improvement Districts Fund** accounts for the payment of the debt used for the construction of streets, water, and wastewater trunk lines.
- The **Series 2010 Parks Fund** accounts for payment of debt used for City-Wide park improvements.
- The **Series 2004A Street Improvements Fund** accounts for the payment of debt issued for road improvement projects on Alkali Creek Road, South Billings Boulevard from Laurel Road to King Avenue East, and the Arlene Corridor.
- The **Storm Sewer Debt Fund** accounts for the payment of debt used for the construction of storm sewers.
- The **Sidewalk and Curb Districts Fund** accounts for the payment of debt used for the construction of sidewalks and curbs.
- The **Series 2007A Baseball Field & Stadium Fund** accounts for the payment of \$10.7 million of general obligation bonds issued for the baseball field and stadium. Revenue from tax collection will be used to repay this debt.
- The **Series 2007B Baseball Field & Stadium Fund** accounts for the payment of \$1.8 million of general obligation bonds issued for the baseball field and stadium. Revenue from various donations will be used to repay this debt.
- The **2012 Series Library Fund** accounts for the payment of debt issued for the construction of the new library building.

DEBT SERVICE FUNDS
SUMMARY
OPERATING BUDGET
FY 17

	SPECIAL IMPROVEMENT DISTRICTS	SERIES 2010 PARKS	SERIES 2004A STREET IMPROVEMENTS	STORM SEWER	SIDEWALK & CURB DISTRICTS	SERIES 2007A BASEBALL FIELD & STADIUM
FUND BALANCE - BEGINNING	\$ 5,044,921	\$ 136,662	\$ 387,817	\$ 1,015,053	\$ 329,819	\$ 868,460
REVENUE:						
TAXES	-	-	-	-	-	-
SPECIAL ASSESSMENTS	1,850,000	139,256	382,537	-	-	919,431
INVESTMENT EARNINGS	2,000	148	537	697	370,000	-
DONATIONS	-	-	-	-	200	1,127
INTERFUND TRANSFERS	-	-	-	1,015,000	-	-
DEBT PROCEEDS	-	-	-	-	-	-
TOTAL REVENUE	<u>\$ 1,852,000</u>	<u>\$ 139,404</u>	<u>\$ 383,074</u>	<u>\$ 1,015,697</u>	<u>\$ 370,200</u>	<u>\$ 920,558</u>
EXPENDITURES:						
OPERATION & MAINTENANCE	8,200	2,490	6,317	1,951	-	8,090
DEBT SERVICE	1,846,800	123,425	337,400	950,320	404,000	806,485
INTERFUND TRANSFERS	25,000	-	-	-	-	-
TOTAL EXPENDITURES	<u>\$ 1,880,000</u>	<u>\$ 125,915</u>	<u>\$ 343,717</u>	<u>\$ 952,271</u>	<u>\$ 404,000</u>	<u>\$ 814,575</u>
FUND BALANCE ENDING	<u>\$ 5,016,921</u>	<u>\$ 150,151</u>	<u>\$ 427,174</u>	<u>\$ 1,078,479</u>	<u>\$ 296,019</u>	<u>\$ 974,443</u>

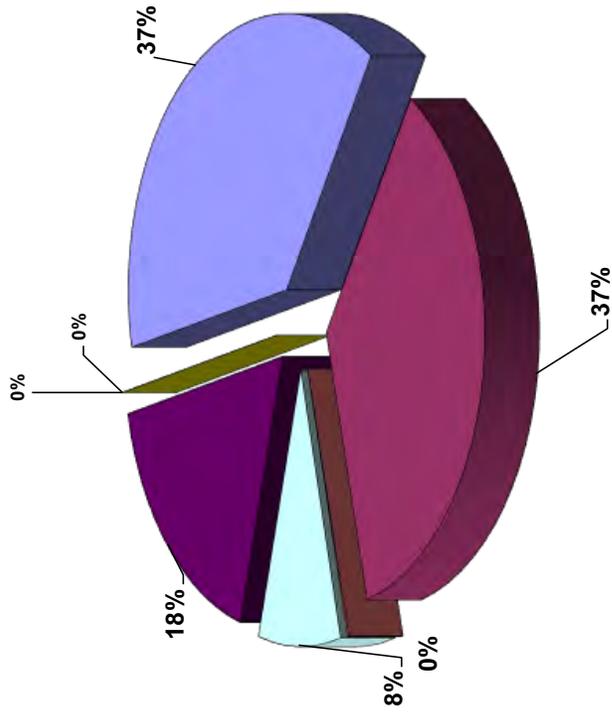
DEBT SERVICE FUNDS
SUMMARY
OPERATING BUDGET
FY 17

	SERIES 2007B BASEBALL FIELD & STADIUM	SERIES 2012 LIBRARY	APPROVED BUDGET FY 17	APPROVED BUDGET FY 16	INCREASE (DECREASE)	ACTUAL FY 15
FUND BALANCE - BEGINNING	\$ 352,391	\$ 1,142,070	\$ 9,277,193	\$ 13,483,872	\$ (4,206,679)	\$ 8,661,089
REVENUE:						
TAXES	\$ -	\$ 1,043,588	\$ 2,484,812	\$ 2,277,299	\$ 207,513	\$ 2,359,402
SPECIAL ASSESSMENTS	-	-	2,220,000	2,255,000	(35,000)	2,501,302
INVESTMENT EARNINGS	779	2,197	7,685	7,707	(22)	11,084
DONATIONS	210,000	300,000	510,000	510,000	-	505,000
INTERFUND TRANSFERS	-	-	1,015,000	1,060,000	(45,000)	1,012,113
DEBT PROCEEDS	-	-	-	-	-	11,579,099
TOTAL REVENUE	\$ 210,779	\$ 1,345,785	\$ 6,237,497	\$ 6,110,006	\$ 127,491	\$ 17,968,000
EXPENDITURES:						
OPERATION & MAINTENANCE	\$ 4,882	\$ 5,033	\$ 36,963	\$ 30,694	\$ 6,269	\$ 12,444
DEBT SERVICE	193,575	1,220,907	5,882,912	11,514,955	(5,632,043)	10,303,152
INTERFUND TRANSFERS	-	-	25,000	-	25,000	959
TOTAL EXPENDITURES	\$ 198,457	\$ 1,225,940	\$ 5,944,875	\$ 11,545,649	\$ (5,600,774)	\$ 10,316,555
FUND BALANCE ENDING	\$ 364,713	\$ 1,261,915	\$ 9,569,815	\$ 8,048,229	\$ 1,521,586	\$ 16,312,534

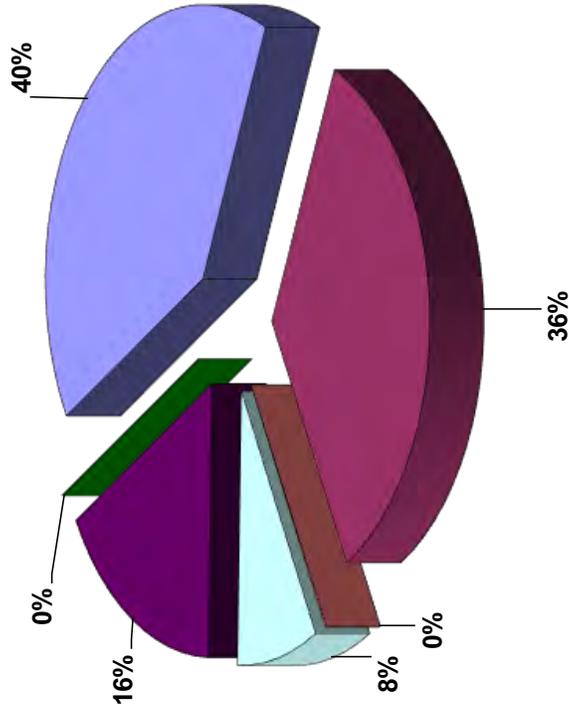
Debt Service Funds

Summary of Revenues

	FY 17	FY 16
TAXES	\$ 2,484,812	\$ 2,277,299
SPECIAL ASSESSMENTS	2,220,000	2,255,000
INVESTMENT EARNINGS	7,685	7,707
DONATIONS	510,000	510,000
INTERFUND TRANSFERS	1,015,000	1,060,000
DEBT PROCEEDS	-	-
MISCELLANEOUS	-	-
TOTAL	\$ 6,237,497	\$ 6,110,006



Fiscal Year 2016

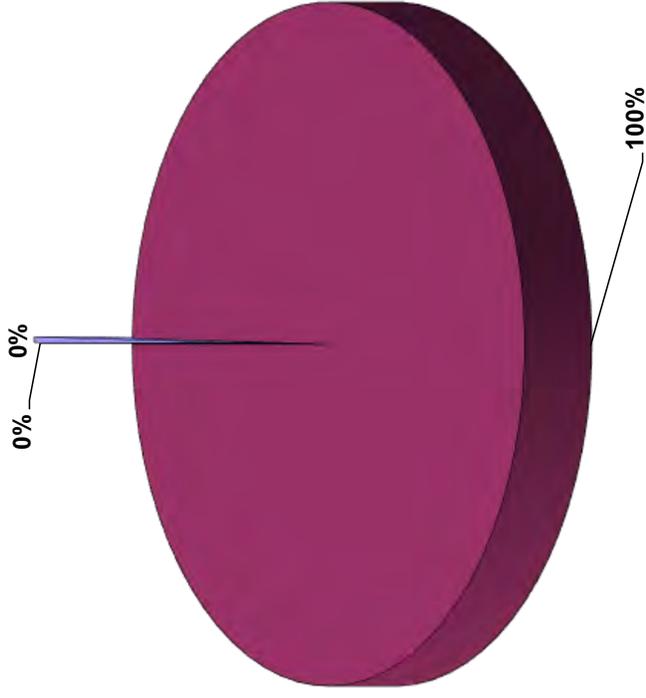
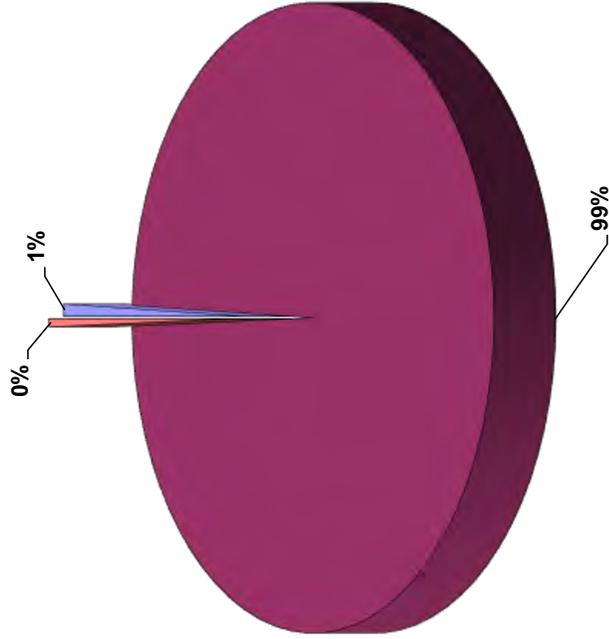


Fiscal Year 2017

Debt Service Funds

Summary of Expenditures

	FY 17	FY 16
OPERATION & MAINTENANCE	\$ 36,963	\$ 30,694
DEBT SERVICE	5,882,912	11,514,955
INTERFUND TRANSFERS	25,000	-
TOTAL	\$ 5,944,875	\$ 11,545,649



**SPECIAL IMPROVEMENT DISTRICTS FUNDS
OPERATING BUDGET**

FUND 230, & 820-833

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	\$ 5,337,047	\$ 5,243,733	\$ 9,957,383	\$ 5,143,321	\$ 5,044,921
REVENUES:					
SPECIAL ASSESSMENTS	\$ 2,220,587	\$ 2,094,987	\$ 1,900,000	\$ 1,600,000	\$ 1,850,000
INTEREST ON INVESTMENTS	2,742	2,456	3,403	600	2,000
DEBT PROCEEDS RESERVE	-	-	-	-	-
BOND SALE PROCEEDS	-	4,679,324	-	-	-
TRANSFER	<u>54,499</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	\$ 2,277,828	\$ 6,776,767	\$ 1,903,403	\$ 1,600,600	\$ 1,852,000
EXPENDITURES:					
ARBITRAGE COST	\$ -	\$ -	\$ -	\$ -	\$ -
PRINCIPAL	\$ 1,733,862	\$ 6,326,075	\$ 6,860,000	\$ 1,420,000	\$ 1,585,000
INTEREST AND FISCAL CHARGES	616,591	542,745	525,000	275,000	265,000
TRANSFER	20,689	959	-	-	25,000
PAYING AGENT FEE	<u>-</u>	<u>7,400</u>	<u>4,300</u>	<u>4,000</u>	<u>5,000</u>
TOTAL EXPENDITURES	\$ 2,371,142	\$ 6,877,179	\$ 7,389,300	\$ 1,699,000	\$ 1,880,000
FUND BALANCE ENDING	\$ 5,243,733	\$ 5,143,321	\$ 4,471,486	\$ 5,044,921	\$ 5,016,921
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	5,243,733	5,143,321	4,471,486	5,044,921	5,016,921
COMMITTED	-	-	-	-	-
ASSIGNED	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
UNASSIGNED	\$ -				

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.

SERIES 2010 PARKS FUND BUDGET NARRATIVE

These General Obligation Bonds were approved by the voters in 1999 and issued in April 2000. The proceeds are being used for park improvements and for bicycle and pedestrian trails.

In FY 11, the City issued bonds totalling \$1,080,000 for the refunding of Series 2000 parks bonds. The bonds will retire on July 1, 2020.

Principal payments are due July 1st, which requires that taxes be levied the preceding tax year to be on hand for the principal payment.

Below is the debt service schedule for the General Obligation Bonds.

<u>FISCAL YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2017	110,000	13,075	123,075
2018	110,000	10,738	120,738
2019	110,000	8,125	118,125
2020	110,000	5,100	115,100
2021	<u>115,000</u>	<u>1,725</u>	<u>116,725</u>
	<u>\$ 555,000</u>	<u>\$ 38,763</u>	<u>\$ 593,763</u>

Revenues and Expenditures

Revenues are dependent upon required debt payments.

**SERIES 2010 PARKS FUND
OPERATING BUDGET**

FUND 311

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ 115,911</u>	<u>\$ 125,738</u>	<u>\$ 137,718</u>	<u>\$ 135,168</u>	<u>\$ 136,662</u>
REVENUE:					
PROPERTY TAXES	\$ 138,059	\$ 135,807	\$ 127,627	\$ 129,000	\$ 139,256
INTEREST ON INVESTMENTS	<u>279</u>	<u>348</u>	<u>102</u>	<u>100</u>	<u>148</u>
TOTAL REVENUE	<u>\$ 138,338</u>	<u>\$ 136,155</u>	<u>\$ 127,729</u>	<u>\$ 129,100</u>	<u>\$ 139,404</u>
EXPENDITURES:					
PRINCIPAL					
SERIES 2010	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 110,000
INTEREST					
SERIES 2010	19,425	17,325	15,225	15,225	13,075
OPERATION & MAINTENCE	300	350	350	3,450	350
CHARGE FOR SERVICES	<u>3,786</u>	<u>4,050</u>	<u>3,931</u>	<u>3,931</u>	<u>2,490</u>
TOTAL EXPENDITURES	<u>\$ 128,511</u>	<u>\$ 126,725</u>	<u>\$ 124,506</u>	<u>\$ 127,606</u>	<u>\$ 125,915</u>
FUND BALANCE ENDING	<u>\$ 125,738</u>	<u>\$ 135,168</u>	<u>\$ 140,941</u>	<u>\$ 136,662</u>	<u>\$ 150,151</u>
NONSPENDABLE	-	-	-	-	-
RESTRICTED	125,738	135,168	140,941	136,662	150,151
COMMITTED	-	-	-	-	-
ASSIGNED	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
UNASSIGNED	<u>\$ -</u>				

SERIES 2004A STREET IMPROVEMENT BUDGET NARRATIVE

This debt service fund is for the construction of Alkali Creek Road, South Billings Boulevard from Laurel Road to King Ave East, and the Arlene Corridor as proposed in the Capital Improvement Plan.

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. In 2013, the City did an advanced refunding on the bonds.

Below is the debt service schedule for the Refunded Series

<u>FISCAL YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2017	260,000	77,100	337,100
2018	270,000	69,150	339,150
2019	275,000	60,975	335,975
2020	290,000	52,500	342,500
2021	300,000	43,650	343,650
2022	310,000	34,500	344,500
2023	320,000	25,050	345,050
2023	330,000	15,300	345,300
2024	345,000	5,175	350,175
	<u>\$ 2,700,000</u>	<u>\$ 383,400</u>	<u>\$ 3,083,400</u>

Revenues and Expenditures

Revenues are dependent upon required debt payments.

**2004A SERIES STREET IMPROVEMENTS
OPERATING BUDGET**

FUND 313

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ 310,037</u>	<u>\$ 334,149</u>	<u>\$ 369,592</u>	<u>\$ 372,233</u>	<u>\$ 387,817</u>
REVENUE:					
PROPERTY TAXES	\$ 403,095	\$ 376,728	\$ 350,590	\$ 356,000	\$ 382,537
BOND SALE PROCEEDS	-	-	-	-	-
INTEREST ON INVESTMENTS	<u>250</u>	<u>1,087</u>	<u>218</u>	<u>200</u>	<u>537</u>
TOTAL REVENUE	<u>\$ 403,345</u>	<u>\$ 377,815</u>	<u>\$ 350,808</u>	<u>\$ 356,200</u>	<u>\$ 383,074</u>
EXPENDITURES:					
PRINCIPAL	\$ 265,000	\$ -	\$ -	\$ -	\$ -
PRINCIPAL 2012 REFUNDING	-	245,000	250,000	250,000	260,000
INTEREST AND FISCAL CHARGES	111,647	-	-	-	3,100
INTEREST 2012 REFUNDING	-	92,175	84,750	85,000	77,100
FISCAL AGENT FEES	486	276	500	300	300
COST ALLOCATION PLAN	<u>2,100</u>	<u>2,280</u>	<u>5,316</u>	<u>5,316</u>	<u>3,217</u>
TOTAL EXPENDITURES	<u>\$ 379,233</u>	<u>\$ 339,731</u>	<u>\$ 340,566</u>	<u>\$ 340,616</u>	<u>\$ 343,717</u>
FUND BALANCE ENDING	<u>\$ 334,149</u>	<u>\$ 372,233</u>	<u>\$ 379,834</u>	<u>\$ 387,817</u>	<u>\$ 427,174</u>
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	334,149	372,233	379,834	387,817	427,174
COMMITTED	-	-	-	-	-
ASSIGNED	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
UNASSIGNED	<u>\$ -</u>				

STORM SEWER DEBT FUND BUDGET NARRATIVE

The City issued \$4,270,000 in FY 14 for the Shiloh Conservation Area. The bonds financed construction of a storm water facility on Shiloh Road. In FY 15, bonds were issued for improvements in the East End Industrial Area. The Storm Sewer Bonds are supported by storm sewer assessments.

Below is the debt service schedule for the bonds.

<u>FISCAL YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2017	465,000	484,620	949,620
2018	530,000	472,994	1,002,994
2019	545,000	458,669	1,003,669
2020	560,000	442,094	1,002,094
2021	575,000	425,069	1,000,069
2022	590,000	405,594	995,594
2023	615,000	381,319	996,319
2024	640,000	359,394	999,394
2025	655,000	340,044	995,044
2026	680,000	317,919	997,919
2027	700,000	294,425	994,425
2028	730,000	267,669	997,669
2029	755,000	236,807	991,807
2030	785,000	203,507	988,507
2031	820,000	168,782	988,782
2032	860,000	132,407	992,407
2033	895,000	96,613	991,613
2034	930,000	61,575	991,575
2035	635,000	32,991	667,991
2036	<u>660,000</u>	<u>11,138</u>	<u>671,138</u>
	<u>\$ 13,625,000</u>	<u>\$ 5,593,630</u>	<u>\$ 17,879,501</u>

Revenues and Expenditures

Revenues are dependent upon required debt payments that are obtained through storm sewer operating fund transfers.

**STORM SEWER DEBT FUND
OPERATING BUDGET**

FUND 335-336

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ 390,775</u>	<u>\$ 518,978</u>	<u>\$ 521,083</u>	<u>\$ 1,256,892</u>	<u>\$ 1,015,053</u>
REVENUE:					
INTEREST ON INVESTMENTS	\$ 435	\$ 327	\$ 1,488	\$ 500	\$ 697
TRANS.STORM SEW. OPER.	<u>543,566</u>	<u>1,010,681</u>	<u>1,060,000</u>	<u>306,812</u>	<u>1,015,000</u>
TOTAL REVENUE	<u>\$ 544,001</u>	<u>\$ 1,011,008</u>	<u>\$ 1,061,488</u>	<u>\$ 307,312</u>	<u>\$ 1,015,697</u>
EXPENDITURES:					
PRINCIPAL					
2013 STORM SEWER	\$ -	\$ 100,000	\$ 160,000	\$ 160,000	\$ 165,000
2015 STORM SEWER	385,000	-	300,000		300,000
INTEREST					
2013 STORM SEWER	-	171,150	167,250	167,250	162,375
2015 STORM SEWER	29,274	-	431,000	218,637	322,245
FISCAL AGENT FEES	-	300	1,300	350	700
COST ALLOCATION PLAN	<u>1,524</u>	<u>1,644</u>	<u>2,914</u>	<u>2,914</u>	<u>1,951</u>
TOTAL EXPENDITURES	<u>\$ 415,798</u>	<u>\$ 273,094</u>	<u>\$ 1,062,464</u>	<u>\$ 549,151</u>	<u>\$ 952,271</u>
FUND BALANCE ENDING	<u>\$ 518,978</u>	<u>\$ 1,256,892</u>	<u>\$ 520,107</u>	<u>\$ 1,015,053</u>	<u>\$ 1,078,479</u>
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	518,978	1,256,892	520,107	1,015,053	1,078,479
COMMITTED	-	-	-	-	-
ASSIGNED	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
UNASSIGNED	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**SIDEWALK AND CURB DISTRICTS FUND
OPERATING BUDGET**

FUND 850-869 & 880-899

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	\$ 355,605	\$ 267,493	\$ 280,898	\$ 328,619	\$ 329,819
REVENUE:					
SPECIAL ASSESSMENTS	\$ 365,322	\$ 406,315	\$ 355,000	\$ 404,000	\$ 370,000
INTEREST ON INVESTMENTS	1,184	337	350	200	200
TRANSFER	21,141	1,432	-	-	-
TOTAL REVENUE	\$ 387,647	\$ 408,084	\$ 355,350	\$ 404,200	\$ 370,200
EXPENDITURES:					
PRINCIPAL	\$ 352,000	\$ 268,000	\$ 305,000	\$ 314,000	\$ 310,000
INTEREST	73,418	75,858	70,000	85,000	90,000
FEES	-	3,100	1,450	4,000	4,000
TRANSFERS OUT	50,341	-	-	-	-
TOTAL EXPENDITURES	\$ 475,759	\$ 346,958	\$ 376,450	\$ 403,000	\$ 404,000
FUND BALANCE ENDING	\$ 267,493	\$ 328,619	\$ 259,798	\$ 329,819	\$ 296,019
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	267,493	328,619	259,798	329,819	296,019
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	\$ -				

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.

SERIES 2007A BASEBALL FIELD & STADIUM FUND BUDGET NARRATIVE

The series A bonds debt service fund is for the \$10.7 million of G.O. bonds sold to build the new baseball field and stadium. The revenue is derived from a levy on tax bills.

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.

Below is the debt service schedule for the Series 2007A Series Baseball Field & Stadium Fund.

<u>FISCAL YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2017	490,000	315,281	805,281
2018	510,000	292,194	802,194
2019	530,000	270,094	800,094
2020	550,000	247,144	797,144
2021	575,000	223,238	798,238
2022	600,000	197,894	797,894
2023	625,000	171,097	796,097
2024	650,000	143,206	793,206
2025	680,000	114,113	794,113
2026	710,000	83,706	793,706
2027	740,000	51,525	791,525
2028	<u>775,000</u>	<u>17,438</u>	<u>792,438</u>
	<u>\$7,435,000</u>	<u>\$2,126,928</u>	<u>\$9,561,928</u>

Revenues and Expenditures

Revenues are dependent upon required debt service payments.

SERIES 2007A BASEBALL FIELD & STADIUM FUND
OPERATING BUDGET

FUND 314

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ 676,634</u>	<u>\$ 773,428</u>	<u>\$ 758,253</u>	<u>\$ 830,627</u>	<u>\$ 868,460</u>
REVENUE:					
PROPERTY TAXES	\$ 913,823	\$ 868,528	\$ 842,647	\$ 853,455	\$ 919,431
INTERFUND TRANSFERS	-	-	-	-	-
INTEREST ON INVESTMENTS	<u>807</u>	<u>2,446</u>	<u>606</u>	<u>350</u>	<u>1,127</u>
TOTAL REVENUE	<u>\$ 914,630</u>	<u>\$ 870,974</u>	<u>\$ 843,253</u>	<u>\$ 853,805</u>	<u>\$ 920,558</u>
EXPENDITURES:					
PRINCIPAL	\$ 435,000	\$ 450,000	\$ 470,000	\$ 470,000	\$ 490,000
INTEREST	377,506	357,069	337,520	337,520	315,285
PAYING AGENT FEE	-	3,850	350	1,200	1,200
FISCAL CHARGES	<u>5,330</u>	<u>2,856</u>	<u>7,252</u>	<u>7,252</u>	<u>8,090</u>
TOTAL EXPENDITURES	<u>\$ 817,836</u>	<u>\$ 813,775</u>	<u>\$ 815,122</u>	<u>\$ 815,972</u>	<u>\$ 814,575</u>
FUND BALANCE ENDING	\$ 773,428	\$ 830,627	\$ 786,384	\$ 868,460	\$ 974,443
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	773,428	830,627	786,384	868,460	974,443
COMMITTED	-	-	-	-	-
ASSIGNED	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
UNASSIGNED	<u>\$ -</u>				

SERIES 2007B BASEBALL FIELD & STADIUM FUND BUDGET NARRATIVE

The series B bonds debt service fund is for the \$1.8 million of G.O. bonds sold to build the new baseball field and stadium. The yearly donations are as follows:

Jon Dehler	\$100,000
First Interstate BancSystem Foundation	\$35,000
Wendy's of Montana Foundation	\$35,000
First Interstate Bank	\$15,000
Wendy's of Montana	\$15,000
Bresnan Communications	\$5,000
SFH II LLC	\$5,000

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. In 2013, the City issued bonds for the refunding of the Series 2007B bonds.

Below is the debt service schedule for the Series 2007B Series Baseball Field Stadium Fund.

<u>FISCAL YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2017	185,000	8,475	193,475
2018	<u>190,000</u>	<u>2,850</u>	<u>192,850</u>
	<u>\$375,000</u>	<u>\$11,325</u>	<u>\$386,325</u>

SERIES 2007B BASEBALL FIELD & STADIUM FUND
OPERATING BUDGET

FUND 315

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ 356,810</u>	<u>\$ 340,749</u>	<u>\$ 354,724</u>	<u>\$ 350,391</u>	<u>\$ 352,391</u>
REVENUE:					
TAXES	\$ 7,974	\$ 14	\$ -	\$ -	\$ -
DONATIONS	195,000	205,000	210,000	205,000	210,000
INTEREST ON INVESTMENTS	<u>575</u>	<u>723</u>	<u>540</u>	<u>200</u>	<u>779</u>
TOTAL REVENUE	<u>\$ 203,549</u>	<u>\$ 205,737</u>	<u>\$ 210,540</u>	<u>\$ 205,200</u>	<u>\$ 210,779</u>
EXPENDITURES:					
PRINCIPAL	\$ 190,000	\$ 175,000	\$ 185,000	\$ 185,000	\$ 185,000
INTEREST AND FISCAL CHARGES	28,060	19,425	18,100	18,100	13,357
OPERATION & MAINTENANCE	-	1,596	-	-	-
PAYING AGENT FEES	<u>1,550</u>	<u>74</u>	<u>100</u>	<u>100</u>	<u>100</u>
TOTAL EXPENDITURES	<u>\$ 219,610</u>	<u>\$ 196,095</u>	<u>\$ 203,200</u>	<u>\$ 203,200</u>	<u>\$ 198,457</u>
FUND BALANCE ENDING	<u>\$ 340,749</u>	<u>\$ 350,391</u>	<u>\$ 362,064</u>	<u>\$ 352,391</u>	<u>\$ 364,713</u>
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	340,749	350,391	362,064	352,391	364,713
COMMITTED	-	-	-	-	-
ASSIGNED	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
UNASSIGNED	<u>\$ -</u>				

2012 SERIES LIBRARY BUDGET NARRATIVE

The 2012 series debt service fund is for the G.O. bonds sold to build the new library. The revenue is derived from a levy on tax bills.

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.

Below is the debt service schedule for the Series 2012 Library fund.

<u>FISCAL YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2017	785,000	435,550	1,220,550
2018	795,000	415,775	1,210,775
2019	810,000	395,750	1,205,750
2020	825,000	371,725	1,196,725
2021	840,000	336,450	1,176,450
2022	860,000	308,500	1,168,500
2023	870,000	282,500	1,152,500
2024	620,000	255,950	875,950
2025	640,000	234,000	874,000
2026	665,000	207,900	872,900
2027	690,000	180,800	870,800
2028	720,000	152,600	872,600
2029	750,000	123,200	873,200
2029	775,000	96,575	871,575
2030	800,000	72,950	872,950
2031	825,000	44,450	869,450
2032	<u>860,000</u>	<u>13,975</u>	<u>873,975</u>
	<u>\$13,130,000</u>	<u>\$3,928,650</u>	<u>\$17,058,650</u>

Revenues and Expenditures

Revenues are dependent upon required debt service payments.

**2012 SERIES LIBRARY
OPERATING BUDGET**

FUND 304

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ 1,006,489</u>	<u>\$ 1,056,821</u>	<u>\$ 1,104,221</u>	<u>\$ 1,105,310</u>	<u>\$ 1,142,070</u>
REVENUE:					
PROPERTY TAXES	\$ 1,021,367	\$ 978,325	\$ 956,435	\$ 970,000	\$ 1,043,588
DONATIONS	300,000	300,000	300,000	300,000	300,000
INTEREST ON INVESTMENTS	<u>1,365</u>	<u>3,360</u>	<u>1,000</u>	<u>500</u>	<u>2,197</u>
TOTAL REVENUE	<u>\$ 1,322,732</u>	<u>\$ 1,281,685</u>	<u>\$ 1,257,435</u>	<u>\$ 1,270,500</u>	<u>\$ 1,345,785</u>
EXPENDITURES:					
PRINCIPAL	\$ 790,000	\$ 765,000	\$ 775,000	\$ 775,000	\$ 785,000
INTEREST AND FISCAL CHARGES	482,100	467,846	458,391	458,390	440,590
FISCAL AGENT FEES	<u>300</u>	<u>350</u>	<u>650</u>	<u>350</u>	<u>350</u>
TOTAL EXPENDITURES	<u>\$ 1,272,400</u>	<u>\$ 1,233,196</u>	<u>\$ 1,234,041</u>	<u>\$ 1,233,740</u>	<u>\$ 1,225,940</u>
FUND BALANCE ENDING	<u>\$ 1,056,821</u>	<u>\$ 1,105,310</u>	<u>\$ 1,127,615</u>	<u>\$ 1,142,070</u>	<u>\$ 1,261,915</u>
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	1,056,821	1,105,310	1,127,615	1,142,070	1,261,915
COMMITTED	-	-	-	-	-
ASSIGNED	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
UNASSIGNED	<u>\$ -</u>				

CAPITAL PROJECT FUNDS

CAPITAL PROJECT FUNDS

The capital projects funds account for financial resources to be used for the acquisition or construction of major capital facilities and the construction of public improvements that are financed through assessments to individual property owners. The City's capital projects funds and their purposes are:

- The **Urban Renewal Property Acquisition Fund** is used to account for the local urban renewal projects.
- The **Sidewalk and Curb District Fund** accounts for the construction of sidewalks and curbs.
- The **Special Improvement Districts Fund** accounts for the construction of streets, water, and wastewater trunk lines.
- **Capital Replacement Fund** is used for equipment replacement for all governmental fund departments.
- **Dog Park Construction Fund** accounts for the construction of the dog park in the Billings' Heights.
- **Rose Park Pool Construction Fund** will be used to reconstruct the bathrooms and concession area that was damaged by fire in March 2016.
- **New Library Construction Fund** will be used to account for the construction of the new Parnly Billings Library.
- **Storm Sewer Construction Fund** will be used to account for the construction of the East End Industrial Area Storm Drain. The project will alleviate surcharging and flooding of the storm drain in 4th Avenue North and 6th Avenue North by tying to, and redirecting flows from, the storm drain at North 23rd and 4th Avenue North.

CAPITAL PROJECT FUNDS
SUMMARY
OPERATING BUDGET
FY 17

	URBAN RENEWAL PROP. ACQUIST.	SIDEWALK AND CURB DISTRICTS	SPECIAL IMPROVEMENT DISTRICTS	CAPITAL REPLACEMENT	DOG PARK CONSTRUCTION FUND
FUND BALANCE - BEGINNING	\$ 260,413	\$ -	\$ -	\$ 4,949,927	\$ 4,137
REVENUE:					
INVESTMENT EARNINGS	\$ 195	\$ -	\$ -	\$ 17,676	\$ -
DONATIONS	-	-	-	-	20,000
INTERFUND TRANSFERS	-	-	-	966,235	-
DEBT PROCEEDS	-	466,000	939,000	-	-
MISCELLANEOUS	-	-	-	-	-
TOTAL REVENUE	\$ 195	\$ 466,000	\$ 939,000	\$ 983,911	\$ 20,000
EXPENDITURES:					
OPERATION & MAINTENANCE	\$ 15,749	\$ 12,000	\$ 32,000	\$ 3,022	\$ -
CAPITAL	75,000	454,000	907,000	426,558	20,000
DEBT SERVICE	-	-	-	-	-
TOTAL EXPENDITURES	\$ 90,749	\$ 466,000	\$ 939,000	\$ 429,580	\$ 20,000
FUND BALANCE ENDING	\$ 169,859	\$ -	\$ -	\$ 5,504,258	\$ 4,137

CAPITAL PROJECT FUNDS
SUMMARY
OPERATING BUDGET
FY 17

	ROSE PARK POOL CONSTRUCTION	NEW LIBRARY CONSTRUCTION FUND	STORM SEWER CONSTRUCTION
FUND BALANCE - BEGINNING	\$ -	\$ -	\$ -
REVENUE:			
INVESTMENT EARNINGS	\$ -	\$ -	\$ -
DONATIONS	-	-	-
INTERFUND TRANSFERS	100,000	-	-
DEBT PROCEEDS	-	-	-
MISCELLANEOUS	-	-	-
TOTAL REVENUE	<u>\$ 100,000</u>	<u>\$ -</u>	<u>\$ -</u>
EXPENDITURES:			
OPERATION & MAINTENANCE	\$ -	\$ -	\$ -
CAPITAL	100,000	-	-
DEBT SERVICE	-	-	-
TOTAL EXPENDITURES	<u>\$ 100,000</u>	<u>\$ -</u>	<u>\$ -</u>
FUND BALANCE ENDING	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

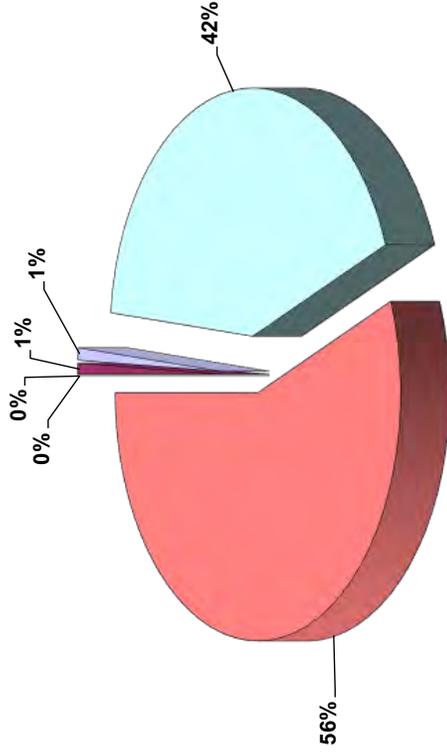
CAPITAL PROJECT FUNDS
SUMMARY
OPERATING BUDGET
FY 17

	APPROVED BUDGET FY 17	APPROVED BUDGET FY 16	INCREASE (DECREASE)	ACTUAL FY 15
FUND BALANCE - BEGINNING	\$ 5,214,477	\$ 4,877,097	\$ 337,380	\$ 7,398,332
REVENUE:				
INVESTMENT EARNINGS	\$ 17,871	\$ 16,269	\$ 1,602	\$ 41,666
DONATIONS	20,000	20,000	-	669,205
INTERFUND TRANSFERS	1,066,235	975,549	90,686	1,535,998
DEBT PROCEEDS	1,405,000	1,463,500	(58,500)	5,052,904
MISCELLANEOUS	-	-	-	19,019
TOTAL REVENUE	<u>\$ 2,509,106</u>	<u>\$ 2,475,318</u>	<u>\$ 33,788</u>	<u>\$ 7,318,792</u>
EXPENDITURES:				
OPERATION & MAINTENANCE	\$ 62,771	\$ 67,845	\$ (5,074)	\$ 221,732
CAPITAL	1,982,558	2,175,844	(193,286)	9,490,557
DEBT SERVICE	-	-	-	124,308
TOTAL EXPENDITURES	<u>\$ 2,045,329</u>	<u>\$ 2,243,689</u>	<u>\$ (198,360)</u>	<u>\$ 9,836,597</u>
FUND BALANCE ENDING	<u>\$ 5,678,254</u>	<u>\$ 5,108,726</u>	<u>\$ 569,528</u>	<u>\$ 4,880,527</u>

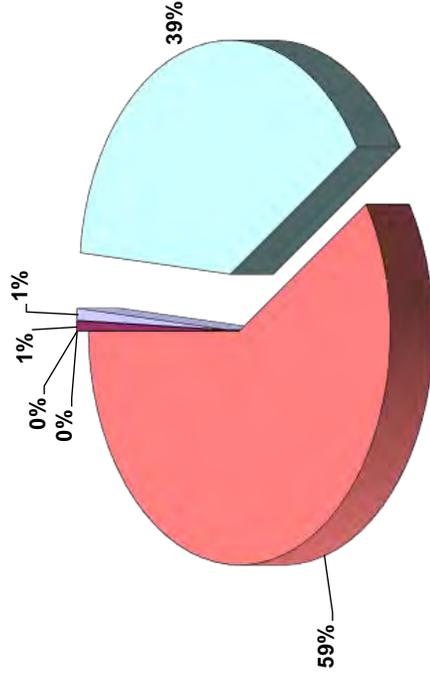
Capital Project Funds Summary of Revenues

	FY 17
INTER-GOVERNMENTAL	-
INVESTMENT EARNINGS	17,871
DONATIONS	20,000
INTERFUND TRANSFERS	1,066,235
DEBT PROCEEDS	1,405,000
MISCELLANEOUS	-
TOTAL	\$ 2,509,106

	FY 16
INTER-GOVERNMENTAL	-
INVESTMENT EARNINGS	16,269
DONATIONS	20,000
INTERFUND TRANSFERS	975,549
DEBT PROCEEDS	1,463,500
MISCELLANEOUS	-
TOTAL	\$ 2,475,318



Fiscal Year 2017



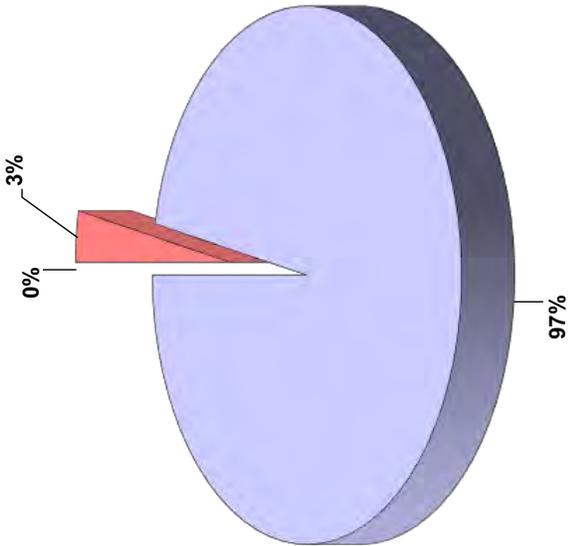
Fiscal Year 2016

Capital Project Funds Summary of Expenditures

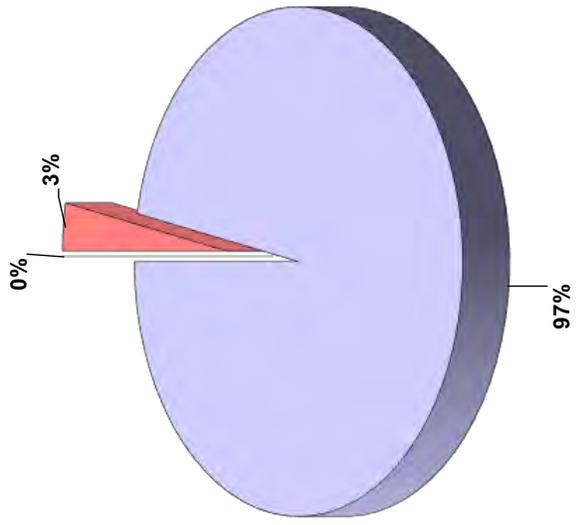
FY 17	
\$ 62,771	
1,982,558	
<u> </u>	
\$ 2,045,329	

FY 16	
\$ 67,845	
2,175,844	
<u> </u>	
\$ 2,243,689	

OPERATION & MAINTENANCE
CAPITAL
TRANSFERS
TOTAL



Fiscal Year 2017



Fiscal Year 2016

**URBAN RENEWAL PROPERTY ACQUISITION FUND
OPERATING BUDGET**

FUND 428

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	<u>\$ 309,727</u>	<u>\$ 261,312</u>	<u>\$ 258,882</u>	<u>\$ 265,213</u>	<u>\$ 260,413</u>
REVENUE:					
INTEREST ON INVESTMENTS	\$ 1,649	\$ 455	\$ 195	\$ 200	\$ 195
SALE OF PROPERTY	<u>-</u>	<u>10,220</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	<u>\$ 1,649</u>	<u>\$ 10,675</u>	<u>\$ 195</u>	<u>\$ 200</u>	<u>\$ 195</u>
EXPENDITURES:					
OPERATIONS & MAINTENANCE	\$ 36,641	\$ 6,774	\$ 18,400	\$ 5,000	\$ 15,749
LAND & IMPROVEMENTS	-	-	75,000	-	75,000
TRANSFER OUT	<u>13,423</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENDITURES	<u>\$ 50,064</u>	<u>\$ 6,774</u>	<u>\$ 93,400</u>	<u>\$ 5,000</u>	<u>\$ 90,749</u>
FUND BALANCE ENDING	<u>\$ 261,312</u>	<u>\$ 265,213</u>	<u>\$ 165,677</u>	<u>\$ 260,413</u>	<u>\$ 169,859</u>
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	261,312	265,213	165,677	260,413	169,859
COMMITTED	-	-	-	-	-
ASSIGNED	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
UNASSIGNED	<u>\$ -</u>				

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 428, 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 434

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	\$ (377,793)	\$ (363,576)	\$ -	\$ 106,894	\$ -
REVENUE:					
INTEREST EARNINGS	\$ 13,705	\$ -	\$ -	\$ -	\$ -
PRIVATE CONTRIBUTIONS	-	15,784	-	152	-
SALE OF BONDS	<u>304,998</u>	<u>705,000</u>	<u>484,500</u>	<u>634,290</u>	<u>466,000</u>
TOTAL REVENUE	<u>\$ 318,703</u>	<u>\$ 720,784</u>	<u>\$ 484,500</u>	<u>\$ 634,442</u>	<u>\$ 466,000</u>
EXPENDITURES:					
OPERATIONS & MAINTENANCE	\$ 175,237	\$ 178,313	\$ -	\$ -	\$ -
FEES	8,498	16,500	12,500	10,000	12,000
CONST-SIDEWALK BY CITY	120,301	55,028	472,000	731,336	454,000
TRANSFER OTHER FUNDS	<u>450</u>	<u>473</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENDITURES	<u>\$ 304,486</u>	<u>\$ 250,314</u>	<u>\$ 484,500</u>	<u>\$ 741,336</u>	<u>\$ 466,000</u>
FUND BALANCE ENDING	\$ (363,576)	\$ 106,894	\$ -	\$ -	\$ -
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
UNASSIGNED	<u>\$ (363,576)</u>	<u>\$ 106,894</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

SIDEWALK AND CURB DISTRICT BUDGET NARRATIVE

Sidewalk and curb projects are managed by the Public Works Department and provide for the installation and repair of curbs, gutters, sidewalks, and driveway and alley approaches that are assessed to adjacent property owners.

Revenues

Revenues are directly related to expenses through the sale of bonds.

Expenditures

Expenditures total \$12,000 for FY 2017 and are for the payment of bond fees associated with the sale of bonds.

Capital

FY 2017 projects total \$454,000 for the annual miscellaneous curb, gutter, and sidewalk improvement project.

SPECIAL IMPROVEMENT DISTRICTS BUDGET NARRATIVE

Special Improvement District (SID) projects are managed by the Public Works Department and provide for the construction of SIDs approved by the City Council. These projects generate revenues allocated to the Finance Division, the Public Works Engineering Division, the Revolving Fund, and direct costs of the districts.

Revenues and expenditures are directly dependent on neighborhoods and developers interest in financing improvements in this manner.

Revenues

Revenues are directly related to expenses through the sale of bonds.

Expenditures

Expenditures for FY 2017 total \$32,000 and are for bond issuance costs associated with the sale of bonds.

Capital

FY 2017 SID projects are budgeted at \$907,000 for construction of anticipated SID projects.

SPECIAL IMPROVEMENT DISTRICT FUNDS
OPERATING BUDGET

FUND 450

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	\$ (81,796)	\$ 152,419	\$ -	\$ 193,006	\$ -
REVENUE:					
INTEREST EARNINGS	\$ 11	\$ -	\$ -	\$ -	\$ -
TRANSFER IN	-	-	-	-	-
PRIVATE CONTRIBUTIONS	668,845	301,380	-	-	-
SALE OF BONDS	245,000	-	979,000	521,123	939,000
ISSUE OF A LOAN	-	-	-	-	-
TOTAL REVENUE	<u>\$ 913,856</u>	<u>\$ 301,380</u>	<u>\$ 979,000</u>	<u>\$ 521,123</u>	<u>\$ 939,000</u>
EXPENDITURES:					
BOND ISSUANCE COSTS	\$ 10,500	\$ -	\$ 35,000	\$ 16,666	\$ 32,000
BOND DISCOUNTS/PREMIUMS	-	-	-	-	-
REFUNDS	-	-	-	-	-
PRINCIPAL/INTEREST PAYMENT	-	-	-	-	-
CONST-ROADS/STREET/PARKING	664,986	260,793	944,000	694,194	907,000
TRANSFER OTHER FUNDS	4,155	-	-	3,269	-
TOTAL EXPENDITURES	<u>\$ 679,641</u>	<u>\$ 260,793</u>	<u>\$ 979,000</u>	<u>\$ 714,129</u>	<u>\$ 939,000</u>
FUND BALANCE ENDING	\$ 152,419	\$ 193,006	\$ -	\$ -	\$ -
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	152,419	193,006	-	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	<u>\$ -</u>				

**CAPITAL REPLACEMENT FUND
OPERATING BUDGET**

FUND 640

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE - BEGINNING	\$ 4,372,438	\$ 4,960,666	\$ 4,614,678	\$ 4,631,326	\$ 4,949,927
REVENUES:					
TRANSFERS IN	\$ 1,053,999	\$ 1,198,200	\$ 975,549	\$ 975,549	\$ 966,235
INTEREST EARNINGS	14,432	15,132	16,074	10,000	17,676
REFUNDS/REIMBURSEMENTS	-	4,525	-	-	-
SALE OF EQUIPMENT	19,019	48,867	-	5,232	-
TOTAL REVENUE	\$ 1,087,450	\$ 1,266,724	\$ 991,623	\$ 990,781	\$ 983,911
EXPENDITURES:					
CHARGE FOR SERVICES	\$ 1,356	\$ 1,476	\$ 1,945	\$ 1,945	\$ 3,022
CAPITAL	497,866	1,594,588	674,844	670,235	426,558
TRANSFER OUT-STREET/TRAFFIC	-	-	-	-	-
TRANSFER OUT-ENGINEERING	-	-	-	-	-
TRANSFER OUT-LIGHT DISTRICTS	-	-	-	-	-
TRANSFER OUT-STORM SEWER	-	-	-	-	-
TOTAL EXPENDITURES	\$ 499,222	\$ 1,596,064	\$ 676,789	\$ 672,180	\$ 429,580
FUND BALANCE - ENDING	\$ 4,960,666	\$ 4,631,326	\$ 4,929,512	\$ 4,949,927	\$ 5,504,258
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	4,960,666	4,631,326	4,929,512	4,949,927	5,504,258
ASSIGNED	-	-	-	-	-
UNASSIGNED	\$ -				

CAPITAL REPLACEMENT FUND BUDGET NARRATIVE

This fund is used for equipment replacement for all governmental fund departments. The equipment budgeted in FY 17 was approved through the Equipment Replacement Program (ERP) and adopted by the 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.

Revenues

No significant changes.

Capital

Equipment is scheduled to be replaced in FY 17 in the amount of \$426,558, which is a decrease from FY 16.

**DOG PARK CONSTRUCTION FUND
OPERATING BUDGET**

FUND 499

	ACTUAL 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE - BEGINNING	\$ 4,657	\$ 4,037	\$ 3,537	\$ 4,137	\$ 4,137
REVENUES:					
LOCAL CONTRIBUTIONS	\$ 360	\$ 100	\$ 20,000	\$ 100	\$ 20,000
INTERFUND TRANSFERS	-	-	-	-	-
TOTAL REVENUE	\$ 360	\$ 100	\$ 20,000	\$ 100	\$ 20,000
EXPENDITURES:					
CAPITAL OUTLAY	\$ 980	-	\$ 10,000	\$ 100	\$ 20,000
TOTAL EXPENDITURES	\$ 980	\$ -	\$ 10,000	\$ 100	\$ 20,000
FUND BALANCE - ENDING	\$ 4,037	\$ 4,137	\$ 13,537	\$ 4,137	\$ 4,137
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	4,037	4,137	13,537	4,137	4,137
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	\$ -	\$ -	\$ -	\$ -	\$ -

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.

Revenues

Estimated contributions for FY 17 are \$20,000.

Expenditures

Estimated Dog Park expenditures for FY 17 are \$20,000.

**ROSE PARK POOL CONSTRUCTION FUND
OPERATING BUDGET**

FUND 424

	ACTUAL 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE - BEGINNING	\$ -	\$ -	\$ -	\$ -	\$ -
REVENUES:					
LOCAL CONTRIBUTIONS	\$ -	\$ -	\$ -	\$ -	\$ -
INTERFUND TRANSFERS	-	-	-	-	100,000
TOTAL REVENUE	\$ -	\$ -	\$ -	\$ -	\$ 100,000
EXPENDITURES:					
CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ 100,000
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ 100,000
FUND BALANCE - ENDING	\$ -	\$ -	\$ -	\$ -	\$ -
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	\$ -	\$ -	\$ -	\$ -	\$ -

ROSE PARK POOL CONSTRUCTION FUND BUDGET NARRATIVE

The Rose Park Construction Fund will be used to rebuild the bathrooms and concession stands that were damaged by fire in March of 2016.

Revenues

Estimated transfers for FY 17 are \$100,000

Expenditures

Estimated expenditures for FY 17 are \$100,000

NEW LIBRARY CONSTRUCTION FUND
OPERATING BUDGET

FUND 498

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE - BEGINNING	\$ 5,688,904	\$ 553,235	\$ -	\$ (348,225)	\$ -
REVENUES:					
SALE OF BONDS	\$ -	\$ -	\$ -	\$ -	\$ -
LOCAL CONTRIBUTIONS	534	-	-	-	-
INTERFUND TRANSFERS	481,999	1,057,725	112,500	444,864	-
INTEREST ON INVESTMENTS	11,335	387	-	-	-
TOTAL REVENUE	<u>\$ 493,868</u>	<u>\$ 1,058,112</u>	<u>\$ 112,500</u>	<u>\$ 444,864</u>	<u>\$ -</u>
EXPENDITURES:					
BOND SALE FEES	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY	5,629,537	1,959,572	112,500	96,639	-
TOTAL EXPENDITURES	<u>\$ 5,629,537</u>	<u>\$ 1,959,572</u>	<u>\$ 112,500</u>	<u>\$ 96,639</u>	<u>\$ -</u>
FUND BALANCE - ENDING	\$ 553,235	\$ (348,225)	\$ -	\$ -	\$ -
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	553,235	(348,225)	-	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

NEW LIBRARY CONSTRUCTION FUND BUDGET NARRATIVE

On November 8, 2011, voters approved the construction of a new library to be built at the location next to the current library.

Revenues

There are no revenues budgeted for FY 17.

Expenditures

There are no expenditures budgeted for FY 17.

Capital

None

**STORM SEWER CONSTRUCTION FUND
OPERATING BUDGET**

FUND 425,426

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE - BEGINNING	\$ -	\$ 1,481,461	\$ -	\$ 5,432,570	\$ -
REVENUES:					
SALE OF BONDS	\$ 4,502,906	\$ 10,115,160	\$ -	\$ -	\$ -
INTEREST ON INVESTMENTS	-	-	-	-	-
TOTAL REVENUE	\$ 4,502,906	\$ 10,115,160	\$ -	\$ -	\$ -
EXPENDITURES:					
BOND SALE FEES	\$ 113,808	\$ 166,845	\$ -	\$ -	\$ -
CAPITAL OUTLAY	2,576,887	4,892,874	-	5,432,570	-
TRANSFER OTHER FUNDS	330,750	1,104,332	-	-	-
TOTAL EXPENDITURES	\$ 3,021,445	\$ 6,164,051	\$ -	\$ 5,432,570	\$ -
FUND BALANCE - ENDING	\$ 1,481,461	\$ 5,432,570	\$ -	\$ -	\$ -
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	1,481,461	5,432,570	-	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	\$ -	\$ -	\$ -	\$ -	\$ -

STORM SEWER CONSTRUCTION FUND BUDGET NARRATIVE

This fund was created in FY 2014 to account for the construction associated with storm sewer revenue bonds. Revenue bonds were sold in FY 2014 for the Shiloh Conservation Area Project and additional revenue bonds were issued in FY 2015 for the East End Storm Sewer Project. There are no anticipated storm sewer revenue bond sales for FY 2017.

Revenues

None

Expenditures

None

Capital

None

ENTERPRISE FUNDS

ENTERPRISE FUNDS

Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises – where the intent of the government's council is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or where the government's council has decided that periodic determination of net income is appropriate for accountability purposes. The City's enterprise funds and their purposes are:

- The **Water Fund** accounts for the operations of the City water system.
- The **Wastewater Fund** accounts for the operations of the City wastewater system.
- The **Parking Fund** accounts for the operations of the City parking operation.
- The **Solid Waste Fund** accounts for the operations of the City garbage collection and landfill activities.
- The **Airport Fund** accounts for the Billings Logan International Airport operations and for all the resources received and used for acquisition and development of airport capital improvements and equipment.
- The **Transit Fund** accounts for the operations of the City public transportation system.

ENTERPRISE FUNDS
SUMMARY
OPERATING BUDGET
FY 17

	WATER	WASTE- WATER	PARKING	SOLID WASTE	AIRPORT	TRANSIT
WORKING CAPITAL -BEGINNING	\$ 22,516,877	\$ 21,077,568	\$ 89,683	\$ 7,421,504	\$ 9,598,635	\$ 2,536,498
REVENUE:						
TAXES	-	-	-	-	-	\$ 1,963,424
INTER-GOVERNMENTAL	-	-	-	-	5,065,064	3,022,618
CHARGES FOR SERVICE	24,054,600	18,664,970	1,458,385	12,954,000	11,834,775	686,156
FINES & FORFEITS	-	-	81,000	-	-	-
INVESTMENT EARNINGS	192,200	133,000	3,142	88,000	34,238	4,364
DONATIONS	-	-	-	-	-	-
INTERFUND TRANSFERS	-	-	522,125	-	-	-
DEBT PROCEEDS	4,000,000	65,000,000	-	-	-	-
MISCELLANEOUS	7,200	-	48	-	20,000	12,650
TOTAL REVENUE	\$ 28,254,000	\$ 83,797,970	\$ 2,064,700	\$ 13,042,000	\$ 16,954,077	\$ 5,689,212
EXPENSES:						
PERSONAL SERVICES	\$ 4,880,029	\$ 3,743,115	\$ 717,052	\$ 4,858,660	\$ 4,559,523	\$ 3,947,919
OPERATION & MAINTENANCE	7,822,943	4,535,824	699,293	5,189,340	3,314,444	1,321,888
CAPITAL	20,066,925	72,553,743	433,825	4,191,058	7,458,534	1,053,585
DEBT SERVICE	2,892,000	5,840,000	255,781	-	1,602,938	-
TOTAL EXPENSES	\$ 35,661,897	\$ 86,672,682	\$ 2,105,951	\$ 14,239,058	\$ 16,935,439	\$ 6,323,392
WORKING CAPITAL NOT BUDGETED						
WORKING CAPITAL - ENDING	\$ 15,108,980	\$ 18,202,856	\$ 48,432	\$ 6,224,446	\$ 9,617,273	\$ 1,902,318
LESS OPERATING RESERVE	3,430,000	1,490,000	227,000	4,420,000	1,338,000	896,000
LESS BOND/LOAN RESERVE REQUIREMENTS	1,446,000	6,125,000	-	-	2,674,044	-
AVAILABLE WORKING CAPITAL	\$ 10,232,980	\$ 10,587,856	\$ (178,568)	\$ 1,804,446	\$ 5,605,229	\$ 1,006,318

ENTERPRISE FUNDS
SUMMARY
OPERATING BUDGET
FY 17

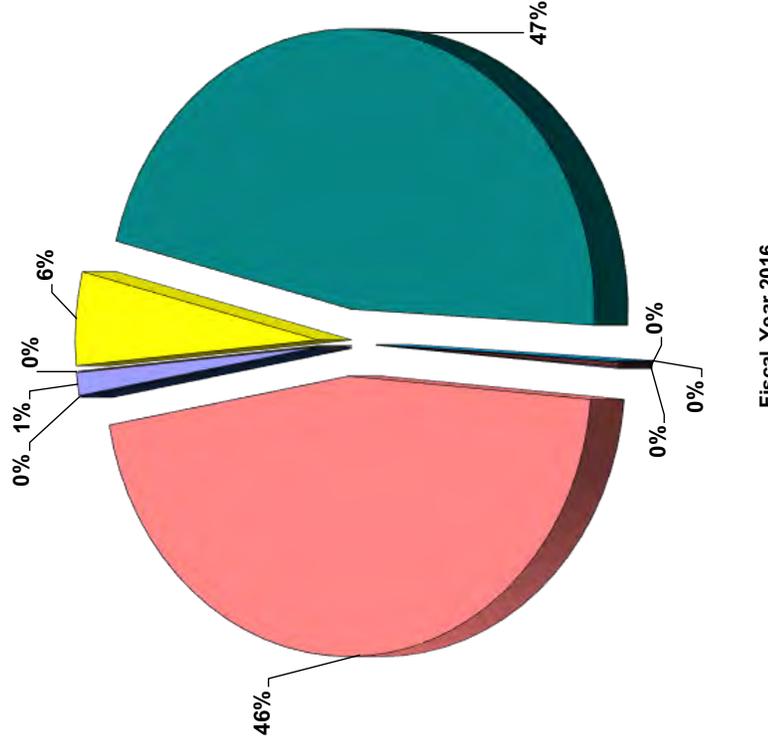
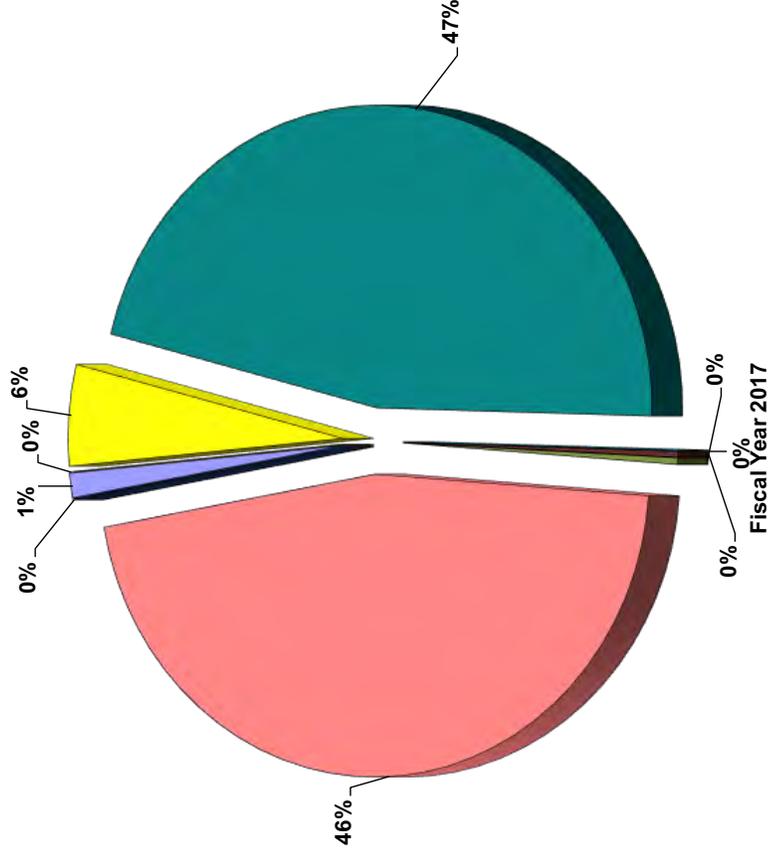
	APPROVED BUDGET FY 17	APPROVED BUDGET FY 16	INCREASE (DECREASE)	ACTUAL FY 15
WORKING CAPITAL -BEGINNING	\$ 63,240,765	\$ 55,422,169	\$ 7,818,596	\$ 74,345,185
REVENUE:				
TAXES	\$ 1,963,424	\$ 1,857,040	\$ 106,384	\$ 1,864,515
INTER-GOVERNMENTAL	8,087,682	7,619,883	467,799	4,732,838
CHARGES FOR SERVICE	69,652,886	66,588,733	3,064,153	69,345,100
FINES & FORFEITS	81,000	110,000	(29,000)	94,445
INVESTMENT EARNINGS	454,944	375,274	79,670	431,993
DONATIONS	-	-	-	11,549
INTERFUND TRANSFERS	522,125	100,000	422,125	100,000
DEBT PROCEEDS	69,000,000	65,000,000	4,000,000	-
MISCELLANEOUS	39,898	28,000	11,898	594,589
TOTAL REVENUE	\$ 149,801,959	\$ 141,678,930	\$ 8,123,029	\$ 77,175,029
EXPENSES:				
PERSONAL SERVICES	\$ 22,706,298	\$ 21,533,383	\$ 1,172,915	\$ 20,715,818
OPERATION & MAINTENANCE	22,883,732	23,112,630	(228,898)	22,089,507
CAPITAL	105,757,670	98,846,683	6,910,987	31,830,413
DEBT SERVICE	10,590,719	8,373,554	2,217,165	1,692,596
TOTAL EXPENSES	\$ 161,938,419	\$ 151,866,250	\$ 10,072,169	\$ 76,328,334
WORKING CAPITAL NOT BUDGETED				564,853
WORKING CAPITAL - ENDING	\$ 51,104,305	\$ 45,234,849	\$ 5,869,456	\$ 75,756,733
LESS OPERATING RESERVE	11,801,001	11,573,832	227,169	11,641,465
LESS BOND/LOAN RESERVE REQUIREMENTS	10,245,044	9,914,044	331,000	6,599,044
AVAILABLE WORKING CAPITAL	\$ 29,058,260	\$ 23,746,973	\$ 5,311,287	\$ 57,516,224

Enterprise Funds Summary of Revenues

FY 17	
\$	1,963,424
	-
	8,087,682
	69,652,886
	81,000
	454,944
	522,125
	69,000,000
	39,898
	<u>\$ 149,801,959</u>

FY 16	
\$	1,857,040
	-
	7,619,883
	66,588,733
	110,000
	375,274
	100,000
	65,000,000
	28,000
	<u>\$ 141,678,930</u>

TAXES
SPECIAL ASSESSMENTS
INTER-GOVERNMENTAL
CHARGES FOR SERVICE
FINES & FORFEITS
INVESTMENT EARNINGS
INTERFUND TRANSFERS
DEBT PROCEEDS
MISCELLANEOUS
TOTAL

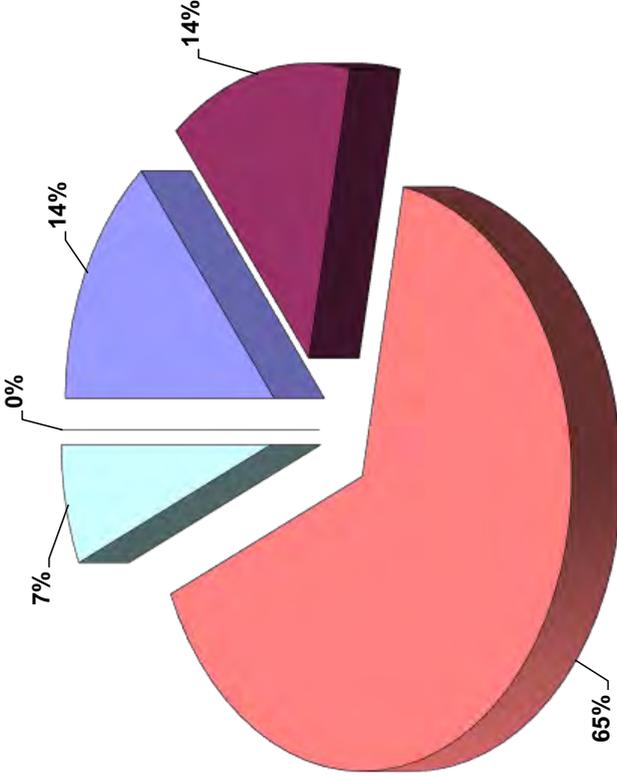


Fiscal Year 2016

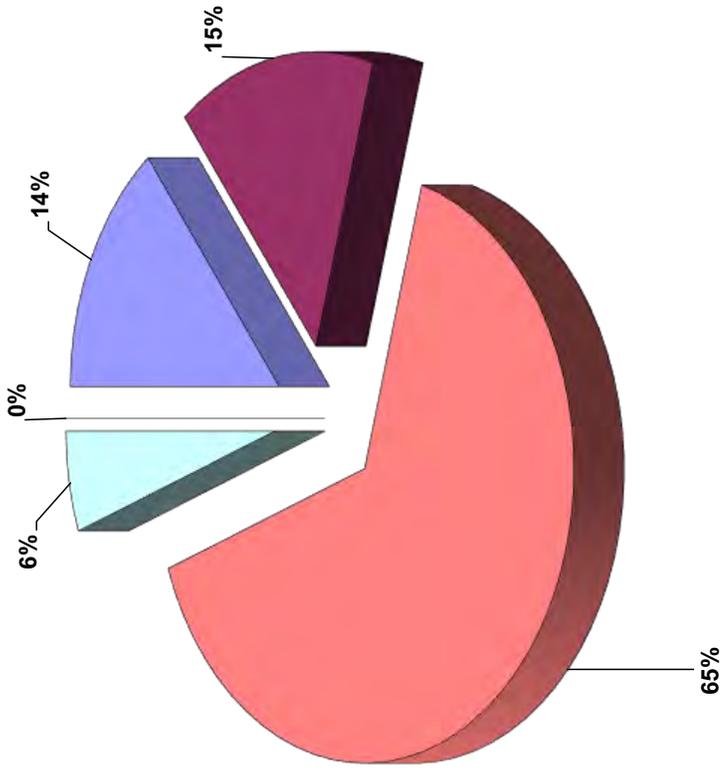
Fiscal Year 2017

Enterprise Funds Summary of Expenses

	FY 17	FY 16
PERSONAL SERVICES	\$ 22,706,298	\$ 21,533,383
OPERATION & MAINTENANCE	22,883,732	23,112,630
CAPITAL	105,757,670	98,846,683
DEBT SERVICE	10,590,719	8,373,554
INTERFUND TRANSFERS	-	-
TOTAL	\$ 161,938,419	\$ 151,866,250



Fiscal Year 2017



Fiscal Year 2016

WATER FUND BUDGET NARRATIVE

The Water Division's primary function is to provide water services within the approved service area. The Water divisions are also responsible for:

- Exceeding all federal and state regulatory standards for drinking water.
- Maintaining 11 pumping stations and 14 reservoirs.
- The installation, maintenance, and repair of the City's water mains and fire hydrants.
- The installation, repair, and billing for all residential and business water meters within the city.
- Providing customer service to over 109,000 residents.

Revenues

Budgeted water revenues for FY 2017 are \$28,254,000, which is an increase of \$675,615 over FY 2016 budgeted revenues. The increase is primarily the result of a rate increase in FY 16 that was not reflected in the FY 16 budget, as well as additional System Development Fees.

Expenses

FY 2017 operating expenses for water are budgeted at \$12,702,972, an increase of \$90,577 over FY 2016 budgeted expenses. This increase is primarily the result of a scheduled cost of living adjustment for personnel.

Capital

Capital expenses for FY 2017 total \$20,066,925. This total includes utility service center improvements, water main replacements and infill, a new High Service Pump switchgear, Zone 4 N Reservoir and Fox Pump Station upgrades, an upgrade to pressure zone redundancy control valves, a new water main to be installed under the Interstate, a liner installation at Leavens Storage Reservoir, as well as a number of other miscellaneous repairs, upgrades and equipment replacements.

**WATER FUND
OPERATING BUDGET**

FUNDS 502,503,505,507,416,870

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
WORKING CAPITAL - BEGINNING	\$ 28,006,708	\$ 31,089,026	\$ 21,913,227	\$ 31,122,376	\$ 22,516,877
REVENUES:					
WATER SALES	\$ 19,132,193	\$ 21,107,366	\$ 20,287,900	\$ 20,618,200	\$ 20,813,400
FIRE HYDRANT CHARGES	271,926	338,995	290,000	290,000	290,000
WATER SERVICE LINE INS.	438,491	454,839	430,000	430,000	430,000
OTHER CHARGES FOR SERV.	554,907	592,924	530,885	565,885	456,200
FRANCHISE FEE REVENUE	859,495	924,896	895,000	900,000	905,000
LATE PAYMENT CHARGES	51,058	44,772	45,000	50,000	45,000
SYSTEM DEVELOPMENT FEE	1,437,885	1,128,463	950,000	1,150,000	1,100,000
STATE FEE	58,729	59,377	60,000	60,342	60,000
CONTRIBUTIONS-DONATIONS	70,448	11,549	-	-	-
MISCELLANEOUS	-	87,631	7,200	97,438	7,200
GRANT REVENUE	-	-	-	-	-
SALE OF EQUIPMENT/LAND	-	31,962	-	-	-
SRF LOAN REVENUE	-	-	4,000,000	3,700,000	4,000,000
TRANSFER FROM FIRE HYDRANT	-	-	-	-	-
INTEREST ON INVESTMENTS	100,737	134,091	82,400	128,035	147,200
TOTAL REVENUE	\$ 22,975,869	\$ 24,916,865	\$ 27,578,385	\$ 27,989,900	\$ 28,254,000
EXPENSES:					
ADMINISTRATION	\$ 2,076,316	\$ 1,544,219	\$ 2,394,684	\$ 1,930,124	\$ 2,229,417
COMMERCIAL & METER	2,265,760	2,262,929	2,300,432	2,314,213	2,531,197
TREATMENT PLANT	4,623,442	4,762,546	5,199,887	5,136,517	5,208,107
TRANSMISSION & DISTRIBUT.	1,907,088	1,909,986	2,193,486	2,083,267	2,384,251
ENVIRONMENTAL AFFAIRS	115,766	113,565	173,906	135,732	-
REPLACEMENT EXPEND.	7,738,157	16,449,590	22,817,252	21,905,546	20,066,925
CONSTRUCTION	1,557,244	-	-	-	-
WATER SERVICE INS. PROG	289,308	348,022	350,000	350,000	350,000
BOND PRINCIPAL	-	-	2,025,000	1,940,000	2,050,000
BOND INTEREST **	575,207	588,623	815,000	800,000	842,000
TOTAL EXPENSES	\$ 21,148,288	\$ 27,979,480	\$ 38,269,647	\$ 36,595,399	\$ 35,661,897
W.C. CHANGES NOT BUDGETED	1,254,737	3,095,965	-	-	-
WORKING CAPITAL - ENDING	\$ 31,089,026	\$ 31,122,376	\$ 11,221,965	\$ 22,516,877	\$ 15,108,980
LESS OPERATING RESERVE	3,300,000	3,380,000	3,400,000	3,226,000	3,430,000
LESS SRF LOAN RESERVE	2,536,737	2,490,000	1,350,000	1,370,000	1,446,000
AVAILABLE WORKING CAPITAL	\$ 25,252,289	\$ 25,252,376	\$ 6,471,965	\$ 17,920,877	\$ 10,232,980

** Interest Expenses of \$42,589 and \$129,902 were capitalized in the CAFR in years FY14 and FY15 respectively.

FUNDS 502,503,505,507,416,870

**WATER FUND
OPERATING BUDGET**

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 4,619,736	\$ 4,495,265	\$ 4,796,341	\$ 4,718,319	\$ 4,880,029
OPERATIONS AND MAINTENANC	6,657,944	6,446,002	7,816,054	7,231,534	7,822,943
CAPITAL	9,295,401	16,449,590	22,817,252	21,905,546	20,066,925
DEBT SERVICE	<u>575,207</u>	<u>588,623</u>	<u>2,840,000</u>	<u>2,740,000</u>	<u>2,892,000</u>
TOTAL EXPENSES	<u>\$ 21,148,288</u>	<u>\$ 27,979,480</u>	<u>\$ 38,269,647</u>	<u>\$ 36,595,399</u>	<u>\$ 35,661,897</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
ADMINISTRATIVE SUPPORT II	0.6	0.6	0.6	0.6
CONTROL SYS PROG ANALYST II	1.0	1.0	1.0	1.0
COMMERCIAL & METER SUPT	0.7	0.7	-	-
UTILITY BILLING SUPERVISOR	0.5	0.5	0.6	0.6
SR. ACCOUNT CLERK	1.0	1.0	1.2	1.2
ACCOUNT CLERK II	2.0	2.0	2.4	2.4
BILLINGS SERV COORD	-	-	-	0.6
FIELD SERVICE MGR	1.0	1.0	1.0	1.0
FIELD SERVICE REP.	8.0	8.0	8.0	8.0
METER READER	1.0	1.0	-	-
METER MAINTENANCE REP	1.0	1.0	1.0	1.0
INVENTORY CONT. SPEC. II	0.7	0.7	0.7	0.8
MECHANIC I	0.7	0.7	0.7	0.8
FACILITIES MAINT SUPPORT I	1.7	1.7	1.0	2.0
FACILITIES MAINT MECH.	0.7	0.7	1.0	-
D&C SUPERINTENDANT	0.6	0.6	0.6	0.6
SYSTEMS MAINT SUPERVISOR	2.4	2.4	2.4	2.4
EQUIP. OPER/MAINT WORKER	9.6	9.6	8.4	9.0
SR. EQUIP OPER MAINT WKR	2.4	2.4	2.4	2.4
MAINTENANCE WORKER	-	-	1.8	0.6
ENGINEER II	0.6	0.6	0.6	0.6
ELECTRICAL MAIN SUPERVISOR	0.5	1.0	0.5	0.5
ELECTRICIAN I	-	-	0.5	0.5
ELECTRICIAN II	0.5	0.5	0.5	0.5
ELECTRICIAN III	1.5	1.5	2.5	2.0
ELEC CONTROL SYS SPECIALIST	-	-	0.5	0.5

FUNDS 502,503,505,507,416,870

WATER FUND
STAFFING AUTHORIZATION - Continued

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
ENGINEERING INSPECTOR II	1.2	1.2	1.2	1.2
UTILITY SYSTEM ENGINEER	-	-	-	0.5
DRAFTING TECHNICIAN	0.6	0.6	0.6	0.6
ENVIRONMENTAL ENGINEER	0.3	0.3	0.5	-
CHIEF CHEMIST	1.0	1.0	1.0	0.8
CHEMIST	3.0	3.0	3.0	3.0
WATER TREATMENT PLANT MGR	-	-	-	1.0
WATER TREATMENT SUPT.	1.0	1.0	1.0	-
PLANT MECHANIC SUPERVISOR	1.0	1.0	1.0	1.0
PUD PLANT OPER SUPERVISOR	1.0	1.0	1.0	1.0
TREATMENT PLANT TECHNICIAN I	2.0	2.0	1.0	3.0
TREATMENT PLANT TECHNICIAN II	11.0	11.0	1.0	-
TREATMENT PLANT TECHNICIAN III	-	-	9.0	9.0
COMPLIANCE COORDINATOR	-	-	0.5	-
ENVIRONMENTAL COORD	0.2	0.2	0.5	-
TOTAL	<u>61.0</u>	<u>61.5</u>	<u>61.2</u>	<u>60.6</u>

In FY 16, positions were moved within Public Works Departments.

WASTEWATER FUND BUDGET NARRATIVE

The Wastewater Division's primary function is to provide sewer services within the approved service area. The Wastewater divisions are also responsible for:

- Exceeding all federal and state regulatory standards for sewer treatment.
- Maintaining 11 sewer lift stations and the wastewater treatment plant.
- The installation, maintenance, and repair of the City's wastewater mains and manholes.
- Providing customer service for over 109,000 residents.

Revenues

Budgeted wastewater revenues for FY 2017 are \$83,797,970, which is an increase of \$5,094,785 over FY 2016 budgeted revenues. This increase is primarily the result of an increase in programmed bond revenue, as well as a slight increase in wastewater charges which is needed to fund the construction of wastewater treatment plant improvements required to meet new Federal regulations.

Expenses

Budgeted operating expenses for FY 2017 are \$8,278,939, which is an increase of \$305,287 compared to the FY 2016 budget. This increase is primarily the result of an increase in personnel costs due to the reallocation of a staff position from another Public Works fund, as well as a scheduled cost of living adjustment.

Capital

Capital expenses for FY 2017 total \$72,553,743. This total includes utility service center improvements, electrical replacements, sewer main replacements and infill, wastewater treatment plant improvements needed to meet Federal regulations, new solids waste air handling units, lift station generators, as well as a number of other miscellaneous repairs, upgrades and equipment replacements.

**WASTEWATER FUND
OPERATING BUDGET**

FUNDS 512,513,518,421

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
WORKING CAPITAL - BEGINNING	<u>\$ 14,346,507</u>	<u>\$ 20,783,802</u>	<u>\$ 15,624,769</u>	<u>\$ 23,786,427</u>	<u>\$ 21,077,568</u>
REVENUES:					
WASTEWATER CHARGES	\$ 14,398,386	\$ 16,397,500	\$ 15,899,000	\$ 16,046,150	\$ 16,536,500
PERMITS	44,070	54,646	70,000	75,000	75,000
OTHER CHARGES FOR SERV.	116,917	100,839	136,685	137,685	308,470
FRANCHISE FEE REVENUE	679,410	703,156	665,000	680,000	700,000
LATE PAYMENT CHARGES	38,902	46,304	40,000	50,000	40,000
SYSTEM DEVELOPMENT FEE	2,645,494	1,083,042	800,000	950,000	1,000,000
STATE FEE	45,034	40,917	45,000	45,000	45,000
GRANT REVENUE	-	4,326	-	-	-
MISCELLANEOUS	25,616	231,271	-	9,532	-
SALE OF LAND	248,735	-	-	-	-
BOND REVENUE	-	-	61,000,000	-	65,000,000
INTEREST ON INVESTMENTS	<u>55,230</u>	<u>80,927</u>	<u>47,500</u>	<u>83,249</u>	<u>93,000</u>
TOTAL REVENUE	<u>\$ 18,297,794</u>	<u>\$ 18,742,928</u>	<u>\$ 78,703,185</u>	<u>\$ 18,076,616</u>	<u>\$ 83,797,970</u>
EXPENSES:					
ADMINISTRATION	\$ 1,532,818	\$ 1,476,925	\$ 1,691,049	\$ 1,534,059	\$ 1,662,211
COMMERCIAL	581,926	611,351	562,261	601,212	623,989
TREATMENT PLANT	3,912,881	4,091,463	4,171,727	4,398,659	4,085,349
COLLECTION SYSTEM	1,422,057	1,472,334	1,374,809	1,367,891	1,424,610
ENVIRONMENTAL AFFAIRS	112,753	114,127	173,806	135,623	482,780
REPLACEMENT EXPEND.	3,795,415	6,407,489	66,110,625	11,305,031	72,553,743
CONSTRUCTION	977,894	-	-	-	-
BOND PRINCIPAL	-	-	2,500,000	992,000	4,000,000
BOND INTEREST **	<u>484,542</u>	<u>439,513</u>	<u>1,170,000</u>	<u>451,000</u>	<u>1,840,000</u>
TOTAL EXPENSES	<u>\$ 12,820,286</u>	<u>\$ 14,613,202</u>	<u>\$ 77,754,277</u>	<u>\$ 20,785,475</u>	<u>\$ 86,672,682</u>
W.C. CHANGES NOT BUDGETED	<u>959,787</u>	<u>(1,127,101)</u>	<u>-</u>	<u>-</u>	<u>-</u>
WORKING CAPITAL - ENDING	<u>\$ 20,783,802</u>	<u>\$ 23,786,427</u>	<u>\$ 16,573,677</u>	<u>\$ 21,077,568</u>	<u>\$ 18,202,856</u>
LESS OPERATING RESERVE	1,335,000	1,480,000	1,440,000	1,447,000	1,490,000
LESS SRF LOAN RESERVE	<u>1,453,888</u>	<u>1,445,000</u>	<u>5,900,000</u>	<u>1,443,000</u>	<u>6,125,000</u>
AVAILABLE WORKING CAPITAL	<u>\$ 17,994,914</u>	<u>\$ 20,861,427</u>	<u>\$ 9,233,677</u>	<u>\$ 18,187,568</u>	<u>\$ 10,587,856</u>

** Interest Expenses of \$12,671 and \$38,695 were capitalized in the CAFR in years FY14 and FY15 respectively.

**WASTEWATER FUND
OPERATING BUDGET**

FUND 512,513,518,421

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 3,233,896	\$ 3,270,658	\$ 3,373,785	\$ 3,381,345	\$ 3,743,115
OPERATIONS AND MAINTENANCE	4,328,539	4,495,542	4,599,867	4,656,099	4,535,824
CAPITAL	4,773,309	6,407,489	66,110,625	11,305,031	72,553,743
DEBT SERVICE	484,542	439,513	3,670,000	1,443,000	5,840,000
TOTAL EXPENSES	\$ 12,820,286	\$ 14,613,202	\$ 77,754,277	\$ 20,785,475	\$ 86,672,682

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
ADMINISTRATIVE SUPPORT II	0.4	0.4	0.4	0.4
COMMERCIAL& METER SUPT	0.3	0.3	-	-
UTILITY BILLING SUPERVISOR	0.5	0.5	0.4	0.4
SR. ACCOUNT CLERK	1.0	1.0	0.8	0.8
ACCOUNT CLERK II	2.0	2.0	1.6	1.6
BILLINGS SERVICE COORD	-	-	-	0.4
MECHANIC I	0.3	0.3	0.3	0.3
FACILITIES MAINT SUPPORT I	1.3	1.3	-	-
FACILITIES MAINT SUPPORT II	-	-	1.0	1.0
MAINTENANCE WORKER	-	-	1.2	0.4
FACILITIES MAINT MECH.	0.3	0.3	-	-
D&C SUPERINTENDENT	0.4	0.4	0.4	0.4
EQUIP OPER/MAINT WORKER	6.4	6.4	5.6	6.0
SYSTEMS MAINT SUPERVISOR	1.6	1.6	1.6	1.6
ENGINEER II	0.4	0.4	0.4	0.4
CONTROL SYS PROG ANALYST II	-	-	1.0	1.0
ELECTRICAL CNTRL SYS SPEC	1.0	1.0	0.5	0.5
ELECTRICIAN I	1.0	1.0	0.5	0.5
ELECTRICIAN II	-	-	-	0.5
ELECTRICIAN III	1.5	1.5	2.5	2.0
ENG INSPECTOR II	0.8	0.8	0.8	0.8
UTILITY SYSTEM ENGINEER	-	-	-	0.5
DRAFTING TECHNICIAN	0.4	0.4	0.4	0.4
INVENTORY CONT SPEC II	0.3	0.3	0.3	0.3

FUND 512,513,518,421

WASTEWATER FUND
STAFFING AUTHORIZATION - Continued

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
ENVIRONMENTAL ENGINEER	0.7	0.7	0.5	1.0
CHIEF CHEMIST	1.0	1.0	1.0	0.3
ELECTRICAL MAINT SUPERVISOR	0.5	1.0	0.5	0.5
LAB TECHNICIAN	2.0	2.0	2.0	2.0
WASTEWATER TREATMENT MGR	1.0	1.0	1.0	1.0
PLANT MECHANIC SUPERVISOR	1.0	1.0	1.0	1.0
PLANT OPER SUPERVISOR	1.0	1.0	1.0	1.0
SR EQUIP OPER MAINT WKR	1.6	1.6	1.6	1.6
ELECTRICIAN II-A	0.5	0.5	0.5	-
ENVIRONMETNAL COORD I	-	-	0.5	1.0
ENVIRONMENTAL COMPL COORD	0.8	0.8	0.5	2.0
TREATMENT PLANT TECH III	3.0	3.0	4.0	4.0
TREATMENT PLANT TECHNICIAN I	5.0	1.0	-	1.0
TREATMENT PLANT TECHNICIAN II	4.0	8.0	8.0	7.0
TOTAL	<u>42.0</u>	<u>42.5</u>	<u>41.8</u>	<u>43.5</u>

In FY 16, positions were moved within Public Works Departments.

PARKING FUND BUDGET NARRATIVE

The Parking Division is responsible for operating and maintaining three of the four City Parking Garages (Note: Empire Garage is operated and maintained by the Empire Garage Owners Association), five public parking lots, and 2-hour to 10-hour parking meters, totaling over 2,800 parking spaces. The garages and lots offer over 1,656 spaces for long-term parking that provide downtown employees and the public with affordable, safe, and convenient parking, while reserving the more convenient storefront parking for customers. The division maintains and enforces approximately 934 metered parking spaces to create parking space turn-over, which helps sustain downtown businesses. The Parking Division, in conjunction with the Billings Parking Board, continue planning and implementing many of the primary action items suggested by the Strategic Parking Plan.

Revenues

Rate increases will be proposed in order to balance out expenditures. A goal is to create a maintenance reserve fund for the future maintenance and preservation of the parking structures. Revenues include a TIF transfer of \$422,125 to cover Phase II Waterproofing Restoration for Parking Structures I, II and III.

Expenditures

The Parking Division expenses have increased from FY 2016 due to the restoration work to the parking structures, addition of manpower and cleaning supplies to properly clean parking structures, and addition of surveillance cameras for Park II and III.

Capital

Phase II: Waterproofing Restoration of Parking Structures I, II, and III, \$422,125.

**PARKING FUND
OPERATING BUDGET**

FUND 521

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
WORKING CAPITAL - BEGINNING	\$ 616,822	\$ 656,690	\$ 412,471	\$ 344,825	\$ 89,683
REVENUES:					
PARKING METER INCOME	\$ 331,445	\$ 331,063	\$ 329,916	\$ 324,347	\$ 311,925
VIOLATIONS	123,498	94,445	110,000	85,000	81,000
SURFACE LOTS	51,792	43,104	44,460	36,320	35,480
PARK 1 - GARAGE	252,116	248,650	250,000	242,792	243,812
PARK 1 - STORE RENTAL	65,645	49,424	60,000	84,308	81,828
PARK 2	500,662	475,539	487,405	475,680	476,350
PARK 3	145,923	145,293	146,150	139,023	143,400
EMPIRE PARKING GARAGE	-	118,237	147,671	167,642	165,590
INVESTMENT EARNINGS	2,676	2,331	2,734	2,000	3,142
TIF TRANSFER	100,000	100,000	100,000	100,000	522,125
LIGHTING REBATE-NW ENERGY	50,815	-	-	-	-
MISC. REVENUE	553	16,506	-	837	48
TOTAL REVENUE	\$ 1,625,125	\$ 1,624,592	\$ 1,678,336	\$ 1,657,949	\$ 2,064,700
EXPENSES:					
ADMINISTRATION	\$ 144,417	\$ 302,149	\$ 198,708	\$ 212,163	\$ 210,513
ENFORCEMENT	219,493	240,201	212,695	206,577	231,231
METER COLLECT. & MAINT.	107,891	151,981	146,716	206,745	208,403
SURFACE LOTS	18,026	26,795	20,259	15,833	20,402
PARK 1 - GARAGE	200,211	157,550	129,469	110,306	140,823
PARK 1 - STORE RENTAL	21,373	27,384	8,651	11,568	19,450
PARK 2	362,394	346,104	309,508	294,335	297,713
PARK 3	210,014	189,525	154,114	134,221	155,293
PARK 4	32,073	-	-	-	-
EMPIRE PARKING GARAGE	-	148,341	160,304	141,235	132,517
DEBT SERVICE-PRINCIPAL	-	-	124,490	124,490	130,093
DEBT SERVICE-INTEREST	139,915	127,693	131,301	131,301	125,688
CONSTRUCTION & CAPITAL	23,680	80,360	285,900	324,317	433,825
TOTAL EXPENSES	\$ 1,479,487	\$ 1,798,083	\$ 1,882,115	\$ 1,913,091	\$ 2,105,951
WORKING CAP. CHANGES NOT BUDGETED	(105,770)	(138,374)	\$ -	-	\$ -
WORKING CAPITAL - ENDING	\$ 656,690	\$ 344,825	\$ 208,692	\$ 89,683	\$ 48,432
LESS OPERATING RESERVE	210,543	254,405	216,831	213,000	227,000
AVAILABLE WORKING CAPITAL	\$ 446,147	\$ 90,420	\$ (8,139)	\$ (123,317)	\$ (178,568)

**PARKING FUND
OPERATING BUDGET**

FUND 521

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY16	ESTIMATE FY16	APPROVED FY17
PERSONAL SERVICES	\$ 592,928	\$ 646,747	\$ 676,793	\$ 690,000	\$ 717,052
OPERATIONS AND MAINTENANCE	722,960	943,283	663,631	642,983	699,293
CAPITAL	23,680	80,360	285,900	324,317	433,825
DEBT SERVICE	139,919	127,693	255,791	255,791	255,781
TRANSFERS	-	-	-	-	-
TOTAL EXPENSES	<u>\$ 1,479,487</u>	<u>\$ 1,798,083</u>	<u>\$ 1,882,115</u>	<u>\$ 1,913,091</u>	<u>\$ 2,105,951</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY16	APPROVED FY17
PARKING MANAGER	1.0	1.0	1.0	1.0
PARKING GARAGE ATTENDANT	0.8	0.5	0.5	0.5
PARKING METER COLLECTION / MAINTENANCE WORKER	2.0	2.0	2.0	2.0
PKG GARAGE ATTNDT/ACCT CLERK I	3.0	3.0	3.0	3.0
FACILITIES MAINT SUPPORT I	1.5	1.5	1.5	2.0
PARKING ENFORCEMENT OFFICERS	3.0	3.0	3.0	3.0
ADMINISTRATIVE SUPPORT II	-	-	-	1.0
ADMINISTRATIVE SUPPORT I	1.0	1.0	1.0	-
TOTAL	<u>12.3</u>	<u>12.0</u>	<u>12.0</u>	<u>12.5</u>

SOLID WASTE FUND BUDGET NARRATIVE

The Solid Waste Division provides trash collection for residential and commercial operations within the Billings city limits. The Division also operates and manages the Billings Regional Landfill, which provides environmentally safe disposal service for the City of Billings, Yellowstone County, and several bordering counties. Solid Waste is funded through fees charged for services provided.

Revenues

The Solid Waste Division revenues are budgeted at \$13,042,000 for FY 2017, an increase of 7% from the FY 2016 budget. The increase in revenue is the result of a scheduled increase in collection and landfill fees, increased construction activity that will provide new commercial and residential customers, and additional growth in users of the Regional Landfill.

Expenditures

The expenses for FY 2017 are budgeted at \$10,048,000. This is an increase of 2% from FY 2016 and is primarily the result of a scheduled cost of living adjustment for personnel.

Capital

The capital budget for FY 2017 totals \$4,191,058. The major capital items include a collections space study, a Landfill reconfiguration plan, the replacement of seven solid waste collection trucks, a skid steer, a dozer, a compactor, a dump truck, an excavator, a wheel loader, and landfill surveillance cameras, as well as the replacement of one vehicle.

**SOLID WASTE FUND
OPERATING BUDGET**

FUNDS 541,542,544

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
WORKING CAPITAL - BEGINNING	<u>\$ 8,213,505</u>	<u>\$ 8,215,055</u>	<u>\$ 6,665,201</u>	<u>\$ 9,521,543</u>	<u>\$ 7,421,504</u>
REVENUES:					
CONTAINER SALES	\$ -	\$ -	\$ 500	\$ -	\$ -
GARBAGE COLLECTION-RES	3,592,756	4,041,486	4,285,000	4,350,000	4,750,000
GARBAGE COLLECTION-COMM	3,173,839	3,361,420	3,200,000	3,300,000	3,400,000
COLLECTION-BILLED	579,629	669,306	863,000	1,086,372	922,000
LANDFILL CHARGES	2,888,252	4,981,159	3,093,000	3,595,460	3,176,000
MISC CHARGE FOR SERVICES	63,097	63,392	71,000	-	91,000
FRANCHISE FEES	510,178	657,718	565,000	595,000	615,000
SPECIAL ASSESSMENTS	98	39	-	-	-
INTEREST ON INVSTMNT/LOAN:	95,166	80,580	80,000	87,028	88,000
SALE OF SURPLUS EQUIP/LAND	-	26,638	-	3,959	-
REFUNDS/REIMBURSEMENTS	<u>2,106</u>	<u>87,085</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	<u>\$ 10,905,121</u>	<u>\$ 13,968,823</u>	<u>\$ 12,157,500</u>	<u>\$ 13,017,819</u>	<u>\$ 13,042,000</u>
EXPENSES:					
ADMINISTRATION	\$ 1,636,181	\$ 1,624,264	\$ 1,482,332	\$ 1,528,657	\$ 1,636,998
COLLECTION	5,907,036	7,533,376	8,172,905	10,375,683	7,798,941
LANDFILL	<u>3,654,553</u>	<u>3,666,671</u>	<u>3,265,496</u>	<u>3,213,518</u>	<u>4,803,119</u>
TOTAL EXPENSES	<u>\$ 11,197,770</u>	<u>\$ 12,824,311</u>	<u>\$ 12,920,733</u>	<u>\$ 15,117,858</u>	<u>\$ 14,239,058</u>
WORKING CAP. CHANGES NOT BUDGETED	<u>294,199</u>	<u>161,976</u>	<u>-</u>	<u>-</u>	<u>-</u>
WORKING CAPITAL - ENDING	<u>\$ 8,215,055</u>	<u>\$ 9,521,543</u>	<u>\$ 5,901,968</u>	<u>\$ 7,421,504</u>	<u>\$ 6,224,446</u>
LESS OPERATING RESERVE	<u>3,985,000</u>	<u>4,242,060</u>	<u>4,328,000</u>	<u>4,436,000</u>	<u>4,420,000</u>
AVAILABLE WORKING CAPITAL	<u>\$ 4,230,055</u>	<u>\$ 5,279,483</u>	<u>\$ 1,573,968</u>	<u>\$ 2,985,504</u>	<u>\$ 1,804,446</u>

**SOLID WASTE FUND
OPERATING BUDGET**

FUNDS 541,542,544

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 4,595,345	\$ 4,687,139	\$ 4,630,407	\$ 4,690,374	\$ 4,858,660
OPERATIONS AND MAINTENANCE	5,121,779	5,365,845	5,206,664	5,391,242	5,189,340
CAPITAL	1,480,646	2,767,327	3,083,662	5,036,242	4,191,058
TRANSFERS	-	4,000	-	-	-
TOTAL EXPENSES	<u>\$ 11,197,770</u>	<u>\$ 12,824,311</u>	<u>\$ 12,920,733</u>	<u>\$ 15,117,858</u>	<u>\$ 14,239,058</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
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	6.0	6.0	6.0	6.0
ADMINISTRATIVE SUPPORT III	1.0	1.0	1.0	1.0
EQUIP. OPER / MAINT. WORKER	39.0	39.0	39.0	39.0
MAINTENANCE WORKER	7.0	9.0	9.0	9.0
ADMINISTRATIVE SUPPORT I	1.0	1.0	-	-
FACILITIES MAINT SUPPORT I	0.5	0.5	0.5	0.5
LANDFILL ATTENDANTS	2.0	2.0	2.0	2.0
SR. ACCOUNT CLERK / SOLID WASTE INSPECT.	1.0	1.0	-	-
ENVIRONMENTAL COMPLIANCE COORDINATOR	<u>1.0</u>	<u>1.0</u>	<u>-</u>	<u>-</u>
TOTAL	<u>64.5</u>	<u>66.5</u>	<u>63.5</u>	<u>63.5</u>

In FY 16, positions were moved to other Public Works Departments.

AIRPORT FUND BUDGET NARRATIVE

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 over 855,000 annual travelers utilizing the Airport's Terminal Building. Other businesses and activities located at the Airport include car rentals, restaurant/deli/lounge, gift shop, public parking, a Fixed Base Operator (FBO), radio/avionics repair shops, executive hangars, a general aviation hangar complex, air freight/mail operators, the Transportation Security Administration (TSA), the Federal Aviation Administration (FAA), as well as numerous other State and Federal agencies. The Airport operation is a self-supporting Enterprise Fund that does not receive any General Fund or tax revenue support. Airport landing fees as well as Airport concession, rental, and lease revenues offset the costs to operate and maintain the Airport facilities.

Revenues

The FY 2017 Airport revenue budget for the Charge for Services and the Federal and State Grant Revenue lines have increases totaling \$935,497. Federal and State grant revenues show an increase of \$407,572 from FY 2016 to FY 2017, the result of larger capital programs funded with Federal Aviation Administration (FAA) Airport Improvement Program (AIP) capital grants.

Budgeted Charge for Services revenues are \$527,925 greater in FY 2017 than in FY 2016, mainly due to revenue increases in budget line items for parking, terminal rents and landing fees. In FY 2016, new construction added over 200 paid parking spaces and the renegotiated parking concession agreement increased the concession rate from 70% to 80.5% of gross receipts.

Expenses

The Airport's total FY 2017 operating budget shows an increase from FY 2016 of \$133,451. Personnel related costs are up \$184,514 due to the 3.2% COLA. Fuel costs are down \$110,748 due to lower gasoline and diesel fuel prices. Other increases include \$27,918 for utilities and \$23,800 for QTA software and hardware upgrades related to access and fueling system controls.

Capital

The Airport's capital budget varies annually based on the projects planned for each budget year. The FY 2017 capital projects include the following:

1. AIP grant projects total \$5,500,000 (90% funded by the FAA) and include: Terminal Building expansion design costs (\$4,000,000), expansion of the Northside Public Ramp (\$1,000,000), construction of a new taxi lane at the West General Aviation area (\$400,000), and removal of Cold War era hangars located in the Airport Business Park (\$100,000).
2. One Passenger Facility Charge (PFC) funded project is budgeted for FY 2017. The project will add a new passenger loading bridge to the West End of the Terminal (\$700,000).
3. A Customer Facility Charge (CFC) project will add lighting to the North Car Rental Parking Lot (\$42,000).
4. Projects funded with Airport operating revenues total \$1,216,534 and include a Terminal Building roofing project (\$250,000), Operations Building improvements (\$130,000), Terminal Building access control changes (\$60,000), CCTV cameras (\$75,000), two pickup trucks (\$60,034), radio replacement and reprogramming (\$51,000), extension of water and sewer lines to the General Aviation area (\$400,000), and miscellaneous small projects (\$190,500).

Debt Service

There are no significant changes to budgeted principal and interest lines.

**AIRPORT FUND
OPERATING BUDGET**

FUNDS 561-569 & 405-409

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
WORKING CAPITAL - BEGINNING	<u>\$ 9,483,925</u>	<u>\$ 10,641,108</u>	<u>\$ 8,364,917</u>	<u>\$ 8,999,647</u>	<u>\$ 9,598,635</u>
REVENUES:					
CHARGE FOR SERVICES	\$ 8,883,948	\$ 9,422,204	\$ 9,545,850	\$ 9,890,082	\$ 10,073,775
FEDERAL/STATE GRANT REVENUE	8,257,741	2,624,035	4,657,492	5,357,492	5,065,064
PFC REVENUE	1,009,280	275,761	1,046,527	50,000	960,000
CFC REVENUE	712,132	766,335	762,330	800,000	801,000
INVESTMENT INTEREST	39,209	35,434	71,571	40,577	34,238
SALE OF EQUIPMENT/LAND	80,000	10,695	-	-	-
REFUNDS/REIMBURSEMENTS	<u>119,272</u>	<u>107,544</u>	<u>14,000</u>	<u>15,000</u>	<u>20,000</u>
TOTAL REVENUE	<u>\$ 19,101,582</u>	<u>\$ 13,242,008</u>	<u>\$ 16,097,770</u>	<u>\$ 16,153,151</u>	<u>\$ 16,954,077</u>
EXPENSES:					
ADMINISTRATION	\$ 1,691,109	\$ 1,562,035	\$ 1,809,360	\$ 1,600,629	\$ 1,837,536
BUILDING MAINTENANCE	1,679,142	1,793,364	1,804,055	1,774,531	1,876,229
AIRFIELD MAINTENANCE	1,486,786	1,382,411	1,501,279	1,334,234	1,502,024
AIRPORT POLICE	754,692	705,405	807,418	653,244	773,006
AIRCRAFT RESCUE FIREFIGHTING	949,849	1,017,287	1,019,817	979,594	1,135,331
BUSINESS PARK	184,174	164,712	226,841	184,822	215,240
CAR RENTAL FUELING	454,817	430,202	394,082	314,000	320,500
CAR WASH FACILITY O&M	155,815	143,312	177,664	163,559	214,101
AIRPORT GRANT PROJECTS	8,228,733	2,381,162	5,038,880	5,791,726	5,500,000
AIRPORT PFC PROJECTS	118,248	597,593	-	-	700,000
AIRPORT CFC PROJECTS	32,068	763,144	-	1,391	42,000
CAPITAL OUTLAY	707,657	2,140,813	830,000	1,149,170	1,216,534
DEBT SERVICE-PRINCIPAL	-	-	1,154,314	1,154,314	1,198,045
DEBT SERVICE-INTEREST	<u>595,268</u>	<u>536,767</u>	<u>453,449</u>	<u>452,949</u>	<u>404,893</u>
TOTAL EXPENSES	<u>\$ 17,038,358</u>	<u>\$ 13,618,207</u>	<u>\$ 15,217,159</u>	<u>\$ 15,554,163</u>	<u>\$ 16,935,439</u>
WORKING CAPITAL CHANGES NOT BUDGETED:	<u>(906,041)</u>	<u>(1,265,262)</u>	<u>-</u>	<u>-</u>	<u>-</u>
WORKING CAPITAL - ENDING	<u>\$ 10,641,108</u>	<u>\$ 8,999,647</u>	<u>\$ 9,245,528</u>	<u>\$ 9,598,635</u>	<u>\$ 9,617,273</u>
LESS OPERATING RESERVE	1,345,000	1,350,000	1,315,000	1,315,000	1,338,000
LESS REVENUE BOND RESERVE	<u>2,640,045</u>	<u>2,664,044</u>	<u>2,664,044</u>	<u>2,674,044</u>	<u>2,674,044</u>
AVAILABLE WORKING CAPITAL	<u>\$ 6,656,063</u>	<u>\$ 4,985,603</u>	<u>\$ 5,266,484</u>	<u>\$ 5,609,591</u>	<u>\$ 5,605,229</u>

**AIRPORT FUND
OPERATING BUDGET**

FUND 561-569 & 405-409

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 4,072,349	\$ 4,003,851	\$ 4,375,009	\$ 4,067,913	\$ 4,559,523
OPERATIONS AND MAINTENANCE	3,284,035	3,194,877	3,365,507	2,936,700	3,314,444
CAPITAL	9,086,706	5,882,712	5,868,880	6,942,287	7,458,534
DEBT SERVICE	<u>595,268</u>	<u>536,767</u>	<u>1,607,763</u>	<u>1,607,263</u>	<u>1,602,938</u>
TOTAL EXPENSES	<u>\$ 17,038,358</u>	<u>\$ 13,618,207</u>	<u>\$ 15,217,159</u>	<u>\$ 15,554,163</u>	<u>\$ 16,935,439</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
AVIATION & TRANSIT DIRECTOR		1.0	1.0	0.7
ASSISTANT AVIATION DIRECTOR		1.0	1.0	0.9
AVIATION & TRANS BUSINESS MGR		1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II		1.0	1.0	1.0
AIRPORT POLICE SUPERVISOR		1.0	1.0	1.0
AIRPORT POLICE OFFICERS		8.0	8.0	8.0
POLICE SUPPORT SPECIALIST		1.0	1.0	1.0
AIRFIELD OPERATIONS SUPT.		1.0	1.0	1.0
ARFF/AIRFIELD MAINT. WORKER		15.0	15.0	15.0
ARFF/ELECTRICIAN II		2.0	2.0	1.0
AIRPORT FACILITIES SUPERVISOR		1.0	1.0	1.0
FACILITIES MAINT. MECHANIC		2.0	2.0	3.0
BLDG MAINT WORKER		-	1.0	-
FACILITIES MAINT SUPPORT I		12.0	11.0	12.0
OPERATIONS ARFF SUPERVISOR		1.0	1.0	1.0
FACILITIES MAINT. MECHANIC II		1.0	1.0	1.0
OPERATIONS AFM SUPERVISOR		1.0	1.0	1.0
ACCOUNTANT II		1.0	1.0	1.0
FACILITIES MAINT SUPPORT II		1.0	1.0	1.0
SR. ACCOUNT CLERK		1.0	1.0	1.0
AIRPORT ENG/PLAN MANAGER		1.0	1.0	1.0
AFM WORKER/MECHANIC I		1.0	1.0	1.0
LEAD AIRFIELD MAINT WORK/MECH		<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
TOTAL		<u>56.0</u>	<u>56.0</u>	<u>55.6</u>

TRANSIT FUND BUDGET NARRATIVE

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 young, elderly, low income, or disabled citizens.

Revenues

The operating revenue budget reflects an anticipated increase of \$213,814 from FY 2016 to FY 2017. This change is mainly due to an increase in property tax revenues of \$188,329. Fixed Route and Paratransit fares show an increase of \$65,226 due to proposed rate changes.

Expenditures

Total FY 2017 budgeted operating expenses reflect an increase of \$127,852 over FY 2016. The increase includes \$266,871 for personal services, which is offset by decreases to liability and property insurance (\$36,421), fuel (\$100,024), and other small items (\$2,574).

Capital

Transit's FY 2017 capital expenditure budget is \$373,221 more than budgeted for FY 2016. Budgeted transportation equipment consists of one 35' low floor bus, four vans, and two bus shelters for a total of \$797,300. Federal and State capital grants will fund 80% of the transportation equipment costs. Other budgeted capital items include building improvements (\$30,000), an automatic access vehicle gate (\$50,000), building security enhancements (\$25,000), and bus and van camera systems (\$151,285). Cash reserves will fund the purchase of these items.

**TRANSIT FUND
OPERATING BUDGET**

FUNDS 571,572,411,412,204

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
WORKING CAPITAL - BEGINNING	<u>\$ 2,786,776</u>	<u>\$ 2,959,504</u>	<u>\$ 2,441,584</u>	<u>\$ 1,981,915</u>	<u>\$ 2,536,498</u>
REVENUES:					
STATE AND FEDERAL GRANTS	\$ 2,249,231	\$ 1,474,710	\$ 1,997,500	\$ 2,609,026	\$ 1,950,367
FTA CAPITAL GRANT	16,475	209,164	544,291	1,059,098	637,840
TAX REVENUE	1,991,997	1,864,515	1,857,040	1,999,644	1,963,424
INTER GOVERNMENTAL	425,074	420,603	420,600	432,058	434,411
OPERATING REVENUES	657,303	620,353	631,454	623,354	686,156
INTEREST ON INVESTMENTS	6,627	7,554	6,069	4,500	4,364
MISCELLANEOUS	-	66,538	-	6,800	650
SALE SURPLUS EQUIP	4,004	16,376	6,800	-	12,000
TOTAL REVENUE	<u>\$ 5,350,711</u>	<u>\$ 4,679,813</u>	<u>\$ 5,463,754</u>	<u>\$ 6,734,480</u>	<u>\$ 5,689,212</u>
EXPENSES:					
ADMINISTRATION	\$ 553,523	\$ 556,197	\$ 637,917	\$ 589,206	\$ 639,161
OPERATIONS/DRIVERS	1,763,464	1,818,131	1,855,370	1,810,869	2,019,629
OPERATIONS/NON-DRIVERS	561,753	639,871	496,806	486,749	476,782
MAINTENANCE	958,618	999,384	894,140	759,897	835,595
MARKETING	38,282	31,571	49,930	38,930	43,930
PARATRANSIT	1,252,288	1,192,639	1,177,767	1,143,974	1,236,310
DOWNTOWN TRANSFER CNTR	6,549	14,323	18,025	16,900	18,400
CAPITAL-LOCAL	-	-	-	-	256,285
CAPITAL-FEDERAL	107,496	242,935	680,364	1,323,872	797,300
O & M - LOCAL	1,816	-	12,000	9,500	-
TOTAL EXPENSES	<u>\$ 5,243,789</u>	<u>\$ 5,495,051</u>	<u>\$ 5,822,319</u>	<u>\$ 6,179,897</u>	<u>\$ 6,323,392</u>
WORKING CAP. CHANGES NOT BUDGETED	<u>65,806</u>	<u>(162,351)</u>	<u>-</u>	<u>-</u>	<u>-</u>
WORKING CAPITAL - ENDING	<u>\$ 2,959,504</u>	<u>\$ 1,981,915</u>	<u>\$ 2,083,019</u>	<u>\$ 2,536,498</u>	<u>\$ 1,902,318</u>
LESS OPERATING RESERVE	<u>880,000</u>	<u>935,000</u>	<u>870,000</u>	<u>935,000</u>	<u>896,000</u>
AVAILABLE WORKING CAPITAL	<u>\$ 2,079,504</u>	<u>\$ 1,046,915</u>	<u>\$ 1,213,019</u>	<u>\$ 1,601,498</u>	<u>\$ 1,006,318</u>

TRANSIT FUND
OPERATING BUDGET

FUND 571,572,411,412,204

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 3,590,242	\$ 3,612,158	\$ 3,681,048	\$ 3,668,291	\$ 3,947,919
OPERATIONS AND MAINTENANCE	1,546,051	1,639,958	1,460,907	1,178,234	1,321,888
CAPITAL	107,496	242,935	680,364	1,333,372	1,053,585
DEBT SERVICE	-	-	-	-	-
TRANSFERS	-	-	-	-	-
TOTAL EXPENSES	<u>\$ 5,243,789</u>	<u>\$ 5,495,051</u>	<u>\$ 5,822,319</u>	<u>\$ 6,179,897</u>	<u>\$ 6,323,392</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
AVIATION & TRANSIT DIRECTOR	-	-	-	0.3
ASSISTANT AVIATION DIRECTOR	-	-	-	0.1
TRANSIT MANAGER	1.0	1.0	1.0	1.0
TRANSIT OPERATIONS SUPR.	2.0	2.0	2.0	2.0
TRANSIT PLANNING & DEVELOPMENT COORD.	1.0	1.0	1.0	1.0
TRANSIT/PARATRANSIT OPERATORS	34.0	34.0	34.0	34.0
ADMINISTRATIVE SUPPORT III	1.0	1.0	1.0	1.0
TRANSIT SERVICE WORKER	1.0	1.0	1.0	1.0
MECHANIC II	3.0	3.0	3.0	3.0
ADMINISTRATIVE SUPPORT I	1.0	1.0	1.0	1.0
VEHICLE SERVICE TECHNICIAN	1.0	1.0	1.0	1.0
PARATRANSIT COORDINATOR	1.0	1.0	1.0	1.0
ON CALL TRANSIT/PARATRANS OPR	6.3	6.3	6.3	6.3
LEAD TRANSIT SERVICES DISPATCHER	-	-	-	1.0
TRANSIT SERVICES DISPATCHER	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>2.0</u>
TOTAL	<u>55.3</u>	<u>55.3</u>	<u>55.3</u>	<u>55.7</u>

INTERNAL SERVICE FUNDS

INTERNAL SERVICE FUNDS

The internal service fund accounts for activities and services performed for other organizational units within the City. Charges to other City Departments are made on a cost-reimbursement basis to support these activities. The City's internal service funds and their purposes are:

- The **Fleet Services Fund** provides for the maintenance and repair of vehicles used in the operation of City services.
- The **Central Services Fund** provides postage and copying service used in the operation of City services.
- The **Information Technology Fund** provides the City with 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 **City Health Benefits Fund** accounts for amounts received for use in paying health costs of City employees. Those health care costs are paid directly from this fund.
- The **Central Telephone Services Fund** provides for the maintenance and operation of the city-wide telephone system.
- The **Radio Communications Fund** provides for the maintenance and operation of the city-wide radio system.
- The **Property Insurance Fund** purchases liability insurance from MMIA and property insurance from a third party provider for the City and provides for the cost of claims, deductibles, and equipment damages.
- The **Facilities Management Fund** provides operating and maintenance services to the City Hall and Billings Operations Center buildings and provides project management, project specifications, and/or advice to all City departments by request.
- The **Public Works Administration Fund** provides administration services to the Public Works operational divisions.
- The **Public Works Engineering Fund** provides engineering services to the Public Works projects.

INTERNAL SERVICE FUNDS
SUMMARY
OPERATING BUDGET
FY 17

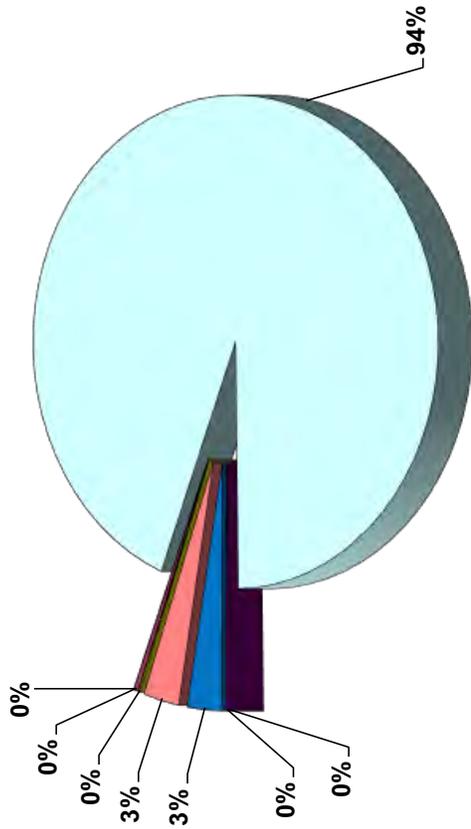
	FLEET SERVICES	CENTRAL SERVICES	INFORMATION TECHNOLOGY	CITY HEALTH BENEFITS	CENTRAL TELEPHONE COMMUNICATIONS	RADIO COMMUNICATIONS	PROPERTY INSURANCE	FACILITIES MANAGEMENT
WORKING CAPITAL - BEGINNING	\$ 1,178,227	\$ 139,401	\$ 724,630	\$ 5,675,679	\$ 379,081	\$ 210,325	\$ 1,837,366	\$ 795,004
REVENUE:								
SPECIAL ASSESSMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LICENSES & PERMITS	-	-	-	-	-	-	-	-
INTER-GOVERNMENTAL	-	-	-	-	-	-	-	-
CHARGES FOR SERVICE	1,693,819	103,414	2,236,241	12,304,100	374,703	275,158	1,325,859	549,440
INVESTMENT EARNINGS	3,700	612	4,449	24,000	1,867	1,867	14,211	4,100
INTERFUND TRANSFERS	-	-	-	-	-	-	120,000	532,057
MISCELLANEOUS	15,000	-	-	-	-	-	-	664,098
TOTAL REVENUE	\$ 1,712,519	\$ 104,026	\$ 2,240,690	\$ 12,328,100	\$ 376,570	\$ 277,025	\$ 1,460,070	\$ 1,749,695
EXPENSES:								
PERSONAL SERVICES	\$ 1,346,602	\$ -	\$ 1,619,696	\$ 10,875,000	\$ 120,737	\$ -	\$ 97,450	\$ 408,088
OPERATION & MAINTENANCE	279,611	87,604	492,702	1,712,894	236,645	260,682	2,012,532	625,449
CAPITAL	22,564	19,844	85,500	-	-	-	-	133,400
DEBT SERVICE	-	-	-	-	-	-	-	532,056
INTERFUND TRANSFERS	95,770	-	-	-	-	-	100,000	-
TOTAL EXPENSES	\$ 1,744,547	\$ 107,448	\$ 2,197,898	\$ 12,587,894	\$ 357,382	\$ 260,682	\$ 2,209,982	\$ 1,698,993
WORKING CAPITAL- ENDING	\$ 1,146,199	\$ 135,979	\$ 767,422	\$ 5,415,885	\$ 398,269	\$ 226,668	\$ 1,087,454	\$ 845,706
WORKING CAPITAL NOT BUDGETED	50,000	-	-	-	-	-	-	-
LESS RESERVED/DESIGNATED	442,224	-	528,100	-	28,591	-	707,194	135,919
UNDESIGNATED WORKING CAPITAL BALANCE ENDING	\$ 753,975	\$ 135,979	\$ 239,322	\$ 5,415,885	\$ 369,678	\$ 226,668	\$ 380,260	\$ 709,787

INTERNAL SERVICE FUNDS
SUMMARY
OPERATING BUDGET
FY 17

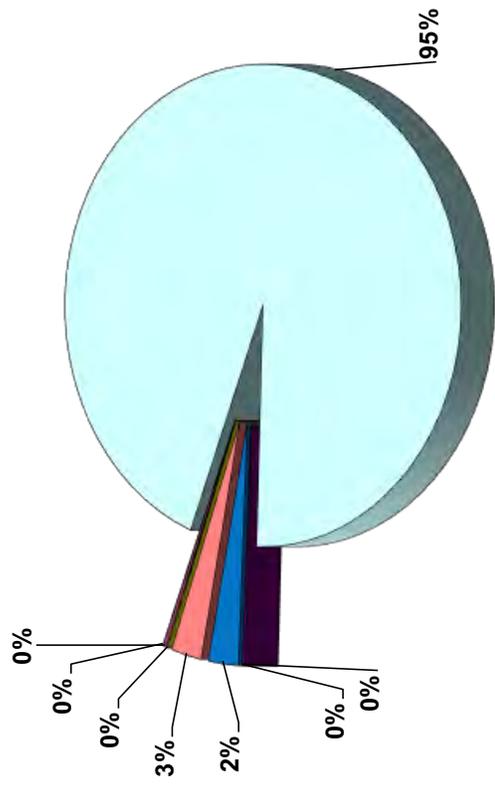
	PUBLIC WORKS ADMINISTRATION	PUBLIC WORKS ENGINEERING	APPROVED BUDGET FY 17	APPROVED BUDGET FY 16	INCREASE (DECREASE)	ACTUAL FY 15
WORKING CAPITAL - BEGINNING	\$ 241,734	\$ 660,825	\$ 11,842,272	\$ 11,629,576	\$ 212,696	\$ 10,291,760
REVENUE:						
SPECIAL ASSESSMENTS	-	23,500	23,500	23,500	-	24,091
LICENSES & PERMITS	-	79,000	79,000	71,200	7,800	-
INTER-GOVERNMENTAL	-	-	-	-	-	35,604
CHARGES FOR SERVICE	1,214,486	2,572,552	22,649,772	23,257,184	(607,412)	22,993,901
INVESTMENT EARNINGS	1,200	4,000	60,006	46,314	13,692	45,912
INTERFUND TRANSFERS	-	-	652,057	595,874	56,183	601,846
MISCELLANEOUS	-	500	679,598	599,190	80,408	119,132
TOTAL REVENUE	\$ 1,215,686	\$ 2,679,552	\$ 24,143,933	\$ 24,593,262	\$ (449,329)	\$ 23,820,486
EXPENSES:						
PERSONAL SERVICES	967,706	2,096,568	17,531,847	16,128,210	1,403,637	14,520,157
OPERATION & MAINTENANCE	288,359	566,627	6,563,105	6,758,567	(195,462)	5,187,957
CAPITAL	-	98,400	359,708	205,475	154,233	329,921
DEBT SERVICE	-	-	532,056	532,056	-	532,056
INTERFUND TRANSFERS	-	-	195,770	95,770	100,000	105,825
TOTAL EXPENSES	\$ 1,256,065	\$ 2,761,595	\$ 25,182,486	\$ 23,720,078	\$ 1,462,408	\$ 20,675,916
WORKING CAPITAL- ENDING	\$ 201,355	\$ 578,782	\$ 10,803,719	\$ 12,502,760	\$ (1,699,041)	\$ 13,436,330
WORKING CAPITAL NOT BUDGETED	-	-	50,000	50,000	-	1,273,298
LESS RESERVED/DESIGNATED	100,485	266,320	2,208,833	2,248,715	(39,882)	2,049,447
UNDESIGNATED WORKING CAPITAL BALANCE ENDING	\$ 100,870	\$ 312,462	\$ 8,644,886	\$ 10,304,045	\$ (1,659,159)	\$ 12,660,181

Internal Service Fund Summary of Revenues

	FY 17	FY 16
SPECIAL ASSESSMENTS	\$ 23,500	\$ 23,500
LICENSES AND PERMITS	79,000	71,200
INTER-GOVERNMENTAL	-	-
CHARGES FOR SERVICE	22,649,772	23,257,184
INVESTMENT EARNINGS	60,006	46,314
INTERFUND TRANSFERS	652,057	595,874
MISCELLANEOUS	679,598	599,190
TOTAL	\$ 24,143,933	\$ 24,593,262



Fiscal Year 2017



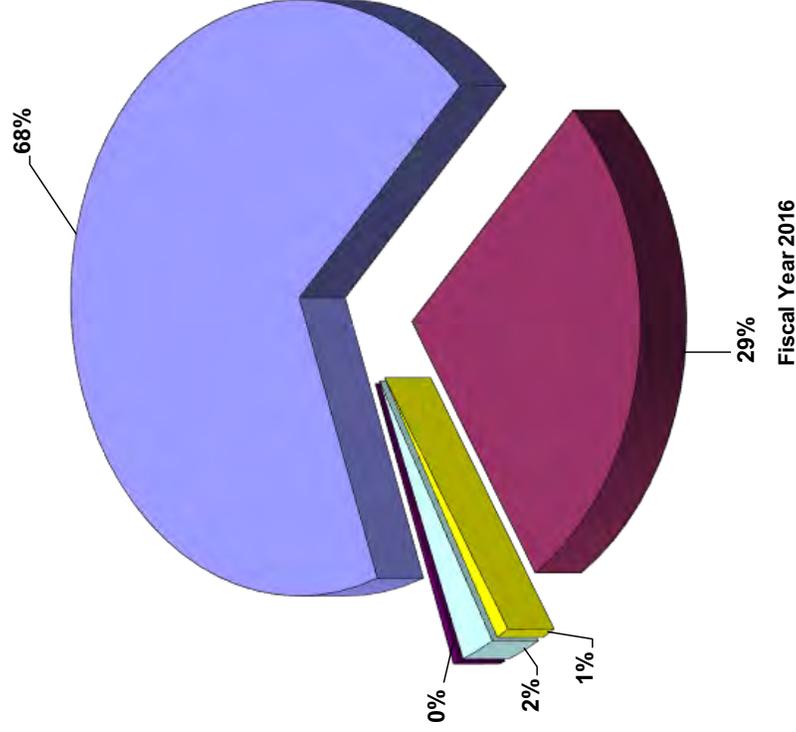
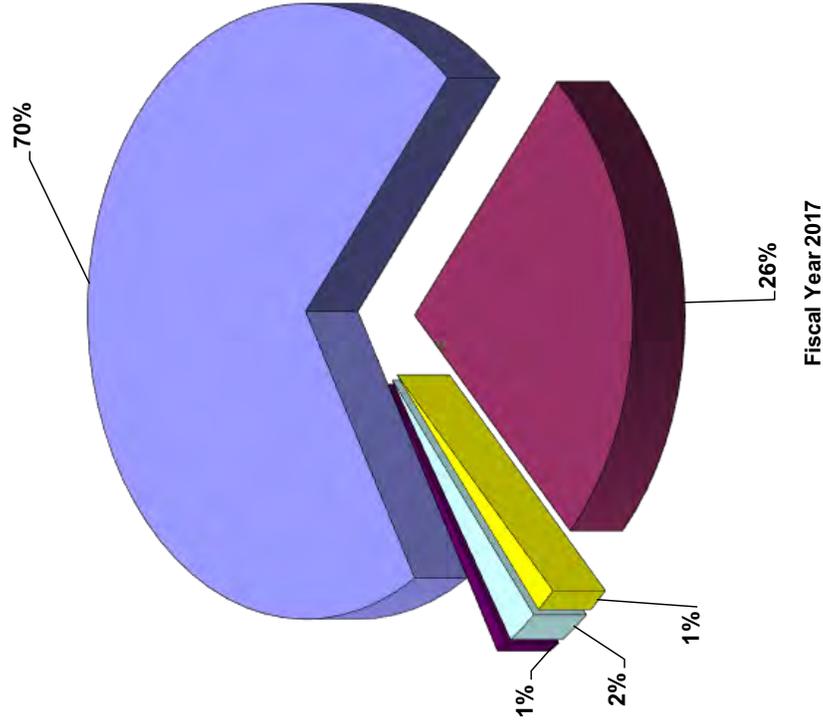
Fiscal Year 2016

Internal Service Fund Summary of Expenses

FY 17	
\$ 17,531,847	
6,563,105	
359,708	
532,056	
195,770	
<u>\$ 25,182,486</u>	

FY 16	
\$ 16,128,210	
6,758,567	
205,475	
532,056	
95,770	
<u>\$ 23,720,078</u>	

PERSONAL SERVICES
OPERATION & MAINTENANCE
CAPITAL
DEBT SERVICE
INTERFUND TRANSFERS
TOTAL



FLEET SERVICES BUDGET NARRATIVE

Fleet Services is responsible for maintaining and repairing over 850 City vehicles and other motorized equipment, preventive maintenance programs, parts and fuel inventory management, fleet inventory, fleet computer module operation and maintenance, assisting departments with vehicle specification and disposal, preparing vehicles for service, and maintenance activity reporting. The division is also responsible for the City courier services.

Revenues

Fleet Services revenues are generated from user departments for services provided, including 87% of revenues from mechanic labor; 10% from parts, tires, and fuel markup; and 3% from courier services, pool vehicle rental, and interest on investments. Total projected revenue for FY 2017 is \$1,712,519, an increase of \$45,713 from the prior year.

Expenses

Total expenses for FY 2017 are \$1,744,547. Included within the expense total are: Personal Services, \$1,352,102; Cost allocation and interdepartmental charge for services, \$93,157; rent and transfer for debt service, \$141,085; liability insurance, \$7,239; and other O&M, \$128,400.

The FY17 budget represents an increase of \$76,787, primarily due to increases in Personal Services expenses.

Capital

Capital outlay requests total \$22,564 for the replacement of the two pool vehicles through the Equipment Replacement Plan with used transfer vehicles from Public Works.

FLEET SERVICES FUND
OPERATING BUDGET

FUND 601

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
WORKING CAPITAL - BEGINNING	<u>\$ 1,042,058</u>	<u>\$ 1,160,688</u>	<u>\$ 1,170,768</u>	<u>\$ 1,141,047</u>	<u>\$ 1,178,227</u>
REVENUES:					
FLEET SERVICES	\$ 1,534,944	\$ 1,563,740	\$ 1,614,856	\$ 1,620,000	\$ 1,658,264
COURIER	32,994	33,502	34,450	34,450	35,555
INTEREST EARNINGS	2,907	3,133	3,500	2,000	3,700
MISCELLANEOUS	<u>11,624</u>	<u>30,019</u>	<u>14,000</u>	<u>10,000</u>	<u>15,000</u>
TOTAL REVENUE	<u>\$ 1,582,469</u>	<u>\$ 1,630,394</u>	<u>\$ 1,666,806</u>	<u>\$ 1,666,450</u>	<u>\$ 1,712,519</u>
EXPENSES:					
FLEET SERVICES	\$ 1,431,302	\$ 1,501,250	\$ 1,537,978	\$ 1,550,000	\$ 1,613,472
COURIER	34,549	26,975	34,012	33,500	35,305
TRANSFERS OUT-FAC MGMT	<u>95,769</u>	<u>95,770</u>	<u>95,770</u>	<u>95,770</u>	<u>95,770</u>
TOTAL EXPENSES	<u>\$ 1,561,620</u>	<u>\$ 1,623,995</u>	<u>\$ 1,667,760</u>	<u>\$ 1,679,270</u>	<u>\$ 1,744,547</u>
PRIOR PERIOD ADJUSTMENT	\$ -	\$ (910,759)	\$ -	\$ -	\$ -
WORKING CAP. CHANGES NOT BUDGETED	<u>97,771</u>	<u>884,719</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
WORKING CAPITAL - ENDING	\$ 1,160,678	\$ 1,141,047	\$ 1,219,814	\$ 1,178,227	\$ 1,196,199
LESS OPERATING RESERVE	<u>\$ 542,365</u>	<u>\$ 565,443</u>	<u>\$ 451,331</u>	<u>\$ 585,895</u>	<u>\$ 442,594</u>
AVAILABLE WORKING CAPITAL	<u>\$ 618,313</u>	<u>\$ 575,604</u>	<u>\$ 768,483</u>	<u>\$ 592,332</u>	<u>\$ 753,605</u>

**FLEET SERVICES FUND
OPERATING BUDGET**

FUND 601

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
PERSONAL SERVICES	\$ 1,233,630	\$ 1,183,430	\$ 1,235,789	\$ 1,220,000	\$ 1,346,602
OPERATIONS AND MAINTENANCE	232,221	337,240	323,226	363,500	279,611
CAPITAL	-	-	12,975	-	22,564
TRANSFERS	<u>95,769</u>	<u>103,325</u>	<u>95,770</u>	<u>95,770</u>	<u>95,770</u>
TOTAL EXPENSES	<u>\$ 1,561,620</u>	<u>\$ 1,623,995</u>	<u>\$ 1,667,760</u>	<u>\$ 1,679,270</u>	<u>\$ 1,744,547</u>

**FLEET SERVICES FUND
STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
FLEET SERVICES MANAGER		1.0	1.0	1.0
MECHANIC II		9.0	9.0	6.0
MECHANIC III		-	-	2.0
MECHANIC IV		-	-	1.0
FLEET SERV SHOP FOREMAN		1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II		1.0	1.0	1.0
STORES CLERK		1.0	1.0	1.0
VEHICLE SERVICE TECHNICIAN		3.0	3.0	3.0
INVENTORY CONTROL SPEC. I		1.0	1.0	1.0
COURIER/ACCOUNT CLERK II		<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
TOTAL		<u>18.0</u>	<u>18.0</u>	<u>18.0</u>

**CENTRAL SERVICES FUND
OPERATING BUDGET**

FUND 605

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
WORKING CAPITAL-BEGINNING	<u>\$ 133,545</u>	<u>\$ 110,536</u>	<u>\$ 129,836</u>	<u>\$ 131,101</u>	<u>\$ 139,401</u>
REVENUES:					
MAIL SERVICE	\$ 48,533	\$ 54,954	\$ 64,713	\$ 54,000	\$ 55,100
DUPLICATION	46,599	51,121	35,211	50,500	48,314
INTEREST EARNINGS	<u>643</u>	<u>409</u>	<u>480</u>	<u>300</u>	<u>612</u>
TOTAL REVENUE	<u>\$ 95,775</u>	<u>\$ 106,484</u>	<u>\$ 100,404</u>	<u>\$ 104,800</u>	<u>\$ 104,026</u>
EXPENSES:					
MAIL SERVICE	\$ 48,542	\$ 54,964	\$ 65,193	\$ 48,000	\$ 55,100
DUPLICATION	<u>70,242</u>	<u>30,955</u>	<u>35,208</u>	<u>48,500</u>	<u>52,348</u>
TOTAL EXPENSES	<u>\$ 118,784</u>	<u>\$ 85,919</u>	<u>\$ 100,401</u>	<u>\$ 96,500</u>	<u>\$ 107,448</u>
WORKING CAP. CHANGES NOT BUI	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
WORKING CAPITAL-ENDING	<u>\$ 110,536</u>	<u>\$ 131,101</u>	<u>\$ 129,839</u>	<u>\$ 139,401</u>	<u>\$ 135,979</u>

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

CENTRAL SERVICES FUND
OPERATING BUDGET

FUND 605

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	PROPOSED FY 17
OPERATIONS AND MAINTENANCE	\$ 83,096	\$ 85,919	\$ 100,401	\$ 96,500	\$ 87,604
CAPITAL	<u>35,688</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>19,844</u>
TOTAL EXPENSES	<u>\$ 118,784</u>	<u>\$ 85,919</u>	<u>\$ 100,401</u>	<u>\$ 96,500</u>	<u>\$ 107,448</u>

INFORMATION TECHNOLOGY BUDGET NARRATIVE

The Information Technology Division (IT) 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, IT 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.

Revenues

Information Technology is an internal support function with revenues of \$2,240,690 generated primarily by charges for service. The IT charges for each department/division are based on the previous calendar year's usage of PC and Network resources/support time, application & i5 resources/programmer 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.

Expenses

Information Technology's FY 2017 proposed budget is \$2,197,898. Overall, expenses are \$38,743 less than last year mostly due to a downward swing in both the O & M and capital technology replacement costs.

Capital

IT has proposed a capital budget of \$85,500 to upgrade the main City Hall file server, a daily backup server for both City Hall and PW-Belknap, a backup tape drive system for PW-Belknap, an Exchange Email server, the messaging/mobile application server for all public safety mobile systems, and the purchase of a new GPS Trimble unit.

INFORMATION TECHNOLOGY FUND
OPERATING BUDGET

FUND 620

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
WORKING CAPITAL-BEGINNING	<u>\$ 883,642</u>	<u>\$ 820,837</u>	<u>\$ 776,835</u>	<u>\$ 771,562</u>	<u>\$ 724,630</u>
REVENUES:					
CHARGE FOR SERVICES	\$ 2,082,044	\$ 2,137,223	\$ 2,181,539	\$ 2,181,539	\$ 2,236,241
INTEREST EARNINGS	3,305	2,939	2,897	2,000	4,449
OTHER	<u>326</u>	<u>31,478</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	<u>\$ 2,085,675</u>	<u>\$ 2,171,640</u>	<u>\$ 2,184,436</u>	<u>\$ 2,183,539</u>	<u>\$ 2,240,690</u>
EXPENSES:					
PERSONAL SERVICES	\$ 1,492,710	\$ 1,544,359	\$ 1,552,127	\$ 1,515,000	\$ 1,619,696
OPERATIONS & MAINTENANCE	409,654	395,880	517,514	550,000	492,702
CAPITAL	<u>283,796</u>	<u>213,530</u>	<u>167,000</u>	<u>140,000</u>	<u>85,500</u>
TOTAL EXPENSES	<u>\$ 2,186,160</u>	<u>\$ 2,153,769</u>	<u>\$ 2,236,641</u>	<u>\$ 2,205,000</u>	<u>\$ 2,197,898</u>
WORKING CAPITAL - ENDING	\$ 783,157	\$ 838,708	\$ 724,630	\$ 750,101	\$ 767,422
WORKING CAP. CHANGES NOT BUDGETED	37,680	(67,146)	-	-	-
LESS OPERATING RESERVE	<u>475,591</u>	<u>485,060</u>	<u>517,410</u>	<u>516,250</u>	<u>528,100</u>
WORKING CAPITAL-ENDING	<u>\$ 345,246</u>	<u>\$ 286,502</u>	<u>\$ 207,220</u>	<u>\$ 233,851</u>	<u>\$ 239,322</u>

INFORMATION TECHNOLOGY FUND
OPERATING BUDGET

FUND 620

STAFFING AUTHORIZATION

POSITION	ACTUAL FY14	ACTUAL FY15	BUDGET FY16	APPROVED FY 17
CHIEF INFORMATION OFFICER	1.0	1.0	1.0	1.0
APPLICATION DEVELOPER	3.0	3.0	3.0	3.0
OPERATION SUPPORT SPECIALIST	1.0	1.0	1.0	1.0
GIS SPECIALIST	1.0	1.0	1.0	1.0
GIS COORDINATOR	1.0	1.0	1.0	1.0
LAND MANAGEMENT COORDINATOR	1.0	1.0	1.0	1.0
SENIOR APPLICATION DEVELOPER	1.0	1.0	1.0	1.0
APPLICATION DEVELOPMENT MGR	1.0	1.0	1.0	1.0
SENIOR GIS TECHNICIAN	1.0	1.0	1.0	1.0
PUBLIC SAFETY TECH SUPPORT	1.0	1.0	1.0	1.0
P. C. SUPPORT SPECIALIST	2.0	2.0	2.0	2.0
NETWORK ADMINISTRATOR	1.0	1.0	1.0	1.0
ASST. NETWORK ADMINISTRATOR	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
GIS TECHNICIAN	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
TOTAL	<u>18.0</u>	<u>18.0</u>	<u>18.0</u>	<u>18.0</u>

CITY HEALTH BENEFITS BUDGET NARRATIVE

The City of Billings provides health, life, dental, and vision benefits to its employees. The City self-insures for health and dental benefits and purchases insurance to cover life and vision claims. A recommended reserve was omitted from the budget as it is established by the City's Health Plan consultant on a calendar year basis.

Revenues

In total, revenues show a decrease from the FY 16 budget of approximately \$161,000.

Expenses

Overall, expenses show an increase from the FY 16 budget of approximately \$1,200,000. This is due to the increasing cost of claims. Within the past five years, the Health Insurance Committee eliminated the most costly plan and selected one medical provider through a Request for Proposal process. In addition, the Plan had fewer large claims than in the past. These changes have significantly benefited the fund by keeping costs increasing at a slower rate than national averages.

The City continues to look for opportunities to manage increases in health care, including cost containment, cost sharing, and cost shifting, while providing quality health benefits.

Capital

None

**CITY HEALTH BENEFITS FUND
OPERATING BUDGET**

FUND 627

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
WORKING CAPITAL - BEGINNING	<u>\$ 2,762,379</u>	<u>\$ 5,215,432</u>	<u>\$ 6,126,832</u>	<u>\$ 6,671,121</u>	<u>\$ 5,675,679</u>
REVENUES:					
INVESTMENT EARNINGS	\$ 13,337	\$ 21,476	\$ 22,501	\$ 14,000	\$ 24,000
CHARGES FOR SERVICE:					
CITY CONTRIBUTION HEALTH	8,124,400	8,184,800	8,630,400	8,160,000	8,447,000
CITY CONTRIBUTION LIFE \$10,000	32,649	32,186	34,000	33,174	34,000
CITY CONTRIBUTION LIFE \$15,000	9,268	9,561	12,000	9,536	12,000
CITY CONTRIBUTION DENTAL	82,218	86,102	90,000	85,000	86,100
EMPLOYEE CONTRIBUTION LIFE	57,477	62,750	65,000	70,800	65,000
EMPLOYEE FLEX CONTRIB.	574,378	535,196	825,000	420,000	825,000
EMPLOYEE DENTAL CONTRIB	326,816	343,307	340,000	350,000	340,000
EMPLOYEE HEALTH CONTRIB.	1,161,500	1,145,654	1,200,000	1,107,000	1,200,000
RETIREE/COBRA CONTRIB	926,383	751,688	950,000	770,000	925,000
CLAIM OVERPAYMENTS	108,623	57,541	70,000	40,000	70,000
PRESCRIPTION DRUG REBATE	132,094	114,940	50,000	150,000	100,000
STOP LOSS REIMBURSEMENTS	-	15,277	200,000	15,000	200,000
OTHER	1,292	4,116	-	14,000	-
TOTAL REVENUE	<u>\$ 11,550,435</u>	<u>\$ 11,364,594</u>	<u>\$ 12,488,901</u>	<u>\$ 11,238,510</u>	<u>\$ 12,328,100</u>
EXPENSES:					
PERSONAL SERVICES:					
HEALTH CLAIMS	\$ 6,975,348	\$ 7,636,401	\$ 8,500,000	\$ 9,978,982	\$ 9,500,000
LIFE INSURANCE PREMIUMS	98,963	105,597	100,000	112,000	100,000
DENTAL CLAIMS	386,369	384,650	400,000	400,000	400,000
FLEX PLAN CLAIMS	574,363	535,196	825,000	420,000	825,000
HEALTH INCENTIVES	-	-	-	-	50,000
OPERATION AND MAINTENANCE:					
125K FLEX ADMIN. CHGS.	22,011	19,850	27,300	19,220	27,300
HEALTH/DENTAL ADMIN. CHGS.	246,079	281,440	305,000	285,000	314,150
SELECT CARE ADMIN. CHGS	3,329	-	-	-	-
STOP LOSS PREMIUM	531,984	531,768	630,000	544,000	658,350
H.S.A. ADMIN. FEES	6,177	7,690	8,000	8,750	8,000
WELLNESS EVENTS	4,366	10,276	10,000	10,500	10,000
CONSULTANT SERVICES	79,043	77,606	80,000	78,000	80,000
EMPLOYEE ASSIST. PROGRAM	31,855	45,103	88,200	50,500	200,000
CARE LINK SERVICES	40,869	40,201	65,000	45,000	65,000
AFFORDABLE CARE ACT FEE	-	108,864	140,000	115,000	140,000
COST ALLOCATION / OTHER	96,626	124,263	171,945	167,000	210,094
TOTAL EXPENSES	<u>\$ 9,097,382</u>	<u>\$ 9,908,905</u>	<u>\$ 11,350,445</u>	<u>\$ 12,233,952</u>	<u>\$ 12,587,894</u>
WORKING CAPITAL - ENDING	<u>\$ 5,215,432</u>	<u>\$ 6,671,121</u>	<u>\$ 7,265,288</u>	<u>\$ 5,675,679</u>	<u>\$ 5,415,885</u>

CENTRAL TELEPHONE SERVICES BUDGET NARRATIVE

The Central Telephone Service provides telecommunication support to the entire City organization. Under the direction of the Chief Information Officer, the Telecommunications Manager and the IT Administrative Secretary provide telephone, voice mail, call accounting, communications related procurement, cell phone, infrastructure support, and related financial accounting services for 8 telephone PBXs, 504 landline phones, 73 Centrex phone lines, and 405 Smartphones/cell phones/Push-to-Talk radio/phones.

Revenues

The Central Telephone Service is an internal support function with revenues of \$376,570 derived predominately from phone services, with additional revenue from Centrex lines and interest income. Revenues for the year exceed expenses because of payments made to the fund to repay capital investments made in prior years.

Expenditures

The proposed Central Telephone Service budget for 2017 operating costs is \$357,832. Overall expenses are less for FY 2017 due to savings in O & M and no proposed Capital expenses.

Capital

None

**CENTRAL TELEPHONE SERVICES FUND
OPERATING BUDGET**

FUND 606

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
WORKING CAPITAL-BEGINNING	<u>\$ 309,338</u>	<u>\$ 293,462</u>	<u>\$ 340,642</u>	<u>\$ 368,800</u>	<u>\$ 379,081</u>
REVENUES:					
CHARGE FOR SERVICES	\$ 367,326	\$ 355,579	\$ 372,201	\$ 372,201	\$ 374,703
STATE REIMBURSEMENTS	-	1,980	-	-	-
INTEREST EARNINGS	<u>798</u>	<u>1,185</u>	<u>1,447</u>	<u>750</u>	<u>1,867</u>
TOTAL REVENUE	<u>\$ 368,124</u>	<u>\$ 358,744</u>	<u>\$ 373,648</u>	<u>\$ 372,951</u>	<u>\$ 376,570</u>
EXPENSES:					
PERSONAL SERVICES	\$ 101,456	\$ 97,454	\$ 112,928	\$ 97,670	\$ 120,737
OPERATIONS & MAINTENANCE	184,325	173,034	238,904	250,000	236,645
CAPITAL	<u>77,286</u>	<u>9,347</u>	<u>18,000</u>	<u>15,000</u>	<u>-</u>
TOTAL EXPENSES	<u>\$ 363,067</u>	<u>\$ 279,835</u>	<u>\$ 369,832</u>	<u>\$ 362,670</u>	<u>\$ 357,382</u>
WORKING CAPITAL-ENDING	<u>\$ 314,395</u>	<u>\$ 372,371</u>	<u>\$ 344,458</u>	<u>\$ 379,081</u>	<u>\$ 398,269</u>
WORKING CAP. CHANGES NOT BUDGETED	1,929	18,069	-	-	-
LESS OPERATING RESERVE	<u>22,862</u>	<u>21,639</u>	<u>28,147</u>	<u>27,814</u>	<u>28,591</u>
AVAILABLE WORKING CAPITAL	<u>\$ 293,462</u>	<u>\$ 368,800</u>	<u>\$ 316,311</u>	<u>\$ 351,268</u>	<u>\$ 369,679</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	ACTUAL FY 16	BUDGET FY 16	APPROVED FY 17
TELECOMMUNICATIONS SYSTEM MANAGER	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
TOTAL	<u><u>1.0</u></u>	<u><u>1.0</u></u>	<u><u>1.0</u></u>	<u><u>1.0</u></u>	<u><u>1.0</u></u>

**RADIO COMMUNICATIONS FUND
OPERATING BUDGET**

FUND 607

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
WORKING CAPITAL-BEGINNING	<u>\$ 87,308</u>	<u>\$ 225,981</u>	<u>\$ 210,703</u>	<u>\$ 277,380</u>	<u>\$ 210,325</u>
REVENUES:					
CHARGES FOR SERVICE	\$ 582,487	\$ 263,522	\$ 249,411	\$ 251,945	\$ 275,158
TRANSFER FROM GENERAL FUND	30,000	-	-	-	-
SALE OF EQUIPMENT	-	-	-	-	-
INTEREST EARNINGS	2,142	1,149	1,050	1,000	1,867
OTHER	<u>-</u>	<u>13,310</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	<u>\$ 614,629</u>	<u>\$ 277,981</u>	<u>\$ 250,461</u>	<u>\$ 252,945</u>	<u>\$ 277,025</u>
EXPENSES					
OPERATIONS & MAINTENANCE	\$ 198,564	\$ 226,582	\$ 261,051	\$ 320,000	\$ 260,682
CAPITAL	<u>277,392</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENSES	<u>\$ 475,956</u>	<u>\$ 226,582</u>	<u>\$ 261,051</u>	<u>\$ 320,000</u>	<u>\$ 260,682</u>
WORKING CAPITAL-ENDING	<u>\$ 225,981</u>	<u>\$ 277,380</u>	<u>\$ 200,113</u>	<u>\$ 210,325</u>	<u>\$ 226,668</u>

RADIO COMMUNICATIONS FUND BUDGET NARRATIVE

The 800MHz Radio Systems budget is an internal service fund comprised of all City departments utilizing the 800 MHz system. User departments fund the operation and maintenance charges for the base system, and the oversight of the expenditure budget is maintained by Fire Department / 9-1-1 Center personnel.

Revenues

No significant changes.

Expenses

No significant changes.

Capital

None

**PROPERTY INSURANCE FUND
OPERATING BUDGET**

FUND 630

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
WORKING CAPITAL-BEGINNING	<u>\$ 2,208,452</u>	<u>\$ 960,784</u>	<u>\$ 1,153,734</u>	<u>\$ 2,135,774</u>	<u>\$ 1,837,366</u>
REVENUES:					
CHARGE FOR SERVICES	\$ 2,308,077	\$ 2,457,852	\$ 1,897,381	\$ 1,866,226	\$ 1,325,859
INTEREST EARNINGS	8,859	9,166	8,600	8,000	14,211
TRANSFERS FROM PUBLIC SAFETY FUND	120,000	120,000	120,000	120,000	120,000
OTHER	<u>170</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	<u>\$ 2,437,106</u>	<u>\$ 2,587,018</u>	<u>\$ 2,025,981</u>	<u>\$ 1,994,226</u>	<u>\$ 1,460,070</u>
EXPENSES:					
PERSONAL SERVICES	\$ 93,094	\$ 92,167	\$ 92,415	\$ 92,634	\$ 97,450
OPERATIONS & MAINTENANCE	2,700,210	1,649,967	2,203,620	2,200,000	2,012,532
INTERFUND TRANSFERS	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>100,000</u>
TOTAL EXPENSES	<u>\$ 2,793,304</u>	<u>\$ 1,742,134</u>	<u>\$ 2,296,035</u>	<u>\$ 2,292,634</u>	<u>\$ 2,209,982</u>
WORKING CAPITAL - ENDING	<u>\$ 1,852,254</u>	<u>\$ 1,805,668</u>	<u>\$ 883,680</u>	<u>\$ 1,837,366</u>	<u>\$ 1,087,454</u>
WORKING CAP. CHANGES NOT BUDGETED	2,387	887,589	-	-	-
LESS OPERATING RESERVE	<u>893,857</u>	<u>557,483</u>	<u>734,731</u>	<u>733,643</u>	<u>707,194</u>
AVAILABLE WORKING CAPITAL	<u>\$ 960,784</u>	<u>\$ 2,135,774</u>	<u>\$ 148,949</u>	<u>\$ 1,103,723</u>	<u>\$ 380,260</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
RISK/SAFETY OFFICER	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
TOTAL	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</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.

Revenues

Revenues decreased by approximately \$500,000 compared to FY 16 due to a decrease in Charge for Services.

Expenses

Expenses decreased approximately \$185,000 compared to FY 16 due to a decrease in the cost of liability insurance.

FACILITIES MANAGEMENT BUDGET NARRATIVE

Facilities Management is responsible for operating and maintaining City Hall and the Billings Operations Center (BOC). Facilities Management operates as an internal service provider by providing custodial, mechanical maintenance, specifications, assessments and development, and implementation of projects as well as consulting to Fire, Police, Parks, Parking, and other City departments as requested. This can include scoping and directing professional services needed for these areas. Facilities staff provides maintenance support for the Animal Shelter and Fire Stations and other project needs as necessary.

In the coming year, the Facilities Manager will continue as the project manager for numerous department projects, act as the City's ADA Coordinator, and as an energy conservation leader for the City. The Facilities Manager will be implementing the Facilities Master Plan and subsequent projects related to that effort, as well as completing supplemental projects for the continued improvement, upkeep, and updating of City owned or leased facilities.

Revenues

Facilities Management is an internal service fund and generates revenues by charging "rent" to customer departments. City Hall revenues in FY 17 are 523,591, while revenues at the BOC will be \$664,098. The debt service collected for the BOC is another \$532,056 annually.

Expenditures

Expenditures in the proposed FY 17 budget are \$1,698,993, of which City Hall expenses are \$457,721 and BOC expenses are \$1,081,790, which includes Debt Service of \$532,056. The greater expenses in FY 17 compared to FY 16 are primarily due to maintenance improvements and capital expenses described below.

Capital

Project work at the Billings Operations Center includes asphalt replacement and repair, exterior lighting upgrades for energy efficiency, roof drain and snow break improvements, and upgrading access control system components at the BOC and at City Hall.

Security improvements will be made at City Hall, which will include HR and Administration, IT, and the secure parking area. The maintenance priority at City Hall includes updating controls on the HVAC systems by changing from mechanical to digital components as they require replacement.

**FACILITIES MANAGEMENT FUND
OPERATING BUDGET**

FUND 650

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
WORKING CAPITAL-BEGINNING	<u>\$ 336,196</u>	<u>\$ 500,442</u>	<u>\$ 564,501</u>	<u>\$ 535,027</u>	<u>\$ 795,004</u>
REVENUES:					
CHARGE FOR SERVICES - ADMIN	\$ 21,048	\$ 24,780	\$ 22,602	\$ 22,600	\$ 25,849
CHARGE FOR SERVICES - CITY HALL	459,456	466,332	546,590	546,590	523,591
RENTS - BOC	616,368	672,276	585,190	583,210	664,098
GRANT INCOME	-	35,604	-	-	-
MISCELLANEOUS	47,102	819	-	102	-
INTEREST EARNINGS	3,257	2,617	2,239	1,600	4,100
TRANSFER IN	<u>532,056</u>	<u>480,199</u>	<u>475,874</u>	<u>475,875</u>	<u>532,057</u>
TOTAL REVENUE	<u>\$ 1,679,287</u>	<u>\$ 1,682,627</u>	<u>\$ 1,632,495</u>	<u>\$ 1,629,977</u>	<u>\$ 1,749,695</u>
EXPENSES:					
ADMINISTRATION	\$ 143,046	\$ 147,004	\$ 152,911	\$ 145,000	\$ 159,482
BOC	615,516	709,874	1,070,175	850,000	457,721
CITY HALL	<u>376,105</u>	<u>407,542</u>	<u>388,201</u>	<u>375,000</u>	<u>1,081,790</u>
TOTAL EXPENSES	<u>\$ 1,134,667</u>	<u>\$ 1,264,420</u>	<u>\$ 1,611,287</u>	<u>\$ 1,370,000</u>	<u>\$ 1,698,993</u>
WORKING CAP. CHANGES NOT BUDGETED	<u>(380,374)</u>	<u>(383,622)</u>	<u>-</u>	<u>-</u>	<u>-</u>
WORKING CAPITAL-ENDING	<u>\$ 500,442</u>	<u>\$ 535,027</u>	<u>\$ 585,709</u>	<u>\$ 795,004</u>	<u>\$ 845,706</u>
LESS OPERATING RESERVE	<u>90,773</u>	<u>101,154</u>	<u>128,903</u>	<u>109,600</u>	<u>135,919</u>
AVAILABLE WORKING CAPITAL	<u>\$ 409,669</u>	<u>\$ 433,873</u>	<u>\$ 456,806</u>	<u>\$ 685,404</u>	<u>\$ 709,787</u>

**FACILITIES MANAGEMENT FUND
OPERATING BUDGET**

FUND 650

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY16	ESTIMATE FY16	APPROVED FY17
EXPENSES:					
PERSONAL SERVICES	\$ 386,235	\$ 367,705	\$ 394,885	\$ 399,580	\$ 408,088
OPERATIONS AND MAINTENANCE	609,742	257,615	684,346	379,061	625,449
CAPITAL	43,907	107,044	-	59,303	133,400
DEBT SERVICE	<u>94,783</u>	<u>532,056</u>	<u>532,056</u>	<u>532,056</u>	<u>532,056</u>
TOTAL EXPENSES	<u>\$ 1,134,667</u>	<u>\$ 1,264,420</u>	<u>\$ 1,611,287</u>	<u>\$ 1,370,000</u>	<u>\$ 1,698,993</u>

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY16	APPROVED FY17
FACILITIES MANAGER	1.0	1.0	1.0	1.0
FACILITIES MAIN SUPPORT I	2.0	2.0	2.0	1.0
FACILITIES MAIN SUPPORT II	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>4.0</u>
TOTAL	<u>6.0</u>	<u>6.0</u>	<u>6.0</u>	<u>6.0</u>

PUBLIC WORKS ADMINISTRATION DEPARTMENT BUDGET NARRATIVE

The Administration Division's main function is to support the Public Works operational divisions by performing the following functions:

Personnel Administration	Rate & Fee Determination
Budget Preparation & Control	Financial Management
Public Relations	Planning & Organization
Safety & Training Coordination	Interdepartmental Coordination
Special Assessments	Complaint Management
Contract Payment & Administration	Information Management
Accounting Management	Internal Controls Compliance

Revenues

Revenues are derived from charges for services to the Public Works divisions per a cost allocation plan. Revenues for FY 2017 total \$1,215,686. This is a decrease of \$43,215 due to a decrease in charges for services to other Public Works divisions.

Expenses

Expenses for FY 2017 total \$1,256,065. This is a decrease of \$36,722 due to reallocating a position within Public Works funds.

Capital

None

**PUBLIC WORKS ADMINISTRATION
OPERATING BUDGET**

FUND 660

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
WORKING CAPITAL-BEGINNING	\$ 138,147	\$ 192,510	\$ 195,830	\$ 195,755	\$ 241,734
REVENUES:					
CHARGE FOR SERVICES	\$ 998,913	\$ 1,044,571	\$ 1,258,001	\$ 1,258,001	\$ 1,214,486
INTEREST EARNINGS	1,025	1,025	900	961	1,200
TOTAL REVENUE	\$ 999,938	\$ 1,045,596	\$ 1,258,901	\$ 1,258,962	\$ 1,215,686
EXPENSES:					
PERSONAL SERVICES	\$ 710,066	\$ 740,015	\$ 1,008,326	\$ 938,682	\$ 967,706
OPERATIONS & MAINTENANCE	235,295	278,354	284,461	274,301	288,359
CAPITAL	16,774	-	-	-	-
TOTAL EXPENSES	\$ 962,135	\$ 1,018,369	\$ 1,292,787	\$ 1,212,983	\$ 1,256,065
WORKING CAP. CHANGES NOT BUDGETED	16,560	(23,982)	-	-	-
WORKING CAPITAL-ENDING	\$ 192,510	\$ 195,755	\$ 161,944	\$ 241,734	\$ 201,355
LESS OPERATING RESERVE	75,629	81,470	103,423	97,039	100,485
AVAILABLE WORKING CAPITAL	\$ 116,881	\$ 114,285	\$ 58,521	\$ 144,695	\$ 100,870

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
DIRECTOR OF PUBLIC WORKS	1.0	1.0	1.0	1.0
DEPUTY DIRECTOR OF PUBLIC WORKS	2.0	2.0	2.0	1.0
PUBLIC WORKS FINANCIAL MGR	1.0	1.0	1.0	1.0
PUBLIC WORKS FINANCIAL ANALYST	-	-	1.0	1.0
SAFETY & TRAINING COORDINATOR	1.0	1.0	1.0	1.0
ACCOUNT CLERK II	-	-	1.0	1.0
ACCOUNTING SUPERVISOR	-	-	1.0	1.0
ADMINISTRATIVE SUPPORT I	-	-	1.0	1.0
ADMINISTRATIVE SUPPORT III	2.0	2.0	1.0	1.0
SENIOR ACCOUNT/PERMIT CLERK	1.0	1.0	1.0	1.0
TOTAL	8.0	8.0	11.0	10.0

In FY16, positions were moved from other Public Work Division to Public Works Administration

PUBLIC WORKS ENGINEERING BUDGET NARRATIVE

The Engineering Division is responsible for all street, sidewalk, storm drain, trails, building, water, and wastewater design, construction, and project management. Engineering administers a large portion of the City's Capital Improvement Program (CIP). The Engineering Division designs in-house about 40% of the CIP projects that it is responsible for and performs a project management function for the remaining CIP projects. Engineering is also responsible for:

Inspection of projects in City right-of way	Traffic engineering
Accessibility study review	Infrastructure review for subdivisions
Traffic control	Storm water management
Street light design and construction	CIP planning

The proposed FY 2017 budget is funded by permit fees and fees associated with SID's, CIP projects, and private contracts.

Revenues

Revenues for FY 2017 total \$2,679,552. This is an increase of \$68,323 from the FY 2016 budget due to an increase in charges for services for project management.

Expenses

The FY 2017 Engineering Division operating and maintenance expenditures budget of \$2,663,195 is an increase of \$136,856 over the FY 2016 budget. This increase is primarily due to filling an engineering staff position that has been held vacant for the past year.

Capital

The capital budget for FY 2017 totals \$98,400. The major capital items for FY 2017 include the replacement of trucks that were identified in the FY 2017 Equipment Replacement Plan, a replacement GPS Rover, and a large color printer identified in the FY 2017 Technology Replacement Plan.

**PUBLIC WORKS ENGINEERING
OPERATING BUDGET**

FUND 670

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
WORKING CAPITAL-BEGINNING	<u>\$ 820,041</u>	<u>\$ 811,089</u>	<u>\$ 959,895</u>	<u>\$ 992,180</u>	<u>\$ 660,825</u>
REVENUES:					
SPECIAL ASSESSMENTS	\$ 24,072	\$ 24,091	\$ 23,500	\$ 23,500	\$ 23,500
LICENSES & PERMITS	456,681	77,215	447,200	466,700	79,000
CHARGE FOR SERVICES	1,940,413	2,451,899	2,136,329	1,755,780	2,572,552
TRANSFERS IN	1,750	-	-	-	-
INVESTMENT EARNINGS	3,002	2,813	2,700	3,177	4,000
MISCELLANEOUS	29	39,390	1,500	3,220	500
	<u> </u>				
TOTAL REVENUE	<u>\$ 2,425,947</u>	<u>\$ 2,595,408</u>	<u>\$ 2,611,229</u>	<u>\$ 2,252,377</u>	<u>\$ 2,679,552</u>
EXPENSES:					
PERSONAL SERVICES	\$ 1,852,225	\$ 1,833,183	\$ 1,906,740	\$ 1,987,188	\$ 2,096,568
OPERATIONS & MAINTENANCE	579,163	538,805	619,599	589,044	566,627
CAPITAL	58,913	-	7,500	7,500	98,400
	<u> </u>				
TOTAL EXPENSES	<u>\$ 2,490,301</u>	<u>\$ 2,371,988</u>	<u>\$ 2,533,839</u>	<u>\$ 2,583,732</u>	<u>\$ 2,761,595</u>
WORKING CAP. CHANGES NOT BUDGETED	<u>55,402</u>	<u>(42,329)</u>	<u>-</u>	<u>-</u>	<u>-</u>
WORKING CAPITAL-ENDING	<u>\$ 811,089</u>	<u>\$ 992,180</u>	<u>\$ 1,037,285</u>	<u>\$ 660,825</u>	<u>\$ 578,782</u>
LESS OPERATING RESERVE	<u>243,139</u>	<u>237,199</u>	<u>252,634</u>	<u>257,623</u>	<u>266,320</u>
AVAILABLE WORKING CAPITAL	<u>\$ 567,950</u>	<u>\$ 754,981</u>	<u>\$ 784,651</u>	<u>\$ 403,202</u>	<u>\$ 312,463</u>

**PUBLIC WORKS ENGINEERING
OPERATING BUDGET**

POSITION	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	APPROVED FY 17
CITY ENGINEER	1.0	1.0	1.0	1.0
CITY TRAFFIC ENGINEER	1.0	1.0	1.0	1.0
ENGINEER II	6.0	6.0	7.0	6.0
ENGINEER I	4.0	4.0	2.0	2.0
ENGINEER III	-	-	-	1.0
PERMIT CLERK	1.0	1.0	1.0	1.0
SENIOR GIS TECH	1.0	1.0	1.0	-
ENGINEERING DATA SPECIALIST	-	-	-	1.0
ENGINEER INSPECTOR II	3.0	3.0	5.0	4.0
ENGINEERING INSPECTOR SUPERVISOR	1.0	1.0	1.0	1.0
SURVEYOR/CAD TECH	1.0	1.0	1.0	1.0
TRAFFIC TECHNICIAN	1.0	1.0	1.0	1.0
SENIOR ENGINEERING TECH	2.0	2.0	1.0	2.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
TOTAL	<u>23.0</u>	<u>23.0</u>	<u>23.0</u>	<u>23.0</u>

PERMANENT FUND

PERMANENT FUND

Permanent funds are used to account for resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that support the City's programs – that is, for the benefit of the government or its citizenry.

- The **Cemetery Perpetual Care Fund** accounts for private contributions to the cemetery.

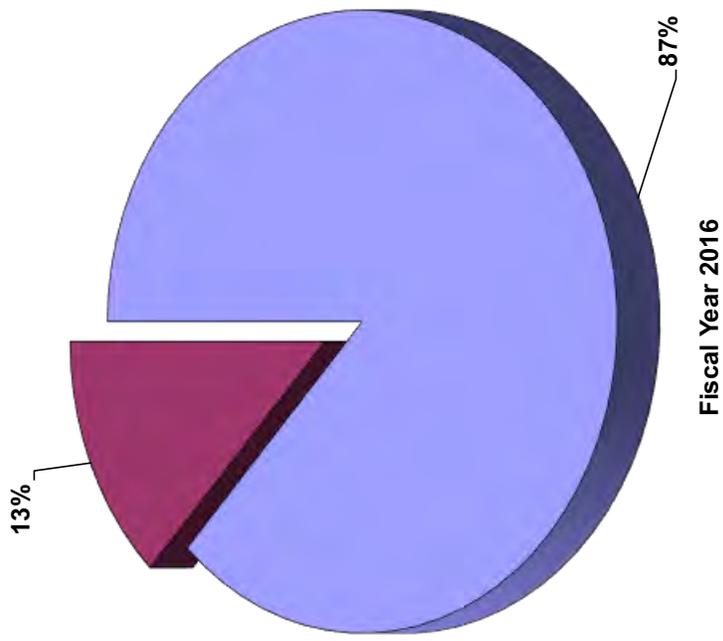
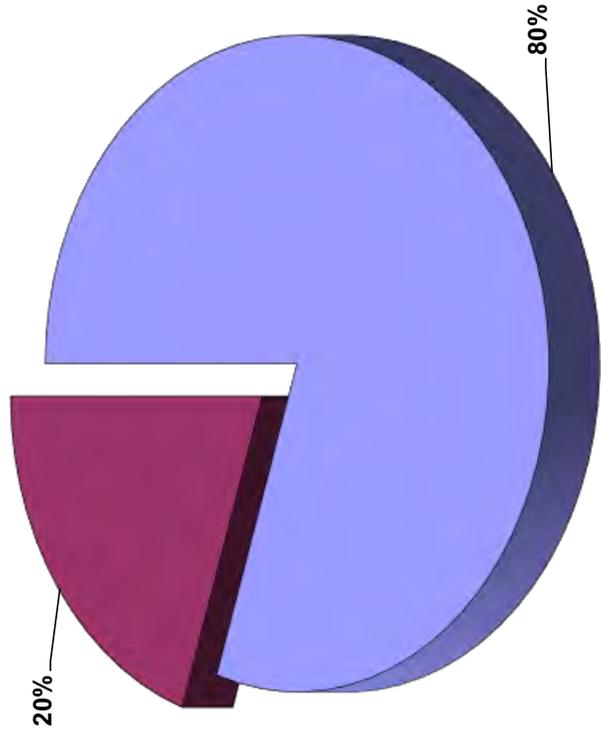
PERMANENT FUND
SUMMARY
OPERATING BUDGET
FY17

	CEMETERY PERPETUAL CARE	APPROVED BUDGET FY 17	APPROVED BUDGET FY 16	INCREASE (DECREASE)	ACTUAL FY 15
FUND BALANCE - BEGINNING	\$ 677,869	\$ 677,869	\$ 663,511	\$ 14,358	\$ 652,511
REVENUE:					
CHARGES FOR SERVICE INVESTMENT EARNINGS	\$ 12,300 3,045	\$ 12,300 3,045	\$ 12,300 1,830	\$ - 1,215	\$ 12,964 2,106
TOTAL REVENUE	\$ 15,345	\$ 15,345	\$ 14,130	\$ 1,215	\$ 15,070
EXPENDITURES:					
INTERFUND TRANSFERS	\$ 3,045	\$ 3,045	\$ 1,830	\$ 1,215	\$ 2,012
TOTAL EXPENDITURES	\$ 3,045	\$ 3,045	\$ 1,830	\$ 1,215	\$ 2,012
FUND BALANCE ENDING	\$ 690,169	\$ 690,169	\$ 675,811	\$ 14,358	\$ 665,569

Permanent Fund Summary of Revenues

	<u>FY 17</u>	<u>FY 16</u>
\$	12,300	\$ 12,300
	3,045	1,830
\$	<u>15,345</u>	<u>\$ 14,130</u>

■ CHARGES FOR SERVICE
■ INVESTMENT EARNINGS
 TOTAL



CEMETERY PERPETUAL CARE FUND
OPERATING BUDGET

FUNDS 701 & 703

	ACTUAL FY 14	ACTUAL FY 15	BUDGET FY 16	ESTIMATE FY 16	APPROVED FY 17
FUND BALANCE BEGINNING	\$ 636,975	\$ 652,511	\$ 663,511	\$ 665,569	\$ 677,869
REVENUE:					
PERPETUAL CARE FEES	\$ 15,536	\$ 12,964	\$ 12,300	\$ 12,300	\$ 12,300
INTEREST ON INVESTMENTS	2,331	2,106	1,830	1,000	3,045
TOTAL REVENUE	<u>\$ 17,867</u>	<u>\$ 15,070</u>	<u>\$ 14,130</u>	<u>\$ 13,300</u>	<u>\$ 15,345</u>
EXPENDITURES:					
TRANSFER-GENERAL FUND	\$ 2,331	\$ 2,012	\$ 1,830	\$ 1,000	\$ 3,045
TOTAL EXPENDITURES	<u>\$ 2,331</u>	<u>\$ 2,012</u>	<u>\$ 1,830</u>	<u>\$ 1,000</u>	<u>\$ 3,045</u>
FUND BALANCE ENDING	\$ 652,511	\$ 665,569	\$ 675,811	\$ 677,869	\$ 690,169
LESS:					
NONSPENDABLE	652,511	665,569	675,811	677,869	690,169
RESTRICTED	-	-	-	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

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 income generated from investments is transferred into the General Fund to be used for care of the cemetery.

B.I.D.'S

BUSINESS IMPROVEMENT DISTRICTS

- The Downtown Business Improvement District (DBID) 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 is publicly-sanctioned, assessment financed, and property owner managed. The DBID narrative and budget are provided to the City by the Downtown Billings Partnership.
- The Tourism Business Improvement District's (TBID) purpose is to market the Billings region as a preferred travel destination. Visitors to lodging facilities are assessed a nightly fee to fund the District. The TBID narrative and budget are provided to the City by the Billings Chamber of Commerce.

Billings Business Improvement District #001

Billings Downtown
Starts here.

Work Plan FY 2017

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.

BUSINESS STRUCTURE

The BID operates certain revitalization, maintenance, safety, outreach, and hospitality functions under the corporate entity known as the 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 band together to use the city's tax collection powers to "assess" themselves. These funds are collected by the city and returned in their entirety to the BID and are used for purchasing supplemental services (e.g. maintenance, sanitation, safety, hospitality, events, and outreach) and improvements (landscape, street furniture, etc.) beyond those services and improvements provided by the city. The Billings BID is publicly-sanctioned, assessment -financed, and property owner managed.

KEY STAFF

The BID is managed by the BID Board of Directors via the BID Executive Director and includes the following staff:

- Director of Operations - full time
- 2 Billings Police Department Downtown Resource Officers
- Resource Outreach Coordinator, partial funding through Spare Change for Real Change
- 4 Ambassadors – full, part time
- Additional seasonal staff as required

PRODUCTS & SERVICE

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
- Graffiti removal, street level

SAFE PROGRAM

- Expanded Safety BID
- Cooperative Safety Program, Downtown Resource Officers
- Resource Outreach Coordinator
- Crime Watch for Business

LANDSCAPE/BEAUTIFICATION/PLANTER MAINTENANCE

KIT OF PARTS

- Street Furniture, Maintenance, Power Washing
- Event/Staging

HOSPITALITY

- Info Bike
- Loan A Bike

OUTREACH

- Spare Change for Real Change
- Purple 5K/Bike Race
- Community Innovations

CONTACT SERVICES

Service Park Maintenance Districts as per contract with the City of Billings

Any other lawful activity deemed necessary by the Board of Directors.

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

Business Improvement District
Budget

		Final Budget	Final Budget	Final Budget	Final Budget	Final Budget	Final Budget	Final Budget
		FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	
Revenue								
Property Assessments	as per assmt formula	\$ 264,104.00	\$ 271,000.00	\$291,370.00	\$287,160.00	\$292,030.00	\$320,000.00	
Other Income	variable	\$ 57,200.00	\$ 61,500.00	\$66,300.00	\$56,300.00	\$62,300.00	\$61,000.00	
DBP Assistance	discontinued	\$ 25,000.00	\$ 25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$35,000.00	
Investment Income	variable	\$ 2,406.00	\$ 1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$750.00	
	Delinquent Assmts	\$ (26,410.40)	\$ (27,100.00)	\$ (29,137.00)	\$ (28,716.00)	-\$14,601.50	-\$16,000.00	
	Total Revenue	\$ 322,300.00	\$ 331,400.00	\$ 344,533.00	\$340,744.00	\$365,728.50	\$400,750.00	
	Subtotal w/o Other	\$ 265,099.60	\$ 269,900.00	\$ 288,233.00	\$ 284,444.00	\$303,428.50	\$339,750.00	
Expenses								
BID Staffing		\$ 145,800.00	\$ 134,600.00	\$ 131,148.00	\$ 136,244.01	\$151,080.00	\$152,750.00	
Capital Equipment/Equipment O&M		\$ 10,750.00	\$ 8,700.00	\$ 23,700.00	\$ 18,100.00	\$13,500.00	\$15,599.00	
Special Projects		\$ 117,500.00	\$ 140,250.00	\$ 138,750.00	\$ 138,750.00	\$144,839.50	\$173,000.00	
Overhead		\$ 31,750.00	\$ 31,750.00	\$ 34,035.00	\$ 30,650.00	\$38,150.00	\$59,400.00	
Occupancy (rent, phone, internet, janitorial)		\$ 16,500.00	\$ 16,100.00	\$ 16,900.00	\$ 17,000.00	\$18,159.00	\$20,000.00	
	Total Expense	\$ 322,300.00	\$ 331,400.00	\$ 344,533.00	\$ 340,744.01	\$365,728.50	\$420,749.00	



EXECUTIVE SUMMARY

Tourism is woven into the fabric of Billings, Montana's Trailhead. The city is set in the heart of the region and on the outskirts of natural and historic wonders. As a destination, the community is vital to eastern Montana and northern Wyoming rural residents for essentials and entertainment, but Billings is also on the maps and the bucket lists of worldwide travelers. However, tourism, as an industry, is much more than just inspiring people to stop in Billings and accommodating their stay.

Travel promotion is a wise, strategic investment for Billings. It kicks off the Virtuous Cycle (U.S. Travel Association). This cycle begins with travel marketing and leads to increased visitation, greater traveler spending in local businesses and faster job creation; all of which far surpass the initial marketing investment from a Destination Management Organization or DMO, like Visit Billings.

In Yellowstone County, non-Montana residents spent \$397 million dollars in 2014 (source: Institute for Tourism and Recreation Research). The area is third on the list behind Flathead and Gallatin Counties. The Virtuous Cycle sums it up well when focusing on Yellowstone County: Visit Billings strategic travel marketing and

promotion - leads to increased visitor trips. Increased visitor trips equate to local economic growth due to visitor expenditures and then workforce expansion. Therefore, travel promotion for Billings directly impacts the local economy, business development, strengthens the quality of life for residents, assists with community revitalization like the Yellowstone Kelly Interpretive Site and, in many ways, helps build a competitive edge over other destinations.

In today's highly competitive travel market, states and cities that maintain, or even increase funding, for travel promotion programs, seize market share, while those that cut programs suffer immediate revenue shortfalls and other negative economic consequences.

The economic benefit of travel to Billings is clear.

In fiscal year 2017, Visit Billings strategies will work to foster the tourism industry. The Official Visit Billings Marketing Plan and Budget document acts as a roadmap for the year ahead. It will help align leadership, stakeholders, team members, and the community for the benefit of the industry and economy.

2016-17 STRATEGIC GOALS

GROW VISITATION AT MONTANA'S TRAILHEAD

The Marketing Plan supports goals laid out in the Montana Office of Tourism and Business Development's Strategic Plan 2013-17.

GOAL #1

FOSTER VISITOR GROWTH AT MONTANA'S TRAILHEAD

Visit Billings, as a tourism bureau, promotes Billings as a travel product. The Visit Billings team assists the destination and stakeholders (Billings and Yellowstone County Lodging partners) by using strategic marketing campaigns, deliberate activities, tourism leads, sales missions, familiarization tours, and other regional, domestic and international promotional efforts to increase visitation to the city and county. Full hotels equate to full restaurants, retail outlets and community attractions.

GOAL #2

SUPPORT AIRPORT PROGRESSION

A proven strength for Billings and the surrounding region is Logan Airport. Numerous flights per day serving several major hubs including Salt Lake City, Denver and Minneapolis/St. Paul, help grow visitation at Montana's Trailhead and sustain a strong business climate. In FY17, Visit Billings will continue to partner with community leaders and partners to foster airport progression. From air service, capacity, fares, efficiency and overall experience, Visit Billings will support City of Billings and Logan Airport officials in their efforts to strengthen the facility and relationships with major carriers.

The Fly Billings highly targeted marketing campaigns will continue in FY17. These campaigns encourage residents outside of Billings, with multiple options to fly out of Wyoming or other Montana airports, to utilize Logan. Potential travelers are enticed by Stay and Fly programs at Billings' hotels, which offer economical rates, secured parking and airport shuttles.

The Billings Tourism Business Improvement District (BTBID) Board of Directors will take part in community efforts to explore funding options for air service subsidies and grant prospects for future growth together with the Chamber of Commerce Board of Directors and other community partners.

GOAL #3

INCREASE LEISURE VISITATION WITH A VALUE SEASON EMPHASIS

From the regional resident to the international traveler, Billings is an attractive destination. Local amenities and gateway access to national attractions help strengthen the destination's brand. The overall leisure marketing strategy is to increase year round 'leisure' visitation. In order to do so, efforts will focus on innovative marketing mediums to reach new and/or existing travelers while supporting their decision to choose Billings as their next vacation destination.

October-April marks "value season" in Billings, when tourism traffic and business slows due to weather, a lack of access to Yellowstone National Park (Beartooth Highway access to the northeast entrance of Yellowstone stops since the scenic byway isn't plowed/maintained except for high season) and limited use of more seasonal or regional attractions. Efforts will be made to highlight the destination during the "value season" to niche markets including competitive running events, concerts, cultural opportunities, winter outdoor enthusiasts and more. Discussions will take place to create a reason to visit Billings in the shoulder season, including but not limited to a Restaurant Week and a Craft Beer Festival.

Summer months or 'high season' propose greater opportunities to attract visitors, but concentrated marketing efforts in the fall, winter and spring - highlighting a combination of desirable rates and quieter attractions, supports the true mission of Visit Billings by generating room nights for lodging facilities year round.

GOAL #4

POSITION BILLINGS AS A SPORTS EVENTS DESTINATION

Billings is the trailhead to trophy celebrations for youth, high school, collegiate and amateur sporting events. Strong facility offerings combined with more than 5,000 sleeping rooms, hundreds of restaurants and plenty to do outside of a tournament bracket, helps make Billings a competitive sports destination.

As the sports travel segment continues to grow in Billings, it's necessary for the community and Visit Billings as a DMO, to have a better understanding of the opportunities that would be available to recruit new, and expand existing, sporting events, if proper facilities were available. Visit Billings will work with community partners and sports industry experts to look at executing a sports facility feasibility study to better position Billings as a sports event hub.

Visit Billings staff will continue to work with local organizers for travel and youth events and also athletic directors on the high school and collegiate levels to mine future opportunities. Simultaneously, Billings is evolving into a highly attractive road race destination. Established races like the Montana Women's Run, Heart and Sole Race and Montana Marathon together with new events like the 406 Duathlon Challenge, Warrior Run and Tuff Stuff, help get visitors excited about the opportunities that await them at Montana's Trailhead where you can compete and celebrate!

**“DO WHAT YOU DO SO WELL THAT
THEY WILL WANT TO SEE IT AGAIN
AND BRING THEIR FRIENDS.”**

- Walt Disney

GOAL #5

THE VISITOR EXPERIENCE

A quality visitor experience will directly impact the future of tourism at Montana's Trailhead. According to ITRR, 76% of Montana travelers are repeat visitors. This means they enjoyed their prior trip so much, they came back. For the Visit Billings team, success is a visitor whom leaves town looking at Billings in his/her rearview mirror and can't wait for the next trip. How frontline employees and Billings residents in general, treat a visitor, directly impacts that person's desire to return. Also, with today's technical offerings via social media, a positive experience can directly impact perception as one shares experiences with friends, family members and colleagues; all potential visitors whom may choose to make Billings part of a future itinerary.

Through the well-established Trailhead Tourism Ambassador (TTA) program, tourism partners are offered the opportunity to take part in training that will allow them to learn more about Billings as a destination. By being exposed to tourism attractions and learning about the importance of treating visitors well, tourism promoters can positively impact the visitor experience and help grow the industry.

Additionally, meeting, convention and sports events servicing is a major component to help build a positive visitor experience. Staff will work together with planners to assist with components of convention execution via registration assistance, pre and post event touring

support, attendance building and transportation assistance. Ultimately, making sure event organizers realize we are here to ensure their event is successful, when hosted in Billings, will help grow visitation and destination loyalty.

GOAL #6

THE INTERNATIONAL MARKETPLACE

According to the U.S. Travel Association, in an effort to make the U.S. more competitive in attracting high-value international travelers to America, Congress approved, with overwhelming bipartisan support in 2010, the first-ever public-private partnership to promote America as a destination to travelers around the world. Doing business as Brand USA, the success of the program led Congress to reauthorize it in 2014 with a five-year extension. In the program's early stages, Brand USA's economic impact in attracting international visitors has been wildly successful.

Top leisure activities for overseas visitors: (1) shopping, (2) sightseeing; (3) fine dining; (4) national parks/monuments and (5) amusement/theme parks.

As a destination, Billings aligns well with the goals of the international visitor with plans to experience the west and Montana. Strategies will include partnering with Brand USA, Rocky Mountain International (RMI), and the Montana Office of Tourism and Business Development (MOTBD) to help research and grow promotional programs aimed at accommodating the international traveler.

GOAL #7

MEETING AND CONVENTION RECRUITMENT

In Billings, nearly one quarter of the tourism industry is represented in state, regional and national meeting and convention attendance (Randall Travel Research, 2010). Targeted sales strategies for small market and large city-wide events will secure business in this segment. In the face of competition, Billings continues to grow this market. Sales efforts to accommodate group meetings of 400 or fewer attendees or major city-wide conventions like the Gold Wing Road Riders Association Wing Ding 38 that attract thousands of people, will be the center of meeting and convention recruitment and sales missions in FY17. Growing an account base is a major priority for Billings as a destination. Working with the city's six (6) primary convention properties, sales efforts will result in more site visits to Billings, more sales proposals and ultimately, increased bookings to fulfill the Visit Billings mission and grow this segment in partnership with all stakeholders and tourism partners.

TOURISM BUSINESS IMPROVEMENT DISTRICT BUDGET (TBID)

REVENUES TOTAL	\$1,803,000
Collections	\$1,733,000
Carryover	\$70,000
MARKETING TOTAL	\$1,377,906
Advertising	\$625,656
Opportunity	\$325,500
Printed & Digital Materials	\$101,000
Sales	\$138,000
Meetings/Convention Recruitment	\$52,500
Publicity	\$50,250
Website	\$25,900
Film	\$1,000
Visitor Center	\$16,100
ADMINISTRATIVE TOTAL	\$440,094

TBID TOTAL EXPENSES	\$1,803,000
Reserves Total as of June 30, 2016	\$175,000
Contract Commitments as of June 30, 2016	\$75,000



CAPITAL IMPROVEMENT PLAN

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS					TOTALS
			7/01/16 - 6/30/17 FY '17	7/01/17 - 6/30/18 FY '18	7/01/18 - 6/30/19 FY '19	7/01/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21	
BIL-029	Runway 10R Extension and Widening	<p>Project will add 1000 feet of runway to the west and relocate the east end threshold to the west by 1000 feet so that more developable space can be opened up in the airfield.</p> <p><i>Note: The Airport is currently in the process of acquiring land. The project is expected to be designed and constructed in FY 2017. Staff will bring a budget change request forward to Council for action in FY 2017 moving the design costs from FY16 of \$150,000 to FY17 and adding funding for construction.</i></p>	\$0	\$0	\$0	\$0	\$0	\$0
Approved Total			\$0	\$0	\$0	\$0	\$0	\$0
BIL-006	West GA Area New Taxi Lane	Expand the West GA area with new North/South Taxi Lane for additional hangar sites.	\$400,000	\$0	\$0	\$0	\$0	\$400,000
Approved Total			\$400,000	\$0	\$0	\$0	\$0	\$400,000
BIL-no#	Deicing Fluid Collection System	The past two winters had significant cold and snow resulting in more aircraft deicing. Runoff from the aircraft ramp areas east of the Terminal, has had a higher concentration of aircraft deicing fluid reaching the airport's storm water detention ponds. This project would identify ways to capture the deicing fluid so that the remaining storm water out flows meet environmental requirements.	\$0	\$0	\$0	\$0	\$2,200,000	\$2,200,000
Approved Total			\$0	\$0	\$0	\$0	\$2,200,000	\$2,200,000

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS					FY17-21 FUND TOTALS	
			7/01/16 - 6/30/17 FY '17	7/01/17 - 6/30/18 FY '18	7/01/18 - 6/30/19 FY '19	7/01/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21		
	Storm Water Drainage System Improvements for the West End of Airport	With the growth and development of the Airport's west end, Storm water improvements will need to be made to accommodate the water flows from hard surfaces such as parking lots.							
	FAA Grant		\$0	\$0	\$0	\$500,000	\$0	\$500,000	
			\$0	\$0	\$0	\$500,000	\$0	\$500,000	
			Approved Total						
	West End GA Area Parking Apron	As the development and growth of the west end of the Airport takes place, additional apron space will be needed to accommodate aircraft parking.							
	FAA Grant		\$0	\$0	\$0	\$0	\$522,000	\$522,000	
			\$0	\$0	\$0	\$0	\$522,000	\$522,000	
			Approved Total						
	Repave Rintop Drive / Business Park Road	This 1.3 miles of road connects Highway 3 with the Airport Business Park. Rintop Drive was last resurfaced in 1995.							
	Airport User Fee		\$0	\$0	\$0	\$0	\$1,500,000	\$1,500,000	
			\$0	\$0	\$0	\$0	\$1,500,000	\$1,500,000	
			Approved Total						
	Rehab Taxiway A West End	This project replaces the taxiway surface that was put in place in 1999. This is the last section of Taxiway 'A' that has not been replaced.							
	FAA Grant		\$0	\$0	\$2,222,000	\$0	\$0	\$2,222,000	
			\$0	\$0	\$2,222,000	\$0	\$0	\$2,222,000	
			Approved Total						
	Rehab Taxiway B-North	This project replaces the 20 year old asphalt on Taxiway B-North, which serves the ramp area and hangars at the Airport Business Park.							
	FAA Grant		\$0	\$0	\$0	\$2,777,000	\$0	\$2,777,000	
			\$0	\$0	\$0	\$2,777,000	\$0	\$2,777,000	
			Approved Total						

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS					TOTALS
			FY '17	FY '18	FY '19	FY '20	FY '21	
	Runway 10R Extension - Land Purchase	In order to extend Runway 10R to the west by 1000 feet, additional land will need to be acquired just west of the Airport. <i>Note: The Airport is currently in the process of acquiring land. The project is expected to be designed and constructed in FY 2017. Staff will bring a budget change request forward to Council for action in FY 2017 moving the design costs from FY16 of \$150,000 to FY17 and adding funding for construction.</i>	\$0	\$0	\$0	\$0	\$0	\$0
	FAA Grant		\$0	\$0	\$0	\$0	\$0	\$0
			Approved Total					\$0
	Water/Sewer Extension for General Aviation Area	Since sewer was extended to the Car Rental QTA facility just west of the General Aviation Area, a number of requests have been fielded regarding sewer being brought into the GA hangar area.	\$400,000	\$0	\$0	\$0	\$0	\$400,000
	Airport User Fee		\$400,000	\$0	\$0	\$0	\$0	\$400,000
			Approved Total					\$400,000
	Parking Garage Planning and Design	Preliminary planning and design work for the placement, funding and construction of a parking structure at the Airport in the future.	\$0	\$0	\$500,000	\$0	\$0	\$500,000
	Airport User Fee		\$0	\$0	\$500,000	\$0	\$0	\$500,000
			Approved Total					\$500,000

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/01/16 - 6/30/17 FY '17	7/01/17 - 6/30/18 FY '18	7/01/18 - 6/30/19 FY '19	7/01/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21	FY17-21 FUND TOTALS
	Replace Concourse Exterior Skin and Insulation	The replacement of the nearly 40 year old concourse exterior skin and insulation upgrade. PROJECT TO BE INCLUDED IN TERMINAL EXPANSION.		\$0	\$0	\$0	\$0	\$0	\$0
	Airport User Fee		Approved	\$0	\$0	\$0	\$0	\$0	\$0
			Total	\$0	\$0	\$0	\$0	\$0	\$0
	Operations Equipment Cold Storage Building	Construction of a cold storage building to house out of season equipment, such as mowing and other seasonal equipment not used during the winter.		\$0	\$0	\$0	\$500,000	\$0	\$500,000
	Airport User Fee		Approved	\$0	\$0	\$0	\$500,000	\$0	\$500,000
			Total	\$0	\$0	\$0	\$500,000	\$0	\$500,000
	Replace Terminal Roof - Atrium Area	20+year old roof needs to be replaced on terminal atrium area behind ticketing.		\$0	\$155,000	\$0	\$0	\$0	\$155,000
	Airport User Fee		Approved	\$0	\$155,000	\$0	\$0	\$0	\$155,000
			Total	\$0	\$155,000	\$0	\$0	\$0	\$155,000
	Exit Lane Technology	Congress recently mandated that the TSA continue to man the exit lanes at America's Airports. Staff believes that this topic will be resurrected in the future and where exit lanes are not near screening areas, may be given back to airports to man. Staff would use technology to fulfill this task. Pay back would be 5 years or less.		\$0	\$0	\$0	\$0	\$500,000	\$500,000
	Passenger Facility Charge		Approved	\$0	\$0	\$0	\$0	\$500,000	\$500,000
			Total	\$0	\$0	\$0	\$0	\$500,000	\$500,000

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS					FY17-21 FUND TOTALS
			7/01/16 - 6/30/17 FY '17	7/01/17 - 6/30/18 FY '18	7/01/18 - 6/30/19 FY '19	7/01/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21	
	Expand Deli	Due to Security Screening, most travelers prefer to go thru screening before getting a drink or food. The Concourse Deli would benefit from an expansion, resulting in higher revenues. PROJECT TO BE INCLUDED IN TERMINAL EXPANSION PROJECT.						
	Airport User Fee		\$0	\$0	\$0	\$0	\$0	\$0
Approved Total			\$0	\$0	\$0	\$0	\$0	\$0
	Expand Holdroom for Gate A1	The Holdroom for Gate A1 is regularly too small for the number of passengers waiting to board an aircraft. Project would expand size of this area. WILL BE INCLUDED IN THE TERMINAL EXPANSION PROJECT.						
	Passenger Facility Charge		\$0	\$0	\$0	\$0	\$0	\$0
Approved Total			\$0	\$0	\$0	\$0	\$0	\$0
	Redo or Move Gift Shop	In order to accommodate the expansion of the Holdroom for Gate A1, the gift shop would also be impacted. Project would reconfigure or move the Airport's Gift Shop. WILL BE INCLUDED IN TERMINAL EXPANSION PROJECT.						
	Airport User Fee		\$0	\$0	\$0	\$0	\$0	\$0
Approved Total			\$0	\$0	\$0	\$0	\$0	\$0
	Relocate Elevator in Screening Lobby	Project would relocate Screening Lobby elevator next to escalator for easier access. WILL BE INCLUDED IN TERMINAL EXPANSION PROJECT.						
	Airport User Fee		\$0	\$0	\$0	\$0	\$0	\$0
Approved Total			\$0	\$0	\$0	\$0	\$0	\$0

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/01/16 - 6/30/17 FY '17	7/01/17 - 6/30/18 FY '18	7/01/18 - 6/30/19 FY '19	7/01/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21	FY17-21 FUND TOTALS
	10R Extension AGIS / Design Fees	<p>Project would fund the design for the extension of 10R to the west.</p> <p><i>Note: The Airport is currently in the process of acquiring land. The project is expected to be designed and constructed in FY 2017. Staff will bring a budget change request forward to Council for action in FY 2017 moving the design costs from FT16 of \$150,000 to FY17 and adding funding for construction.</i></p>		\$0	\$0	\$0	\$0	\$0	\$0
	FAA Grant			\$0	\$0	\$0	\$0	\$0	\$0
Approved Total				\$0	\$0	\$0	\$0	\$0	\$0
	Pavement Condition Index Survey	Every 3 years the Airport must perform this pavement survey for the FAA to evaluate the condition of all airfield pavements.		\$0	\$0	\$77,000	\$0	\$0	\$77,000
	FAA Grant			\$0	\$0	\$77,000	\$0	\$0	\$77,000
Approved Total				\$0	\$0	\$77,000	\$0	\$0	\$77,000
	Public Ramp - Northside Expansion - Phase II	This project would remove the existing cold war hangars and build an expanded ramp area large enough to accommodate the local and itinerant aircraft traffic on the northside of the airport.		\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000
	FAA Grant			\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000
Approved Total				\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000
	Remodel Baggage Claim Restrooms	Update of Finishes for this Restroom.		\$0	\$60,000	\$0	\$0	\$0	\$60,000
	Airport User Fee			\$0	\$60,000	\$0	\$0	\$0	\$60,000
Approved Total				\$0	\$60,000	\$0	\$0	\$0	\$60,000

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS					TOTALS
			FY '17	FY '18	FY '19	FY '20	FY '21	
	Sidewalk Replacement Front of Terminal	Project would replace all bad section of concrete in front of Terminal and sidewalk leading to Terminal.						
	Airport User Fee		\$0	\$0	\$0	\$100,000	\$0	\$100,000
		Approved Total	\$0	\$0	\$0	\$100,000	\$0	\$100,000
	Concrete Ramp Joint Sealing	Project would seal all joints and cracks on the aircraft ramps to prolong the life of the concrete.						
	Airport User Fee		\$50,000	\$0	\$0	\$0	\$0	\$50,000
		Approved Total	\$50,000	\$0	\$0	\$0	\$0	\$50,000
	Repave AFM/ARFF Ops Center Staging	Project would remove and replace all of the asphalt surface area just East of the Operations Building which the staging area for emergencies.						
	FAA Grant		\$0	\$0	\$1,100,000	\$0	\$0	\$1,100,000
		Approved Total	\$0	\$0	\$1,100,000	\$0	\$0	\$1,100,000
	Terminal Building Expansion Design	This is for the design of the Terminal Building expansion project to enhance customer services and to update the Terminal building.						
	FAA Grant		\$4,000,000	\$0	\$0	\$0	\$0	\$4,000,000
		Approved Total	\$4,000,000	\$0	\$0	\$0	\$0	\$4,000,000
	Terminal Building Expansion Construction	Project would relocate and enlarge the screening area, the holdroom areas, the concession areas and the restrooms. Project will also add more open spaces and windows for a more open feel.						
	Airport User Fee		\$0	\$45,000,000	\$0	\$0	\$0	\$45,000,000
		Approved Total	\$0	\$45,000,000	\$0	\$0	\$0	\$45,000,000

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS					TOTALS
			FY '17	FY '18	FY '19	FY '20	FY '21	
	Install Passenger Loading Bridge	In order to start the staging process for the larger Terminal expansion project, a new loading bridge will be installed at Gate A2.						
	Passenger Facility Charge		\$700,000	\$0	\$0	\$0	\$0	\$700,000
		Approved Total	\$700,000	\$0	\$0	\$0	\$0	\$700,000
	Fuel Farm Service Road Rehab	Project removes and replaces the asphalt on the Fuel Farm Service road.						
	FAA Grant		\$0	\$0	\$225,000	\$0	\$0	\$225,000
		Approved Total	\$0	\$0	\$225,000	\$0	\$0	\$225,000
	Old East Taxilane - Rehab	Project replaces the older asphalt sections of the Taxilane that are beginning to unravel/fall apart.						
	FAA Grant		\$0	\$330,000	\$0	\$0	\$0	\$330,000
		Approved Total	\$0	\$330,000	\$0	\$0	\$0	\$330,000
	West Air Carrier Ramp Rehab	This project would remove and replace the 30 year old section of air carrier ramp north of the Terminal Building. Surface is showing spalling and cracks which will start to unravel and cause FOD which is dangerous for aircraft engines.						
	FAA Grant		\$0	\$1,111,000	\$0	\$0	\$0	\$1,111,000
		Approved Total	\$0	\$1,111,000	\$0	\$0	\$0	\$1,111,000
	Remove Bag Claim Roof Fire Coating	The existing roof fire coating must be removed prior to the removal and reinstallation of the roofing material above to prevent it from coming loose during the roofing project and falling to the floor below where it could injure passengers.						
	Airport User Fee		\$50,000	\$0	\$0	\$0	\$0	\$50,000
		Approved Total	\$50,000	\$0	\$0	\$0	\$0	\$50,000

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/01/16 - 6/30/17 FY '17	7/01/17 - 6/30/18 FY '18	7/01/18 - 6/30/19 FY '19	7/01/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21	FY17-21 FUND TOTALS
----------------	-------	-------------------	--------------	-----------------------------	-----------------------------	-----------------------------	-----------------------------	----------------------------	---------------------

	Replace Bag Claim Roofing/Fire Coating Replaces the rubber membrane roofing material on the majority of the baggage claim roof.			\$150,000	\$0	\$0	\$0	\$0	\$150,000
	Airport User Fee			\$150,000	\$0	\$0	\$0	\$0	\$150,000
	Approved Total			\$150,000	\$0	\$0	\$0	\$0	\$150,000

	Replacement Ceiling Tiles Damaged from Fire Coating Removal Project The existing roof fire coating must be removed prior to the removal and reinstallation of the roofing material above to prevent it from coming loose during the roofing projects. It is anticipated many of the ceiling tiles will be damaged during this process.			\$50,000	\$0	\$0	\$0	\$0	\$50,000
	Airport User Fee			\$50,000	\$0	\$0	\$0	\$0	\$50,000
	Approved Total			\$50,000	\$0	\$0	\$0	\$0	\$50,000

	Remove Hangars IP 1-4 These old war era hangars need to be removed so that the ramp in this area can be expanded to accommodate the busy Fire Fighting Tanker Base and the existing tenants in this area.			\$100,000	\$0	\$0	\$0	\$0	\$100,000
	FAA Grant			\$100,000	\$0	\$0	\$0	\$0	\$100,000
	Approved Total			\$100,000	\$0	\$0	\$0	\$0	\$100,000

	Upgrade Front of Terminal Project would freshen the finishes on the front of the Terminal Building. Project may include new exterior skin, trim, gasketing, and windows.			\$0	\$0	\$0	\$0	\$2,000,000	\$2,000,000
	Airport User Fee			\$0	\$0	\$0	\$0	\$2,000,000	\$2,000,000
	Approved Total			\$0	\$0	\$0	\$0	\$2,000,000	\$2,000,000

	Airport Office Building IP-9 Paint/Soffit Airport Office Building is in need of a fresh coat of paint and the soffit material needs to be reattached.			\$50,000	\$0	\$0	\$0	\$0	\$50,000
	Airport User Fee			\$50,000	\$0	\$0	\$0	\$0	\$50,000
	Approved Total			\$50,000	\$0	\$0	\$0	\$0	\$50,000

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	PROJ. STATUS					TOTALS
				7/01/16 - 6/30/17	7/01/17 - 6/30/18	7/01/18 - 6/30/19	7/01/19 - 6/30/20	7/1/20 - 6/30/21	
				FY '17	FY '18	FY '19	FY '20	FY '21	
	Overhead Lighting - North Car Rental	New lighting.	Approved	\$42,000	\$0	\$0	\$0	\$0	\$42,000
	Passenger Facility Charge		Total	\$42,000	\$0	\$0	\$0	\$0	\$42,000
<hr/>									
	Lamp Head Replacement for FED EX Ramp	Replace with LED lights.	Approved	\$20,000	\$0	\$0	\$0	\$0	\$20,000
	Airport User Fee		Total	\$20,000	\$0	\$0	\$0	\$0	\$20,000
<hr/>									
Airport Funding Total Approved Projects				FY '17	FY '18	FY '19	FY '20	FY '21	FY17-21 FUND
	Airport User Fee		Approved	\$960,000	\$45,215,000	\$5,740,000	\$600,000	\$3,500,000	\$56,015,000
	CFC User Fee		Approved	\$0	\$0	\$0	\$0	\$0	\$0
	ARRA Grant		Approved	\$0	\$0	\$0	\$0	\$0	\$0
	FAA Grant		Approved	\$5,500,000	\$1,441,000	\$3,399,000	\$3,502,000	\$3,822,000	\$17,664,000
	Passenger Facility Charge		Approved	\$742,000	\$0	\$0	\$300,000	\$500,000	\$1,542,000
			Total	\$7,202,000	\$46,656,000	\$9,139,000	\$4,402,000	\$7,822,000	\$75,221,000

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	7/1/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21	FY17-21 FUND TOTALS
----------------	-------	-------------------	--------------	----------------------------	----------------------------	----------------------------	----------------------------	----------------------------	---------------------

Facilities Management

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	7/1/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21	FY17-21 FUND TOTALS
FM3.02	Extending HVAC systems to 3rd floor	The 3rd floor City Hall is heated and conditioned by 2 - single zone gas furnaces with DX cooling. There is deficient ventilation air and no economizer with poor control.	Approved	\$275,000	\$0	\$0	\$0	\$0	\$275,000
Total				\$275,000	\$0	\$0	\$0	\$0	\$275,000

FM 3.03	Facilities Master Plan - Phase 1 City Hall Building	Phase 1 from the Facilities Master Plan is to build a 67,000 sq.ft. facility in the Downtown area to consolidate locations of many downtown departments. Phase II will follow in FY23.	Approved	\$0	\$0	\$3,000,000	\$0	\$23,900,000	\$26,900,000
Total				\$0	\$0	\$3,000,000	\$0	\$23,900,000	\$26,900,000

Facilities Mgmt Funding Approved Projects

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	7/1/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21	FY17-21 FUND TOTALS
	ARRA Grant		Approved	\$0	\$0	\$0	\$0	\$0	\$0
	Facilities Management Revenues		Approved	\$275,000	\$0	\$3,000,000	\$0	\$23,900,000	\$27,175,000
Total				\$275,000	\$0	\$3,000,000	\$0	\$23,900,000	\$27,175,000

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/16 - 6/30/17	7/1/17 - 6/30/18	7/1/18 - 6/30/19	7/1/19 - 6/30/20	7/1/20 - 6/30/21	FY17-21 FUND TOTALS	
				AMOUNT FOR EACH FUNDING SOURCE	FY '17	FY '18				
	Fire / 911 Communication Center Facility									
	911 Center Facility - Construction	The purchase of the property for the 911 Center is expected to be complete in March of 2016. Demolition of the existing structures on the property will be scheduled for 2016. A request for architectural design is anticipated in late 2016 with construction in 2017.								
	Bond / Intercap Loan		Approved	\$2,308,000	\$0	\$0	\$0	\$0	\$2,308,000	
	911 Building Reserve [225]		Approved	\$2,767,000	\$0	\$0	\$0	\$0	\$2,767,000	
	AMR Dispatching Fee		Approved	\$24,000	\$0	\$0	\$0	\$0	\$24,000	
			Total	\$5,099,000	\$0	\$0	\$0	\$0	\$5,099,000	
	Fire Station #5 - Relocation									
	Fire Station #5 - Relocation	Relocation of Station #5 & Maintenance Shop. Staff is expecting to complete a Fire Station Staffing Study in FY 2017 to evaluate this project.								
	Sale of Station #5		Approved	\$0	\$0	\$0	\$1,500,000	\$0	\$1,500,000	
	Public Safety Fund		Approved	\$0	\$0	\$750,000	\$0	\$0	\$750,000	
			Total	\$0	\$0	\$750,000	\$1,500,000	\$0	\$2,250,000	
	Fire Station #8 - Site Plan/Design/Architect Fees									
	Fire Station #8 - Site Plan/Design/Architect Fees	Location selection: Fire Station #8. Staff is expecting to complete a Fire Station Staffing Study in FY 2017 to evaluate this project.								
	Public Safety Fund		Approved	\$450,000	\$1,500,000	\$0	\$0	\$0	\$1,950,000	
			Total	\$450,000	\$1,500,000	\$0	\$0	\$0	\$1,950,000	
	Regional Training Center (150)									
	Regional Training Center (150)	Regional training facility for public safety. Staff is exploring a possible third party constructing and operating a regional training center.								
	Bond / Intercap Loan		Approved	\$0	\$0	\$0	\$1,500,000	\$0	\$1,500,000	
			Total	\$0	\$0	\$0	\$1,500,000	\$0	\$1,500,000	

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/16 - 6/30/17		7/1/17 - 6/30/18		7/1/18 - 6/30/19		7/1/19 - 6/30/20		7/1/20 - 6/30/21		FY17-21 FUND TOTALS
				FY '17	FY '18	FY '19	FY '20	FY '21	FY '22	FY '23				
	911 Building Reserve [225]	911 Communication Funding Approved Projects	Approved	\$2,767,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,767,000
	Bond / Intercep Loan		Approved	\$2,308,000	\$0	\$0	\$1,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$3,808,000
	AMR Dispatching Fee		Approved	\$24,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$24,000
	ARRA Grant		Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Sale of Station #5		Approved	\$0	\$0	\$0	\$1,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,500,000
	Public Safety Fund		Approved	\$450,000	\$1,500,000	\$750,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,700,000
				\$5,549,000	\$1,500,000	\$750,000	\$3,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$10,799,000

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	7/1/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21	FY17-21 FUND TOTALS
----------------	-------	-------------------	--------------	----------------------------	----------------------------	----------------------------	----------------------------	----------------------------	---------------------

Library

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	7/1/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21	FY17-21 FUND TOTALS
PBL 0901	Joint Community Library @ MSU B COT	Construct Joint Community Library that will serve as West End Branch for Family Billings Library and as College Library for COT students. Council to set bond/levy election contingent upon University securing its funding for project. Reflects 2% annual increase of 50% of High Plain's final project estimate.	Approved	\$0	\$0	\$0	\$0	\$0	\$0
<i>Project Deleted</i>				\$0	\$0	\$0	\$0	\$0	\$0
Library G.O. Bonds				\$0	\$0	\$0	\$0	\$0	\$0
Total				\$0	\$0	\$0	\$0	\$0	\$0

	Heights Branch Site Evaluation	Evaluate multiple potential sites for future Heights branch library. Reduced to \$75,000 per Council action in FY 10 budget.	Approved	\$0	\$0	\$0	\$0	\$0	\$0
<i>Project Deleted</i>				\$0	\$0	\$0	\$0	\$0	\$0
Library Reserves				\$0	\$0	\$0	\$0	\$0	\$0
Total				\$0	\$0	\$0	\$0	\$0	\$0

				FY '17	FY '18	FY '19	FY '20	FY '21	FY17-21 FUND TOTALS
Library Funding Approved				\$0	\$0	\$0	\$0	\$0	\$0
Library G.O. Bonds				\$0	\$0	\$0	\$0	\$0	\$0
ARRA Grant				\$0	\$0	\$0	\$0	\$0	\$0
Library Reserves				\$0	\$0	\$0	\$0	\$0	\$0
Total				\$0	\$0	\$0	\$0	\$0	\$0

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/20 - 6/30/21		7/1/20 - 6/30/20		7/01/19 - 6/30/19		7/01/18 - 6/30/18		7/01/17 - 6/30/17		7/1/20 - 6/30/21		
				FY '17	FY '18	FY '19	FY '20	FY '19	FY '18	FY '17	FY '16	FY '21	FY '20	FY '19	FY '18	FY '17
				AMOUNT FOR EACH FUNDING SOURCE												
MET Transit																
	Building Security Enhancements	Project would add access control to the Metroplex as a security measure to protect employees.	Approved	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000	
	Transit FTA Grant			\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000	
	Total For Project			\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000	
	Automatic Access Vehicle Gate	Project would secure the bus barn area with an automatic vehicle gate to prevent unauthorized entry. Security enhancement.	Approved	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000	
	Transit FTA Grant			\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000	
	Total For Project			\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000	
	Roof Modifications/Skylight removal over Office Area	Modify roof over the MET's Office area with skylight removal, new decking and flashing.	Approved	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000	
	Transit FTA Grant			\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000	
	Total For Project			\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000	
	Roof Replacement over Office Area	Replaces 30 year old roof over the MET's Office area.	Approved	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000	
	Transit FTA Grant			\$0	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000	
	Total For Project			\$0	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000	
	Roof Replacement over Original Bus Bays	Replaces 35 year old roof over the MET's original Bus Bay area.	Approved	\$0	\$0	\$80,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$80,000	
	Transit FTA Grant			\$0	\$0	\$80,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$80,000	
	Total For Project			\$0	\$0	\$80,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$80,000	

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/20 - 6/30/21		7/1/20 - 6/30/20		7/1/19 - 6/30/19		7/1/18 - 6/30/18		7/1/17 - 6/30/17		7/1/16 - 6/30/16	
				FY '21	TOTALS	FY '20	TOTALS	FY '19	TOTALS	FY '18	TOTALS	FY '17	TOTALS	FY '16	TOTALS
	Roof Replacement over Para Transit Van Annex	Replaces 25 year old roof over the parking bays used for the para transit vans.	Approved	\$0	\$40,000	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Transit FTA Grant			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total For Project			\$0	\$40,000	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transit Funding Total Approved Projects															
	Transit FTA Grant		Approved	\$105,000	\$40,000	\$80,000	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Transit Local Funds		Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total For Project			\$105,000	\$40,000	\$80,000	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS					TOTALS
			7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	7/1/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21	
Parking								
PK001	Striping Parking lanes in Downtown	Re-Painting of all parallel and diagonal parking spaces in the CBD. Will be completed in two phases.						
	Reserves		\$0	\$65,000	\$0	\$0	\$0	\$65,000
			\$0	\$65,000	\$0	\$0	\$0	\$65,000
			<i>Approved</i>					
			Total					
PK002	Parking Garage Condition Audit	Structural review of all City-owned parking facilities to examine overall condition of building and recommend repairs if needed.						
	Reserves		\$0	\$0	\$0	\$0	\$0	\$60,000
			\$0	\$0	\$0	\$0	\$0	\$60,000
			<i>Approved</i>					
			Total					
	Parking Garage Repairs	Concrete repairs and waterproofing necessary to maintain concrete and steel structures.						
	Reserves		\$300,000	\$341,500	\$0	\$0	\$0	\$641,500
			\$300,000	\$341,500	\$0	\$0	\$0	\$641,500
			<i>Approved</i>					
			Total					
	Parking Meters	Upgrade downtown parking meters to accept credit cards and smart cards. Upgraded technology.						
	Reserves		\$276,494	\$0	\$0	\$0	\$0	\$276,494
			\$276,494	\$0	\$0	\$0	\$0	\$276,494
			<i>Approved</i>					
			Total					
	Upgraded Parking Garage Gate Control Equipment	Gate control equipment in Park III, III in need of equipment upgrade. Current gate equipment is no longer manufactured and supported.						
	Reserves		\$0	\$394,908	\$0	\$0	\$0	\$394,908
			\$0	\$394,908	\$0	\$0	\$0	\$394,908
			<i>Approved</i>					
			Total					

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/16 - 6/30/17		7/1/17 - 6/30/18		7/1/18 - 6/30/19		7/1/19 - 6/30/20		7/1/20 - 6/30/21		FY17-21 FUND TOTALS
				FY '17	FY '18	FY '18	FY '19	FY '19	FY '20	FY '20	FY '21	FY '21		
	Parking Funding Approved Projects			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Revenue Bond		Approved	\$576,494	\$801,408	\$0	\$0	\$0	\$0	\$0	\$0	\$60,000	\$0	\$0
	Reserves		Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,437,902
	ARRA Grant		Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Parking User Fee		Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
				\$576,494	\$801,408	\$0	\$0	\$0	\$0	\$0	\$0	\$60,000	\$0	\$1,437,902

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	FY					TOTALS	
				7/1/16 - 6/30/17	7/1/17 - 6/30/18	7/1/18 - 6/30/19	7/1/19 - 6/30/20	7/1/20 - 6/30/21		FY 21
				AMOUNT FOR EACH FUNDING SOURCE						
Planning										
	Riverfront Park	Trail in Riverfront Park and connection to trail in Mystic Park. A feasibility study was completed for this project and it is expected to be completed in phases along the corridor. A trail easement has been secured across property owned by Knife River and another easement is to be secured from Western Sugar in 2016.		\$0	\$0	\$1,298,000	\$0	\$0	\$0	\$1,298,000
	TAP		Approved	\$0	\$0	\$1,298,000	\$0	\$0	\$0	\$1,298,000
	Private Contribution		Approved	\$0	\$0	\$112,000	\$0	\$0	\$0	\$112,000
	RTP		Approved	\$0	\$0	\$90,000	\$0	\$0	\$0	\$90,000
			Total	\$0	\$0	\$1,500,000	\$0	\$0	\$0	\$1,500,000
	Alkali Creek Connection	Extend trail from Swords Park at Main Street Tunnel along Alkali Creek to new Aronson Connection Trail just east of Aronson Bridge. A recent redevelopment project in this corridor may provide for a trail easement across one property to facilitate this connection.		\$0	\$216,450	\$0	\$0	\$0	\$0	\$216,450
	RTP		Approved	\$0	\$216,450	\$0	\$0	\$0	\$0	\$216,450
	Billings TrailNet		Approved	\$0	\$53,550	\$0	\$0	\$0	\$0	\$53,550
			Total	\$0	\$250,000	\$0	\$0	\$0	\$0	\$250,000
	Downtown-Coulson Park Trail Connection	Extend trail from South 25th Street to 8th Ave. South to South 26th Street to Lillian Avenue, under I-90 at RR, and into Coulson Park Trail. Recent changes in ownership of property in this area may support future trail easements for this project.		\$0	\$0	\$865,800	\$0	\$0	\$0	\$865,800
	TAP		Approved	\$0	\$0	\$865,800	\$0	\$0	\$0	\$865,800
	Private Contribution		Approved	\$0	\$0	\$134,200	\$0	\$0	\$0	\$134,200
			Total	\$0	\$0	\$1,000,000	\$0	\$0	\$0	\$1,000,000

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11 2016**

PROJECT NUMBER	TITLE	PROJ. STATUS	SHORT DESCRIPTION	7/1/16 - 6/30/17	7/1/17 - 6/30/18	7/1/18 - 6/30/19	7/1/19 - 6/30/20	7/1/20 - 6/30/21	FY17-21 FUND TOTALS
				FY '17	FY '18	FY '19	FY '20	FY '21	FY17-21 FUND TOTALS
Planning Funding Approved Projects									
	PRPL	Approved		\$0	\$0	\$0	\$0	\$0	\$0
	City of Billings	Approved		\$0	\$0	\$0	\$0	\$0	\$0
	SRTS Grant	Approved		\$0	\$0	\$0	\$0	\$0	\$0
	LWCF	Approved		\$0	\$0	\$0	\$0	\$0	\$0
	Developer Match	Approved		\$0	\$0	\$0	\$0	\$0	\$0
	Billings TrailNet	Approved		\$35,000	\$133,550	\$75,000	\$0	\$0	\$243,550
	Private Contribution	Approved		\$0	\$150,000	\$246,200	\$0	\$0	\$396,200
	Federal Appropriations	Approved		\$0	\$0	\$0	\$0	\$0	\$0
	Federal TCSP	Approved		\$0	\$0	\$0	\$0	\$0	\$0
	Gas Tax	Approved		\$0	\$0	\$0	\$0	\$0	\$0
	Bikes Belong Match	Approved		\$0	\$0	\$0	\$0	\$0	\$0
	City Parking Funds	Approved		\$0	\$0	\$0	\$0	\$0	\$0
	Coal Board Grant	Approved		\$0	\$0	\$0	\$0	\$0	\$0
	RTP	Approved		\$0	\$266,450	\$90,000	\$0	\$0	\$356,450
	TIFD	Approved		\$15,000	\$0	\$0	\$0	\$0	\$15,000
	Yellowstone County	Approved		\$0	\$0	\$0	\$0	\$0	\$0
	MDT Safety	Approved		\$44,561	\$0	\$260,000	\$0	\$0	\$304,561
	School District #2	Approved		\$0	\$0	\$0	\$0	\$0	\$0
	Public Works Department	Approved		\$129,045	\$0	\$0	\$0	\$0	\$129,045
	TAP	Approved		\$658,893	\$600,000	\$3,828,800	\$0	\$0	\$5,087,693
	CDBG	Approved		\$0	\$0	\$0	\$0	\$0	\$0
				\$882,498	\$1,150,000	\$4,500,000	\$0	\$0	\$6,532,498

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	AMOUNT FOR EACH FUNDING SOURCE					TOTALS
				7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	7/1/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21	
PRPL-A010	Cottonwood Park - Land Acquisition and Master Plan Development	Acquire 10 acres back from School District 1 and develop a park master plan.							
	SID			\$0	\$0	\$0	\$0	\$0	\$0
	Cash-in Lieu SD 2			\$300,000	\$0	\$0	\$0	\$0	\$300,000
		Approved		\$300,000	\$0	\$0	\$0	\$0	\$300,000
		Approved		\$0	\$0	\$0	\$0	\$0	\$0
		Approved		\$0	\$0	\$0	\$0	\$0	\$0
		Total		\$300,000	\$0	\$0	\$0	\$0	\$300,000
	Cemetery Mausoleum	Provide ADA accessibility to mausoleum building.							
	Parks District 1			\$40,000	\$0	\$0	\$0	\$0	\$40,000
		Approved		\$40,000	\$0	\$0	\$0	\$0	\$40,000
		Total		\$40,000	\$0	\$0	\$0	\$0	\$40,000
	Restroom Remodel/Replacement	Remodel/replaces existing restroom facilities at Edgerton, Arrowhead, Highland, South & Terry Parks.							
	Parks District 1			\$0	\$120,000	\$0	\$0	\$0	\$120,000
		Approved		\$0	\$120,000	\$0	\$0	\$0	\$120,000
		Total		\$0	\$120,000	\$0	\$0	\$0	\$120,000
	Rose Park Aquatics Upgrades	Replace spray feature at Rose Pool and generate a bath house programming study to determine future renovation requirements.							
	Parks District 1			\$190,000	\$0	\$0	\$0	\$0	\$190,000
		Approved		\$190,000	\$0	\$0	\$0	\$0	\$190,000
		Total		\$190,000	\$0	\$0	\$0	\$0	\$190,000
	Various Road and Parking Lot Repairs Phases I, II and III	Repair/re-pave roads and parking lots in various parks.							
	Parks District 1			\$300,000	\$0	\$300,000	\$0	\$300,000	\$900,000
		Approved		\$300,000	\$0	\$300,000	\$0	\$300,000	\$900,000
		Total		\$300,000	\$0	\$300,000	\$0	\$300,000	\$900,000
	Playground Replacement at Rose and Ponderosa Parks.	Replace Rose Park playground for ages 2 to 5 and replace Ponderosa Park Playground.							
	Parks District 1			\$420,000	\$0	\$0	\$0	\$0	\$420,000
		Approved		\$420,000	\$0	\$0	\$0	\$0	\$420,000
		Total		\$420,000	\$0	\$0	\$0	\$0	\$420,000

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS					FY17-21 FUND TOTALS
			7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	7/1/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21	
	Various Park Irrigation Automation	Automate existing irrigation systems at Gorham, Ponderosa and Evergreen Parks.	\$294,000	\$0	\$0	\$0	\$0	\$294,000
	Parks District 1		\$294,000	\$0	\$0	\$0	\$0	\$294,000
		<i>Approved Total</i>						
	Rose Park Bathhouse Renovation	Renovate Rose Pool Bathhouse based on Programming study done in FY17.	\$0	\$900,000	\$0	\$0	\$0	\$900,000
	Parks District 1		\$0	\$900,000	\$0	\$0	\$0	\$900,000
		<i>Approved Total</i>						
	Various Park Irrigation Automation	Upgrade Grandview, Boulder and North Parks existing irrigation systems with automatic irrigation controls.	\$0	\$350,000	\$0	\$0	\$0	\$350,000
	Parks District 1		\$0	\$350,000	\$0	\$0	\$0	\$350,000
		<i>Approved Total</i>						
	East and South Maintenance Shops Repair	Replace/repair roofs and downspouts on both buildings.	\$100,000	\$0	\$0	\$0	\$0	\$100,000
	Parks District 1		\$100,000	\$0	\$0	\$0	\$0	\$100,000
	Total For Project		\$100,000	\$0	\$0	\$0	\$0	\$100,000
		<i>Approved Total</i>						
	Aquatics - Hawthorne and South Parks	Renovate Hawthorne Park aquatic facility and generate a bath house programming study to determine future renovation requirements at South Park.	\$0	\$0	\$765,000	\$0	\$0	\$765,000
	Parks District 1		\$0	\$0	\$765,000	\$0	\$0	\$765,000
	Total For Project		\$0	\$0	\$765,000	\$0	\$0	\$765,000
		<i>Approved Total</i>						
	Restroom Remodel/Replacement	Remodel/replace restroom facilities at Arrowhead and Hawthorne Parks.	\$0	\$0	\$125,000	\$0	\$0	\$125,000
	Parks District 1		\$0	\$0	\$125,000	\$0	\$0	\$125,000
	Total For Project		\$0	\$0	\$125,000	\$0	\$0	\$125,000
		<i>Approved Total</i>						

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	PROJ. STATUS	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	7/1/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21	FY17-21 FUND TOTALS
	Various Park Irrigation Automation	Approved	\$0	\$0	\$280,000	\$0	\$0	\$280,000
	Parks District 1 Total For Project		\$0	\$0	\$280,000	\$0	\$0	\$280,000
	South Park Bathroom Renovation	Approved	\$0	\$0	\$0	\$900,000	\$0	\$900,000
	Parks District 1 Total For Project		\$0	\$0	\$0	\$900,000	\$0	\$900,000
	Various Park Irrigation Automation	Approved	\$0	\$0	\$0	\$400,000	\$0	\$400,000
	Parks District 1 Total For Project		\$0	\$0	\$0	\$400,000	\$0	\$400,000
	Aquatics - Pioneer, South, Terry and North Parks	Approved	\$0	\$0	\$0	\$0	\$1,100,000	\$1,100,000
	Parks District 1 Total For Project		\$0	\$0	\$0	\$0	\$1,100,000	\$1,100,000
	Optimist Park Master Plan	Approved	\$25,000	\$0	\$0	\$0	\$0	\$25,000
	General Fund SUBRA Total For Project		\$25,000	\$0	\$0	\$0	\$0	\$0

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	PROJ. STATUS	7/1/16 - 6/30/17		7/1/17 - 6/30/18		7/1/18 - 6/30/19		7/1/19 - 6/30/20		7/1/20 - 6/30/21		FY17-21 FUND TOTALS
			FY '17	FY '18	FY '18	FY '19	FY '19	FY '20	FY '21	FY '21			
PRPL Funding Approved Projects													
	General Fund	Approved	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000
	Gen Fund Not Funded	Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	ARRA Grant	Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	G.O. Bond	Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Cash-in Lieu	Approved	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000
	SD 2	Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	C-in Lieu from SD 2	Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	SID	Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Special Revenue Fund	Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	General/Private Fund	Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Trash For Trees Fund	Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Kiwanis Donation	Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Private Fund	Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	CDBG/General Fund	Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Parks District 1	Approved	\$1,344,000	\$1,370,000	\$1,370,000	\$1,470,000	\$1,470,000	\$1,300,000	\$1,400,000	\$1,400,000	\$1,400,000	\$1,400,000	\$6,884,000
	Cemetery Expansion Fund	Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Federal Appropriation	Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	CDBG	Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			<u>\$1,668,000</u>	<u>\$1,370,000</u>	<u>\$1,370,000</u>	<u>\$1,470,000</u>	<u>\$1,470,000</u>	<u>\$1,300,000</u>	<u>\$1,400,000</u>	<u>\$1,400,000</u>	<u>\$1,400,000</u>	<u>\$1,400,000</u>	<u>\$7,209,000</u>

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/16 - 6/30/17	7/1/17 - 6/30/18	7/1/18 - 6/30/19	7/1/19 - 6/30/20	7/1/20 - 6/30/21	FY17-21 FUND TOTALS
				FY '17	FY '18	FY '19	FY '20	FY '21	
Public Works Roads and Storm Sewer									
ENG22	Misc. Curb, Gutter, & Sidewalk	Annual replacement and infill program of curb, gutter and sidewalk.							
	Sidewalk Bonds		Approved	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$2,000,000
	Gas Tax		Approved	\$250,000	\$250,000	\$250,000	\$300,000	\$300,000	\$1,350,000
	Storm Drain		Approved	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$375,000
	Total			\$725,000	\$725,000	\$725,000	\$775,000	\$775,000	\$3,725,000
ENG98	PAVER Program	Annual Program responsible for crack sealing, overlay and chip seals of various streets throughout the City.							
	Arterial Fee Fund		Approved	\$475,000	\$475,000	\$275,000	\$675,000	\$475,000	\$2,375,000
	Gas Tax		Approved	\$2,450,000	\$2,450,000	\$2,450,000	\$2,450,000	\$2,450,000	\$12,250,000
	Total			\$2,925,000	\$2,925,000	\$2,725,000	\$3,125,000	\$2,925,000	\$14,625,000
ENG ADA	Annual ADA Replacement	Replace handicapped ramps in accordance with the signed agreement between the City of Billings and the Department of Justice.							
	Arterial Fee Fund		Approved	\$0	\$0	\$0	\$0	\$0	\$0
	Gas Tax		Approved	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,250,000
	Total			\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,250,000
E - SD AN 1	Annual Storm Drainage Intersection Trouble Spot Project	Funding reserved for intersections with drainage problems as determined by staff and public comment.							
	Storm Drain		Approved	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000
	Total			\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000
ENG33	Intersection Capacity Improvements	Evaluate and construct improvements to selected intersection trouble areas. The funding for this line item has been moved to individual intersection projects except for FY2019 and FY2020.							
	Arterial Fee Fund		Approved	\$0	\$0	\$350,000	\$350,000	\$350,000	\$1,050,000
	Total			\$0	\$0	\$350,000	\$350,000	\$350,000	\$1,050,000

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS					TOTALS
			7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	7/1/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21	
E - SD AN 3	Stormwater Master Plan Implementation	Work on projects listed in the master plan document.						
	Storm Drain		\$1,200,000	\$1,400,000	\$1,400,000	\$1,400,000	\$1,400,000	\$6,800,000
	Approved Total		\$1,200,000	\$1,400,000	\$1,400,000	\$1,400,000	\$1,400,000	\$6,800,000
SID Ann	Annual SID Contribution	This project will provide SID funding for Public Work's property that may be included in an SID for a given year.						
	Gas Tax		\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,250,000
	SID Bonds		\$800,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$4,800,000
	Approved Total		\$1,050,000	\$1,250,000	\$1,250,000	\$1,250,000	\$1,250,000	\$6,050,000
	Central Avenue (32nd St. W. to Shiloh Rd)	Reconstruction of Central Ave. This project also includes some work on 36th St. W. south of Central.						
	Gas Tax		\$0	\$0	\$70,000	\$0	\$0	\$70,000
	Arterial Fee Fund		\$0	\$0	\$4,230,000	\$0	\$0	\$4,230,000
	Approved Total		\$0	\$0	\$4,300,000	\$0	\$0	\$4,300,000
	Wicks Lane (Main to Hawthorne)	Street reconstruction. Project also includes Bitterroot. Construction moved to FY22.						
	Developer Contributions		\$0	\$0	\$0	\$0	\$0	\$0
	Arterial Fee Fund		\$0	\$0	\$0	\$0	\$300,000	\$300,000
	Approved Total		\$0	\$0	\$0	\$0	\$300,000	\$300,000
	Grand Avenue (Shiloh to 56th)	Street reconstruction.						
	Developer Contributions		\$1,500,000	\$0	\$0	\$0	\$0	\$1,500,000
	Arterial Fee Fund		\$2,300,000	\$0	\$0	\$0	\$0	\$2,300,000
	Approved Total		\$3,800,000	\$0	\$0	\$0	\$0	\$3,800,000
	24th St. West and King Avenue Intersection	Intersection improvements.						
	Arterial Fee Fund		\$0	\$200,000	\$0	\$0	\$0	\$200,000
	Approved Total		\$0	\$200,000	\$0	\$0	\$0	\$200,000
	24th St West Signal Improvements	Upgrade of signals from King Avenue to Grand Avenue.						
	Arterial Fee Fund		\$0	\$220,000	\$0	\$0	\$0	\$220,000
	Approved Total		\$0	\$220,000	\$0	\$0	\$0	\$220,000

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS					TOTALS
			7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	7/1/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21	
	32nd St. West - King Ave. West to Gabel Road	Road reconstruction.						
	Arterial Fee Fund		\$0	\$0	\$0	\$600,000	\$3,500,000	\$4,100,000
	Approved Total		\$0	\$0	\$0	\$600,000	\$3,500,000	\$4,100,000
	Central Ave. and 24th St. West Intersection	Intersection Improvements						
	Arterial Fee Fund		\$0	\$400,000	\$0	\$0	\$0	\$400,000
	Approved Total		\$0	\$400,000	\$0	\$0	\$0	\$400,000
	Inner Belt Loop Phase II	Construction of a new road from Alkali Creek Road to Highway 3. The funding in FY2017 is for a realignment analysis and associated cost estimate.						
	Arterial Fee Fund		\$50,000	\$0	\$0	\$0	\$0	\$50,000
	Unfunded		\$0	\$14,000,000	\$0	\$0	\$0	\$14,000,000
	Approved Total		\$50,000	\$14,000,000	\$0	\$0	\$0	\$14,050,000
	Travel Corridor Coordination	Engineering will be done within Public Works.						
	Arterial Fee Fund		\$100,000	\$100,000	\$0	\$100,000	\$100,000	\$400,000
	Total For Project		\$100,000	\$100,000	\$0	\$100,000	\$100,000	\$400,000
	Poly Drive/Virgina Lane Landscaping	Additional landscaping near the intersection of Poly Drive and Virginia Lane.						
	Arterial Fee Fund		\$40,000	\$0	\$0	\$0	\$0	\$40,000
	Total For Project		\$40,000	\$0	\$0	\$0	\$0	\$40,000
	62nd St. W and Rimrock Intersection	Intersection improvements.						
	Arterial Fee Fund		\$0	\$1,000,000	\$0	\$0	\$0	\$1,000,000
	Total For Project		\$0	\$1,000,000	\$0	\$0	\$0	\$1,000,000
	Northwest Billings Stormwater Implementation Plan	Including an area from Central to Rimrock and from Shiloh to 64th St. W.						
	Storm Drain		\$100,000	\$0	\$0	\$0	\$0	\$100,000
	Total For Project		\$100,000	\$0	\$0	\$0	\$0	\$100,000

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	PROJ. STATUS	7/1/16 - 6/30/17	7/1/17 - 6/30/18	7/1/18 - 6/30/19	7/1/19 - 6/30/20	7/1/20 - 6/30/21	FY 21	FY17-21 FUND TOTALS
	Storm Sewer Inventory/Replacement to Rimrock and from Shiloh to 64th St. W.	Approved	\$340,000	\$340,000	\$340,000	\$340,000	\$340,000	\$340,000	\$1,700,000
	Storm Drain Total For Project		\$340,000	\$340,000	\$340,000	\$340,000	\$340,000	\$340,000	\$1,700,000
	Traffic Signal Controller Upgrade	Approved	\$250,000	\$625,000	\$325,000	\$650,000	\$650,000	\$650,000	\$2,500,000
	Aerial Fee Fund Total For Project		\$250,000	\$625,000	\$325,000	\$650,000	\$650,000	\$650,000	\$2,500,000
	Midland Road								
	Road Reconstruction from South Billings Blvd. to Mullooney Road.								
	<p><i>Note: The cost estimate for this project is from an older plan. Recent construction projects are indicating these numbers are low. The construction costs will be updated during the design phase. In addition, PAVER funds and storm water funds may also be used for this project as determined during the design phase.</i></p>								
	SID Bonds	Approved	\$0	\$500,000	\$0	\$0	\$0	\$0	\$500,000
	TIFD	Approved	\$700,000	\$2,200,000	\$0	\$0	\$0	\$0	\$2,900,000
	Total		\$700,000	\$2,700,000	\$0	\$0	\$0	\$0	\$3,400,000

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	FY 2017 - 6/30/17					FY 2018 - 6/30/18					FY 2019 - 6/30/19					FY 2020 - 6/30/20					FY 2021 - 6/30/21					FY17-21 FUND TOTALS		
				FY '17	FY '18	FY '19	FY '20	FY '21	FY '17	FY '18	FY '19	FY '20	FY '21	FY '17	FY '18	FY '19	FY '20	FY '21	FY '17	FY '18	FY '19	FY '20	FY '21	FY '17	FY '18	FY '19	FY '20	FY '21			
Public Works Engineering Funding Approved Projects																															
	CMAQ/MAQI Funds		Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	Storm Drain Bonds		Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	General Obligation Bonds		Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	Safe Routes to School		Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	CDBG		Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	Sidewalk Bonds		Approved	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000		
	Gas Tax		Approved	\$3,200,000	\$3,200,000	\$3,270,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000	
	Storm Drain		Approved	\$1,865,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	\$1,965,000	
	PWB Utility Repair		Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Street Maintenance Fees		Approved	\$800,000	\$1,500,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	
	SID Bonds		Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Street Lights		Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Developer Contributions		Approved	\$1,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	ARRA Grant		Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	State & Federal		Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TIFD		Approved	\$700,000	\$2,200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	CTEP		Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Road Bonds		Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	BSEDA Grant		Approved	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Unfunded		Approved	\$0	\$14,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Arterial Fee Fund		Approved	\$3,215,000	\$3,020,000	\$5,180,000	\$2,375,000	\$5,375,000	\$5,375,000	\$5,375,000	\$5,375,000	\$5,375,000	\$5,375,000	\$5,375,000	\$5,375,000	\$5,375,000	\$5,375,000	\$5,375,000	\$5,375,000	\$5,375,000	\$5,375,000	\$5,375,000	\$5,375,000	\$5,375,000	\$5,375,000	\$5,375,000	\$5,375,000	\$5,375,000	\$5,375,000	\$5,375,000	\$5,375,000
				\$11,680,000	\$26,285,000	\$11,815,000	\$8,990,000	\$11,990,000	\$11,990,000	\$11,990,000	\$11,990,000	\$11,990,000	\$11,990,000	\$11,990,000	\$11,990,000	\$11,990,000	\$11,990,000	\$11,990,000	\$11,990,000	\$11,990,000	\$11,990,000	\$11,990,000	\$11,990,000	\$11,990,000	\$11,990,000	\$11,990,000	\$11,990,000	\$11,990,000	\$11,990,000	\$11,990,000	\$11,990,000

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	AMOUNT FOR EACH FUNDING SOURCE					TOTALS
				7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	7/1/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21	
Public Works Solid Waste									
SW10	Phase 3 Closure Construction	Construction of the landfill closure cap identified as Phases 3 and 4. Closure in the 2006 Master Plan.		\$0	\$1,500,000	\$0	\$0	\$0	\$1,500,000
	Landfill Reserves		Approved	\$0	\$1,500,000	\$0	\$0	\$0	\$1,500,000
		Total							
	Landfill Master Plan Update	Update to the existing plan.		\$0	\$0	\$75,000	\$0	\$0	\$75,000
	Landfill Reserves		Approved	\$0	\$0	\$75,000	\$0	\$0	\$75,000
		Total							
	Composting Facility	New composting facility at the landfill.		\$0	\$0	\$0	\$1,000,000	\$0	\$1,000,000
	Landfill Reserves		Approved	\$0	\$0	\$0	\$1,000,000	\$0	\$1,000,000
		Total							
	Landfill Reconfiguration for Drop Off	New configuration will limit customers to dropping off municipal solid waste without the need to enter the working portion of the landfill. The plan will be completed in FY 2017. Construction costs are in FY18.		\$250,000	\$2,500,000	\$0	\$0	\$0	\$2,750,000
	Landfill Reserves		Approved	\$250,000	\$2,500,000	\$0	\$0	\$0	\$2,750,000
		Total							
	New Maintenance Building	New maintenance building at the landfill.		\$0	\$0	\$1,000,000	\$0	\$0	\$1,000,000
	Landfill Reserves		Approved	\$0	\$0	\$1,000,000	\$0	\$0	\$1,000,000
		Total							

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11 2016**

PROJECT NUMBER	TITLE	PROJ. STATUS	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	7/1/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21	FY17-21 FUND TOTALS
	COLLECTIONS SPACE STUDY Study to determine the size needed for the solid waste collection equipment and office needs.	Approved	\$50,000	\$0	\$0	\$0	\$0	\$50,000
	Landfill Reserves	Total	\$50,000	\$0	\$0	\$0	\$0	\$50,000
<hr/>								
	PUBLIC WORKS SOLID WASTE FUNDING Landfill Reserves	Approved	\$300,000	\$4,000,000	\$1,075,000	\$1,000,000	\$0	\$6,375,000
<hr/>								

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS		7/1/16 - 6/30/17	7/1/17 - 6/30/18	7/1/18 - 6/30/19	7/1/19 - 6/30/20	7/1/20 - 6/30/21	FY 17-21	FY 21	TOTALS
			AMOUNT FOR EACH FUNDING SOURCE									
Public Works Waste Water												
PUD 302	Sanitary Sewer Main Replacement	Annual replacement program of sanitary sewer mains throughout the City.			\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$20,000,000
	Wastewater Revenues				\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$20,000,000
	Approved Total				\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$20,000,000
PWU- WW14-1	38th St. West Sanitary Sewer	Trunk Sewer Upgrade. Note this project will be evaluated at a later date.			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	State Revolving Fund Loan				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Approved Total				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	New Wastewater Treatment Plant	New plant to meet the requirements for nitrogen and phosphorus removal. Cost shown include bond costs.			\$65,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$65,000,000
	Revenue Bond				\$65,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$65,000,000
	Approved Total				\$65,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$65,000,000
	Sanitary Sewer Compensation Agreements	Funding for compensation agreements with private developers for oversize and other city authorized costs.			\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000
	Wastewater Revenues				\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000
	Approved Total				\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000
	Waste Water Treatment Plant Building Improvements	Improvements to a number of buildings on the plant campus.			\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000,000
	Wastewater Revenues				\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000,000
	Approved Total				\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000,000
	Waste Water Treatment Plant Improvements				\$0	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$2,000,000
	Wastewater Revenues				\$0	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$2,000,000
	Approved Total				\$0	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$2,000,000
	Electrical for the Waste Water Treatment Plant Campus	Various annual electrical projects.			\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000
	Wastewater Revenues				\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000
	Approved Total				\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	PROJ. STATUS	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	7/1/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21	FY17-21 FUND TOTALS
	Lake Hills Lift Station Rehabilitation	Approved	\$0	\$0	\$0	\$300,000	\$0	\$300,000
	Wastewater Revenues	Total	\$0	\$0	\$0	\$300,000	\$0	\$300,000
	Lloyd Mangrum Lift Station Rehabilitation	Approved	\$0	\$0	\$0	\$350,000	\$0	\$350,000
	Wastewater Revenues	Total	\$0	\$0	\$0	\$350,000	\$0	\$350,000
	Intercom System at Waste Water Treatment Plant Campus	Approved	\$0	\$0	\$100,000	\$0	\$0	\$100,000
	Wastewater Revenues	Total	\$0	\$0	\$100,000	\$0	\$0	\$100,000
	New Drying Beds at Wastewater Treatment Plant	Approved	\$0	\$300,000	\$0	\$0	\$0	\$300,000
	Wastewater Revenues	Total	\$0	\$300,000	\$0	\$0	\$0	\$300,000
	Raw Sewage Pump Station	Approved	\$0	\$0	\$0	\$2,500,000	\$0	\$2,500,000
	Wastewater Revenues	Total	\$0	\$0	\$0	\$2,500,000	\$0	\$2,500,000
	Solids Process Air Handling Units	Approved	\$180,000	\$0	\$0	\$0	\$0	\$180,000
	Wastewater Revenues	Total	\$180,000	\$0	\$0	\$0	\$0	\$180,000
	Secondary Pump Addition at Waste Water Treatment Plant	Approved	\$0	\$0	\$200,000	\$0	\$0	\$200,000
	Wastewater Revenues	Total	\$0	\$0	\$200,000	\$0	\$0	\$200,000
	Centrifuge Replacement	Approved	\$0	\$0	\$0	\$0	\$1,000,000	\$1,000,000
	Wastewater Revenues	Total For Project	\$0	\$0	\$0	\$0	\$1,000,000	\$1,000,000

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11, 2016**

PROJECT NUMBER	TITLE	PROJ. STATUS	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	7/1/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21	FY17-21 FUND TOTALS
	Utility Service Center Improvements							
	Upgrades to the service center. The total project cost is estimated at \$420,000. 40% of the cost will be in this CIP and 60% will be funded from water. Additional improvements to the building will be completed in FY 19.	Approved	\$192,000	\$0	\$240,000	\$0	\$0	\$432,000
	Wastewater Revenues		\$192,000	\$0	\$240,000	\$0	\$0	\$432,000
	Total For Project		\$192,000	\$0	\$240,000	\$0	\$0	\$432,000
<hr/>								
	Sewer Main Infill for Missing Sections							
	Wastewater Revenues	Approved	\$500,000	\$0	\$0	\$0	\$0	\$500,000
	Total For Project		\$500,000	\$0	\$0	\$0	\$0	\$500,000
<hr/>								
	Replace Secondary Pump Station Pump Motors							
	Pump 3 will be replaced in FY 2020 and pump 2 will be replaced in 2021.	Approved	\$0	\$0	\$0	\$130,000	\$135,000	\$265,000
	Wastewater Revenues		\$0	\$0	\$0	\$130,000	\$135,000	\$265,000
	Total For Project		\$0	\$0	\$0	\$130,000	\$135,000	\$265,000
<hr/>								
	Public Works Waste Water Fundings Approved Projects							
	Wastewater Revenues	Approved	\$6,672,000	\$7,100,000	\$5,340,000	\$8,080,000	\$5,935,000	\$33,127,000
	Revenue Bond	Approved	\$65,000,000	\$0	\$0	\$0	\$0	\$65,000,000
	ARRA Grant	Approved	\$0	\$0	\$0	\$0	\$0	\$0
	Developer Contribution	Approved	\$0	\$0	\$0	\$0	\$0	\$0
	TIFD	Approved	\$0	\$0	\$0	\$0	\$0	\$0
	State Revolving Fund Loan	Approved	\$0	\$0	\$0	\$0	\$0	\$0
	Total		\$71,672,000	\$7,100,000	\$5,340,000	\$8,080,000	\$5,935,000	\$98,127,000

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS					TOTALS
			7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	7/1/19 - 6/30/20 FY '20	7/1/20 - 6/30/21 FY '21	
Public Works Water								
PUD 205	Water System Rehabilitation	Annual replacement program of water mains throughout the City.	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$20,000,000
	Water Revenues		\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$20,000,000
		Approved Total						
PUD 205	Electrical	Replace power lines, switches and transformers at Water Treatment Plant and pump stations.	\$700,000	\$650,000	\$650,000	\$650,000	\$650,000	\$3,300,000
	Water Revenues		\$700,000	\$650,000	\$650,000	\$650,000	\$650,000	\$3,300,000
		Approved Total						
PWU-W004	Replacement of Old High Service Pumps & Motors	Programmed replacement of high service pumping system for H2-2 (pump, motor, drive valve).	\$0	\$1,480,000	\$0	\$0	\$0	\$1,480,000
	Water Revenues		\$0	\$1,480,000	\$0	\$0	\$0	\$1,480,000
		Approved Total						
PWU-W006	Integrated Water Plan and New Water Treatment Plant Land Analysis	The land acquisition will be investigated during the integrated water plan process.	\$0	\$0	\$0	\$0	\$0	\$0
	Water Revenues		\$0	\$0	\$0	\$0	\$0	\$0
		Approved Total						
L	Structure Rapid Mixer and Flocculator	Replacement of existing rapid mix basin with two side by side rapid mix chambers and a new baffled outlet to improve preliminary water treatment.	\$0	\$0	\$0	\$2,900,000	\$0	\$2,900,000
	Water Revenues		\$0	\$0	\$0	\$2,900,000	\$0	\$2,900,000
		Approved Total						
	High Service Pump 5KV Switchgear	Replacement of the switchgear and moving it to a separate outside enclosure.	\$1,350,000	\$0	\$0	\$0	\$0	\$1,350,000
	Water Revenues		\$1,350,000	\$0	\$0	\$0	\$0	\$1,350,000
		Approved Total						

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS					FY '17	FY '18	FY '19	FY '20	FY '21	FY17-21 FUND TOTALS
			7/1/16 - 6/30/17	7/1/17 - 6/30/18	7/1/18 - 6/30/19	7/1/19 - 6/30/20	7/1/20 - 6/30/21						
	Replace Voelker Pump Station Pumps	Replace pumps #1 and #3 at Voelker Pump Station.											
	Water Revenues		\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000,000	
	Total		\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000,000	
	Recoat Staples Standpipe	Recoat the interior and Extentor of 0.5 MG Staples Standpipe. The latest master plan for water shows this standpipe to be replaced at a later date.											
	Water Revenues		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Water Compensation Agreements	Funding for compensation agreements with private developers for oversize and other city authorized costs.											
	Water Revenues		\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000	
	Total		\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000	
	New Zone 4 N Reservoir and Fox Pump Station Remodel	New reservoir and associated pump station improvements.											
	Water Revenues		\$4,300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,300,000	
	Total		\$4,300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,300,000	
	48th St. W. Trunk Main	Construction and upsizing of a major water main.											
	Water Revenues		\$0	\$3,430,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,430,000	
	Total		\$0	\$3,430,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,430,000	
	Land Purchase for New Zone 3 Reservoir	Reservoir is anticipated to be located around 70th St. W.											
	Water Revenues		\$0	\$0	\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$400,000	
	Total		\$0	\$0	\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$400,000	
	Replace Staples Standpipe	Replace existing water storage just north of Stanford Drive under the rims.											
	Water Revenues		\$0	\$0	\$0	\$2,300,000	\$0	\$0	\$0	\$0	\$0	\$2,300,000	
	Total		\$0	\$0	\$0	\$2,300,000	\$0	\$0	\$0	\$0	\$0	\$2,300,000	

**CITY OF BILLINGS FY 2017 - FY 2021 CAPITAL IMPROVEMENT PLAN
APPROVED BY CITY COUNCIL APRIL 11 2016**

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS					TOTALS
			7/1/16 - 6/30/17	7/1/17 - 6/30/18	7/1/18 - 6/30/19	7/1/19 - 6/30/20	7/1/20 - 6/30/21	
			FY '17	FY '18	FY '19	FY '20	FY '21	FY17-21 FUND
	Neibauer Water Lines	New water mains on Neibauer.						
	Water Revenues		\$0	\$0	\$0	\$0	\$1,651,650	\$1,651,650
		Approved Total	\$0	\$0	\$0	\$0	\$1,651,650	\$1,651,650
	Walter Pump Station	Two new pumps for the Walter Pump station.						
	Water Revenues		\$0	\$0	\$0	\$0	\$1,600,000	\$1,600,000
		Approved Total	\$0	\$0	\$0	\$0	\$1,600,000	\$1,600,000
	Zone 3 - West End Storage	New reservoir.						
	Water Revenues		\$0	\$0	\$0	\$0	\$8,190,770	\$8,190,770
		Approved Total	\$0	\$0	\$0	\$0	\$8,190,770	\$8,190,770
	Integrated Water Plan Implementation							
	Water Revenues		\$0	\$0	\$1,500,000	\$1,500,000	\$1,500,000	\$4,500,000
		Approved Total	\$0	\$0	\$1,500,000	\$1,500,000	\$1,500,000	\$4,500,000
	Water Main Infill for Missing Sections							
	Water Revenues		\$500,000	\$0	\$0	\$0	\$0	\$500,000
		Approved Total	\$500,000	\$0	\$0	\$0	\$0	\$500,000
	Christenson Pump Station	Pump station improvements.						
	Water Revenues		\$0	\$0	\$0	\$0	\$1,000,000	\$1,000,000
		Approved Total	\$0	\$0	\$0	\$0	\$1,000,000	\$1,000,000
	Utility Service Center Improvements	Upgrades to the service center. The total project cost is estimated at \$420,000. 60% of the cost will be in this CIP and 40% will be funded from waste water. Additional improvements to the building will be completed in FY 19.						
	Water Revenues		\$288,000	\$0	\$360,000	\$0	\$0	\$648,000
		Approved Total	\$288,000	\$0	\$360,000	\$0	\$0	\$648,000

NON-ROUTINE CAPITAL

Non-Routine Capital Projects

AIRPORT DIVISION

Add a Passenger Loading Bridge

Purpose of Project: In Fiscal Year 2017, the Airport plans to add a passenger loading bridge. The loading bridge is needed to safely load passengers to larger aircraft and will lessen the impact when other loading bridges are out of service during the concourse expansion project.

Project Cost/Funding Source(s): \$ 700,000 – Estimated construction cost funded by Passenger Facility Charges collected in prior years.

Additional/Increased Operating Costs: Costs to maintain the new loading bridge will be minimal.

Anticipated Savings/Revenue Expected: None

Design Work to Expand Terminal Building Concourse Area

Purpose of Project: The Airport is expanding the terminal building concourse and will need to hire an architecture firm to design the project. One of the priorities is to reconfigure the concourse hold room and restroom areas to alleviate overcrowding created by the increased number of passengers utilizing these facilities during peak flight times. Additionally, the project will add larger food concession areas and create more open space and natural light on the concourse.

Project Cost/Funding Source(s): \$4,000,000 – 90% funded with AIP grant monies.

Additional/Increased Operating Costs: On-going utility costs will be mitigated by the use of energy efficient lighting and environmental control systems.

Anticipated Savings/Revenue Expected: Annual lease rents will increase due to additional space. Additional food concessions should also increase revenues.

Remove Hangers and Construct an Expanded Ramp Area on the North Side of the Airport

Purpose of Project: To create additional ramp area on the north side of the airfield, the Airport plans to remove four old Cold War era hangars. Construction will expand the ramp area sufficiently to accommodate local and itinerant aircraft.

Project Cost/Funding Source(s):	\$1,100,000 – 90% funded with AIP grants.
Additional/Increased Operating Costs:	On-going costs will consist mainly of snow removal, which is currently being provided by Airport staff.
Anticipated Savings/Revenue Expected:	The enlarged ramp area will allow larger aircraft access to this area, which may result in additional fuel flowage and/or landing fees.

PUBLIC WORKS DEPARTMENT

Stormwater Master Plan Implementation

Purpose of Project: This project will allow for construction on projects that are listed on the Stormwater Master Plan document. Projects will include but not limited to Hilltop Road, Palisades Park Drive, 29th Street West, Canyon Creek Road, and the purchase of 2 new tracts of land.

Project Cost/Funding Source(s):	\$ 1,900,000 – Storm Sewer
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

Monad Rd & Daniel St. Intersection

Purpose of Project: Intersection improvements.

Project Cost/Funding Source(s):	\$ 400,000 – Arterial Fees
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

4th Ave North & Division St Intersection

Purpose of Project: This project will allow for improvements at the intersection of 4th Avenue North and Division Street.

Project Cost/Funding Source(s):	\$ 320,000 – Arterial Fees
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

High Service Pump 5KV Switchgear

Purpose of Project: This will replace the switchgear in the High Service Pump and move it to a separate, outside enclosure.

Project Cost/Funding Source(s): \$ 1,350,000 – Water Revenues
Additional/Increased Operating Costs: None
Anticipated Savings/Revenue Expected: None

Integrated Water Plan/WTP Land Analysis

Purpose of Project: Creation of an integrated water plan along with land acquisition analysis.

Project Cost/Funding Source(s): \$ 500,000 – Water Revenues
Additional/Increased Operating Costs: None
Anticipated Savings/Revenue Expected: None

Fox Reservoir #1 Interior/Exterior Recoat

Purpose of Project: This project will recoat the interior and exterior of the 2 MG Fox Reservoir #1.

Project Cost/Funding Source(s): \$ 400,000 – Water Revenues
Additional/Increased Operating Costs: None
Anticipated Savings/Revenue Expected: None

Inner Beltloop Alignment Engineering

Purpose of Project: The project will review alternative alignments for Phase II of the Inner Belt Loop that will connect Wick Lane to Zimmerman Trail.

Project Cost/Funding Source(s): \$ 50,000 – Arterial Fees
Additional/Increased Operating Costs: None
Anticipated Savings/Revenue Expected: None

Leavens Storage Reservoir Liner Install

Purpose of Project: This project will install a new liner in the Leavens Storage Reservoir that was originally constructed in 1940.

Project Cost/Funding Source(s): \$ 950,000 – Water Revenues
Additional/Increased Operating Costs: None
Anticipated Savings/Revenue Expected: None

Wastewater Treatment Plant

Purpose of Project: Significant plant upgrades will be constructed to allow us to meet state and federal requirements for nitrogen and phosphorus removal.

Project Cost/Funding Source(s): \$ 65,000,000 – Wastewater Revenues
Additional/Increased Operating Costs: \$400,000
Anticipated Savings/Revenue Expected: None

Zimmerman Trail – Rimrock Road to Highway 3

Purpose of Project: This project will fund the local share portion of construction to improve Zimmerman Trail.

Project Cost/Funding Source(s): \$ 781,865 – Arterial Fees
Additional/Increased Operating Costs: Undetermined
Anticipated Savings/Revenue Expected: None

Logan Reservoir

Purpose of Project: This Project will allow a new reservoir providing service to Zones 5 & 6 that is needed to improve operations in those zones and provide additional storage.

Project Cost/Funding Source(s): \$ 3,920,000 – Water Revenues
Additional/Increased Operating Costs: \$5,000
Anticipated Savings/Revenue Expected: None

Reservoir Pressure Zone Adjustment

Purpose of Project: This project is to design and build a replacement reservoir for the Logan Reservoir to increase storage in Zone 5 for the Airport area.

Project Cost/Funding Source(s): \$ 2,000,000 – Water Revenues
Additional/Increased Operating Costs: Undetermined
Anticipated Savings/Revenue Expected: None

Grand Avenue (Shiloh to 56th)

Purpose of Project: This project will fund street reconstruction of Shiloh to 56th Street West.

Project Costs/Funding Source(s): \$ 1,500,000 – Gas Tax
\$ 2,300,000 – Arterial Fees
Additional/Increased Operating Costs: Undetermined

Anticipated Savings/Revenue Expected: None

Travel Corridor Coordination

Purpose of Project: This project will evaluate and improve coordination of many corridors in the city to provide more efficiency.

Project Costs/Funding Source(s): \$ 100,000 – Arterial Fees

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

Poly Drive/Virginia Lane Landscaping

Purpose of Project: This project will fund landscaping at Poly Drive and Virginia Lane.

Project Costs/Funding Source(s): \$ 40,000 – Arterial Fees

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

Northwest Billings Storm water Implementation Plan

Purpose of Project: This Project will develop a plan that will guide storm drainage throughout the rapidly developing area of NW Billings. The plan will identify areas of land needed for retention ponds and will develop storm water infrastructure criteria that will be constructed by the city or by development.

Project Costs/Funding Source(s): \$ 100,000 – Storm Sewer

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

Storm Sewer Inventory/Replacement

Purpose of Project: This project will inventory storm infrastructure and develop a program for the replacement of localized infrastructure.

Project Costs/Funding Source(s): \$ 340,000 – Storm Sewer

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

Traffic Signal Controller Upgrade

Purpose of Project: This project will allow the upgrade of various traffic signal controllers throughout the City.

Project Costs/Funding Source(s): \$ 250,000 – Arterial Fees

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

Zone 4 N Res. & Fox Pump Station Remodels

Purpose of Project: This project will fund upgrades to the 4 N Reservoir & Fox Pump Station.

Project Costs/Funding Source(s): \$ 4,300,000 – Water Revenues

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

Water & Sewer Main Infill for Missing Sections

Purpose of Project: This project will allow water & sewer replacements and infill for missing sections.

Project Costs/Funding Source(s): \$ 500,000 – Water
\$ 500,000 – Sewer

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

Utility Service Center Improvements

Purpose of Project: This project will fund improvements to the Utility Service Center to upgrade the HVAC system and better utilize the building's space.

Project Costs/Funding Source(s): \$ 288,000 – Water Revenues
\$ 192,000 – Sewer Revenues

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

Waste Water Treatment Plant Building Improvements

Purpose of Project: This project will allow improvements to the Waste Water Treatment Plant Building needed to meet Federal & State regulations.

Project Costs/Funding Source(s): \$ 1,000,000 – Sewer Revenues

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

Solid Process Air Handling Units

Purpose of Project: Project will replace aging air handling units at Waste Water Treatment Plant.

Project Costs/Funding Source(s): \$ 180,000 – Sewer Revenues

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

Landfill Reconfiguration for Drop Off

Purpose of Project: This project will reconfigure landfill drop off routes to better utilize landfill space.

Project Costs/Funding Source(s): \$ 250,000 – Solid Waste Revenues

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

Collections Space Study

Purpose of Project: Project will allow a Collections Space Study to better utilize the landfills collection space.

Project Costs/Funding Source(s): \$ 50,000 – Solid Waste Revenues

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

Midland Road Design

Purpose of Project: This project will reconstruct Midland Road from South Billings Boulevard to Mallowney Lane.

Project Costs/Funding Source(s): \$ 700,000 – TIFD

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

SUPPLEMENTAL INFORMATION

City of Billings - Statistical Information:

This section presents basic statistical information about the City of Billings over the past five years. It provides comparative information on various services the City performs for the community. It should be noted that the information is reported on an annual basis either by calendar year (CY) or by fiscal year (FY).

Activity	Report Period	2011	2012	2013	2014	2015
Demographic:						
Area in Square Miles	FY	42.0	42.0	42.0	42.0	42.9
Population**	CY	104,170	104,170	106,954	109,059	108,869
Per Capita Income**	CY	39,212	38,488	41,546	42,417	42,606
Median Age**	CY	39.0	39.0	37.0	36.8	38.3
School Enrollment	FY	15,715	16,223	16,238	16,328	16,120
Infrastructure:						
Miles of Streets	CY	523.4	527.9	530	530	544.4
Miles of Alleys	CY	123	123.4	123.4	123.6	124.2
Miles of Highway/Interstate	CY	19	19	19	19	19
Street Light Maint. Dist.	FY	184	185	185	186	187
No. of Street Lights	FY	8,179	8,202	8,202	8,239	8,376
Miles of Storm Sewer	CY	149.2	149.2	149.2	213.8	232.0
No. of Fire Hydrants (per PUD)	FY	4,204	4,211	4,242	4,357	4,392
New Special Improvement Districts	CY	2	4	1	3	5
New Private Contract Projects	CY	11	17	23	23	15
Fire Protection:						
No. of Stations	CY	7	7	7	7	7
No. of Firefighters/Officers Dispatchers	FY	148	148	146	146.5	147.1
No. of Dispatched Calls	CY	10,841	11,228	11,194	11,989	N/A ¹
No. of Fire Inspections	CY	1,972	1,191	1,209	1,553	2,027
Police Protection:						
No. of Stations	CY	1	1	1	1	1
No. of Police Officers	FY	142	141	140	141	141.4
No. of Dispatched Calls	CY	60,686	63,915	66,510	66,111	68,817
No. of Arrests	CY	7,324	9,116	9,265	10,214	10,064
No. of Traffic Violations	CY	27,240	30,473	26,478	24,813	15,460
No. of Traffic Accidents	CY	3,623	3,524	3,329	3,988	3,845
Animal Control:						
No. of Animals Processed	CY	4,100	N/A	4,022	4,133	3,829
No. of Licenses Issued	CY	5,027	4,998	4,916	4,552	4,479
No. of Citations Issued	CY	490	454	528	905	868
No. of Complaints Received	CY	5,452	5,811	5,601	5,507	5,349

** Figures are estimates

¹ A new system was implemented during the year, so an accurate number cannot be given for FY15.

City of Billings - Statistical Information: Continued

Activity	Report Period	2011	2012	2013	2014	2015
Municipal Water:						
No. of Consumers	FY	29,309	29,537	29,811	30,113	30,326
Average Daily Consumption	FY	19	23	23	21	21
Maximum Daily Capacity (millions of gallons)	FY	60	60	60	60	60
Miles of Water Mains	FY	447	465	467	468	476
Municipal Wastewater:						
No. of Customers	FY	32,390	32,586	32,951	33,357	33,894
Average Daily Treatment	FY	16	16	16	16	16
Maximum Daily Capacity (millions of gallons)	FY	26	26	26	26	26
Miles of Sanitary Sewers	FY	473	461	486	488	497
Solid Waste:						
No. of Residential Customers	FY	31,735	32,359	32,772	33,127	35,623
No. of Commercial Customers	FY	3,720	3,982	4,071	4,136	2,900
Total Customers	FY	35,455	36,341	36,843	37,263	38,523
No. of Landfill Trips	FY	105,663	164,667	166,777	165,729	146,635
Building						
Residential Permits	CY	287	452	517	510	553
Remodel/Addition Permits	CY	611	680	709	765	763
Commercial Permits	CY	67	72	97	68	87
Remodel/Addition Permits	CY	324	310	275	310	264
Total Number Permits	CY	1,289	1,514	1,598	1,653	1,667
New Residential Valuation	CY	\$ 47.7	\$ 104.7	\$ 165.7	\$ 124.1	\$ 144.8
Remodel/Addition Valuation	CY	6.2	6.9	6.5	7.8	6.8
New Commercial Valuation	CY	30.7	71.1	141.5	47.3	67.8
Remodel/Addition Valuation	CY	34.0	47.4	71.8	50.9	49.0
Total Permit Valuation		\$ 118.6	\$ 230.1	\$ 385.5	\$ 230.1	\$ 268.4
Airport Activity:						
No. of Enplanements	CY	418,046	451,442	394,942	428,578	428,940
Tons of Freight Handled	CY	25,227	26,397	27,915	30,514	34,225
Tons of Mail Handled	CY	3,384	3,504	3,385	3,362	1,377
No. of Crash/Fire Responses	CY	137	115	94	130	161
Transit Activity:						
No. of Miles Traveled	FY	861,599	838,312	884,328	853,576	802,087
Ridership	FY	668,314	676,307	662,790	671,804	597,288
Wheel Chair Ridership	FY	25,021	25,635	25,322	24,522	21,604
Fleet Services:						
Preventive Maintenance Orders	FY	1,997	1,950	2,050	2,038	2,205
Other Repair Orders	FY	5,510	5,030	4,970	5,539	5,420
Total Repair Orders	FY	7,507	6,980	7,020	7,577	7,625
Maintenance Hours Charged	FY	20,135	19,754	19,960	19,882	20,346
Fuel Consumption (Gallons)	FY	822,000	831,482	864,133	889,839	878,969

City of Billings - Statistical Information: Continued

Activity	Report Period	2011	2012	2013	2014	2015
Municipal Cemetery:						
No. of Spaces Occupied	FY	24,725	24,810	24,898	24,977	25,050
No. of Spaces Un-Occupied	FY	6,830	6,745	6,657	6,578	6,505
Total Spaces	FY	31,555	31,555	31,555	31,555	31,555
No. of Full Burials	FY	58	46	53	43	40
No. of Cremation Burials	FY	69	83	75	67	70
Total Burials	FY	127	129	128	110	110
Municipal Parking Garages:						
No. of Parking Garages	FY	4	3	3	4	4
No. of Available Spaces	FY	2,436	1,661	1,487	1,843	1,817
No. of Leased Spaces	FY	2,036	1,526	1,256	1,535	1,509
No. of Shopper Spaces	FY	400	135	231	308	308
On-Street Parking:						
No. of Parking Meters	FY	1,075	675	884	802	791
Off-Street Parking Lots¹						
No. of Parking Lots	FY	N/A	N/A	N/A	N/A	5
No. of Lot Meters (includes multi-space meter)	FY	N/A	N/A	N/A	N/A	111
No. of Leased Lot Spaces	FY	N/A	N/A	N/A	N/A	29
City Parks:						
Developed Acres	FY	1,183	1,183	1,183	1,183	1,183
Undeveloped Acres	FY	290	290	290	290	290
Natural Park Acres	FY	1,170	1,170	1,170	1,170	1,170
Total Park Acres	FY	2,580	2,580	2,580	2,580	2,580
City/County Library:						
No. of Volumes	FY	310,890	295,823	217,177	217,668	211,176
No. of Annual Circulations	FY	933,547	867,922	786,884	858,177	893,283
City Recreation:						
No. of Recreation Programs	FY	492	495	503	512	519
No. of Participants	FY	74,132	74,645	75,038	75,250	75,336
Legal /Judicial:						
Warrants Reviewed	FY	5,492	6,187	7,739	7,377	6,594
Appeals to Higher Court	FY	16	15	21	19	14
Financial Activity:						
Investment Rate of Return	FY	1.21%	0.70%	0.33%	0.39%	0.60%
No. of New Businesses ²	FY	N/A	N/A	N/A	N/A	N/A
No. of Renewal Businesses ²	FY	N/A	N/A	N/A	N/A	N/A
Total Businesses	FY	N/A	N/A	N/A	N/A	N/A

¹ New statistic beginning in FY15.

² Business License module is not able to differentiate new and renewing licenses.

**CITY OF BILLINGS, MONTANA
Principal Employers
Current Year and Ten Years Ago
(Unaudited)**

Employer	2015			2006		
	<u>Number of Employees¹</u>	<u>Rank</u>	<u>Percentage of Total City Employment²</u>	<u>Number of Employees¹</u>	<u>Rank</u>	<u>Percentage of Total City Employment³</u>
Billings Clinic	3,141	1	3.52%	2,919	1	-
St. Vincent Healthcare	2,100	2	2.35%	2,020	3	-
School District #2	1,900	3	2.13%	2,200	2	-
Stillwater Mining Company	1,429	4	1.60%	1,575	4	-
Avitus Group	950	5	1.06%	778	7	-
Wal Mart	812	6	0.91%	-	-	-
City of Billings	892	7	1.00%	810	6	-
Yellowstone County	743	8	0.83%	-	-	-
Montana State University-Billings	609	9	0.68%	1,000	5	-
St John's Lutheran Home	600	10	0.67%	-	-	-
Wells Fargo				615	8	
Albertson's				600	9	
First Interstate Bank				595	10	
Total	<u>13,176</u>		<u>14.75%</u>	<u>13,112</u>		<u>-</u>

Sources and other information:

¹ Information obtained from each individual company. Numbers given may be estimates.

² Montana Research and Analysis Bureau, State of Montana. Based on 89,328 employees in the greater Billings Metro Area.

³ Total City Employment not available for 2006.

CITY OF BILLINGS, MONTANA
Principal Property Taxpayers
June 30, 2015 and Ten Years Ago
(Unaudited)

Taxpayer	Tax Year 2014			Tax Year 2005		
	Taxable Value	Rank	Percentage of Total Taxable Value	Taxable Value	Rank	Percentage of Total Taxable Value
Northwestern Corp Transmission	\$ 7,894,315	1	4.7%	\$ 6,352,885	1	4.7%
Bresnan Broadband DbA Mt Teleg	2,535,803	2	1.5%	-		0.0%
Montana Dakota Utilities	2,518,340	3	1.5%	1,162,308	3	0.9%
Centurylink INC	2,373,247	4	1.4%	-		0.0%
Verizon Wireless	928,229	5	0.6%	-		0.0%
AT & T Mobility LLC	881,177	6	0.5%	999,299	4	0.7%
Wal-Mart Real Estate Business	875,909	7	0.5%	607,832	6	0.4%
Rimrock Owner LP	618,560	8	0.4%	-		0.0%
United Airlines	502,370	9	0.3%	-		0.0%
Stockman Bank of Montana	448,519	10	0.3%	-		0.0%
Qwest Corporation	-		0.0%	3,665,116	2	2.7%
Sky West Airlines	-		0.0%	471,185	8	0.3%
Macerich Rimrock Limited Partner	-		0.0%	871,433	5	0.6%
Sysco Food Services	-		0.0%	420,062	9	0.3%
Western Sugar Co.	-		0.0%	524,007	7	0.4%
West Park Plaza Investors	-		0.0%	403,452	10	0.3%
Total	\$ 19,576,469		11.7%	\$ 15,477,579		11.4%
Total taxable value	\$ 166,858,266			\$ 135,531,505		

Source: City of Billings, Montana

GLOSSARY

GLOSSARY

Accrual Basis of Accounting

Accrual Basis of Accounting is the method of accounting under which revenues are recorded when earned and expenses that are recorded when goods and services are received (regardless of the timing of related cash flows).

Actual

Actual, as used in the fund summaries and department and division summaries within the budget document, represents the FY 08 and FY 09 results of operations.

Airport Improvement Program (AIP)

Airport Improvement Program (AIP) is a Federally funded grant program in which annual entitlements combined with local share dollars, are used to fund Federally approved airfield improvements and/or equipment purchases. Examples of AIP improvements and purchases include taxiway/runway overlays, airfield lighting projects, navigational equipment installations, airfield fire fighting equipment, etc.

Appropriation

An Appropriation is expenditure authority with specific limitations as to the amount, purpose, and time established by formal action of a governing body such as the City Council for a specific use.

Arcview

Arcview is the software used with (GIS) Geographic Information Systems.

Assessed Market Valuation

The Assessed Market Valuation is the value set upon real estate or other property by a government as a basis for levying taxes.

AVL

Automatic Vehicle Locators enable 911 Center dispatchers to view on a map where each equipped fire truck is at the present moment.

Balanced Budget

A Balanced Budget is one in which expenditures equal revenues for the fiscal year.

Billings Operations Center (BOC)

The Billings Operations Center (BOC) is the facility that houses Central Motor Pool, Solid Waste Division, Street and Traffic Division, Parks Maintenance Operation, and the Police roll call and training facility.

BMP

BMP refers to Best Management Practices.

Bonds

Bonds are debt instruments that require repayment of a specified principal amount on a certain date (maturity date) together with interest at a stated rate or according to a formula for determining the interest rate.

Budget

A Budget is a financial plan for the control of government operations. A budget primarily focuses on available reserve, revenue, and expenditure estimates as the means of control.

Budget Document

The Budget Document is the official written statement/document which presents the approved budget to the legislative body.

Budget Message

The Budget Message is the opening section of the budget document which provides the City Council and the public with a general summary of the most important aspects of the current budget, changes from previous year and recommendations regarding the financial policy for the coming period.

BUFSA

Billings Urban Fire Service Area (BUFSA) was established when the rural fire service discontinued its business. These districts were formed to provide fire and emergency service to areas outside the city limits of Billings. These operations have been closed to the Public Safety Fund.

CAFR

The Comprehensive Annual Financial Report (CAFR) is the official annual financial report of the City encompassing all funds of the City. It includes an introductory section, management's discussion and analysis (MD&A), basic financial statements, required supplementary information other than MD&A, combining and individual fund statements, schedules, and a statistical section.

Capital Assets

Capital Assets are assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Capital Improvement Plan (CIP)

The Capital Improvement Plan (CIP) represents all capital projects that are in excess of \$25,000 and that are planned for the next five fiscal (budget) years.

Capital Project Funds

Capital Project Funds account for the acquisition and construction of major capital facilities such as Fire Station #7 and the Ballfield/Stadium. Revenues may be from grants, taxes, bond issues, donations, transfers from other funds, and/or assessments.

Capital Replacement Fund

The Capital Replacement Fund is a fund used strictly for the replacement of vehicles and major items of equipment. Reserves are accumulated in this fund through transfers from benefiting funds.

Cash Reserves

Cash Reserves is the unobligated cash in each of the funds.

CDBG

The Community Development Block Grant (CDBG) Program is a federally funded program designed to develop viable urban communities by providing decent housing and a suitable living environment and by expanding economic opportunities primarily for persons of low and moderate incomes. Eligible projects must either benefit low or moderate-income individuals or result in the prevention or elimination of slums or blighted conditions. Programs typically funded include Housing Rehabilitation, Economic Development, Public Service Activities, and Neighborhood Improvement Projects carried out in the City's lower income neighborhoods.

Contingency

A Contingency is an appropriation of funds to cover unforeseen expenditures that may occur during the budget year.

CTEP

Community Transportation Enhancement Program (CTEP) is a federally funded program being used for Bike Trails.

DBID (Downtown Business Improvement District)

The Downtown Business Improvement District (DBID) 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 is publicly-sanctioned, assessment financed, and property owner managed.

Debt Service Fund

The Debt Service Fund accounts for revenues and transfers for related principal and interest expenditures.

DEQ

The Department of Environmental Quality (DEQ) is the State agency charged with regulation of Montana Environmental Laws such as Air Quality and Water Quality.

Distinguished Budget Presentation Awards Program

The Distinguished Budget Presentation Awards Program is a voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective budget documents.

Downtown Billings Association

The Downtown Billings Association (DBA) is a non-profit organization working with downtown promotions.

Downtown Billings Partnership

The Downtown Billings Partnership, Inc. (DBP) is comprised of the Billings Cultural Partners, the DBA, and downtown property owners. The DBP's purpose is to recommend to the City Council how to spend Tax Increment dollars to best move forward with the revitalization of the downtown area and the central business district.

DPARB

The Development Process Advisory Review Board (DPARB) is an advisory board that meets once a month to discuss issues related to development and the permit processes within and immediately around the City of Billings. They may hear appeals and make recommendations to the City Administrator.

EMS

EMS refers to Emergency Medical Services.

Encumbrance

An Encumbrance is a commitment of funds against an appropriation until such time as goods or services (related to an unperformed contract) are received by the City.

Enterprise Funds

Enterprise Funds account for businesslike activities supported primarily by user charges. Examples are the City Water and Wastewater Utilities, Parking garages, and Airport and Transit systems.

EPA

EPA refers to the Environmental Protection Agency.

Expenditures

The term, Expenditures, refers to the outflow of funds paid for an asset obtained or goods and services rendered.

FAR Part 107

Federal Aviation Regulation Part 107 (FAR Part 107) – Airport Security. This is the Federal Regulation that requires airports across America to establish and implement a security plan for their facilities. Part 107 was originally established to prevent hijackings and has been expanded to help airports protect against a number of national and international threats. Some of the specific requirements are the establishment of an airport police force, access control procedures and employee training.

FAR Part 139

Federal Aviation Regulation– Part 139 (Far Part 139) – Certification and Operations: Land Airports Serving Certain Air Carriers. This is the regulation that established all of the operational and safety standards that must be met to be a certified airport. An airport must maintain its certification to receive commercial airline service. Part 139 establishes the requirements and specifications for such things as runway widths, placement of lights, object free zones near and around runways, snow removal operations, aircraft rescue firefighting, driving on the airfield, painting of striping on pavement surfaces, etc.

FAR Part 150

Federal Aviation Regulation – Part 150 (Far Part 150) – Airport Noise Compatibility Programs. This is the Federal Regulation that required airports to put in place a plan to mitigate airport generated noise.

Fiscal Year (FY)

Fiscal Year (FY) is a twelve-month period of time to which the annual budget applies and at the end of which a governmental unit determines its financial position and the results of its operations. The City of Billings' fiscal year runs from July 1 through June 30.

Franchise Fees

Franchise Fees are paid by utility companies as rent for using public rights-of way.

FTA

The Federal Transit Administration (FTA) is the federal agency that administers the Federal funds used for local transit services and equipment.

FTE

Full-time equivalent (FTE) of one position is 2080 hours per year for all employees, except for suppression fire personnel whose annual compensation is based on 2272 hours per year.

Fund

A Fund is a fiscal and accounting entity with a self-balancing set of accounts.

Fund Balance

Fund Balance is the difference between revenues and expenditures. The beginning fund balance represents the residual funds brought forward from the previous year (ending balance).

GAAP

Uniform minimum standards for financial accounting and recording, encompassing the rules and procedures that define accepted accounting principles. The financial statements of the City of Billings have been prepared in conformity with General Accepted Accounting Principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial principles.

GASB 34

GASB 34 changes the presentation of governments' external financial statements. The objective of GASB 34 is to enhance the clarity and usefulness of government financial statements to the citizenry, oversight bodies, investors and creditors. Key aspects are: analysis of the government's financial performance for the year and its financial position at year-end. The City is required to report financial operations, net assets and prepare statements at the government-wide level. Governments will now be required to use a "net program cost" format for the government-wide statements instead of a traditional operating statement. The City will also be required to record certain infrastructure assets.

General Fund

The General Fund accounts for all resources not devoted to specific activities and include many City services such as Legal, Administration, Municipal Court, Finance and Parks and Recreation. Major revenue sources are real property taxes, Municipal Court fines, business licenses, charges for services, and miscellaneous.

General Obligation Bonds (G.O. Bonds)

General Obligation Bonds (G.O. Bonds) are bonds which are secured by the full faith and credit of the issuer.

GEO File

GEO File associates a location to an address and phone number. (Part of New World database.)

GIS

Global Information System (GIS) – the City of Billings is actively working on the development of a city wide GIS. The GIS will contain data layers that will consist of city infrastructure data, tax data, and various other pertinent city data. This information will be used for inventory purposes, compliance of GASB 34, and many other uses.

GPS

Global Positioning System (GPS) uses satellites to reference a map point. The point can be a sign, streetlight, water/sewer line, or various other city assets. The point contains data about the asset which is then included in the city GIS.

Grant

A Grant is a contribution by the State or Federal government or other organization for a specific purpose, activity, or facility.

HAWK

High-intensity Activated crossWalk is a crosswalk signal to stop traffic flow for pedestrians where there is not a traffic light.

Hi-C

Higher Classification arises when a fire employee is qualified to work above their current job description and / or pay grade.

IDDE

IDDE refers to Illicit Discharge Detection and Elimination.

Interfund Transfers

Interfund Transfers are amounts transferred from one fund to another within the City.

Internal Service Funds

Internal Service Funds account for the financing of services provided by one department to other departments of the City.

Intrafund Transfers

Intrafund Transfers are amounts transferred within the fund.

Levy

Levy – (Verb) To impose taxes, special assessments, or service charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments, and/or service charges imposed by a government.

MDT

Mobile Data Terminals are the computers in the fire trucks that allow the 911 Center to send information to the Fire personnel while they are responding to a call.

Mill

A Mill is the traditional unit of expressing property tax rates. One Mill equals one-thousandth (1/1000) of a dollar, or \$1 tax per \$1,000 of taxable valuation.

MLCT

MLCT is the Montana League of Cities and Towns.

MMIA

The Montana Municipal Insurance Authority (MMIA) is a self-insured pool made up of the participating cities and towns within the State of Montana. The MMIA makes available two coverages to each of the municipalities: the Workers Compensation Program and the General Liability Program. The City of Billings is a member of both programs.

Modified Accrual Basis of Accounting

Modified Accrual Basis of Accounting is an accounting method by which revenues are recognized in the accounting period in which they become measurable and available. Expenditures are recognized in the accounting period in which the fund liability is incurred. However, debt service expenditures, as well as expenditures related to compensated absences, claims, and judgments, are recorded only when payment is due

Non-departmental

General Fund expenditures that are not specifically allocable to an individual general fund department are termed Non-departmental. The largest such expenditures include transfers to the Public Safety Fund and property/liability insurance payments.

Ordinance

Ordinance – A formal legislative enactment by the governing body of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

Park Maintenance Districts (PMD)

Park Maintenance Districts (PMD) are districts established in certain areas for the upkeep and maintenance of parks.

Permanent Fund

The Permanent Fund is used to account for resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that support the City's programs – that is, for the benefit of the government or its citizenry.

Personal Services

Personal Services are those costs related to employee compensation, including salaries, wages, and benefit costs.

Refunding

Refunding is the redemption of a bond with proceeds received from issuing lower-cost debt obligations ranking equal to, or superior to, the debt to be redeemed.

Reserve for Debt Service

A Reserve for Debt Service is an account used to segregate a portion of fund balance for Debt Service Funds.

Resolution

Resolution is a formal expression of opinion or intent voted by an official body such as the City Council.

Revenue

Revenue is the total income produced by a given source, such as business taxes, permits, fines and forfeitures, etc.

Revenue Book

The Revenue Book is the City prepared document that reports estimated tax, special assessment, and entitlement revenues each fiscal year. Each revenue estimate includes actual revenue history for 5 to 10 years, estimated revenue for the current budget year, and percentage changes.

Risk Management

Risk Management is an organized attempt to protect a government's assets against accidental loss in the most economical method.

SDF

System Development Fees (SDF) are one-time fees assessed against new water or wastewater customers as a way to recover a part of the cost of additional system capacity constructed for their use. The amount of the fees is based upon the size of the customer's water meter.

SID

Special Improvement Districts (SID) are districts established for specific improvements such as water sanitary sewer, storm drain, and/or streets. These improvements are paid for by special assessments.

Special Assessment

A Special Assessment is a levy made against certain properties to defray part or all of the cost of a specific improvement or service primarily benefiting those properties.

Special Revenue Funds

Special Revenue Funds are funds earmarked for special activities as required by law or administrative regulation. Examples are City-County Library, Street/Gas tax, Tax Increment District, and the Community Development Grants.

Tax Increment Bond

Tax Increment Bond is a specially limited obligation bond payable from anticipated incremental increases in tax revenues, resulting from the redevelopment of an area. Tax revenue from construction and improvements in the Tax Increment District provides funding for new construction and improvements.

Tax Increment District(s)

Tax Increment Districts are areas within the City that the governing body has established by resolution as "blighted"; which allows for special property tax treatment. Blight is defined as an area declining in taxable value and that requires rehabilitation and redevelopment in the interest of the public health, safety, morals, or welfare of the citizens. Boundaries of the District are defined and tax revenue (based upon taxable value) is determined. This taxable value amount becomes the BASE value. Tax collections from the BASE continue to be distributed to the taxing entities. The taxable value in excess of the BASE (*tax increment*) is used to pay for incentives established to create tax value growth. After a period of time, the District sunsets and all tax collections are distributed to the taxing entities.

Taxable Valuation

The Taxable Valuation is the portion of the assessed value of a property that is taxable.

TBID

The Tourism Business Improvement District's (TBID) purpose is to market the Billings region as a preferred travel destination. Visitors to lodging facilities are assessed a nightly fee to fund the District.

Transfers

Transfers are authorized exchanges of cash or other resources between funds.

Transmittal Letter

Transmittal Letter is a general discussion of the proposed budget as presented in writing by the Mayor to the Council. The message contains an explanation of the principal budget items and recommendations regarding the financial policy for the upcoming year.

VISTA

VISTA, or AmeriCorps VISTA, refers to Volunteers In Service To America.

Working Capital

Working Capital is net current assets. The balance can be identified as available for commitment on the short term (usually one year). Formula:

1. Add cash:
2. Add other current assets (known as receivables which can be expected to be available for expenditure in the short term): and,
3. Deduct current liabilities (payables which are expected to be paid in the short term).



2017 Fiscal Year
City of Billings, Montana