



FISCAL YEAR **2020** Operating **Budget**  
+ FIVE YEAR CAPITAL IMPROVEMENT PLAN



## ABOUT THE COVER

The Billings City/County 9-1-1 Center provides the critical link between the community and public safety resources. Thirty one and a half full-time employees and four 9-1-1 supervisors receive, coordinate, and process emergency and non-emergency radio and telephone traffic 24 hours a day. Additionally, the 9-1-1 Center Manager oversees the citywide 800 MHz radio system.

In 1998, the Billings City/County 9-1-1 (9-1-1) committed \$25,000 to a reserve fund dedicated to constructing a new 9-1-1 facility for the community. Within three years, 9-1-1 elected to contribute 25% of all in-coming annual revenues to the reserve fund as well. The significance of this project and its on-going impact to public safety cannot to be overstated, especially considering it was accomplished without imposing additional fees or levies.

Coming in slightly under its \$5.5 million budget, the new 9,100 square foot facility nearly triples the space previously dedicated to 9-1-1 operations. It embraces modern enhancements that include environmentally controlled data and UPS rooms, redundant emergency generators, a dedicated training area, dormitory rooms, a conference area, secured parking, and separate restroom facilities for male and female employees. Twelve state-of-the-art workstations allow for expanded operational capability and agency support in the event of a critical event or disaster, ensuring that the 9-1-1 center is well equipped to meet increased demand for services associated with future community and population growth.

The new 9-1-1 facility has garnered national attention. Other communities, faced with the same daunting challenge of constructing a highly specialized type of facility, have sent delegations of police chiefs, fire chiefs, sheriffs, and 9-1-1 personnel to visit the Billings' center and witness its exceptional functionality, as well as to seek advice on managing the complexity of such a project. Additionally, the Billings City/County 9-1-1 Center was named the 2018 Montana Contractor's Association Commercial Project of the Year in Building Excellence.

On every level, the new 9-1-1 center project was a success, and it reflects the power of effective collaboration between City Departments and private partnerships. Many thanks are due to the City of Billings Information Technology staff, Will Robbins of the City Engineering Division, CTA Architects, Fisher Construction and their many subcontractors, and the technical engineers and staff from Motorola and Industrial Communications & Electronics.

Further, the 9-1-1 Center is exceedingly proud of its EMD program. 9-1-1 staff members have delivered babies, resuscitated drowning and cardiac victims, stemmed uncontrolled bleeding, and have positively impacted the outcome for countless individuals and their families in the community. The 9-1-1 staff are professionals who have great interest in delivering top-notch service. They appreciate how supervisory staff is making a consistent effort to not only identify areas requiring improvement, but also seeing and recognizing the outstanding work they are performing on a daily basis.

Through 20 years of sacrifice and savings, 9-1-1 telephone and radio operations moved into the beautiful, new facility on September 18, 2018.

Special thanks go out to Anne Kindness, Community Center Manager. In addition to her normal duties, Anne spent countless hours working on this project to see the new 9-1-1 Center project come to fruition. Anne will retire this year after 34 years service to the City of Billings. Job well done!

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Billings  
Montana**

For the Fiscal Year Beginning

**July 1, 2018**

*Christopher P. Morill*

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 seven passenger service airlines providing non-stop service to ten major urban markets, two of which are seasonal, and regional service to five Northeastern 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 First Interstate Bank 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



September 13, 2019

Honorable Mayor and Council Members:

It is a privilege to present the approved City of Billings Fiscal Year 2020 (FY20) Operating and Capital budget. The effective date of this budget is July 1, 2019, and runs through June 30, 2020. Adopting the budget is one of the most significant policy decisions the Council makes annually. The Council spent many hours discussing issues with the City's leadership team before adopting the budget on June 24, 2019.

### **Accomplishments in Fiscal Year 2019 (FY19)**

The City experienced moderate growth in Fiscal Year 2019, as evidenced by the City's property tax revenue, which increased 4.2% from Fiscal Year 2018. During FY19 the City issued 498 new building permits with a total value of \$258 million. In the short-term, growth helps the City overcome inflationary challenges; however, over the long-term, growth also places increased demands on services across the entire organization. Because of the City Charter's hard mill levy cap, the ability to pay for the increased demand for services primarily relies on voter approved mill levy increases or the creation of districts as permitted under Montana Code. Significant capital projects included in the FY19 budget were:

Airport Terminal Design	Total project of \$55 M with completion in 2024
Landfill separation facility	\$20 million      Scheduled completion in 2020
Centennial Park development	\$2.8 million
Playground equipment replacements (Optimist and Primrose Parks)	
Hawthorne Park shade structure	

### **Council Adopted Goals**

On March 11, 2019, the City Council adopted its priorities for the coming year. Many of these priorities require budgetary support and are incorporated into the adopted spending plan for FY20. The following list describes the priorities with significant budgetary implications; a full listing of the adopted priorities is included in the Goals section of this publication starting on page 29.

HIGH

- ✚ Improve the safety of Billings
  - 1) Improve law enforcement capabilities (define the goal/set a standard)
  - 2) Improve fire capabilities - Adopt and Implement long range fire master plan



The adopted budget is unsustainable without additional revenues to help pay for police and fire services. This fall City staff will present the Council with options and recommendations to resolve the current financial deficiency. Based on the direction given so far by the Council, the staff will identify the immediate needs of the police and fire departments, as well as anticipating needs for the next decade, to improve the safety of Billings. Once the plan is properly vetted by the Council and community, it will be taken to the voters for their consideration in late winter 2019 or spring 2020.

✚ Advance West-End Reservoir and Water Treatment Plant Projects

- 1) Complete reservoir 2022
- 2) Complete water plant 2024

The adopted budget includes \$4 million in expenditures to purchase land and to complete the design phase of the new water reservoir and water plant. The total cost of the projects is estimated at \$125 million.

✚ Complete Project Re-Code

Approx. 40% of 5 FTEs in the planning office are focused on this project.

MEDIUM

✚ Improve Communication with our citizens

- 1) Overhaul City Website

The adopted budget includes a complete overhaul of the City's web site.

✚ Improve city parks and trails system (quality and quantity)

- 1) Complete - Centennial Park Improvements Phase I

The FY19 and FY20 budgets include approx. \$2.7 million in investment for Phase I of the Centennial Park development. Most of the actual work is being completed during FY20. Phase I includes: restrooms, trails, irrigation system utilizing ditch water, and a dog park.

✚ Advance Airport Expansion Project – completion target 2023

The single largest capital project included in the FY20 budget is the \$55 million airport terminal reconstruction and expansion. The project will break ground in September 2019, with the final phase being completed in 2023.

✚ Determine scope of the South Billings Recreation Center

The budget includes \$25 million in the South Billings Urban Renewal fund to help pay the City's first, full scale recreation center to include aquatics, ice, and gymnasium space.

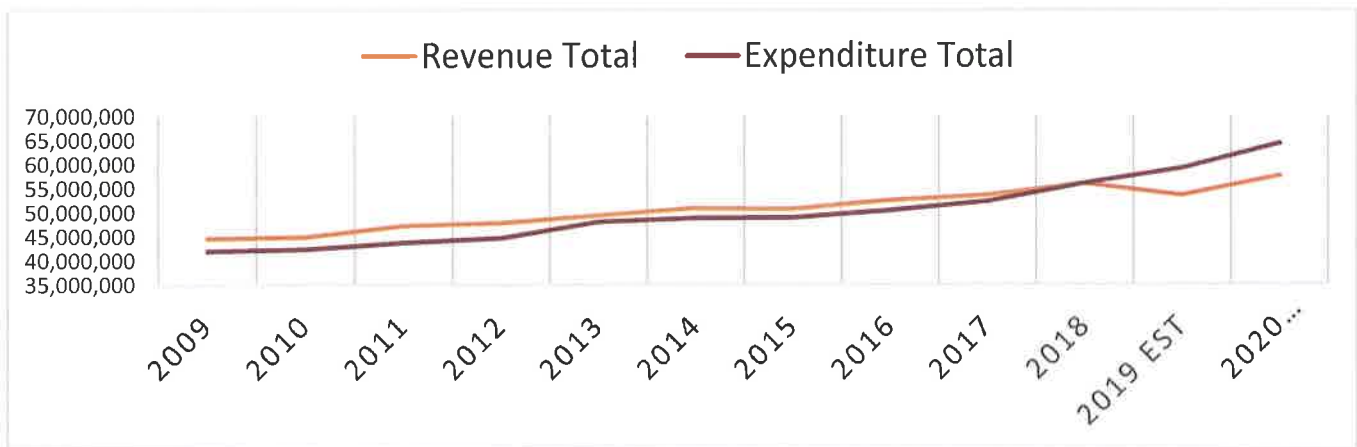
✚ Transportation System Improvements

\$3 million for Monad and 19<sup>th</sup> - more information can be found in the Public Works section of the CIP starting on page 336.

## The Financial Forecast

City Council reduced the total number of mills levied on property taxes from 163.12 in FY19 to 160.02 in FY20. The reduction in mills is a result of growth in the city's tax base and results in a small property tax reduction of \$10 annually for a typical home in Billings.

While the City has historically maintained healthy reserves within the General Fund, the City has become reliant on these reserves to cover ongoing operational expenses. Similar to FY 2019, expenses are expected to outpace the future year's growth in revenues. This is the result of a number of issues, including the loss of approx. \$2.4 M annually in franchise fee revenue and significant increases in police officers and firefighters hired in FY17 and FY18, combined with limited vacancy savings. We anticipate the General Fund/Public Safety Fund will use \$5.3 million of existing reserves to balance the budget. This is not sustainable.



The General Fund budget decreased in FY20 to \$42,269,787 from \$43,873,760 in FY19; this was mainly a result of City Council's approved funding of Centennial Park improvements using General Fund reserves in FY 2019.

Overall, the FY20 budget increased to \$376,332,866 from \$319,969,879 in FY19. The primary reason for the increase in the total budget is the major capital projects planned at the City. The most significant individual project is the expansion of the Billings Logan Airport Terminal.

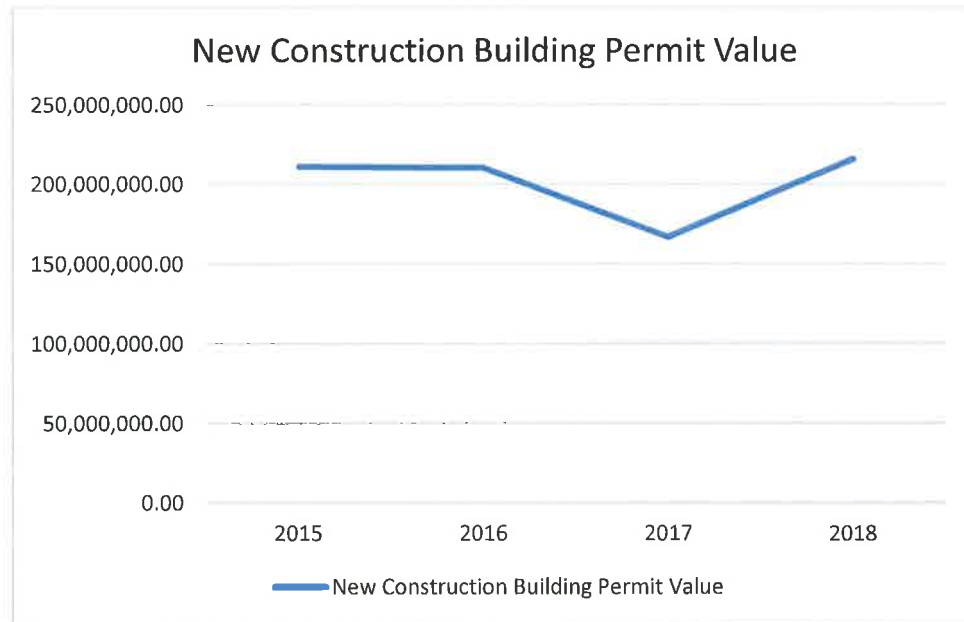
Based upon the direction provided from City Council through their adopted priorities, staff prepared a budget, and presented it over multiple meetings in May and June. City Council adopted the proposed budget on June 24, 2019, with expenditures across all funds totaling just over \$376 million.

Other property tax supported funds (Planning, Library, MET Transit) will also continue to struggle to match expenses to available funding. Federal transportation funding is predicted to stagnate or decline, which negatively affects Planning and MET.



**Significant changes during the past 12 months**

Continued Growth in Construction Sector. Our Building Inspection division has experienced strong permit issuance over the past calendar year.



For the calendar year 2018, the total value of Building Permits for New Construction was up 29% over the previous year.

**Staffing Level Changes**

The approved FY20 budget added 5.5 new staff increasing the total number of employees to 928.0 FTE's. Additional staff were added in the Fire Department, Solid Waste Division, and the Public Works Administration Division.

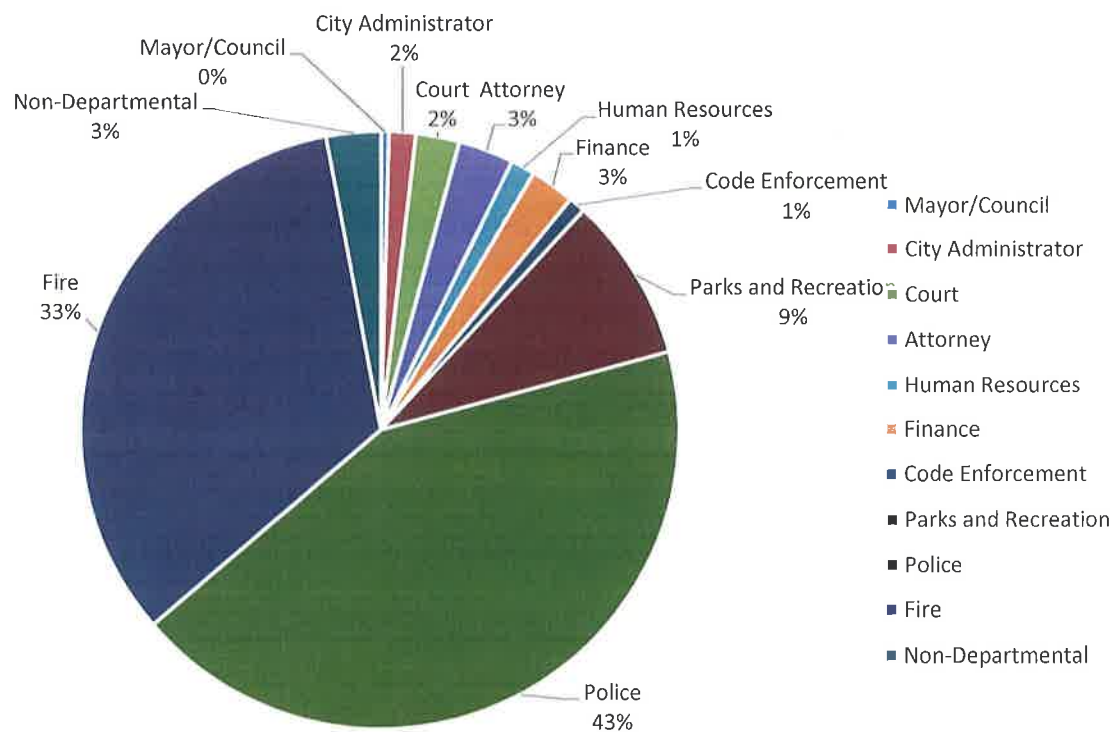
**General Fund and Public Safety Funds:**

The City's General Fund and Public Safety Fund support the majority of administration, public safety and operations. The most significant source of revenue comes from local property taxes. As a result, the General Fund's operating budget and fund balance are critically important to the financial health of the city.

This year's General Fund and Public Safety Fund budgets have \$63 million in expenditures in the following areas:

	General & Public Safety Fund
Mayor/Council	\$ 261,042
City Administrator	906,846
Court	1,493,143
Attorney	1,891,799

	General & Public Safety Fund
Human Resources	826,205
Finance	1,527,061
Code Enforcement	564,362
Parks and Recreation	5,617,665
Police	27,017,423
Fire	20,973,126
Non-Departmental	1,864,686
<b>TOTAL Expenditures</b>	<b>\$ 62,943,358</b>



**FY20 General & Public Safety Fund**

As shown in the above graph, Police and Fire services combined comprise 76% (\$48 million) of the General Fund and Public Safety Fund spending. The next largest department is the Parks, Recreation, and Public Lands spending roughly \$5.6 million and comprising 9% of the budget. Eight other departments/divisions comprise the balance of the expenditures.

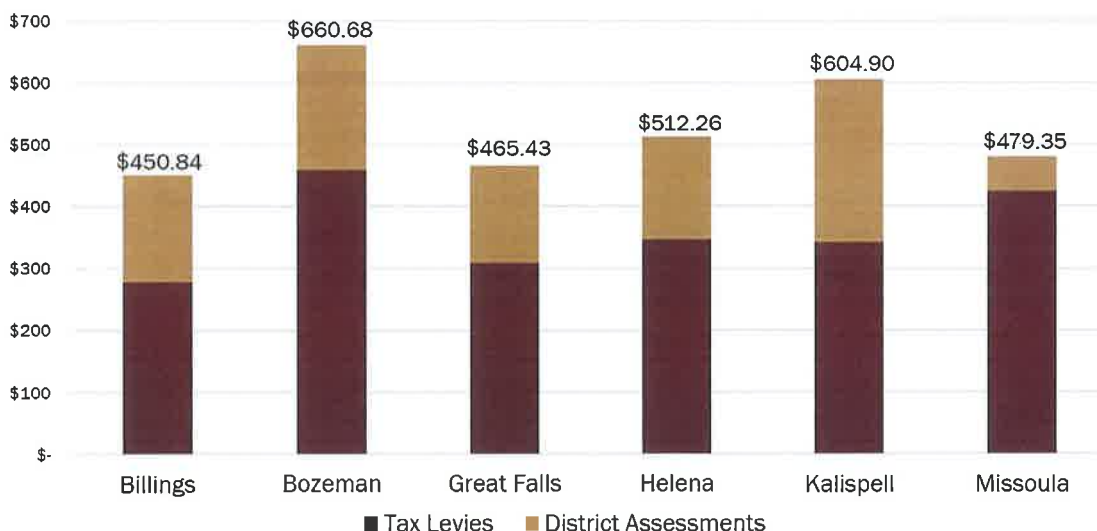
### Mill Levy Comparisons:

Though no other Montana city is comparable in size to Billings, it is interesting to see how our property tax levy compares to the other six trade centers in the state (Butte is excluded as a consolidated city/county government). This Approved Budget, with a total levy of 160.02 mills, would position Billings in 6<sup>th</sup> place if other cities made no changes to their levies this year (which is unlikely). The table below shows the city tax levy for a number of communities in Montana.

City	2010 Census Populations	FY 2019 Mills	Levy Rank	As a % of Billings Levy
<b>Missoula</b>	66,788	242.17	1	148%
<b>Kalispell</b>	19,927	205.76	2	126%
<b>Great Falls</b>	58,505	201.24	3	123%
<b>Bozeman</b>	37,280	191.24	4	117%
<b>Helena</b>	28,190	169.73	5	104%
<b>Billings</b>	<b>104,170</b>	<b>163.12</b>	<b>6</b>	<b>100%</b>

While most communities fund general government services through mill levies, special districts assessments also play a significant role in individual property tax bills. Each community in Montana uses a variety of districts to fund government services. The City of Missoula has provided the following comparison to show the combination of property taxes and district assessments per capita. Per the information provided by the City of Missoula finance department, Billings ranks 6<sup>th</sup> among the major cities in Montana for the lowest per capita revenue. A further discussion of special assessments in Billings can be found below.

### **Per Capita Revenue**



Source: City of Missoula Finance Department

### Residential City Property Taxes for FY18, FY19, and FY20

In total, the Approved Budget will levy 160.02 mills on all taxable property within the city limits. This will generate \$35 million and cost the typical homeowner \$516 dollars per year;

approximately \$10/year less in property taxes. This decreased levy is attributable to numerous issues, including:

1. Increase in taxable value has allowed for the reduction in mills associated with GO Bonds.
2. The 2<sup>nd</sup> Public Safety mill levy approved by voters in 2004 is capped at \$8.2 million. Due to the increase in taxable value, the number of mills needed to generate this amount is able to be reduced.

<b>Assessed Market Value –</b>	<b>FY19 Taxable Value</b>	<b>FY19 City Tax Levy = 163.12 mill</b>	<b>FY20 City Tax Levy = 160.02 mills</b>
<b>Typical Home ~ \$239,000</b>	\$3,226.50	\$526	\$516
<b>\$200,000</b>	\$2,700.00	\$440	\$432
<b>\$300,000</b>	\$4,050.00	\$660	\$648

The median home “assessed market value” represents the value on the tax roll for a home within the Billings city limits. Typical home value is based upon the average sale price provided by Billings Realtor Association for the past 12 months. Each year the typical home value changes slightly. For the coming tax year, the typical residential property will have a taxable market value of \$3,226.50. The median home will pay \$3.22 in city property taxes for every mill levied in Fiscal Year 2020. Residents living in the median home will pay an estimated \$516 in annual property taxes to the City.

#### **General Taxes - Cost per Mill**

For FY20, due to continued strong subdivision and building permit issuance, we are estimating a 3.0% increase in taxable values. Taxable values for the city have had an average increase of 2.4% per year for the past four years, which was when the State Legislature significantly changed the property valuation process.

#### **Citywide Street Maintenance, Storm Sewer, Arterial Construction, Park District 1, Park Maintenance Assessment Districts**

City property owners pay annual assessments based upon the square footage of the lot, zoning classification, and the property value. These assessments are the major funding for street, storm sewer, and park maintenance throughout the city.

The approved budget is based on a 3% increase in the Street Maintenance, Arterial, and Storm Sewer assessments. Park District 1 has been kept at \$2.0 million in total revenue, per direction given by City Council. These changes result in an annual assessment of \$251.98 for the typical home in Billings. This is an increase of \$5.38 annually over the previous year.



Assessment District	FY19 Annual Assessment – Typical Home	FY20 Annual Assessment – Typical Home
Street Maintenance	\$120.36	\$123.96
Storm Sewer	\$44.16	\$45.48
Arterial Construction	\$49.80	\$51.36
Citywide Park District 1	\$32.28	\$31.18

### **Water, Wastewater, and Solid Waste Utility Rates**

Water, Wastewater, and Solid Waste: City property owners are by and large required to utilize the City's water and sewer treatment systems and garbage collection. The adopted facility plans outline large capital projects that will need to be funded in the coming years.

The typical homeowner will see an increase on their utility bill amounting to \$3.85 additional each month. A majority of this increase (\$2.80) is being used to help fund the construction of an additional water treatment plant on the city's west end.

Average Residential Customer	Adopted FY19 Monthly Bill	Adopted FY20 Monthly Bill 6.87% Increase Water 2.46% Increase Wastewater 2.89% Incr. Solid Waste
Water	\$40.77 per month	\$43.57 per month
Wastewater	\$27.02 per month	\$27.80 per month
Solid Waste	\$10.98 per month	\$11.25 per month
Total	\$78.77 per month	\$82.62 per month

### **Capital Improvement Impact on Operating Budget**

The City annually prepares a Five-Year Capital Improvement Plan (CIP); most recently adopted for FY20-FY24 this past spring. The items scheduled in the plan each spring become the starting point for budget requests at budget development time. This year, capital expenditures total over \$149 million. A complete listing of capital project is included in its own section in this budget document. The five largest capital projects total over \$86 million. They are described below.

Capital projects and long-range planning will continue to be an important part of the City's work in FY20. The Airport will begin construction on a \$55 M terminal building expansion. The project will expand the concourse area to accommodate more passengers and increase the number of loading bridges from five to eight. The Police department will undergo a \$3 million expansion of its Evidence Storage Facility. Public Works Water Division budget includes \$4 M to acquire land and to design a reservoir and an additional water treatment plant on the west end of Billings. The total project will take four years to build and cost approx. \$125 M.

<b>Project</b>	<b>Amount</b>	<b>Operating Budget Effects</b>
<b>BIL Airport Terminal Project</b>	\$40 million – construction	The project broke ground in September 2019 and is expected to be completed in 2023.
<b>Parks &amp; Recreation Projects – Aquatics and Recreation Center</b>	\$26 million	This project will build an indoor recreation facility in Billings Southside. A comprehensive master plan identified this as a high priority for the City of Billings.
<b>Police Evidence Facility</b>	\$3.8 million	There will be continued operating costs for this expanded facility with the Police Dept. budget
<b>Water Reclamation Facility – Nutrient Recover Upgrade</b>	\$7.5 million	Completion of this project will ensure the City is compliant with the Montana Pollution Discharge Elimination Permit and the Federal Clean Water Act.
<b>Water &amp; Wastewater Pipe Replacements</b>	\$8.7 million	This project should reduce our annual operating costs by lowering the need for repairs and leak detection on older pipes.

### **In Conclusion**

We understand the effects this budget will have on preserving and improving property values and the quality of life in Billings, as well as the financial impacts to residents, businesses, and property owners. To summarize, a typical residential property owner will likely see taxes and assessments increase by \$41.54 for the year, or \$3.46 per month.

<b>Typical Resident: Annual Increase/(Decrease)</b>	<b>Approved Budget</b>
Property Taxes	\$(10.00)
Park District 1	\$(1.14)
Arterial Construction	\$1.56
Storm Sewer	\$1.32
Street Maintenance	\$3.60
Water Services	\$33.60
Sewer Services	\$9.36
Solid Waste	\$3.24
<b>Annual Increase</b>	<b><u>\$41.54</u></b>
<b>Monthly Increase</b>	<b>\$3.46</b>

We know that there are differences of opinion among our community members and citizens about how to best prioritize issues, such as levels of customer service, financial position and reserves, and service delivery and expansion. We have worked hard during this past spring to develop a budget that will move our community forward – and, at the same time, continue to meet the obligations we have accrued from the past.

This Approved Budget represents the thoughtful consideration of dozens of staff members and the City Council. We thank everyone who participated in the process for helping us improve the adopted FY20 spending plan.

Respectfully,



**Chris Kukulski**, City Administrator



**Andrew Zoeller**, Finance Director

# OVERVIEW



## FISCAL YEAR 2020 BUDGET CALENDAR TO DEPARTMENTS

<u>DATE AND TASKS</u>	<u>WHO</u>
<b>JANUARY 18</b> Budget Calendar	Finance
<b>JANUARY 22</b> Budget Ready for Input of Revenue, O&M and Capital Payroll information (i.e. personnel printouts) to departments Preliminary Guidelines, Budget Memo	Finance Finance & HRD Admin/Finance
<b>JANUARY 26</b> Preliminary Budget discussion with Council	All
<b>FEBRUARY 4</b> (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
<b>FEBRUARY 8</b> Return Audited Personnel Printouts to HRD	All Depts.
<b>FEBRUARY 8</b> Human Resources submits Payroll to Finance Fleet Services Charge for Services	HRD Fleet Services
<b>FEBRUARY 15</b> Departments Receive Personnel Costs from Finance	Finance
<b>FEBRUARY 22</b> Revenue Projections Due from General Fund Departments	GF Depts.
<b>MARCH 4-8</b> Compile Base Budget	Finance
<b>MARCH 8</b> Revenue, O&M and Capital Requests due Supplemental Budget Requests for Services above current Budget closed	All Depts.
<b>MARCH 15</b> Department Goals due to Finance	All
<b>MARCH 15</b> Review Supplemental Requests	Administration
<b>MARCH 15</b> Submit Department Goals to City Administrator	Finance
<b>MARCH 18-MARCH 29</b> Department Meetings with City Administrator	Dept. Directors

<b>APRIL 9</b>	Review preliminary budget decisions	City Admin Dept. Directors Finance
<b>APRIL 9</b>	Balance City Budget	City Admin and Finance
<b>APRIL 10</b>	Department Budget Narratives Due to Jamie via E-mail	All Depts.
<b>APRIL 15</b>	Produce May 2 <sup>nd</sup> Budget Overview Presentation GF & PSF Projections	Finance
<b>APRIL 19</b>	Produce Preliminary Budget Document	Finance
<b>MAY 1</b>	City Administrator Preliminary Budget Overview Fee/Assessment Information to Steve	Administration All
<b>MAY 6– JUNE 3</b>	Presentations to City Council	All Depts.
<b>MAY 14</b>	Budget and Fee/Assessment public hearing notice to City Clerk (Publish May 17 and May 24)	Finance
<b>MAY 23</b>	Preliminary Budget and Fee/Assessment Resolutions to City Clerk	Finance
<b>JUNE 10</b>	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
<b>JUNE 14</b>	Non-Routine Capital Explanations Due	All Depts.
<b>JULY 18</b>	Department Goals and Budget Finalized to fit Council's Input	All Depts.
<b>JULY 15</b>	Budget Message	Administration
<b>JULY 26</b>	Final Budget Document	Finance
<b>SEPTEMBER 9</b>	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 2020 budget preparation process was similar to those in previous years. For at least the seventeenth 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. The Finance Department and Human Resources 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 20 budget. The meetings were advertised and open to the general public. The June 24<sup>th</sup> regular council meeting included a final budget presentation and public hearing on the FY 20 budget.

The budget was adopted by a majority vote at the June 24<sup>th</sup> meeting. The final budget document is completed by the end of August.

## BUDGET OVERVIEW

### Some significant facts:

Total FY 20 budget	\$376,332,866
Decrease from FY 19	\$56,362,987
% Change	14.98%

Number of Mills Levied		
	<u>FY 19</u>	<u>FY 20</u>
General Fund	74.00	74.00
Public Safety 1999	20.00	20.00
Public Safety 2004	42.88	40.17
Transit	10.00	10.00
Library	5.00	5.00
G.O. Library Debt Service	4.72	4.66
G.O. Ballpark Debt Service	3.96	3.80
G.O. Parks Debt Service	0.60	0.57
G.O. Streets Debt Service	<u>1.96</u>	<u>1.82</u>
Total	163.12	160.02

### City Council Goals

On March 11, 2019, the City Council adopted its priorities for the coming year. Many of these priorities require budgetary support and are incorporated into the adopted spending plan for FY20.

### 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**

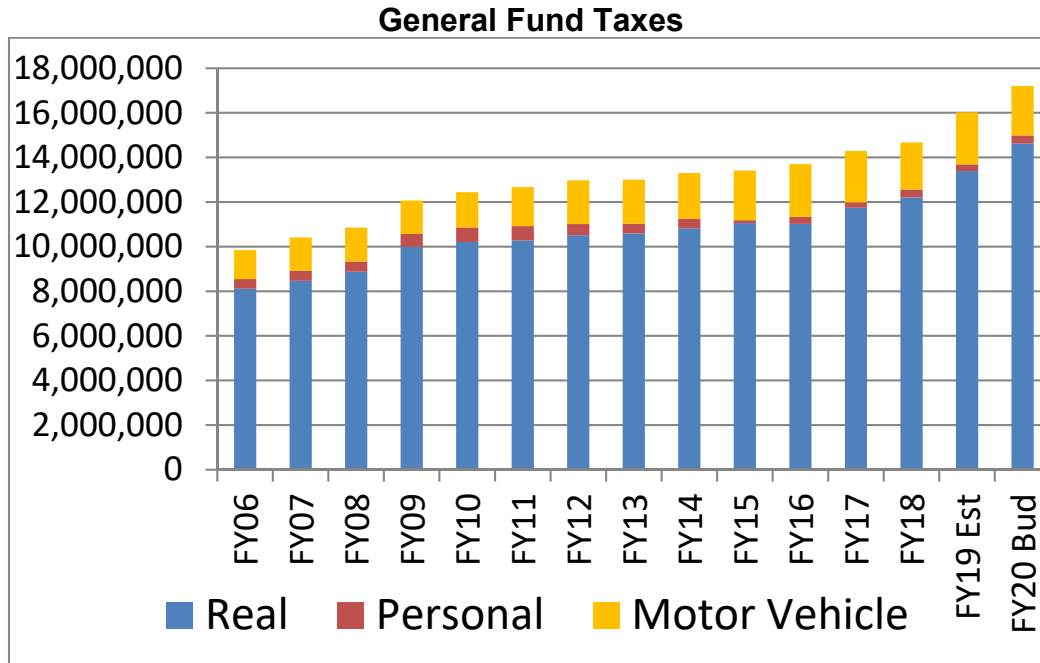
Total revenues are projected to increase \$51.3 million from FY 19 budgeted amounts. The major increase is due to an increase in Debt Proceeds related to borrowing for capital projects. The other major increases by function are in Charges for Services and Intergovernmental.

The City Charter sets the maximum property tax levy at 109 mills plus an additional amount to generate \$8.2 million for Public Safety annually. The FY 20 budget adopted by Council approved levies totaling 160.02 mills. For FY20, this amount is estimated as \$42 million.

Street Maintenance, Arterial Construction, Storm Sewer, Solid Waste, Water, and Wastewater fees will increase in FY 20. In addition, some Street Light Maintenance will experience increases as well. More information on rate increases and estimated revenues can be found in the individual fund section.

## Taxes

Real property tax estimates are based on anticipated growth within the City. During the 2015 legislative session, the Legislature modified the reappraisal cycle from every 6 years to every 2 years. The following graph shows General Fund actual tax receipts for fiscal years 2006 through 2018 and estimated tax receipts for 2019. The change in the City's real property taxes is the result of increased property values and new construction.



## Special Assessments

The following schedule shows Special Assessments budgeted for FY 20 compared to FY 19:

<u>TYPE OF ASSESSMENT</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>CHANGE</u>
	<u>FY 19</u>	<u>FY 20</u>	
Street maintenance districts	\$ 8,717,000	\$ 9,063,000	\$ 346,000
Special improvement debt	1,350,000	1,000,000	(350,000)
Storm sewer	4,320,000	4,536,000	216,000
Street light districts	2,350,000	2,478,000	128,000
Sidewalk, curb and gutter debt	340,000	380,000	40,000
Park maintenance districts	1,050,336	1,091,301	40,965
Park District 1	2,000,000	2,000,000	-
Encroachments	2,875	2,875	-
Arterial streets	4,215,000	4,320,000	105,000
	<u>\$ 24,345,211</u>	<u>\$ 24,871,176</u>	<u>\$ 525,965</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 \$255,972 from FY 19 to FY 20. The increase is due to an anticipated increase in Building Inspection fees and permits. These revenues are based on policy body approved increases applied to historical collection rates.

## Intergovernmental revenue

Intergovernmental revenue is budgeted to increase \$5,321,808. The revenues in this category are set by agreements with other agencies and include grants.

The two largest increases are related to a Federal Airport grant and a Federal Transit grant.

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 State entitlement payments to cities. The City of Billings' entitlement for FY 20 is expected to increase by 3.5%. 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 City is budgeting \$12.2 million in federal grants for FY 20.

### **Fines and Forfeitures**

Fines and Forfeitures are budgeted to decrease \$190,088 from FY 19 to FY 20. This City has seen a flattening, or slight decline, in Fine and Forfeiture revenues year over year.

### **Charges for service**

Charges for services are expected to increase \$8.9 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 \$6.5 million in FY 20 compared to FY 19. 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; however, rates are set by the City Council.

### **Investment earnings**

Investment earnings are projected to be \$35,455 more in FY 20 than the amount budgeted in FY 19. The City's average interest rate was 2.23% in FY 19.

### **Donations**

The decrease in donations of \$350,000 is a result of donations made by developers for new roads, curb and gutters.

### **Interfund transfers**

Interfund transfers are scheduled to decrease by \$1 million in FY 20.

The largest individual interfund transfer of \$27 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 \$56 million, or 14.9%, from the FY 19 budget.

## **Personal services**

Personal services are budgeted to increase \$4 million from the prior year.

The FY 20 budget includes a negotiated cost of living adjustment for the Police, Fire, and Teamster unions, and an equal increase for the non-bargaining employees. At the time of adopting the FY 19 budget, the labor contracts were still being negotiated, so the cost of living adjustments for that year were not included in the adopted budget.

The self-insured health plan costs have remained mostly flat over the past several years. The City's contribution to the plan for calendar year 2019 is \$846 per employee per month. The estimated calendar year 2019 City contribution per employee per month is reflected in the estimated personnel costs for the second half of FY 2020.

Staffing changes incorporated in this budget include the following:

<u>Department</u>	<u>FTE</u>
Fire/911	1.5
Public Works Admin	2
Landfill	2

The result of these changes is a net addition of 5.5 full time positions.

## **Operation & Maintenance (O & M)**

The O & M budget is increasing \$5,532,438.

Departments submitted requests for increases in O & M. Increases in O & M are a result of reclassifying \$11 million of health insurance claims expenses to O & M.

## **Capital**

Capital is budgeted to increase \$49.4 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 20 plans were approved by the City Council in April 2019.

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 and included in the Capital Improvement Plan.

## **Debt Service**

Debt Service decreased \$189,432. The City of Billings has a formal debt policy. The debt policy statements approved by Council on February 12, 2001, are:

- 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 \$43.85 million 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 \$45.7 million GO debt.)
- 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 18 CAFR details this debt limit:

**Legal Debt Margin Calculation for Fiscal Year 2018**

Assessed market value:		
Real property	\$ 11,886,320,130	
Personal property	279,769,621	
Utilities	305,221,553	
Total assessed value	<u>\$ 12,471,311,304</u>	
Debt amount limited to 2.5% of total assessed value		\$ 311,782,783
Less:		
General obligation bonded debt outstanding	21,668,610	
Total net debt applicable to limit		21,668,610
Plus:		
Amount set aside for repayment of GO debt		<u>(2,089,750)</u>
Total net debt applicable to limit		<u>19,578,860</u>
Legal debt margin		<u>\$ 288,024,423</u>

The annual GO debt service payments for FY20, are principal of \$1,790,000 and interest of \$649,850. The City has sufficient resources to make 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 General Fund balance has a budgeted decrease of 24%, or \$5.3 million. Major revenue sources (Taxes & Intergovernmental) in the General Fund are only projected to increase around 2.5% in FY20, but expenses have been increasing at a greater rate. Due to the fact that growth in expense is outpacing revenue growth, a use of reserves is necessary to balance the budget. However, the City will still have General Fund reserves greater than the limit set by Council. The City Council will address revenue raising options in the coming year.

Nonmajor Special Revenue Funds have a decrease in fund balance of 10%, or \$7.3 million. This is largely due to planned capital projects and an increase in personal services. Capital projects are planned in the South TIF, Gas Tax, Street and Traffic, Park District 1, Arterial Streets, and Strom Sewer funds. The decline in fund balance will be covered with unbudgeted reserves.

Water, Wastewater, Solid Waste, and Airport funds have a budgeted decrease in working capital. This is due to planned construction projects at both plants, line maintenance and extensions, construction of a Landfill drop facility, and a major Airport reconstruction project.

## **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 2018.

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.

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

## Practices

The City's practice is to budget all funds to balance, which is where expenditures are less than revenues plus reserves. Most tax supported funds have recently benefited from tax revenue increases related to an increase in the taxable value of the city. The City continues to experience steady growth in its tax base of about 2.8% per year. 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, and Airport Fund, as well as many other funds. These plans coincide with Council's strategic plan and assisted with the FY 20 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 attempts to align 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**

Construction has begun on the new Montana State University Billings' science building, and once completed, renovations on the old building will begin. The estimated cost of the project is \$13.3 million.

Alberta Bair Theater will undergo a \$12.5 expansion project to bring the theater up to code and modernize the facility's services. The bulk of the budget will be invested in infrastructure, including a new sound system, lighting, rigging, and acoustical treatment. The plan also expands restroom facilities and doubles the size of the lobby and ground floor concessions, while adding a new ticketing office.

St. John's Lutheran Ministries is building a new \$10.5 million, 54-unit housing complex for low-income senior citizens. Further, another senior-housing apartment complex is being built in the Billings Heights. Starner Gardens will have 136 living units with approximately 120,500 square feet.



## **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: Tax Increment Funds, Building Inspection, Street and Traffic, Street Light Maintenance District, Storm Sewer, Arterial Streets, Solid Waste, Wastewater, Water, and Airport. 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, Library Fund, and Transit Fund.

Priorities for the FY 20 budget differ very little from the FY 19 budget. Economic activity and growth of the tax base appear to continue at a moderate rate. The City's expenses in the General and Public Safety funds has been growing at a rate greater than the increase in revenues and will need to be addressed in the coming year.

## **Short-term Objectives**

Short-term factors that guided the development of the FY 20 budget include a 0% increase in controllable operations and maintenance. Personnel costs include a cost of living increase for all bargaining units, for which new, 3-year contracts were negotiated in FY 19.

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, 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 approved rate increases for Water, Wastewater, Solid Waste, Street Maintenance, Storm Sewer, and Arterial, which are reflected in the increase in charges for service revenue.

Tax revenue increases are a result of valuation increases and an increase in charges for services.

## **Long-term Objectives**

The City will maintain sufficient fund balances by controlling its expenses to match growth in revenue. The City's tax base continues to have steady growth as a result of new construction and development. It will be imperative that the City practices restraint in both tax and rate increases to encourage continued development within the city.

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 expenses of these two funds has exceeded revenue projections for the coming fiscal year. While the increase in tax revenue has been steady, the demand for services has increased which has resulted in expenses growing at a greater rate.

The City of Billings has attempted to find alternatives to property tax. Billings and the Montana League of Cities and Towns have petitioned the State Legislature for over 30 years for local option tax authority but remain unsuccessful. This requires the increase in expenses to be a burden of property owners within the State. Other revenue sources will continue to be examined for viability.

Most of the City's funds are in good financial condition, and that should continue. The demand for Police and Fire services within the community continues to increase and will place a significant amount of burden on the General Fund and related property tax revenue.

**SUMMARY  
ALL FUNDS  
OPERATING BUDGET  
FY 20**

	GENERAL	SPECIAL REVENUE	DEBT SERVICE	CAPITAL PROJECTS	ENTERPRISE	INTERNAL SERVICE	PERMANENT
FUND BALANCE - BEGINNING	\$ 21,794,763	\$ 46,155,655	\$ 7,733,967	\$ 6,859,322			\$ 726,551
WORKING CAPITAL - BEGINNING					\$ 70,967,981	\$ 14,677,088	
REVENUES:							
TAXES	\$ 17,202,088	\$ 20,642,138	\$ 2,174,725	\$ -	\$ 2,324,429	\$ -	\$ -
SPECIAL ASSESSMENTS	-	23,491,176	1,380,000	-	-	24,000	-
LICENSES & PERMITS	2,191,863	1,459,350	-	-	-	73,000	-
INTER-GOVERNMENTAL	11,704,794	14,309,486	-	-	10,210,088	-	-
CHARGES FOR SERVICE	4,010,224	11,023,092	-	-	80,123,201	27,658,030	12,000
FINES & FORFEITS	1,513,333	172,432	-	-	80,000	-	-
INVESTMENT EARNINGS	290,000	532,878	92,160	65,900	1,424,947	159,600	9,000
DONATIONS / CONTRIBUTIONS	-	146,800	300,000	500	-	-	-
INTERFUND TRANSFERS	6,600	29,983,992	1,015,000	1,684,404	100,000	493,795	-
DEBT PROCEEDS	-	27,800,000	-	3,912,300	30,000,000	-	-
MISCELLANEOUS	-	535,280	-	1,060	87,530	773,062	-
TOTAL REVENUES	\$ 36,918,902	\$ 130,096,624	\$ 4,961,885	\$ 5,664,164	\$ 124,350,195	\$ 29,181,487	\$ 21,000
EXPENDITURES:							
PERSONAL SERVICES	\$ 9,106,087	\$ 48,780,872	\$ -	\$ -	\$ 24,104,016	\$ 8,403,922	\$ -
OPERATION & MAINTENANCE	4,161,997	33,585,292	64,283	1,011,379	25,023,856	20,292,102	-
CAPITAL	24,500	46,038,876	-	4,631,150	98,089,162	850,364	-
DEBT SERVICE	-	2,001,554	4,889,769	-	11,497,838	532,056	-
INTERFUND TRANSFERS	28,977,203	4,165,218	-	-	-	95,770	5,600
TOTAL EXPENDITURES	\$ 42,269,787	\$ 134,571,812	\$ 4,954,052	\$ 5,642,529	\$ 158,714,872	\$ 30,174,214	\$ 5,600
FUND BALANCE - ENDING	\$ 16,443,878	\$ 41,680,467	\$ 7,741,800	\$ 6,880,957			\$ 741,951
WORKING CAPITAL NOT BUDGETED					-	-	
WORKING CAPITAL - ENDING					\$ 36,603,304	\$ 13,684,361	
LESS OPERATING RESERVE					12,195,029	2,811,034	
LESS BOND/LOAN RESERVE REQUIREMENTS					5,501,294	-	
AVAILABLE WORKING CAPITAL					\$ 18,906,981	\$ 10,873,327	

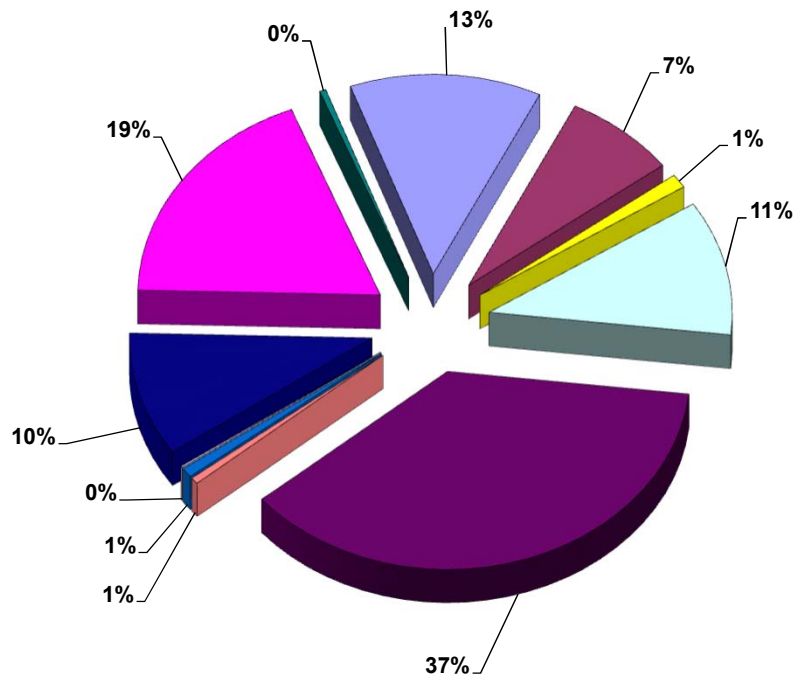
**SUMMARY  
ALL FUNDS  
OPERATING BUDGET  
FY 20**

	BUDGET FY 20	BUDGET FY 19	INCREASE (DECREASE)	ACTUAL FY 18
FUND BALANCE - BEGINNING	\$ 83,270,258	\$ 84,735,491	\$ (1,465,233)	\$ 109,467,153
WORKING CAPITAL - BEGINNING	\$ 85,645,069	\$ 82,009,127	\$ 3,635,942	\$ 159,912,954
REVENUES:				
TAXES	\$ 42,343,380	\$ 41,916,950	\$ 426,430	\$ 40,848,779
SPECIAL ASSESSMENTS	24,895,176	24,369,211	525,965	24,345,047
LICENSES & PERMITS	3,724,213	3,468,241	255,972	6,421,811
INTER-GOVERNMENTAL	36,224,368	30,901,060	5,323,308	29,238,041
CHARGES FOR SERVICE	122,826,547	113,886,679	8,939,868	117,120,338
FINES & FORFEITS	1,765,765	1,953,503	(187,738)	1,917,545
INVESTMENT EARNINGS	2,574,485	2,233,879	340,606	2,388,243
DONATIONS / CONTRIBUTIONS	447,300	929,003	(481,703)	2,705,768
INTERFUND TRANSFERS	33,283,791	35,650,970	(2,367,179)	35,577,107
DEBT PROCEEDS	61,712,300	23,204,500	38,507,800	1,415,000
MISCELLANEOUS	1,396,932	1,329,731	67,201	1,560,490
TOTAL REVENUES	\$ 331,194,257	\$ 279,843,727	\$ 51,350,530	\$ 263,538,169
EXPENDITURES:				
PERSONAL SERVICES	\$ 90,394,897	\$ 86,422,100	\$ 3,972,797	\$ 83,649,297
OPERATION & MAINTENANCE	84,138,909	78,606,471	5,532,438	78,550,400
CAPITAL	149,634,052	100,179,689	49,454,363	58,939,990
DEBT SERVICE	18,921,217	19,110,649	(189,432)	21,679,805
INTERFUND TRANSFERS	33,243,791	35,650,970	(2,407,179)	35,577,107
TOTAL EXPENDITURES	\$ 376,332,866	\$ 319,969,879	\$ 56,362,987	\$ 278,396,599
FUND BALANCE - ENDING	\$ 73,489,053	\$ 81,182,007	\$ (7,692,954)	\$ 102,488,063
WORKING CAPITAL NOT BUDGETED	-	50,000	(50,000)	(5,957,097)
WORKING CAPITAL - ENDING	\$ 50,287,665	\$ 57,218,025	\$ (6,930,360)	\$ 146,076,517
LESS OPERATING RESERVE	15,006,062	14,461,267	544,795	13,667,822
LESS BOND/LOAN RESERVE REQUIREMENTS	5,501,294	6,932,044	(1,430,750)	5,501,906
AVAILABLE WORKING CAPITAL	\$ 29,780,309	\$ 35,824,714	\$ (6,044,405)	\$ 126,906,789

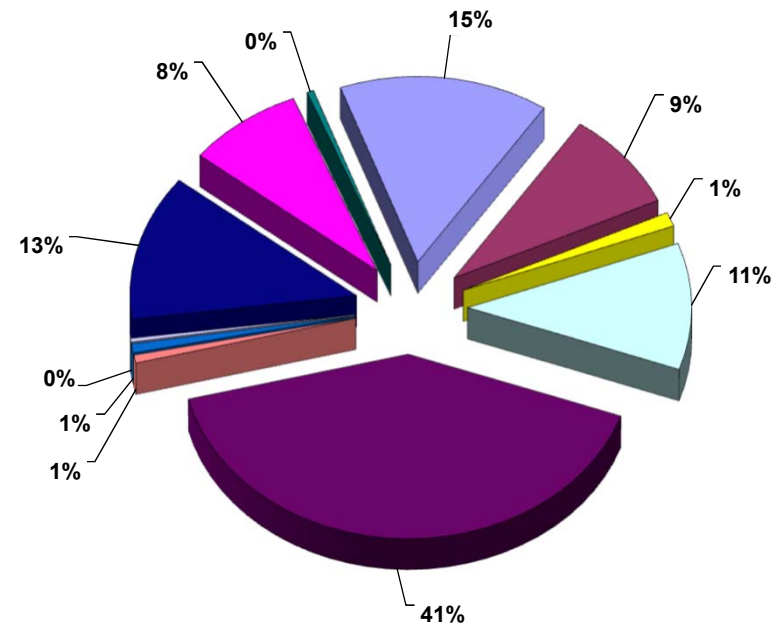
# All Funds

## Summary of Revenues

<u>FY 20</u>		<u>FY 19</u>
\$ 42,343,380	TAXES	\$ 41,916,950
24,895,176	SPECIAL ASSESSMENTS	24,369,211
3,724,213	LICENSES & PERMITS	3,468,241
36,224,368	INTER-GOVERNMENTAL	30,901,060
122,826,547	CHARGES FOR SERVICE	113,886,679
1,765,765	FINES & FORFEITS	1,953,503
2,574,485	INVESTMENT EARNINGS	2,233,879
447,300	DONATIONS / CONTRIBUTIONS	929,003
33,283,791	INTERFUND TRANSFERS	35,650,970
61,712,300	DEBT PROCEEDS	23,204,500
1,396,932	<u>MISCELLANEOUS</u>	1,329,731
<u>\$ 331,194,257</u>	TOTAL	<u>\$ 279,843,727</u>



Fiscal Year 2020



Fiscal Year 2019

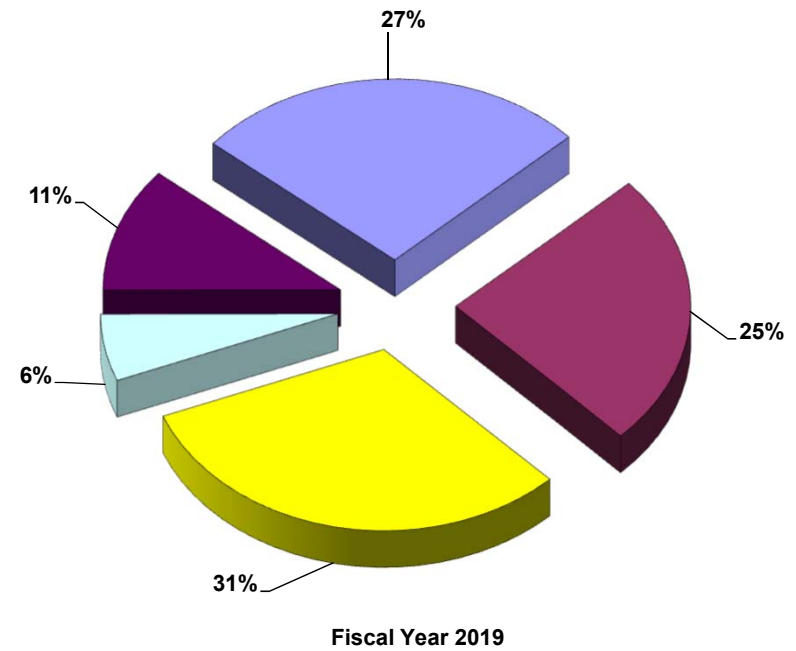
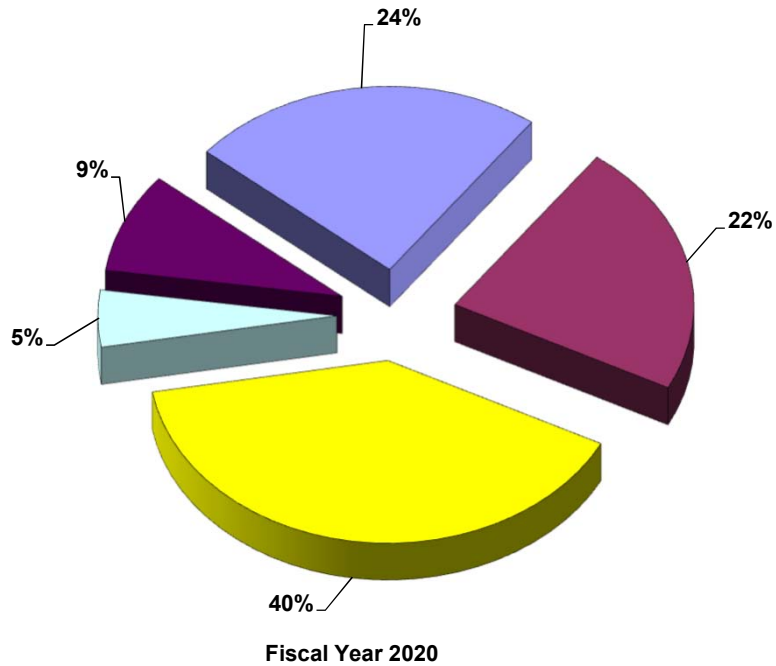
# All Funds

## Summary of Expenditures

<u>FY 20</u>	
\$	90,394,897
	84,138,909
	149,634,052
	18,921,217
	33,243,791
<u>\$</u>	<u>376,332,866</u>

PERSONAL SERVICES
OPERATION & MAINTENANCE
CAPITAL
DEBT SERVICE
<u>INTERFUND TRANSFERS</u>
TOTAL

<u>FY 19</u>	
\$	86,422,100
	78,606,471
	100,179,689
	19,110,649
	35,650,970
<u>\$</u>	<u>319,969,879</u>



## MILL LEVY RECAP

	BUDGET FY 16	BUDGET FY 17	BUDGET FY 18	BUDGET FY 19	BUDGET FY 20
General Fund	67.64	70.61	70.61	74.00	74.00
Library Operating	<u>4.57</u>	<u>4.77</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
<b>GENERAL LEVY</b>	<u><b>72.21</b></u>	<u><b>75.38</b></u>	<u><b>75.61</b></u>	<u><b>79.00</b></u>	<u><b>79.00</b></u>
Transit Levy	9.17	9.54	10.00	10.00	10.00
Public Safety Levy - 1999	18.28	19.08	19.08	20.00	20.00
Public Safety Levy - 2004	46.13	45.92	43.32	42.89	40.60
G.O. Debt Service-Ballpark	4.83	3.94	3.77	3.96	3.85
G. O. Debt Service-Parks	0.73	0.72	0.61	0.60	0.58
G. O. Debt Service-Streets	2.01	1.68	1.81	1.96	1.85
G. O. Debt Service-Library	<u>5.48</u>	<u>5.01</u>	<u>4.80</u>	<u>4.72</u>	<u>4.72</u>
<b>TOTAL LEVY</b>	<u><b>158.84</b></u>	<u><b>161.27</b></u>	<u><b>159.00</b></u>	<u><b>163.13</b></u>	<u><b>160.60</b></u>

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	BUDGET FY 16	BUDGET FY 17	BUDGET FY 18	BUDGET FY 19	BUDGET FY 20
General Fund	\$ 12,023,134	\$ 12,607,618	\$ 13,366,675	\$ 14,148,495	\$ 14,629,975
Library Operating	<u>\$ 812,326</u>	<u>\$ 851,697</u>	<u>\$ 946,514</u>	<u>\$ 955,979</u>	<u>\$ 988,512</u>
<b>GENERAL LEVY</b>	<u><b>\$ 12,835,460</b></u>	<u><b>\$ 13,459,316</b></u>	<u><b>\$ 14,313,189</b></u>	<u><b>\$ 15,104,475</b></u>	<u><b>\$ 15,618,486</b></u>
Transit Levy	\$ 1,629,984	\$ 1,703,394	\$ 1,893,029	\$ 1,911,959	\$ 1,977,024
Public Safety Levy - 1999	3,249,304	3,406,789	3,611,898	3,823,918	3,954,047
Public Safety Levy - 2004	8,200,000	8,200,000	8,200,000	8,200,000	8,200,000
G.O. Debt Service-Ballpark	858,541	703,498	713,672	757,136	761,154
G.O. Debt Service-Parks	129,759	128,558	115,475	114,718	114,667
G.O. Debt Service-Streets	357,281	299,969	342,638	374,744	365,749
G.O. Debt Service-Library	<u>974,080</u>	<u>894,550</u>	<u>908,654</u>	<u>902,445</u>	<u>933,155</u>
<b>TOTAL LEVY</b>	<u><b>\$ 28,234,410</b></u>	<u><b>\$ 28,796,074</b></u>	<u><b>\$ 30,098,554</b></u>	<u><b>\$ 31,189,393</b></u>	<u><b>\$ 31,924,283</b></u>



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

Taxable Value		\$ 191,195,885			\$ 197,702,359		
	2018-19				2019-20		
Jurisdiction	Mills	Levy	Percent		Mills	Levy	Percent
State of Montana							
-University Levy &							
State Equalization	102.50	\$ 19,597,578	14.4%		102.50	\$ 20,264,492	14.4%
School Retirement & Trans	47.87	9,152,547	6.7%		47.87	9,464,012	6.7%
Big Sky Economic Develop	3.29	629,034	0.5%		3.29	650,441	0.5%
School District No. 2	272.73	52,144,854	38.2%		272.73	53,919,364	38.3%
Yellowstone County	124.76	23,853,599	17.5%		124.76	24,665,346	17.5%
City of Billings	<u>163.12</u>	<u>31,187,873</u>	<u>22.8%</u>		<u>160.60</u>	<u>31,750,999</u>	<u>22.6%</u>
TOTAL	<u>714.27</u>	<u>\$ 136,565,485</u>	<u>100.0%</u>		<u>711.75</u>	<u>\$ 140,714,654</u>	<u>100.0%</u>

**2020 TAX IMPACT ON BILLINGS HOMES**  
Fair Market Value

		\$ 150,000	\$ 200,000
Jurisdiction	Percent	2,025	2,700
State of Montana			
-University Levy &			
State Equalization	14.4%	\$ 207.56	\$ 276.75
School Levy	6.7%	96.94	129.25
Tradeport	0.5%	6.66	8.88
School District No. 2	38.3%	552.28	736.37
Yellowstone County	17.5%	252.64	336.85
City of Billings	<u>22.6%</u>	<u>325.22</u>	<u>433.62</u>
<b>TOTAL</b>	<u>100%</u>	<u>\$ 1,441.29</u>	<u>\$ 1,921.73</u>

NOTE: All mill levies are based on 2018-19 mills except for the City of Billings.

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

FISCAL YEAR	TAXABLE GROWTH			CPIU INDEX	
	MARKET VALUE	TAXABLE VALUE	PERCENT (2) CHANGE	CPI (1)	PERCENT CHANGE
1997-98	3,440,615,577	124,272,744		160.50	
1998-99	3,609,934,853	125,515,596	1.0%	163.00	1.6%
1999-00	3,346,315,741	118,127,019	-5.9%	166.60	2.2%
2000-01	3,243,661,528	113,540,746	-3.9%	172.20	3.4%
2001-02	3,346,352,426	114,437,716	0.8%	177.10	2.8%
2002-03	3,546,229,334	116,319,680	1.6%	179.90	1.6%
2003-04	3,795,780,513	122,425,248	5.2%	184.00	2.4%
2004-05	4,287,614,135	126,903,883	3.7%	188.90	1.8%
2005-06	4,574,135,548	132,329,211	4.1%	195.30	3.3%
2006-07	4,883,017,682	137,538,752	3.8%	201.60	3.1%
2007-08	5,219,829,310	144,941,193	5.1%	207.30	2.7%
2008-09	4,810,404,010	153,347,183	5.5%	215.30	3.7%
2009-10	4,810,404,010	153,347,183	0.0%	214.54	-0.4%
2010-11	6,306,916,152	160,957,722	4.7%	218.06	1.6%
2011-12	5,645,349,125	161,565,523	0.4%	224.94	3.1%
2012-13	5,836,600,658	159,882,685	-1.1%	229.59	2.0%
2013-14	6,140,162,916	161,537,783	1.0%	232.96	1.4%
2014-15	6,350,470,915	160,742,774	-0.5%	236.74	1.6%
2015-16	11,626,879,232	181,997,580	11.7%	237.02	0.1%
2016-17	11,743,014,785	185,589,273	1.9%	240.01	1.2%
2017-18	12,470,840,779	193,797,788	4.2%	245.12	2.1%
2018-19	12,595,549,187	195,735,766	1.0%	247.53	1.0%
2019-20	12,998,606,761	201,999,310	3.1%	265.21	6.7%

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

(2) Includes real property, personal, and centrally assessed 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**

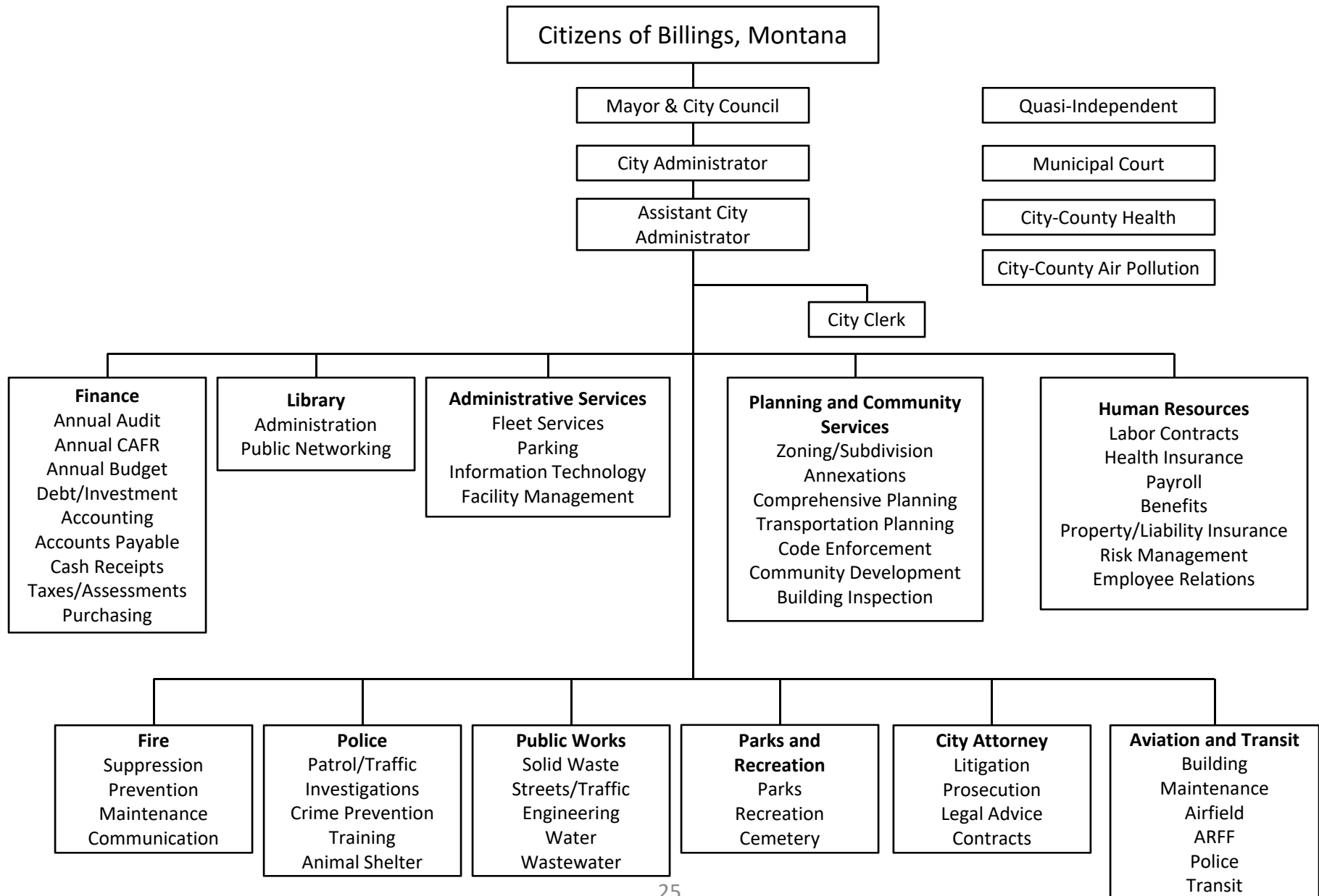
	FY 18 FTE	FY 18 TEMP	FY 19 FTE	FY 19 TEMP	FY 20 FTE	FY 20 TEMP
<b>GENERAL FUND</b>						
Mayor and City Council	5.5	-	5.5	-	5.5	-
City Administrator	5.0	-	5.0	-	5.0	-
Human Resources	5.0	-	5.0	-	5.0	-
City Attorney	10.8	-	9.8	-	9.8	-
Municipal Court	16.5	2.0	15.5	2.0	15.5	2.0
Finance	11.0	-	11.0	-	11.0	-
Code Enforcement	5.1	-	5.1	-	5.1	-
Parks, Recreation and Public Land	25.0	285.0	26.0	285.0	26.0	285.0
Cemetery	4.0	2.0	4.0	2.0	4.0	2.0
<b>TOTAL GENERAL FUND</b>	<b>87.9</b>	<b>289.0</b>	<b>86.9</b>	<b>289.0</b>	<b>86.9</b>	<b>289.0</b>
<b>OTHER FUNDS</b>						
Planning	10.1	-	10.3	-	10.3	-
Library	32.8	2.0	32.8	2.0	32.8	2.0
Building	15.6	-	15.6	-	15.6	-
Attorney Grants	3.3	-	4.5	-	4.5	-
Development Serv. Block Grant	4.5	-	4.5	-	4.5	-
Police	170.3	-	171.3	-	171.3	-
Animal Shelter	7.0	-	7.0	-	7.0	-
Police Grants	4.0	-	4.0	-	4.0	-
Fire	156.8	-	158.8	-	159.8	-
Emergency Operating Center	0.3	-	0.3	-	1.3	-
Street/Traffic Operating	48.0	10.0	48.0	10.0	48.0	10.0
Public Works Belknap	104.0	13.0	103.0	13.0	97.0	13.0
Solid Waste	63.5	14.0	64.5	14.0	67.0	14.0
Parking	12.5	-	12.5	-	12.5	-
Aviation	54.4	8.0	54.4	8.0	54.4	8.0
Transit	55.9	1.0	55.9	1.0	55.9	1.0
Municipal Court Grants	3.8	-	3.2	-	3.2	-
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	10.0	1.0	13.0	1.0	21.0	1.0
Public Works Engineering	23.0	2.0	22.0	2.0	23.0	2.0
Park District 1	3.0	-	3.0	-	3.0	-
Information Technologies	18.9	-	18.8	-	18.8	-
Central Telephone Services	1.1	-	1.2	-	1.2	-
<b>TOTAL OTHER FUNDS</b>	<b>827.8</b>	<b>51.0</b>	<b>833.6</b>	<b>51.0</b>	<b>841.1</b>	<b>51.0</b>
<b>TOTALS</b>	<b>915.7</b>	<b>340.0</b>	<b>920.5</b>	<b>340.0</b>	<b>928.0</b>	<b>340.0</b>

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



City of Billings, Montana  
Official Roster

Mayor  
Bill Cole

Council Members

Mike Yakawich

Ward One

Brent Cromley

Roy Neese

Ward Two

Frank Ewalt

Chris Friedel

Ward Three

Denise Joy

Penny Ronning

Ward Four

Reg Gibbs

Richard Clark

Ward Five

Shaun Brown

FUND TYPE	OVERSITE	FUND-DEPT/DIV
Agency Funds	<b>X not City funds</b>	7790 TOURISM BID 7800 DOWNTOWN BID
Enterprise Funds	<b>Administration</b>	5210 PARKING FUND
	<b>Aviation/Transit</b>	5610 AIRPORT FUND 5710 TRANSIT FUND
	<b>Public Works</b>	5020 WATER FUND 5120 WASTEWATER FUND 5410 SOLID WASTE FUND
General Fund	<b>Administration</b>	10-1110 COUNCIL CONTINGENCY 10-1100 MAYOR AND CITY COUNCIL 10-1300 CITY ADMINISTRATOR 10-1400 NON DEPARTMENTAL
	<b>Planning</b>	10-4300 CODE ENFORCEMENT
	<b>PRPL</b>	10-5100 PARKS, RECREATION, PUBLIC LANDS
	<b>Municipal Court</b>	10-1200 MUNICIPAL COURT
	<b>Legal</b>	10-1600 CITY ATTORNEY
	<b>Finance</b>	10-1500 FINANCE
	<b>Human Resources</b>	10-1700 HUMAN RESOURCES
Internal Service Funds	<b>Administration</b>	6010 FLEET SERVICES 6060 CENTRAL TELEPHONE SERVICES 6200 INFORMATION TECHNOLOGY 6500 FACILITIES MANAGEMENT
	<b>Fire</b>	6070 RADIO COMMUNICATIONS
	<b>Public Works</b>	6600 PUBLIC WORKS ADMINISTRATION 6700 PUBLIC WORKS ENGINEERING
	<b>Finance</b>	6050 CENTRAL SERVICES
	<b>Human Resources</b>	6270 CITY HEALTH BENEFITS 6300 PROPERTY INSURANCE
Permanent Fund	<b>PRPL</b>	7010 CEMETERY PERPETUAL CARE
Special Revenue Funds	<b>Fire</b>	150-2200 FIRE 2190 FIRE PROGRAMS 2250 EOC 911
	<b>Library</b>	2600 CITY/COUNTY LIBRARY
	<b>Planning</b>	2090 BUILDING INSPECTION FUND 2400 CITY COUNTY PLANNING 2650 COMMUNITY DEVELOPMENT GRANTS
	<b>Police</b>	150-2100 POLICE 2490 POLICE PROGRAMS 7120 ANIMAL CONTROL DONATIONS
	<b>PRPL</b>	7020 CEMETERY IMPROVEMENTS 7580 AMEND PARK 7680 BALLFIELD/STADIUM DONATIONS 7690 PARKS PROGRAMS 7770 BATTING CAGE REPLACEMENT 8720 PARK MAINTENANCE DISTRICTS 8730 PARK DISTRICT 1
	<b>Public Works</b>	2050 GAS TAX FUND 2100 TRANSPORTATION ENHANCEMENT 2110 STREET AND TRAFFIC FUND 8010 STREET MAINTENANCE DISTRICTS 8100 STREET LIGHT MAINTENANCE DISTRICTS 8400 STORM SEWER 8450 ARTERIAL STREET FEES
	<b>Municipal Court</b>	2450 MUNICIPAL COURT GRANTS
	<b>Legal</b>	2410 CITY ATTORNEY GRANTS
	<b>Finance</b>	1990 TAX INCREMENT - SOUTH

FUND TYPE	OVERSITE	FUND-DEPT/DIV
Special Revenue Funds	<b>Finance</b>	2010 TAX INCREMENT - EAST 2020 TAX INCREMENT - DOWNTOWN 2030 TAX INCREMENT - NORTH 27TH STREET 2330 ADMINISTRATION GRANTS 7230 DOWNTOWN REVOLVING LOANS 8050 FIRE HYDRANT
Debt Service Funds	<b>Finance</b>	2300 SPECIAL IMPROVEMENT DISTRICTS 3040 2012 SERIES LIBRARY 3110 SERIES 2010 PARKS 3120 SERIES 2015 REFUNDING BASEBALL FIELD & STADIUM 3360 STORM SEWER DEBT 8500 SIDEWALK AND CURB DISTRICTS
Capital Project Funds	<b>Planning</b>	4280 URBAN RENEWAL PROPERTY ACQUISITION
	<b>PRPL</b>	4240 PARK CONSTRUCTION FUND 4990 DOG PARK CONSTRUCTION
	<b>Public Works</b>	4250 STORM SEWER CONSTRUCTION 4340 SIDEWALK AND CURB DISTRICTS 4500 SPECIAL IMPROVEMENT DISTRICT
	<b>Finance</b>	6400 CAPITAL REPLACEMENT



# GOALS

## **FY 20 CITY COUNCIL GOALS**

### **HIGH PRIORITY**

**Goal:** Improve the safety of Billings

**Objective:** Improve Law Enforcement capabilities

**Action(s):**

- Improve safety ranking among MT and peer cities as defined by FBI stats.
- Improve sense of safety in neighborhoods, the downtown, and parks as measured by our National Citizen Survey results.
- Expand partnership with addiction and mental health service providers.
- Resolve over-crowding issues with incarceration.
- Adopt spa/massage parlor business license ordinance.

**Objective:** Improve Fire capabilities

**Action(s):**

- Adopt and implement a long-range Fire master plan.

### **FIRE**

**Action(s):** Use a Long-Range Master Plan (LRMP) as a tool to create a Strategic Plan by working with the City Administrator, Mayor, and City Council to identify key points for implementation based upon data provided within the LRMP.

**Outcome(s):**

- A Strategic Plan for implementing recommendations from the LRMP to include additional staffing, new fire stations and/or relocation of existing fire stations, along with further research of various staffing and response models to improve the safety of Billings.

**Objective:** Improve safe routes to schools – Medicine Crow

**Objective:** Continue focus on code enforcement

### **PLANNING**

**Action(s):** Code Enforcement, through organizational changes and additional resource allocation, will meet the demand for a clean and safe community.

**Outcome(s):**

- Effective and efficient internal operations will translate into improved response and coordination with Municipal Court, other departments, and other agencies to address code violations and nuisance properties.

**Action(s):** Improve review and processing of residential and commercial building permits through implementation of electronic plan reviews.

**Outcome(s):**

- Increased quality of construction reviews and inspections will lead to safer buildings for the community.

**Goal:** Implement the One Big Sky plan

**Objective:** Succeed at adopting “Value Capture” legislation (LC1182)

### **PLANNING**

**Action(s):** Coordinate development project reviews and land entitlement processes through the Building and Planning Divisions.

**Outcome(s):**

- Successful development of large multi-use and multi-tenant projects in the downtown core that will make Billings competitive and sustainable for decades.

**Goal: Successful 2019 Legislative Session** (see adopted legislative agenda)

#### CITY ATTORNEY

Action(s): Assist the Billings' City Council, City Administrator, City Lobbyist, and Department Heads in the implementation of laws adopted by the 2019 Montana Legislature by reviewing, summarizing, and reporting on new bills affecting City operations, and assisting in implementation as requested/needed.

Outcome(s):

- Informed/prepared transition into new laws.

**Goal: Advance West-end Reservoir and Water Treatment Plant Projects**

**Objective: Complete reservoir 2022**

**Objective: Complete water plant 2024**

**Goal: Complete Project Re-code**

**Objective: Adopt in phases**

#### PLANNING

Action(s): City-County Planning, in coordination with a Project Steering Committee, Working Groups, and research work from the Billings Metro VISTA Project, is managing a rewrite of the City and County zoning regulations. This is a multi-year process expected to conclude in late 2019.

Outcome(s):

- Concise and applicable regulations for Billings, presently and into the future, that meet the goals of the community through the 2016 Growth Policy.

**Objective: Improve impact of casinos through site development.**

**Objective: Include commercial corridor redevelopment standards.**

**Objective: Improve housing affordability and racial segregation.**

### **MEDIUM PRIORITY**

**Goal: Improve Communication with Billings' citizens**

**Objective: Overhaul City Website**

#### FACILITIES

Action(s): Develop an ADA presence on the City of Billings website to demonstrate the City's compliance and dedication to the spirit of the ADA.

Outcome(s):

- The website will complete a necessary part of the City of Billings' compliance with the ADA, such as requirements for the City operations that receive Federal funding. Moreover, this will be an important addition to the City website and to the public it serves.

#### INFORMATION TECHNOLOGY

Action(s): Establish a City website committee tasked with the redesign and enhancement of the City of Billings website.

Outcome(s):

- Updated City of Billings' website with new functionality that will improve the user experience, improve navigation, and provide easier access to information.
- Action(s): Develop user-friendly, public, interactive mapping applications using ESRI Arc Online to improve accessibility to, and use of, GIS services.

Outcome(s):

- Enhanced public experience with GIS on-line maps will increase the usage of the available maps and improve access to information for website visitors.

#### PLANNING

Action(s): The Planning Community Services Department (PSCD) continues to improve how it tells its story through social media and how it interacts with customers through permit and application submittals across the Department. PSCD is working to be at the forefront of online customer service delivery and is coordinating with the IT Department on a self-service customer kiosk, as well as electronic permit, plan, and application submittal process.

Outcome(s):

- Social media, online presence, and a new self-serve customer counter and kiosk utilized as an outreach tool for many projects and programs.

**Objective: Improve support and engagement with Neighborhood Task Forces.**

**Goal: Improve city parks and trails system (quality and quantity)**

**Objective: Complete:**

- Centennial Park Improvements Phase I
- Coulson Park Master Plan
- Castlerock Park improvements

**Objective: Increase trail investments**

#### PLANNING

Action(s): Support studies and projects to continue development on the city's trail and multi-use pathway network, on behalf of the Billings Metropolitan Planning Organization and in coordination with the PRPL and Public Works Departments.

Outcome(s):

- Implementation of the 2017 Billings Area Bikeway and Trail Master Plan and the 2019 Billings Urban Area Long-Range Transportation Plan.
- Construction of trail and pathway projects in the City's CIP.
- Ongoing coordination with Public Works and PRPL will move this Action forward in FY20.

**Objective: Increase park investments (taxes/fees)**

**Action(s):**

- Investigate private revenue ideas (cell towers/vendor sales/restaurants etc.)

**Goal: Advance Airport Expansion Project – completion target 2023**

#### AIRPORT

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

Outcome(s):

- Successful management of each phase of the project through completion of the project in 2023.

**Goal: Determine scope of the South Billings Recreation Center**

**Goal:** Transportation System Improvements

**Objective:** Billings Bypass Interchange project

**Action(s):**

- Zoning of adjacent land
- Annexation
- Utility extension plan

**Objective:** Inner Belt Loop

**Action(s):**

- Zoning of adjacent land
- Right of Way acquisition
- Annexation
- Utility extension plan

**Objective:** Molt Road/Highway 3 Connector

**Action(s):**

- Zoning of adjacent land
- Right of Way acquisition
- Annexation
- Utility extension plan

#### **LOW PRIORITY**

**Goal:** Propose long-term solutions to City Hall space issues

**Goal:** Research options to creating a Public Information Officer-type position

**Ongoing Administrative topics:**

- Franchise fee litigation
- Improve financial data analysis
- Lean 6 Sigma/cost of service analysis
- Request for Proposals – healthcare/wellness
- Tax Increment Finance administrative budget
- Classification and compensation study

**Ongoing City Council topics:**

- Franchise fee litigation
- USS Billings
- Meeting length/meeting structure
- Energy Conservation Commission
- Tax Increment Finance administrative budget
- Council compensation
- Ward boundaries

## **FY 20 DEPARTMENT GOALS**

### **ADMINISTRATION**

#### **CITY ATTORNEY**

**Goal:** Provide a 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):**

- Expeditious 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 20.

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

**Goal:** Assist City Administration and City Departments in reviewing/revising City insurance requirements for contractors in construction and professional consulting projects during FY 20.

**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 20.

**Action(s):** Identify, analyze, and implement refinement and review of previously identified "programs," and review previous program "scoring" as part of the overall City priority-based budgeting for FY 20.

**Outcome(s):**

- Improvement in Department budget prioritization and future fiscal years' budget forecasts.
- 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 (Municode) review of the City Code. Complete a tentative internal staff review phase

by end of calendar year 2019, and include ordinance drafts regulating massage businesses and noise ordinance amendment per council initiative / direction.

**Action(s):**

- Assist Mayor, Council, City Administrator, and Department heads, as requested, in reviewing recommended code changes from Municode review.
- Provide assistance to individual departments with drafting, amending, or repealing these ordinances and others identified by Municode or City Attorney staff 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 2019.

**Action(s):**

- Provide information and advice on ordinances/resolutions necessary to comply with State statutes in creation of Special Districts.
- 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 potential funding alternatives.

**Goal:** Continue to support the Community Innovations effort to address and remedy transient and homeless, chemically dependent persons, and support the sober housing component.

**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.

**Goal:** Facilitate the Montana statewide City Attorney Continuing Legal Education seminar as part of the Montana League of Cities and Towns annual meeting, which will be held in Billings October 2-4, 2019.

**Action(s):**

- Poll City attorneys on timely presentation topics.
- Recruit speakers/presenters.
- Prepare materials for distribution.
- Include summary from 2019 Montana Legislature session.

**Outcome(s):**

- Timely, effective communication and discussion of municipal-related, legal issues.
- Survey of new 2019 legislative laws.

## FACILITIES

**Goal:** Complete comprehensive design and construction of the Police Evidence Facility expansion.

**Action(s):** Provide input, oversee programming needs, assist in budget acquisitions, and provide project management and construction administration through completion of a successful expansion of the Evidence Facility on time and within budget.

**Outcome(s):**

- A complete, relevant, and compliant evidence facility for the Police Department that will offer a successful and safe operation for the next 10-20 years.

**Goal:** Continue planning for a City of Billings' Facilities Master Plan.

**Action(s):**

- Continue to work with Administration and City Council to build, or amend, a Facilities Master Plan.
- With the Assistant City Administrator, develop a scope of work and process to advance the Master Plan while staying up to date on downtown developments and issues.

**Outcome(s):**

- Direction setting, forward thinking, best use of City resources providing fiscally sound, productive facilities for the future operations of the City of Billings.

**Goal:** Continue to improve energy performance and reduce energy consumption within City Hall, the BOC, parking garages, fire stations, and other facilities where opportunities arise.

**Action(s):** Evaluate next energy savings opportunities by completing a plan for integration of updating exterior lighting on outdoor levels of City parking garages.

**Outcome(s):**

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

## FLEET SERVICES

**Goal:** Provide fleet related partnership support and assistance to customer departments in order for them to accomplish Citywide goals.

**Action(s):**

- Provide responsive and efficient fleet services to City departments.
- Maintain on-going communication and cooperation with City departments to assist them with planning and achievement of 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:** Continue with the conversion and implementation of the 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.
- Implement a web-based, work-request system for vehicle and equipment maintenance and repair requests.
- Provide input to the Innoprise development team to format a web-based service to allow supervisors and drivers to report maintenance requests electronically through the Innoprise Fleet Management program.



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:** Evaluate onboard telematics technology available on new equipment.

Action(s):

- Monitor equipment major components for operation efficiency, drivetrain component warnings, service alerts, and meter tracking.
- Provide input and suggestions to Innoprise Fleet Software development team for integration of equipment onboard telematics into Fleet Management Systems.

Outcome(s):

- An efficient Fleet Management system that provides automated, instantaneous equipment information and notifications.

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

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. 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.

Outcome(s):

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

**Goal:** Enhance fleet equipment preventive maintenance programs.

Action(s):

- Work with vendors, manufacturers, and customers to establish new improvements to existing preventive maintenance practices.
- Implement new technology and products designed to improve reliability and reduce costs.
- Continue pre-season inspections and maintenance to ensure equipment readiness and reliability.
- Continue to monitor appropriate service intervals at the correct time.

Outcome(s):

- A prepared, safe, reliable, and efficient fleet of equipment that will accommodate City departments with the necessary resources to provide City services.

## PARKING

**Goal:** Upgrade garage parking gate control systems in Park I, II, and III.

Action(s):

- Research parking garage access and revenue control systems that are fully integrated and web-based that will meet the needs of the city for the next decade.
- Develop an RFP for a new system and make a selection from the responses.

Outcome(s):

- Improved parking garage operations and revenues.
- Improvements with accessibility and increased efficiency.
- Enhanced server security through continuous system updates.

**Goal:** Continue improvement of public education and awareness regarding downtown parking, as well as parking in other locations around the city of Billings.

Action(s):

- Develop and disperse educational materials on topics such as locations of metered parking, highlighting meters that accept credit cards, FAQs sheets educating the public on city parking codes, etc.
- Create a map depicting convenient parking locations for downtown city events.
- Provide educational information to the public through Yellowstone County News and the City of Billings Parking website.

Outcome(s):

- Improved public compliance with city parking codes.
- Decreased number of parking violations.
- Enriched public perception of parking as a positive element of the community experience.

**Goal:** Develop a new Parking brand and marketing program.

Action(s):

- Create a Parking brand enhancing the public image of parking downtown through an integrated signage plan, validation programs, special events programs, etc.
- Spotlight the positive aspects of the parking system.
- Develop an effective and easy-to-read parking map distinguishing public and private parking facilities in partnership with the DBA.
- Enhance the appearance of the parking garage entrances.
- Co-market with other downtown organizations.

Outcome(s):

- Easier access and comprehension for the visitor to the downtown area.
- Visiting patrons encounter a positive experience.
- Sets into motion Primary Action Item #5 in the Strategic Parking Plan.
- Expands downtown utilization.
- Decreases negative perceptions of parking.

## FINANCE DEPARTMENT

**Goal:** Continue to assist with the implementation of the Innoprise Software in Fleet and Inventory.

Action(s): Implement new software modules to replace 30-plus year old 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 General and Public Safety Funds.

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

Outcome(s):

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

**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.
- Continue to look for opportunities to create Citywide, centralized contracts to leverage volume for discounts.
- Conduct additional purchasing training to coincide with new, updated procedures.
- Increase utilization of cooperative purchasing agreements through the State of Montana's pre-competed agreements, NASPO-WSCA, or other cooperative agencies, as allowed.

Outcome(s):

- Improved purchasing process to the highest attainable efficiency level.

## FIRE DEPARTMENT

### ADMINISTRATION

**Goal:** Complete revision of operating guidelines, policy, and protocols.

Action(s): Work with the Fire Management Team to rank which documents are priorities for review.

Outcome(s):

- Revised, updated documents produced.

### 9-1-1 COMMUNICATIONS CENTER DIVISION

**Goal:** Create a Communications Center Assistant Manager position.

Action(s): Request funding for the Communications Center Assistant Manager position.

Outcome(s):

- Greater efficiency, span of control, and manager longevity as this position would assist the Communications Center manager with the operation of the 9-1-1 Center, which functions with over 34.5 full time employees 24/7/365.

**Goal:** Create a shared administrative support position for 9-1-1 and Fire Prevention Bureau.

Action(s): Request funding for an administrative support position.

Outcome(s):

- The position would support administrative functions within both divisions, allowing higher-level positions to focus on their primary position responsibilities.

### SUPPRESSION DIVISION

**Goal:** Succession planning and performance throughout the ranks.

Action(s): Continue annual programs, such as Engineer, Officer, and Battalion Chief development, and implement aggressive training and mentoring programs.

Outcome(s):

- Skilled, knowledgeable, and trained personnel.

**Goal:** Develop a comprehensive three, five, and ten-year facility maintenance plan.

Action(s): Collaborative effort to prioritize maintenance and facility repairs.

Outcome(s):

- Developed comprehensive plan to outline repairs and on-going maintenance of Fire Department facilities that are occupied by City employees 24/7/365.

### TRAINING DIVISION

**Goal:** Enhance training opportunities using schedule adjustments, technology, hands-on, incident command, and virtual simulators.

Action(s): Prioritize essential training with an emphasis on firefighter and community safety.

Outcome(s):

- This approach maintains essential skills necessary to ensure safety to firefighters, the public, and the community.

**Goal:** Completion of Paramedic Engine Companies/Advanced Life Support (ALS) service to the community.

Action(s): Utilize paramedic-licensed personnel at medical emergencies.

Outcome(s):

- Enhanced Fire/Paramedics life support capabilities positively impact critical care delivery in situations such as heart attack, stroke, and significant trauma incidents.

**Goal:** Attain accreditation for fire instructors/trainers.

Action(s): Work with the National and State fire schools to meet requirements of the National Pro-Board certifications requirements.

Outcome(s):

- Training that meets National Pro-Board certification requirements.

**Goal:** Create Logistical Support position.

Action(s): Request funding for a logistical support position – counterpart Police Quartermaster.

Outcome(s):

- Better inventory tracking practices, accountability for lost/damaged equipment, enhanced vendor relationships, consistent research and procurements practices, as well as other program benefits.
- The temporarily assigned firefighter would return to regular duty, thus reducing overtime expense in Fire Suppression.

### FIRE PREVENTION BUREAU

**Goal:** Enhance the ability to use available technology to improve efficiency and dissemination of information.

Action(s): Work with Tyler Technology to address software issues that interface with the inspection program, improve tracking of pre-plan information, and enhance data availability within the department, including the Suppression Division.

Outcome(s):

- Implemented technology to improve efficiencies and accessibility of routine and critical information in a timely manner.

**Goal:** Addition of a Deputy Fire Marshal.

Action(s): Request funding for an additional Deputy Fire Marshal.

Outcome(s):

- Increased fire and safety awareness for the community.
- The temporarily assigned firefighter would return to regular duty, thus reducing overtime expense in Fire Suppression.

**Goal:** Create Fire Protection Engineer position.

Action(s): Request funding for the Fire Protection Engineer position that would be an in-house position to review plans, as well as site visits, locally, rather than outsourcing.

Outcome(s):

- Quicker turnaround of plans reviews, on-site reviews, and better customer service and accessibility.

## HUMAN RESOURCES

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

Action(s):

- Post all vacant positions on social media and professional websites.
- Continue to review and monitor which method or website provides the greatest number and quality of applicants.

Outcome(s):

- The City of Billings will comply with EEOC and will draw a larger pool for vacant positions.

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

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

Outcome(s):

- Well thought out policy and procedure manuals 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.

## INFORMATION TECHNOLOGY

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

**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):**

- Additional support to Departments in their efforts to improve access to information while improving citizen participation in the process.

**Action(s):** By working with departments to understand their goals, Information Technology (IT) will support initiatives in which departments plan to use technology as a means to accomplish their goals.

**Outcome(s):**

- The evaluation, selection, implementation, and management of technology is achieved with focus on optimizing the desired outcomes.

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

**Action(s):** Provide a leadership role in the implementation of the new Centralized Document Management System, including project management, installation, end-user training, backups, and building overall organization awareness of the benefits of the new system. Initial focus will be on Administration, Planning, and all Innoprise documents.

**Outcome(s):**

- A strong understanding by the staff on how to use the new document management system.
- Enhanced ability to access and share documents, to reduce paper and document storage, and development of automated workflows to improve efficiency and ensure the City's records retention policies are followed.

**Action(s):** Manage the domain name from "ci.billings.mt.us" to "billingsmt.gov." As staff move to Microsoft O365, IT will migrate them to E-mail addresses in the new format.

**Outcome(s):**

- Shorter, easier City E-mail addresses, therefore, reducing errors by those sending E-mails to the City.

**Action(s):** Continue to provide a leadership role in the conversion to the Innoprise Software Systems. IT plays a key role in the development and execution of a well-defined conversion plan for each migration area. As part of that role, IT closely monitors the progress of each conversion and maintains constant communications with both the vendor and the department representatives to ensure a successful conversion process.

**Outcome(s):**

- Successful migrations to the new software, which will greatly enhance the Departments' ability to begin reaping the benefits of the new system.

**Action(s):** Continue to provide a leadership role in implementation, training, support, and upgrading Public Safety software while working together with multiple Public Safety agencies.

**Outcome(s):**

- Additional software options, such as electronic ticket writing, mobile fire inspections, and civil papers, are researched and implemented.

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

**Action(s):** Provide project management on the replacement of the Citywide telephone and voice mail systems, including solution evaluations, procurement, implementation, and training.

Outcome(s):

- Reliable telephone service to all City facilities.
- Consolidated service and support of the desk phones, voice mail, and auto-attendant systems into a single, solution-providing, easier management system, and overall lower operational costs.

Action(s): Launch a pilot program to host Microsoft exchange (E-mail) in the Microsoft Cloud and deploy Office 365 to select staff desktops.

Outcome(s):

- The pilot program will set the foundation and develop an organization-wide roadmap for the move to the Microsoft Exchange and Office 365 cloud-based services.
- Standard version of Office on all systems, eliminated expense of an on-site E-mail system/server, and enhanced functionality to staff.
- Benefits include the ability for staff to securely access their Office Suite of applications and data from anywhere, the ability for teams of staff to collaborate on documents, the ability to use internal Chat functionality along with Skype for Business, enhanced document sharing with staff and outside entities, reduced impact on the City's local network, ease of use of One-Drive Microsoft Cloud file storage for each licensed user, and enhanced security by adding additional Microsoft layers to protect data.

Action(s): Improve network/system security.

Outcome(s):

- Adherence to industry standards in system security to prevent against unwanted attacks such as viruses, malware, ransomware, unauthorized access, denial of service, and so on.

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

Outcome(s):

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

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

Action(s): Provide solutions using Arc Online with Collector App to gather better information on City infrastructure.

Outcome(s):

- The information gathered will help maintain more accurate GIS data layers.

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

Outcome(s):

- A visual representation of the requested datasets will provide information to meet the Department's planning/analytical needs, as well as the needs of citizens.

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

Outcome(s):

- Through the combined efforts of the City GIS staff and Yellowstone County GIS staff, dispatch and emergency responders will have the most accurate data possible.

Action(s): Determine solutions for maintaining GIS data layers more efficiently.

Outcome(s):

- Development of additional GIS data layers and applications for City staff.



## LIBRARY

**Goal:** Develop, maintain, and/or modify community partnerships between the Library and other organizations.

**Action(s):** Ongoing contact with other Executive Directors within the City.

**Outcome(s):**

- The needs of other organizations better understood regarding how the Library may utilize its expertise to reduce, supplant, and/or erase challenges for partnering agencies.
- Timeline established showcasing a continuous needs assessment and how the Library is helping partnering agencies.
- Established programming to reflect the needs of partnering agencies.
- Resources purchased to reflect the needs of partnering agencies.
- Established borrowing options for tickets to community centers including Wise Wonders, YAM, Western Heritage Center, etc.
- Established series of programs for workforce development.
- Actively driven growth of the cultural economy through partnerships.
- Participation in community strategies to increase and/or develop workforce and economic development.

**Goal:** Create access points for open government.

**Action(s):** Establish access points for information retrieval for the public regarding city, county, state, and federal government.

**Outcome(s):**

- Ease of information retrieval for the public.
- Transparency and accessibility promoted for all levels of government for the public.
- Increased populace awareness of government machinations.
- Contact information provided to public for pertinent government representatives and agencies.
- Incorporated centralized document imaging.

**Goal:** Increase staff engagement with Library operations.

**Action(s):** Develop department procedures and complete list of policies for use in succession planning, new staff orientation, and staff training.

**Outcome(s):**

- Increased staff engagement with Library operations.
- Designated person of responsibility for Library procedures.
- Staff time used efficiently.
- Spurred creativity.
- Creation of a digital library of staff trainings.

## 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 clerk procedures to make changes where necessary to ensure efficiency.

**Outcome(s):**

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

**Goal:** Complete the transition into electronic case filing/management.

**Action(s):** Continue to work with the State of Montana to implement their recommendations in regards to electronic case management.

**Outcome(s):**

- A paperless and electronic case management system will allow the court to provide faster service to the public.
- Scanning and digitally archiving all paper records ensures against loss by flood, fire, or natural disaster, as well as conserves physical space.
- Attorneys filing court paperwork electronically.

**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 treatment 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 prospective bench.

**Goal:** Search for alternate payment/court options for customers.

**Action:** Research alternative payment options for customers to complete basic court payments without staff assistance or without personal access to the internet.

**Outcome(s):**

- Customers complete their transactions at a quicker rate, allowing for less wait time at the court.

**Goal:** Digitally archive court cases.

**Action(s):** Utilize the City of Billings centralized document imaging software to digitally image paper records into a searchable system.

**Outcome(s):**

- Paper records scanned and digitally archived ensuring against loss by flood, fire, or natural disaster.
- Physical space conserved.

**Goal:** Quality of life for all people in all places.

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

**Outcome(s):**

- Needs met for all.

## PARKS, RECREATION, AND PUBLIC LANDS

### CEMETERY

**Goal:** Continue to automate the records and practices at Mountview Cemetery by utilizing maintenance tracking software for maintenance operations.

**Action(s):**

- Ongoing upgrading of record collection and transfer from paper records to digital.
- Train staff on the use of maintenance tracking software.

**Outcome(s):**

- Automated records made accessible any time of day and remotely from any location.
- Easier for people to search automated records.
- Increase access to records.
- Maintenance tracking software helps establish standards for the cemetery and tracks employee progress towards those standards.

### PARKS

**Goal:** Plan for adequate parks, open space, and trails infrastructure citywide.

**Action(s):**

- Identify appropriate locations for future parks and trails by utilizing the results from the department Comprehensive Master Plan and Needs Assessment Study.
- 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, as identified in the department Comprehensive Master Plan and Needs Assessment Study.
- Continue the maintenance upgrade and replacement of existing park and trail infrastructure through the ongoing citywide Park District 1.
- Plan for and promote proper use of Natural Area parklands throughout the community.
- Continue to develop and implement a Noxious Weed Management Plan.

**Outcome(s):**

- Well-planned and developed parks located where they are most needed.
- Increased access to parks and opportunities for community recreation.

**Goal:** Promote, encourage, and develop citywide landscaping and tree planting to make the community more attractive.

**Action(s):**

- Utilize the results from the department Comprehensive Master Plan and Needs Assessment Study to develop and implement a citywide Urban Forestry Strategic Plan.
- Coordinate with City/County Planning to rewrite and implement citywide landscaping codes.
- Develop and implement a citywide Noxious Weed Management Plan.

**Outcome(s):**

- A more attractive community using sustainable landscapes.

**Action(s):** Develop a plan to deal with the damage the Emerald Ash Borer will cause to the community.

**Outcome(s):**

- Well-prepared community for the eventual damage caused from the Emerald Ash Borer.

## RECREATION

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

**Action(s):**

- Utilize the results from the department Comprehensive Master Plan and 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.
- Apply the results from the department Comprehensive Master Plan and Needs Assessment Study to explore the need and investigate potential partnerships for additional municipal indoor recreation facilities.
- Continue to expand and consider different avenues, including social media, for promoting and creating 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.
- Continue to improve the effectiveness and 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 recreation 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 operation center, waterslides, and the expanded footprint at Rose Pool to accommodate areas for parties and corporate gatherings.
- Increase revenue potential by implementing point-to-point wireless technology to increase security for the continued use of credit cards as payment for pool admission, waterslide usage, concessions, and season pass management.

**Outcome(s):**

- A safe, healthy facility for patrons at all City aquatic facilities.
- Prevention of accidents or illness in connection with the operation and usage of municipal pools
- Increased revenue at pools by improving pool amenities, service area, program offerings, point of sale capabilities, and season pass management.

## POLICE DEPARTMENT

### ADMINISTRATION

**Goal:** Effectively implement a Public Safety recruitment and retention plan to support law enforcement operations into the future.

**Action(s):** Market the Billings Police Department (BPD), 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 regarding 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 PSAs.
- Expand outreach using social media.

**Outcome(s):**

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

### CRIME PREVENTION – VOLUNTEER PROGRAMS

**Goal:** Increase the number of community-oriented services offered by the volunteers.

**Action(s):**

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

**Outcome(s):**

- Additional classes, information, and training offered to the public.
- Thorough training with volunteers is provided to ingrain proper procedures and expected duties.
- Increased public outreach events that build better relationships with citizens.

### PATROL OPERATIONS

**Goal:** Reduce, solve, and prevent crime through enhancing traffic enforcement.

**Action(s):**

- Implement strategies and methods to reduce violent crimes.
- Utilize data-driven approaches to create strategies for crime and traffic safety.
- Enhance use of radar trailers with coordinated enforcement.
- Continue emphasis on DUI enforcement.
- Enhance dedicated enforcement program (STEP).
- Utilize K9s with STEP to enhance drug enforcement.

**Outcome(s):**

- Reduction in Part 1 and Part 2 crimes.
- Reduced fatal and personal injury accidents.
- Addressed and reduced neighborhood traffic complaints.
- Decreased DUIs through prevention and education.
- Reduction in illegal drug activity.

**Goal:** Continue to assess beat boundaries and patrol areas.  
**Action(s):** Identify patterns and changes in call loads (demand for service).  
**Outcome:**

- Maximized effectiveness of officer deployment.

**Goal:** Expand Community Policing Program.  
**Action(s):**

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

**Outcome(s):**

- Increased citizen / officer interaction.
- Collaboration with merchants and citizens.
- 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 develop Police Department access to online training opportunities to enhance career development.  
**Action(s):**

- Provide accessible location with adequate equipment that makes ongoing education a possibility for all employees.
- 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.
- Facilitated compilation of mandatory, yearly training requirements per policy.

**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.
- Present timely, affordable training that is 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.

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

**Action(s):**

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

**Outcome(s):**

- A high level of professionalism maintained within the Billings Police Department.

### SUPPORT SERVICES DIVISION

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

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

**Outcome(s):**

- Additional accurate statistical information regarding crime in the community.

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

**Action(s):**

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

**Outcome(s):**

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

### ANIMAL CONTROL

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

**Action(s):** Assign staff to cover more hours of a workday 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.
- 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:** Modernize the Evidence Facility.

Action(s):

- Work with City Council to modernize the evidence facility by implementing updated policies and procedures and a stringent screening process for employees.
- Increase staffing.

Outcome(s):

- Increased effectiveness and efficiency of operation.
- Increased security and accountability.
- Increased professionalism of staff.

**Goal:** Enhance case review system.

Action(s):

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

Outcome(s):

- Quality investigations ensured.
- Assured equity in case assignment.
- Facilitated feedback and solicitation of ideas and suggestions.

**Goal:** Improve crime scene investigation.

Action(s):

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

Outcome(s):

- Improved service and response in evidence recovery and crime-scene processing.
- Assurance of a quality crime-scene investigation.
- Accurate reproduction of a crime scene.
- Proficiency with technology, and increasing effectiveness and efficiency.

## PUBLIC WORKS

**Goal:** As needed, review and revise the City Code items directly affecting the department.

Action(s):

- Review all sections of the Billings City Code that pertain to the Department.
- Work with the Legal Department to revise all City Codes to reflect current City policies and operations.
- Develop revised City Codes for the Mayor and Council to review for approval or elimination.

Outcome(s):

- Updated Billings City Codes pertaining to the Public Works Department, as directed by the Mayor and City Council through Council initiative.

**Goal:** Evaluate and develop a comprehensive plan/strategy for the water and sewer main replacement program.

Action(s):

- Analyze the number and cause of water and sewer main breaks. Look for common factors of cause.
- Using GIS, develop a map of the age and type of pipe within the city.
- Review the city's break history compared to national averages.
- Evaluate the costs and the frequency of repairs compared to the cost of large water and sewer pipe replacement projects.

Outcome(s):

- Short and long-term plans developed to address the cost and the customer disruption for the water and sewer replacement/repair program.

**Goal:** Remove and replace existing lead services with the city of Billings water system.

Action:

- Continue to determine the locations of existing lead services within the Billings water service system and map locations.
- Establish strategy for the elimination of lead services from the water main to the property line.
- Develop a list of property owners that may have lead services from the property line to the house, and contact them to verify if the services are lead.
- Develop a funding strategy to assist property owners with the cost of replacing the lead services.

Outcome(s):

- Elimination of lead services within the Billings water system.

**Goal:** Continue to reduce the effect of the landfill on the neighboring properties.

Action(s):

- Construction of the capital improvement project for all municipal solid waste to be dumped inside a building and then placed in the landfill.
- Continue public education on bagging trash prior to placing trash into their collection barrels.
- Continue picking up trash on the roads to the landfill and the roads adjacent to the landfill.
- Continue planting trees around the landfill.
- Regularly schedule meetings with Public Works staff and neighboring property owners.
- Implement an uncovered load fee at the landfill.

Outcome(s):

- Being a good neighbor to surrounding properties.

- Reduction in staff time required to pick up trash in and around the landfill.

**Goal:** Revisit and revise the solid waste collection routes to better utilize the department's resources.

Action(s):

- Review existing routes regarding size and locations within the city.
- Utilize data collected from the RouteWare software installed on each collection truck that plots and describes each solid waste pickup location.

Outcome(s):

- Routes are more efficient by utilizing personnel and equipment.
- Routes balanced in size regarding workload.

**Goal:** Revisit and revise the procedures for cleaning and maintaining the city's storm drain system.

Action(s):

- Continue inventory of storm sewer system using closed circuit TV system.
- Prioritize problem sections of the system.
- Initiate repairs using Public Works staff when possible, and identify future Capital Improvement projects.
- Focus on cleaning/jetting storm sewer sections where excess sediment has accumulated.

Outcome(s):

- Improved flow and capacity of the system.

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

Action(s):

- Complete implementation plan for better understanding of costs, regulations, operation, and recreational benefits of off-stream storage reservoirs at the Knife River gravel pits.
- Complete purchase of Knife River gravel pits.

Outcome(s):

- Increased water supply storage from a few hours to several months.
- Increased trails and water recreational opportunities for the public.
- Reduced energy costs related to pumping water.

**Goal:** Better understand the science of the Yellowstone River as it relates to nitrogen and phosphorus, and the effect the Water Reclamation Facility has on river algae levels.

Action(s):

- Continue the third year and final year of the Sampling and Analysis Plan that provides a better data set than the Montana Department of Environmental Quality (MDEQ) sampling.
- Collaborate and share data with the MDEQ to assist them in setting informed treatment standards.
- Assess the option of discharging reclaimed wastewater to an irrigation canal during the nutrient season.

Outcome(s):

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

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

Action(s):

- Complete asset management plan for transportation, storm, solid waste, water, and wastewater systems.
- Implement asset-management, decision-making structure for CIP projects.

Outcome(s):

- Full compliance with MPDES permit requirements.
- Most efficient use of funds.
- Risk mitigation to storm, water, and wastewater systems.
- Improved maintenance program to extend useful life of assets.

**Goal:** Successfully operate and maintain the Water Reclamation Facility (WRF) during the Nutrient Upgrade Project construction, and prepare staff for operational changes.

Action:

- Implement the new Standard Operating Procedures manual for safe and successful biological nutrient removal at the WRF.
- Continue internal, technical training for the WRF operations staff to prepare for operation of the biological, nutrient, removal treatment process.
- Meet all MPDES permit requirements.

Outcome(s):

- Operations staff fully prepared for operation and maintenance of biological, nutrient removal process.

**Goal:** Address sulfate issues in collection system and at the WRF.

Action(s):

- Complete hydrogen sulfide modeling effort in the collection system, and implement recommended alternative(s).
- Start and operate odor control facilities at the WRF.

Outcome(s):

- Mitigated odor issues and hydrogen sulfide safety risks.
- Reduced corrosion on equipment leading to longer asset life and lower costs at the WRF.

**Goal:** Assess and implement resource recovery at the WRF.

Action(s):

- Assess options for increasing biogas production at the WRF.
- Construct a biological scrubber to clean the anaerobic digester gas for the best beneficial use at the WRF.
- Begin construction of phosphorus recovery technologies at the WRF.
- Optimize chemical and energy use at the WRF for the new nutrient removal process.

Outcome(s):

- Beneficial reuse of phosphorus and methane biogas.
- Higher quality water discharged from WRF.
- Billings seen as a regional environmental leader for phosphorus recovery.

**Goal:** Assess and mitigate flood and drought risks at main Water Treatment Plant.

Action(s): Complete flood and drought plan for Water Treatment Plant.

Outcome(s):

- Risk mitigation to existing water treatment assets.
- Better preparedness and resiliency for extreme environmental events.

**Goal:** Improve resilience and redundancy of the water system to critical city assets.

Action(s):

- Construct an additional three million gallons of potable water storage in pressure zone 1, which includes the hospitals and all the downtown area.
- Construct redundant water line up the rims to the pressure zone that serves the airport.
- Improve capacity and screening limitations of river intake structure.

**Outcome(s):**

- More reliable water supply to critical city functions and assets.
- Mitigation of risks related to having only one river intake during high water demands.

**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.
- Maintain and repair all water treatment pressurization and storage facilities.
- Increase staff operational knowledge of UV disinfection system.

**Outcome(s):**

- Community water needs met.
- Replaced aging/malfunctioning infrastructure to increase capacity, while ensuring a quality product.
- The maximum productive life as possible is obtained.
- Superior quality potable water above MDEQ standards is provided.

**Goal:** Continue communication with the 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):**

- Maintained and enhanced public confidence in the city's drinking water.
- Informed public about their drinking water and the processes required to provide it.

**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 shut off due to non-payment.
- Promote automatic, online, and recurring payments; as well as paperless billing for utility bills.
- Utilize the City's website and Facebook to provide up-to-date information regarding snow plowing, water main breaks, solid waste operations, constructions updates, assessments, rates, and fees.
- Allocate staff in the most cost-effective and customer-service oriented manner.
- Research community organizations to partner with in assisting low-income customers with their utility bills.
- Implement mobile service orders.
- Implement a comprehensive media campaign.

**Outcome(s)**

- Increased efficiencies.
- Decreased mailing and postage costs.

- Decreased operational costs through more effective dispatching.
- Increased customer service.
- Decreased workload through technology, resulting in a delay to hire additional personnel.
- Enhanced and more efficient communication between divisions.
- Increased transparency to customers.

**Goal:** Ensure each 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 expenses.
- 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 controls and other financial policies and procedures.

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

Outcome(s):

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

**Goal:** Investigate options for storm water funding.

Action(s):

- Review options for funding storm water systems.
- Develop plan based on the preferred option.

Outcome(s):

- Framework provided to implement storm water funding program that allows for a sustainable storm water system.

**Goal:** Inventory all street name signs for conformation with Manual of Uniform Traffic Control Devices (MUTCD) standards.

Action(s): Replace street name signs, including overhead signs, so they conform to MUTCD standards.

Outcome(s):

- A method of ensuring that city street name signs are always current with MUTCD standards.

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

Action(s):

- Update prohibited hazardous waste section of the Ordinance with the Dental Amalgam and Pharmaceutical Rules.
- Complete and submit annual pretreatment report to EPA.
- Conduct inspections of permitted and potential industrial users' dischargers.
- 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.
- Coordinate with Distribution and Collection field crews to locate and resolve Fats, Oil and Grease (FOG) discharges.
- Continue to expand database of dental offices for impending EPA amalgam regulations.
- Continue sulfate and hydrogen sulfide investigation, including field monitoring and sampling.
- Monitor and track ExxonMobil discharge.

**Outcome(s):**

- Reduced potential upsets at the Water Reclamation Facility, reduced sanitary sewer overflows, and protected health and safety of workers.
- EPA regulatory compliance maintained.

**Goal:** Ensure the City's MS4 stormwater program complies with Federal Phase II Stormwater Regulations and State General Permit.

**Action(s):**

- Implement the MS4 program, six-control measures to comply with the 2017 five-year general permit.
- Complete and submit annual storm water report and bi-annual storm water sampling.
- Update or develop public information pamphlets on Illicit Discharge Detection and Elimination (IDDE), FOG, and Residential and Commercial BMPs.
- Modify website to be more user friendly.
- Continue to GPS and evaluate additional stormwater outfalls discharging to state receiving waters.
- Coordinate with Engineering to locate and remove illicit connections to the storm water system discovered by the Street and Traffic Division CCTV program.
- Update land ownership surveys on existing ditches and drains within the city limits.
- 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 stormwater pollution into state waters.

**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 (LEPC).

**Outcome(s):**

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

- Coordinate with MDU environmental personnel for required EPA reporting on landfill greenhouse gas emissions.
- Continue working with MDEQ Air Quality Bureau and consultants to address landfill compliance issues regarding NSPS/EG rule changes.
- Complete required semi-annual and annual monitoring reporting for Title V air quality permit. Complete and submit Annual Emission Inventory Compliance Certification to the MDEQ Air Quality Bureau.
- Continue to work with landfill personnel to improve and maintain storm water BMPs.
- Complete required annual landfill licensing application, quarterly and annual storm water reporting, bi-annual groundwater monitoring/reporting, and quarterly methane monitoring/reporting for MDEQ Solid Waste Bureau.
- Coordinate with Bright and Beautiful events.

Outcome(s):

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

**Goal:** Revisit the procedures for cleaning and maintaining the city's storm drain system.

Action(s):

- Continue inventory of storm sewer system using closed-circuit TV system.
- Prioritize problem sections of the system.
- Initiate repairs using public works staff when possible, and identify future Capital Improvement projects.
- Focus on cleaning/jetting storm sewer sections where excess sediment has accumulated.

Outcome(s):

- Improved flow and capacity of the system.

**Goal:** Provide well-maintained public right-of-ways.

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

Outcome(s):

- Safe driving surfaces and movement of vehicle and pedestrian traffic provided.

**Goal:** Utilize technology to improve efficiencies.

Action:

- Outsource GIS to obtain a fully functional GIS system that internal IT staff will be able to maintain.
- Hire asset management coordinator to implement Cityworks and other asset management software.

Outcome(s):

- Improved coordination of assets between divisions.
- Increased efficiencies.

**Goal:** Implement Benchmarking measures across all Public Works divisions.

Action:

- Identify appropriate benchmarking measures for each division.
- Develop benchmarking tool to track measures.
- Compare benchmarks against similar organizations.

Outcome(s):

- Improved work plans to increase efficiencies.



# GENERAL FUND OVERVIEW

## **GENERAL FUND**

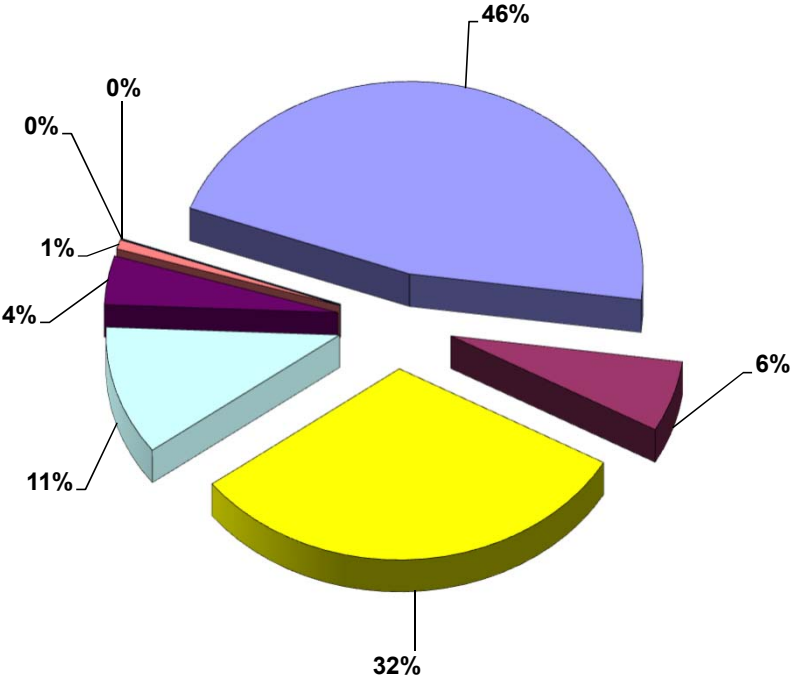
The General Fund is used to account for resources traditionally associated with government that are not required legally or by sound financial management to be accounted for in another fund. Property taxes, licenses and permits, charges for services, fines and forfeitures, and state intergovernmental 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  
FY20**

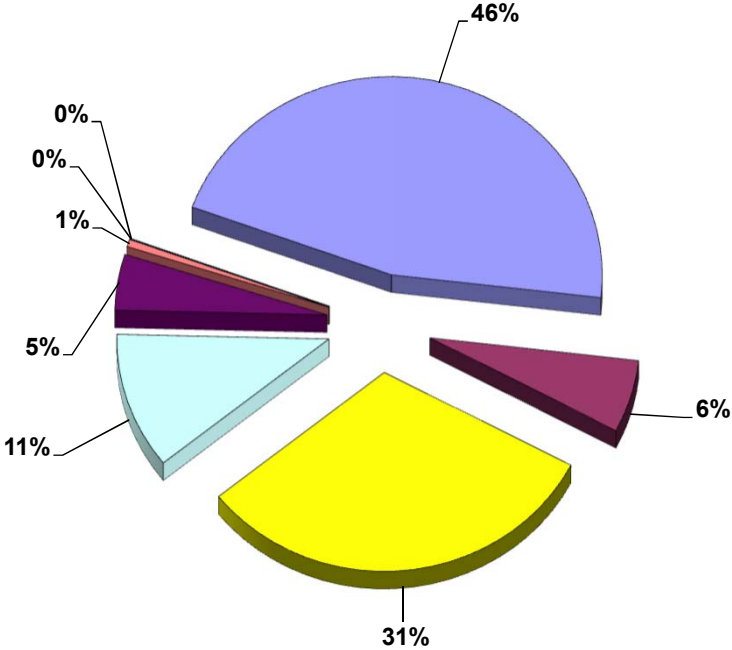
	<b>ADOPTED BUDGET FY 20</b>	<b>ADOPTED BUDGET FY 19</b>	<b>INCREASE (DECREASE)</b>	<b>ACTUAL FY 18</b>
<b>FUND BALANCE - BEGINNING</b>	<b>\$ 22,301,729</b>	<b>\$ 27,717,568</b>	<b>\$ (5,415,839)</b>	<b>\$ 28,272,380</b>
<b>REVENUES:</b>				
TAXES	\$ 17,202,088	\$ 16,790,920	\$ 411,168	\$ 15,784,291
SPECIAL ASSESSMENTS	-	-	-	-
LICENSES & PERMITS	2,191,863	2,146,291	45,572	4,626,771
INTER-GOVERNMENTAL	11,704,794	11,430,866	273,928	11,211,236
CHARGES FOR SERVICE	4,010,224	4,032,642	(22,418)	4,310,323
FINES & FORFEITS	1,513,333	1,656,203	(142,870)	1,499,620
INVESTMENT EARNINGS	290,000	217,000	73,000	219,742
INTERFUND TRANSFERS	6,600	6,600	-	1,258,012
MISCELLANEOUS	-	-	-	25,175
<b>TOTAL REVENUES</b>	<b>\$ 36,918,902</b>	<b>\$ 36,280,522</b>	<b>\$ 638,380</b>	<b>\$ 38,935,170</b>
<b>EXPENDITURES:</b>				
PERSONAL SERVICES	\$ 9,106,087	\$ 8,453,625	\$ 652,462	\$ 7,866,191
OPERATION & MAINTENANCE	4,161,997	4,382,532	(220,535)	3,808,165
CAPITAL	24,500	-	24,500	238,571
INTERFUND TRANSFERS	28,977,203	31,037,603	(2,060,400)	27,577,055
<b>TOTAL EXPENDITURES</b>	<b>\$ 42,269,787</b>	<b>\$ 43,873,760</b>	<b>\$ (1,603,973)</b>	<b>\$ 39,489,982</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ 16,950,844</b>	<b>\$ 20,124,330</b>	<b>\$ (3,173,486)</b>	<b>\$ 27,717,568</b>

# General Fund Summary of Revenues

<u>FY 20</u>		<u>FY 19</u>
\$ 17,202,088	TAXES	\$ 16,790,920
2,191,863	LICENSES & PERMITS	2,146,291
11,704,794	INTER-GOVERNMENTAL	11,430,866
4,010,224	CHARGES FOR SERVICE	4,032,642
1,513,333	FINES & FORFEITS	1,656,203
290,000	INVESTMENT EARNINGS	217,000
6,600	INTERFUND TRANSFERS	6,600
-	OTHER	-
<u>\$ 36,918,902</u>	<u>TOTAL</u>	<u>\$ 36,280,522</u>



Fiscal Year 2020



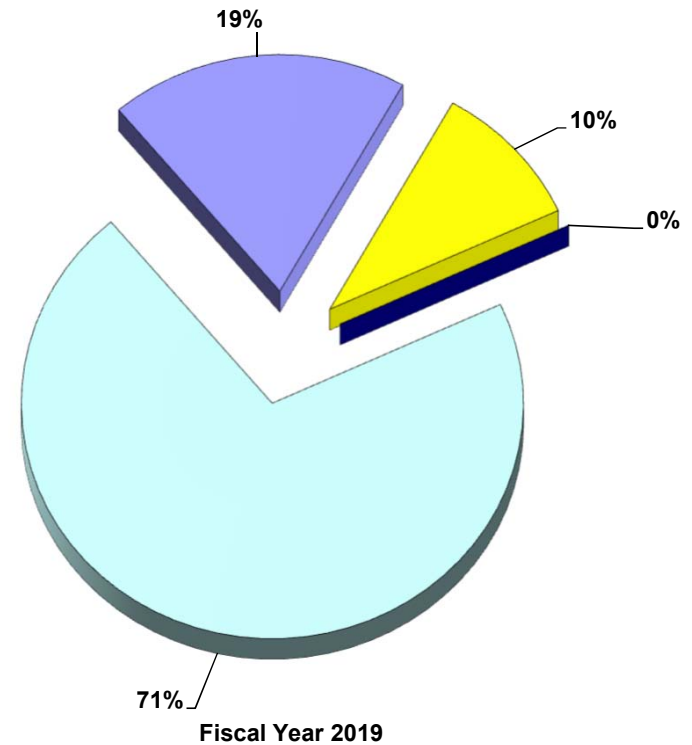
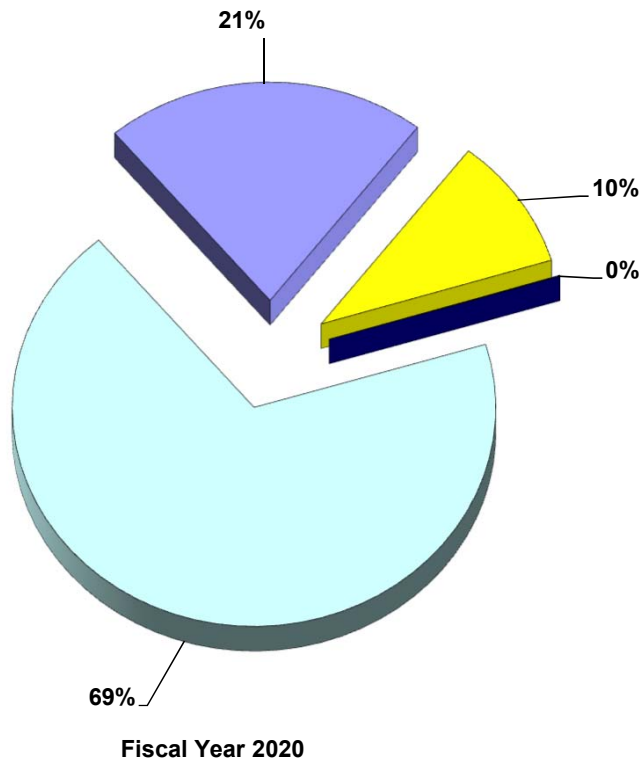
Fiscal Year 2019

# General Fund Summary of Expenditures

<u>FY 20</u>
\$ 9,106,087
4,161,997
24,500
28,977,203
<u>\$ 42,269,787</u>

PERSONAL SERVICES
OPERATION & MAINTENANCE
CAPITAL
INTERFUND TRANSFERS
TOTAL

<u>FY 19</u>
\$ 8,453,625
4,382,532
-
31,037,603
<u>\$ 43,873,760</u>



**GENERAL OPERATING FUND  
OPERATING BUDGET**

FUND 0100

	<b>ACTUAL FY 17</b>	<b>ACTUAL FY 18</b>	<b>BUDGET FY 19</b>	<b>ESTIMATE FY 19</b>	<b>APPROVED FY 20</b>
<b>FUND BALANCE BEGINNING</b>	<b><u>\$ 27,190,807</u></b>	<b><u>\$ 28,272,380</u></b>	<b><u>\$ 28,330,030</u></b>	<b><u>\$ 27,717,568</u></b>	<b><u>\$ 22,301,729</u></b>
<b>REVENUES:</b>					
TAXES	\$ 15,153,915	\$ 15,784,291	\$ 16,790,920	\$ 16,324,615	\$ 17,202,088
LICENSES & PERMITS	4,609,685	4,626,771	2,146,291	2,211,694	2,191,863
INTER-GOVERNMENTAL	11,140,476	11,211,236	11,430,866	11,430,866	11,704,794
CHARGES FOR SERVICE	4,335,366	4,310,323	4,032,642	4,322,314	4,010,224
FINES & FORFEITS	1,448,183	1,499,620	1,656,203	1,500,000	1,513,333
INVESTMENT EARNINGS	125,727	219,742	217,000	325,000	290,000
INTERFUND TRANSFERS	3,889	1,234,172	6,600	2,024	6,600
MISCELLANEOUS	<u>12,119</u>	<u>49,015</u>	<u>-</u>	<u>225,000</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 36,829,360</u></b>	<b><u>\$ 38,935,170</u></b>	<b><u>\$ 36,280,522</u></b>	<b><u>\$ 36,341,513</u></b>	<b><u>\$ 36,918,902</u></b>
<b>EXPENDITURES:</b>					
MAYOR AND CITY COUNCIL	\$ 179,437	\$ 198,235	\$ 219,565	\$ 223,621	\$ 261,042
CITY ADMINISTRATOR	692,892	706,147	767,520	742,838	906,846
HUMAN RESOURCES	683,078	678,464	733,345	698,000	826,205
CITY ATTORNEY	1,577,351	1,757,290	1,690,237	2,024,134	1,891,799
MUNICIPAL COURT	1,287,550	1,334,714	1,480,627	1,320,447	1,493,143
FINANCE	1,404,533	1,282,577	1,559,162	1,550,000	1,527,061
CODE ENFORCEMENT	451,884	492,422	548,621	496,664	564,362
PARKS, RECREATION AND PUBLIC LANDS	4,887,864	4,966,339	7,383,328	7,045,698	5,617,665
NON-DEPARTMENTAL	24,532,912	28,028,288	29,411,355	27,575,950	29,181,664
COUNCIL CONTINGENCY	<u>50,286</u>	<u>45,506</u>	<u>80,000</u>	<u>80,000</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 35,747,787</u></b>	<b><u>\$ 39,489,982</u></b>	<b><u>\$ 43,873,760</u></b>	<b><u>\$ 41,757,352</u></b>	<b><u>\$ 42,269,787</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 28,272,380</u></b>	<b><u>\$ 27,717,568</u></b>	<b><u>\$ 20,736,792</u></b>	<b><u>\$ 22,301,729</u></b>	<b><u>\$ 16,950,844</u></b>
<b>LESS:</b>					
COMMITTED	11,651,000	11,857,691	12,723,390	12,723,390	12,258,238
<b>UNASSIGNED</b>	<b><u>\$ 16,552,807</u></b>	<b><u>\$ 15,859,877</u></b>	<b><u>\$ 8,013,402</u></b>	<b><u>\$ 9,578,339</u></b>	<b><u>\$ 4,692,606</u></b>

# DEPARTMENTAL BUDGETS

## **GENERAL FUND DEPARTMENTAL BUDGETS**

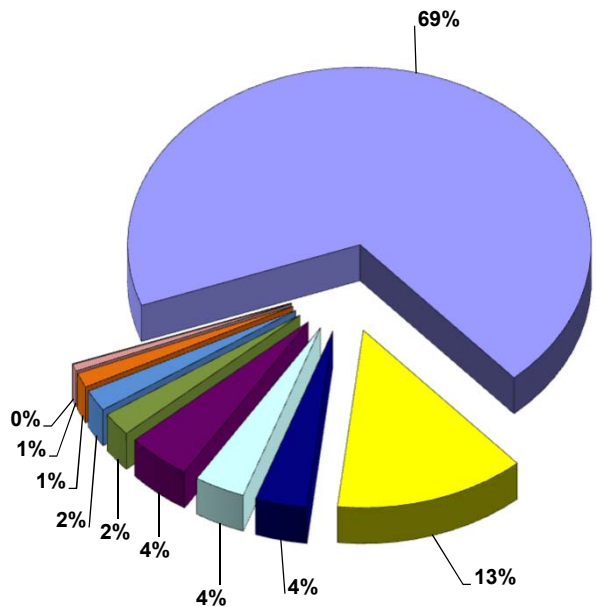
This section provides information about the City's General Fund individual department budgets, which are as follows:

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

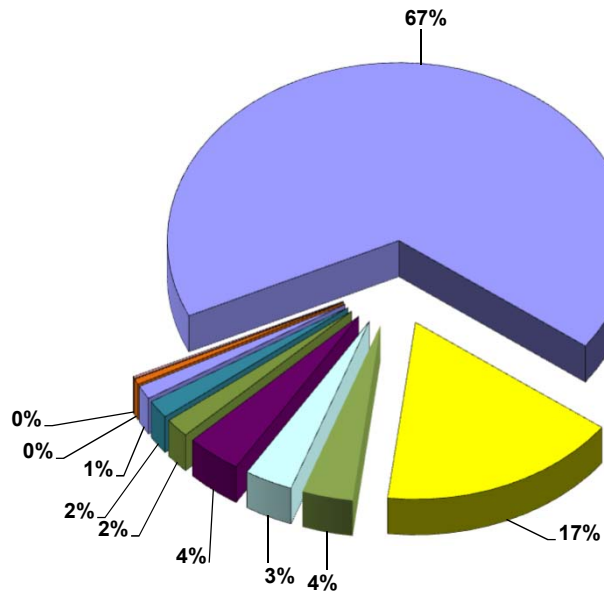


# General Fund Summary of Department Expenditures

<u>FY 20</u>		<u>FY 19</u>
\$ 29,181,664	NON-DEPARTMENTAL	\$ 29,411,355
5,617,665	PARKS, RECREATION AND PUBLIC LANDS	7,383,328
1,527,061	FINANCE	1,559,162
1,493,143	MUNICIPAL COURT	1,480,627
1,891,799	CITY ATTORNEY	1,690,237
906,846	CITY ADMINISTRATOR	767,520
826,205	HUMAN RESOURCES	733,345
564,362	CODE ENFORCEMENT	548,621
261,042	MAYOR AND CITY COUNCIL	219,565
-	COUNCIL CONTINGENCY	80,000
<u>\$ 42,269,787</u>	<u>TOTAL</u>	<u>\$ 43,873,760</u>



Fiscal Year 2020



Fiscal Year 2019

**MAYOR AND CITY COUNCIL  
OPERATING BUDGET**

FUND 0100-11000

	<b>ACTUAL FY 17</b>	<b>ACTUAL FY 18</b>	<b>BUDGET FY 19</b>	<b>ESTIMATE FY 19</b>	<b>APPROVED FY 20</b>
PERSONAL SERVICES	\$ 113,637	\$ 121,624	\$ 129,418	\$ 133,474	\$ 159,505
OPERATIONS AND MAINTENANCE	<u>65,800</u>	<u>76,611</u>	<u>90,147</u>	<u>90,147</u>	<u>101,537</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 179,437</u></b>	<b><u>\$ 198,235</u></b>	<b><u>\$ 219,565</u></b>	<b><u>\$ 223,621</u></b>	<b><u>\$ 261,042</u></b>

**STAFFING AUTHORIZATION**

<b>POSITION</b>	<b>ACTUAL FY 17</b>	<b>ACTUAL FY 18</b>	<b>BUDGET FY 19</b>	<b>APPROVED FY 20</b>
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>
<b>TOTAL</b>	<b><u>5.5</u></b>	<b><u>5.5</u></b>	<b><u>5.5</u></b>	<b><u>5.5</u></b>

**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. A wage increase is budgeted for newly elected City Council members beginning in 2020.

**Capital**

None

**CITY ADMINISTRATOR  
OPERATING BUDGET**

FUND 0100-13000

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY19	ESTIMATE FY19	APPROVED FY20
PERSONAL SERVICES	\$ 580,502	\$ 474,030	\$ 587,198	\$ 567,038	\$ 637,429
OPERATIONS AND MAINTENANCE	<u>112,390</u>	<u>232,117</u>	<u>180,322</u>	<u>175,800</u>	<u>269,417</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 692,892</u></b>	<b><u>\$ 706,147</u></b>	<b><u>\$ 767,520</u></b>	<b><u>\$ 742,838</u></b>	<b><u>\$ 906,846</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY19	APPROVED FY20
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>
<b>TOTAL</b>	<b><u>5.0</u></b>	<b><u>5.0</u></b>	<b><u>5.0</u></b>	<b><u>5.0</u></b>

**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 0100-17000

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
PERSONAL SERVICES	\$ 502,232	\$ 501,623	\$ 513,257	\$ 513,000	\$ 545,563
OPERATIONS AND MAINTENANCE	<u>180,846</u>	<u>176,841</u>	<u>220,088</u>	<u>185,000</u>	<u>280,642</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 683,078</u></b>	<b><u>\$ 678,464</u></b>	<b><u>\$ 733,345</u></b>	<b><u>\$ 698,000</u></b>	<b><u>\$ 826,205</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
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>
<b>TOTAL</b>	<b><u>5.0</u></b>	<b><u>5.0</u></b>	<b><u>5.0</u></b>	<b><u>5.0</u></b>

**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**

Expenditures increased approximately \$78,000 from FY 19 and is attributed to Personal Services and IT Charge for Services.

**Capital**

None

**CITY ATTORNEY  
OPERATING BUDGET**

FUND 0100-16000

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
PERSONAL SERVICES	\$ 1,023,539	\$ 1,154,621	\$ 1,096,593	\$ 1,129,910	\$ 1,302,579
OPERATIONS AND MAINTENANCE	361,267	432,962	335,666	639,624	421,846
TRANSFERS	<u>192,545</u>	<u>169,707</u>	<u>257,978</u>	<u>254,600</u>	<u>167,374</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,577,351</u></b>	<b><u>\$ 1,757,290</u></b>	<b><u>\$ 1,690,237</u></b>	<b><u>\$ 2,024,134</u></b>	<b><u>\$ 1,891,799</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
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	3.8	3.8	3.8
CIVIL DEPUTY CITY ATTORNEY	1.0	1.0	1.0	1.0
VICTIM WITNESS SPECIALIST	-	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>
<b>TOTAL</b>	<b><u>10.0</u></b>	<b><u>10.8</u></b>	<b><u>9.8</u></b>	<b><u>9.8</u></b>

**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.

**Expenditures**

The increase is due to increased cost associated with outside counsel.

**Capital**

None

**MUNICIPAL COURT  
OPERATING BUDGET**

FUND 0100-12000

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
PERSONAL SERVICES	\$ 985,735	\$ 1,052,838	\$ 1,103,322	\$ 1,022,164	\$ 1,152,968
OPERATIONS AND MAINTENANCE	271,815	281,876	347,305	268,283	340,175
TRANSFERS	<u>30,000</u>	<u>-</u>	<u>30,000</u>	<u>30,000</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,287,550</u></b>	<b><u>\$ 1,334,714</u></b>	<b><u>\$ 1,480,627</u></b>	<b><u>\$ 1,320,447</u></b>	<b><u>\$ 1,493,143</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
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	2.0	1.0	1.0
COLLECTION CLERK	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
<b>SUBTOTAL MUNICIPAL COURT</b>	15.5	16.5	15.5	15.5
<b>GRANT POSITION:</b>				
MENTAL HEALTH COORD	0.8	0.8	0.8	0.8
DUI COORD	1.0	1.0	0.8	0.8
TREATMENT COURT SUPPORT SPEC	1.0	1.0	0.8	0.8
DRUG COURT COORD	<u>1.0</u>	<u>1.0</u>	<u>0.8</u>	<u>0.8</u>
<b>TOTAL MUNICIPAL COURT</b>	<b><u>19.3</u></b>	<b><u>20.3</u></b>	<b><u>18.7</u></b>	<b><u>18.7</u></b>

**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 bailiffs. The Receipts and Records budget funds the Municipal Court Administrator, seven full-time account clerks, a courtroom/collection clerk, and two part-time municipal infraction clerks.

**Expenditures**

No significant changes.

**Capital**

None

**FINANCE  
OPERATING BUDGET**

FUND 0100-15000

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
PERSONAL SERVICES	\$ 950,886	\$ 839,604	\$ 976,116	\$ 890,000	\$ 1,024,583
OPERATIONS AND MAINTENANCE	453,647	442,973	583,046	570,000	502,478
CAPITAL	-	-	-	90,000	-
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,404,533</u></b>	<b><u>\$ 1,282,577</u></b>	<b><u>\$ 1,559,162</u></b>	<b><u>\$ 1,550,000</u></b>	<b><u>\$ 1,527,061</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
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	1.0	1.0	1.0	1.0
<b>TOTAL</b>	<b><u>11.0</u></b>	<b><u>11.0</u></b>	<b><u>11.0</u></b>	<b><u>11.0</u></b>

**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 regarding financial duties.

**Expenditures**

No significant changes.

**Capital**

None

**CODE ENFORCEMENT  
OPERATING BUDGET**

FUND 0100-43000

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
PERSONAL SERVICES	\$ 344,025	\$ 383,029	\$ 385,942	\$ 375,852	\$ 419,674
OPERATIONS AND MAINTENANCE	80,087	101,726	151,867	110,000	154,074
CAPITAL	23,622	-	-	-	-
TRANSFERS	<u>4,150</u>	<u>7,667</u>	<u>10,812</u>	<u>10,812</u>	<u>10,614</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 451,884</u></b>	<b><u>\$ 492,422</u></b>	<b><u>\$ 548,621</u></b>	<b><u>\$ 496,664</u></b>	<b><u>\$ 584,362</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
CODE ENFORCEMENT CLERK	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT I	0.3	0.3	0.3	0.3
CODE ENFORCEMENT OFFICER II	1.0	1.0	1.0	1.0
COMMERCIAL CODE ENFORCEMENT OFF	-	-	-	0.8
CODE ENFORCEMENT OFFICER	<u>2.8</u>	<u>2.8</u>	<u>2.8</u>	<u>2.0</u>
<b>TOTAL</b>	<b><u>5.1</u></b>	<b><u>5.1</u></b>	<b><u>5.1</u></b>	<b><u>5.1</u></b>

**CODE ENFORCEMENT BUDGET NARRATIVE**

The Code Enforcement Division is funded primarily through the General Fund with 25% of one 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 over the past 10 years from 4,014 in 2009 to 6,146 in 2018. Involuntary Nuisance Weed Abatement ensues through agreement with the Parks Department. At the request of City Council, the Division provides a quarterly report throughout the year to highlight impacts and focus of enforcement efforts.

**Expenditures**

The division will have increase in service charges for information technology, rent, transfers to equipment replacement, and copier charges. Many of these expense charges reflect the additional workload demand for these services.

**Capital**

None



## **PARKS, RECREATION AND PUBLIC LANDS FUND BUDGET NARRATIVE**

### **Parks**

The Parks Division provides management and maintenance of parkland consisting of approximately 2,555 acres of green space and greenway parks throughout Billings. The green space is divided into three park types: developed (875 acres), undeveloped and natural areas (1680 acres). The Division 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 that promote healthy life styles and bring people together. The division has 14.5 full-time employees and hires over 50 seasonal positions each year. To ensure the safety of all park users, the Parks Department has a full time, dedicated Police Officer patrolling all parks. Today, park facilities include 6 neighborhood centers, a professional baseball stadium, 2 outdoor pools, 5 spray grounds, 2 wading pools, 41 playgrounds, over 50 horseshoe pits, 14 picnic shelters, 1 skate park, 26 tennis courts, 25 basketball courts, 3 sand volleyball courts, 21 restrooms, 22 sports fields, 22 baseball fields, 4 disc-golf courses, 22 regulation sports fields, 140 water services to buildings and irrigation systems, 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. 86% of households in Billings have visited a park in the last 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. The division has 2.5 full-time staff and hires 3 seasonal employees. 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 citywide vegetation, management programs. Over 8,600 park trees are managed and maintained yearly.

### **Recreation**

The Recreation Division offers 143 unique recreation programs and activities (over 450 individual sessions) for people of all ages. 95% of these programs recover all direct costs through fees and are provided directly to, or through, partnerships with other organizations. Through funding and donations from other community organizations, like the Billings Parks, Recreation and Preservation Foundation, the Recreation Division also provides a program to assist low to moderate income families with reduced pool passes and scholarships for participation in year-round youth and senior related activities. The division has seven 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 is also responsible for issuing permits for public events in the parks, which coordinates scheduling and ensures that sponsoring organizations have adequate liability insurance coverage. The Department's website allows people to register for activities online, which now accounts for over 63% of the total registration revenue.

### **Cemetery**

The Cemetery Division maintains 65 acres of parkland for the use as a cemetery. Families of many of the 26,000 individuals buried in the cemetery contact Cemetery staff every year for grave locations, as well as genealogical and general information. In addition, staff assists another 120 families a year with the burial of their loved ones. Staff also works with community organizations to hold community memorial events in the cemetery.

### **Expenditures**

FY 20 expenditures are less as City Council authorized over \$2 million for construction of Centennial Park in FY 19.

### **Capital**

None

**PARKS RECREATION AND PUBLIC LANDS  
OPERATING BUDGET**

FUND 0100-51000

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
PERSONAL SERVICES	\$ 3,289,986	\$ 3,224,362	\$ 3,560,829	\$ 3,287,504	\$ 3,756,896
OPERATIONS AND MAINTENANCE	1,206,150	1,271,460	1,415,305	1,350,000	1,463,672
CAPITAL	83,790	102,388	-	1,000	24,500
TRANSFERS	<u>307,938</u>	<u>368,129</u>	<u>2,407,194</u>	<u>2,407,194</u>	<u>372,597</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 4,887,864</u></b>	<b><u>\$ 4,966,339</u></b>	<b><u>\$ 7,383,328</u></b>	<b><u>\$ 7,045,698</u></b>	<b><u>\$ 5,617,665</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
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	5.0	5.0
PARKS MAINT MECHANIC	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	2.0	2.0
SR. EQUIP. OPER/MAINT. WORKER	5.0	5.0	6.0	6.0
RECREATION SUPERINTENDENT	1.0	1.0	1.0	1.0
RECREATION SPECIALIST	2.0	2.0	3.0	3.0
PARK PLANNER	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT I	2.0	2.0	1.0	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>
<b>TOTAL</b>	<b><u>29.0</u></b>	<b><u>29.0</u></b>	<b><u>30.0</u></b>	<b><u>30.0</u></b>

FUND 0100-14000

**NON-DEPARTMENTAL**

	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATE</b>	<b>APPROVED</b>
	<b>FY 17</b>	<b>FY 18</b>	<b>FY 19</b>	<b>FY 19</b>	<b>FY 20</b>
PERSONAL SERVICES	\$ 57,125	\$ 114,460	\$ 100,950	\$ 100,950	\$ 106,890
OPERATIONS AND MAINTENANCE	400,907	746,093	978,786	975,000	648,156
CAPITAL	209,281	136,183	-	-	-
TRANSFERS	<u>23,865,599</u>	<u>27,031,552</u>	<u>28,331,619</u>	<u>26,500,000</u>	<u>28,426,618</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 24,532,912</u></b>	<b><u>\$ 28,028,288</u></b>	<b><u>\$ 29,411,355</u></b>	<b><u>\$ 27,575,950</u></b>	<b><u>\$ 29,181,664</u></b>

**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 0100-11100

	<b>ACTUAL FY 17</b>	<b>ACTUAL FY 18</b>	<b>BUDGET FY 19</b>	<b>ESTIMATE FY 19</b>	<b>APPROVED FY 20</b>
OPERATIONS AND MAINTENANCE	\$ 50,286	\$ 45,506	\$ 80,000	\$ 80,000	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 50,286</b>	<b>\$ 45,506</b>	<b>\$ 80,000</b>	<b>\$ 80,000</b>	<b>\$ -</b>

**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**

City Council removed this budget as a part of FY20 budget reductions.

**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 27<sup>th</sup> Street District Tax Increment Operating Fund** accounts for revenues from property tax levies on increased taxable values in the North 27<sup>th</sup> 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 **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 Parnly 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, 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 **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.
- The **Ballpark Repair Fund** accounts for regular maintenance to the ball field and stadium.



**SPECIAL REVENUE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 20**

	<b>PUBLIC SAFETY</b>	<b>SOUTH TAX INCREMENT</b>	<b>EAST TAX INCREMENT</b>	<b>NORTH 27th STREET TAX INCREMENT</b>	<b>GAS TAX</b>
<b>FUND BALANCE - BEGINNING</b>	<b><u>\$ 1,663,702</u></b>	<b><u>\$ 6,946,756</u></b>	<b><u>\$ 1,529,308</u></b>	<b><u>\$ 2,873,893</u></b>	<b><u>\$ 4,011,764</u></b>
<b>REVENUE:</b>					
TAXES	\$ 13,044,663	\$ 3,112,177	\$ 704,520	\$ 2,128,000	\$ -
SPECIAL ASSESSMENTS	-	-	-	-	-
LICENSES & PERMITS	28,500	-	-	-	-
INTER-GOVERNMENTAL	3,149,574	265,442	151,256	219,447	3,953,302
CHARGES FOR SERVICE	1,598,256	-	-	-	-
FINES & FORFEITS	2,400	-	-	-	-
INVESTMENT EARNINGS	700	65,000	15,000	11,000	40,000
CONTRIBUTIONS / DONATIONS	-	-	-	-	-
INTERFUND TRANSFERS	27,316,978	-	-	-	1,325,000
DEBT PROCEEDS	2,800,000	25,000,000	-	-	-
MISCELLANEOUS	49,478	-	-	-	-
<b>TOTAL REVENUE</b>	<b><u>\$ 47,990,549</u></b>	<b><u>\$ 28,442,619</u></b>	<b><u>\$ 870,776</u></b>	<b><u>\$ 2,358,447</u></b>	<b><u>\$ 5,318,302</u></b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 37,679,120	\$ -	\$ -	\$ -	\$ 73,571
OPERATION & MAINTENANCE	5,760,588	407,219	481,566	2,407,768	298,310
CAPITAL	3,080,000	28,510,000	-	-	4,185,000
DEBT SERVICE	-	647,595	405,505	948,454	-
INTERFUND TRANSFERS	1,470,841	-	-	100,000	-
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 47,990,549</u></b>	<b><u>\$ 29,564,814</u></b>	<b><u>\$ 887,071</u></b>	<b><u>\$ 3,456,222</u></b>	<b><u>\$ 4,556,881</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 1,663,702</u></b>	<b><u>\$ 5,824,561</u></b>	<b><u>\$ 1,513,013</u></b>	<b><u>\$ 1,776,118</u></b>	<b><u>\$ 4,773,185</u></b>

**SPECIAL REVENUE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 20**

	<b>BUILDING INSPECTION</b>	<b>STREET &amp; TRAFFIC</b>	<b>FIRE PROGRAMS</b>	<b>EOC 9-1-1</b>	<b>CITY COUNTY PLANNING</b>	<b>CITY ATTORNEY GRANTS</b>	<b>MUNCIPAL COURT GRANTS</b>
<b>FUND BALANCE - BEGINNING</b>	<b><u>\$ 2,390,966</u></b>	<b><u>\$ 2,126,741</u></b>	<b><u>\$ 244,903</u></b>	<b><u>\$ 2,978,488</u></b>	<b><u>\$ 460,245</u></b>	<b><u>\$ 8,225</u></b>	<b><u>\$ 6,828</u></b>
<b>REVENUE:</b>							
TAXES	\$ -	\$ -	\$ -	\$ -	\$ 490,400	\$ -	\$ -
SPECIAL ASSESSMENTS	-	-	-	-	-	-	-
LICENSES & PERMITS	1,390,100	-	-	-	30,750	-	-
INTER-GOVERNMENTAL	-	686,415	-	1,080,900	856,969	88,000	647,123
CHARGES FOR SERVICE	-	8,875,550	-	-	270,611	-	-
FINES & FORFEITS	-	-	-	-	-	50,000	-
INVESTMENT EARNINGS	34,000	30,000	2,239	53,388	6,300	-	-
CONTRIBUTIONS / DONATIONS	-	-	6,000	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-	167,374	30,000
DEBT PROCEEDS	-	-	-	-	-	-	-
MISCELLANEOUS	2,500	10,000	-	-	1,500	-	-
<b>TOTAL REVENUE</b>	<b><u>\$ 1,426,600</u></b>	<b><u>\$ 9,601,965</u></b>	<b><u>\$ 8,239</u></b>	<b><u>\$ 1,134,288</u></b>	<b><u>\$ 1,656,530</u></b>	<b><u>\$ 305,374</u></b>	<b><u>\$ 677,123</u></b>
<b>EXPENDITURES:</b>							
PERSONAL SERVICES	\$ 1,520,447	\$ 4,292,027	\$ 4,000	\$ 133,138	\$ 1,115,202	\$ 305,374	\$ 210,438
OPERATION & MAINTENANCE	574,361	4,007,447	83,100	922,984	756,029	-	436,685
CAPITAL	-	1,535,930	-	44,996	-	-	-
DEBT SERVICE	-	-	-	-	-	-	-
INTERFUND TRANSFERS	-	207,502	-	-	4,498	-	-
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 2,094,808</u></b>	<b><u>\$ 10,042,906</u></b>	<b><u>\$ 87,100</u></b>	<b><u>\$ 1,101,118</u></b>	<b><u>\$ 1,875,729</u></b>	<b><u>\$ 305,374</u></b>	<b><u>\$ 647,123</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 1,722,758</u></b>	<b><u>\$ 1,685,800</u></b>	<b><u>\$ 166,042</u></b>	<b><u>\$ 3,011,658</u></b>	<b><u>\$ 241,046</u></b>	<b><u>\$ 8,225</u></b>	<b><u>\$ 36,828</u></b>

**SPECIAL REVENUE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 20**

	<b>POLICE PROGRAMS</b>	<b>CITY COUNTY LIBRARY</b>	<b>COMMUNITY DEVELOPMENT GRANTS</b>	<b>PARK PROGRAMS</b>	<b>DOWNTOWN REVOLVING LOAN PGM</b>	<b>CEMETARY IMPROV- MENT</b>	<b>ANIMAL CONTROL DONATIONS</b>
<b>FUND BALANCE - BEGINNING</b>	<b><u>\$ 1,442,194</u></b>	<b><u>\$ 2,604,469</u></b>	<b><u>\$ 682,755</u></b>	<b><u>\$ 2,412,115</u></b>	<b><u>\$ 506,450</u></b>	<b><u>\$ 158,769</u></b>	<b><u>\$ 38,420</u></b>
<b>REVENUE:</b>							
TAXES	\$ -	\$ 1,162,378	\$ -	\$ -	\$ -	\$ -	\$ -
SPECIAL ASSESSMENTS	-	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-	-
INTER-GOVERNMENTAL	427,944	1,416,614	1,366,500	-	-	-	-
CHARGES FOR SERVICE	170,500	14,175	20,000	-	-	12,000	-
FINES & FORFEITS	50,500	67,182	-	-	-	2,100	250
INVESTMENT EARNINGS	7,401	23,000	1,500	26,650	55,000	-	-
CONTRIBUTIONS / DONATIONS	20,000	69,000	-	51,000	-	-	500
INTERFUND TRANSFERS	-	1,046,140	63,500	5,000	-	-	-
DEBT PROCEEDS	-	-	-	-	-	-	-
MISCELLANEOUS	-	28,350	200,000	67,000	175,000	-	-
<b>TOTAL REVENUE</b>	<b><u>\$ 676,345</u></b>	<b><u>\$ 3,826,839</u></b>	<b><u>\$ 1,651,500</u></b>	<b><u>\$ 149,650</u></b>	<b><u>\$ 230,000</u></b>	<b><u>\$ 14,100</u></b>	<b><u>\$ 750</u></b>
<b>EXPENDITURES:</b>							
PERSONAL SERVICES	\$ 249,407	\$ 2,459,091	\$ 408,288	\$ -	\$ -	\$ -	\$ -
OPERATION & MAINTENANCE	332,681	1,402,153	1,039,145	54,315	419,480	25,000	6,000
CAPITAL	35,000	-	-	-	-	41,950	-
DEBT SERVICE	-	-	-	-	-	-	-
INTERFUND TRANSFERS	-	41,377	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 617,088</u></b>	<b><u>\$ 3,902,621</u></b>	<b><u>\$ 1,447,433</u></b>	<b><u>\$ 54,315</u></b>	<b><u>\$ 419,480</u></b>	<b><u>\$ 66,950</u></b>	<b><u>\$ 6,000</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 1,501,451</u></b>	<b><u>\$ 2,528,687</u></b>	<b><u>\$ 886,822</u></b>	<b><u>\$ 2,507,450</u></b>	<b><u>\$ 316,970</u></b>	<b><u>\$ 105,919</u></b>	<b><u>\$ 33,170</u></b>

**SPECIAL REVENUE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 20**

	<b>STREET MAINTENANCE DISTRICTS</b>	<b>STREET LIGHT MAINT DISTRICTS</b>	<b>STORM SEWER</b>	<b>PARK MAINT. DISTRICTS</b>	<b>PARK DISTRICT 1</b>	<b>ARTERIAL STREET FEES</b>	<b>AMEND PARK</b>
<b>FUND BALANCE - BEGINNING</b>	<b>\$ 3,816,917</b>	<b>\$ 1,663,052</b>	<b>\$ 915,416</b>	<b>\$ 632,728</b>	<b>\$ 2,551,108</b>	<b>\$ 2,725,575</b>	<b>\$ 232,749</b>
<b>REVENUE:</b>							
TAXES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SPECIAL ASSESSMENTS	9,063,000	2,478,000	4,536,000	1,091,301	2,000,000	4,320,000	-
LICENSES & PERMITS	-	-	10,000	-	-	-	-
INTER-GOVERNMENTAL	-	-	-	-	-	-	-
CHARGES FOR SERVICE	-	-	-	-	-	-	2,000
FINES & FORFEITS	-	-	-	-	-	-	-
INVESTMENT EARNINGS	20,600	10,000	46,000	4,000	32,100	40,000	3,000
CONTRIBUTIONS / DONATIONS	-	-	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-	-	-
DEBT PROCEEDS	-	-	-	-	-	-	-
MISCELLANEOUS	-	-	1,452	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 9,083,600</b>	<b>\$ 2,488,000</b>	<b>\$ 4,593,452</b>	<b>\$ 1,095,301</b>	<b>\$ 2,032,100</b>	<b>\$ 4,360,000</b>	<b>\$ 5,000</b>
<b>EXPENDITURES:</b>							
PERSONAL SERVICES	\$ -	\$ -	\$ -	\$ -	\$ 330,769	\$ -	\$ -
OPERATION & MAINTENANCE	7,636,213	2,923,276	1,765,517	992,608	364,857	175,767	181,270
CAPITAL	-	-	1,890,000	-	1,225,000	5,491,000	-
DEBT SERVICE	-	-	-	-	-	-	-
INTERFUND TRANSFERS	1,325,000	-	1,015,000	-	-	-	1,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 8,961,213</b>	<b>\$ 2,923,276</b>	<b>\$ 4,670,517</b>	<b>\$ 992,608</b>	<b>\$ 1,920,626</b>	<b>\$ 5,666,767</b>	<b>\$ 182,270</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 3,939,304</b>	<b>\$ 1,227,776</b>	<b>\$ 838,351</b>	<b>\$ 735,421</b>	<b>\$ 2,662,582</b>	<b>\$ 1,418,808</b>	<b>\$ 55,479</b>

**SPECIAL REVENUE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 20**

	<b>BALLFIELD STADIUM DONATIONS</b>	<b>ROAD MAINTENANCE DISTRICT</b>	<b>BALLPARK REPAIR FUND</b>
<b>FUND BALANCE - BEGINNING</b>	<b><u>\$ 522,562</u></b>	<b><u>\$ 11,359</u></b>	<b><u>\$ 60,900</u></b>
<b>REVENUE:</b>			
TAXES	\$ -	\$ -	\$ -
SPECIAL ASSESSMENTS	-	2,875	-
LICENSES & PERMITS	-	-	-
INTER-GOVERNMENTAL	-	-	-
CHARGES FOR SERVICE	60,000	-	-
FINES & FORFEITS	-	-	-
INVESTMENT EARNINGS	6,000	-	-
CONTRIBUTIONS / DONATIONS	300	-	-
INTERFUND TRANSFERS	-	-	30,000
DEBT PROCEEDS	-	-	-
MISCELLANEOUS	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 66,300</u></b>	<b><u>\$ 2,875</u></b>	<b><u>\$ 30,000</u></b>
<b>EXPENDITURES:</b>			
PERSONAL SERVICES	\$ -	\$ -	\$ -
OPERATION & MAINTENANCE	100,789	164	30,000
CAPITAL	-	-	-
DEBT SERVICE	-	-	-
INTERFUND TRANSFERS	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 100,789</u></b>	<b><u>\$ 164</u></b>	<b><u>\$ 30,000</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 488,073</u></b>	<b><u>\$ 14,070</u></b>	<b><u>\$ 60,900</u></b>

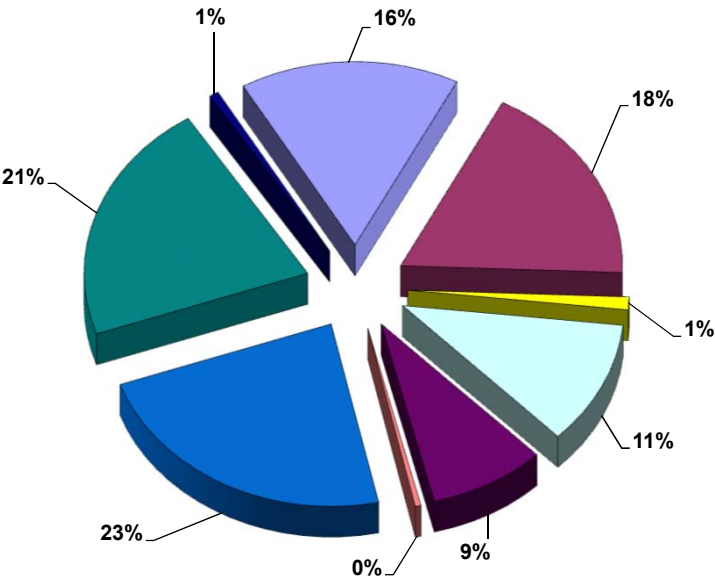
**SPECIAL REVENUE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 20**

	<b>APPROVED BUDGET FY 20</b>	<b>APPROVED BUDGET FY 19</b>	<b>INCREASE (DECREASE)</b>	<b>ACTUAL FY 18</b>
<b>FUND BALANCE - BEGINNING</b>	<b><u>\$ 46,219,357</u></b>	<b><u>\$ 41,337,010</u></b>	<b><u>\$ 4,882,347</u></b>	<b><u>\$ 58,566,832</u></b>
<b>REVENUE:</b>				
TAXES	\$ 20,642,138	\$ 20,708,019	\$ (65,881)	\$ 20,762,633
SPECIAL ASSESSMENTS	23,491,176	22,655,211	835,965	22,547,614
LICENSES & PERMITS	1,459,350	1,248,950	210,400	1,795,040
INTER-GOVERNMENTAL	14,309,486	13,191,656	1,117,830	12,350,558
CHARGES FOR SERVICE	11,023,092	10,519,734	503,358	10,322,111
FINES & FORFEITS	172,432	220,300	(47,868)	338,315
INVESTMENT EARNINGS	532,878	432,424	100,454	472,674
CONTRIBUTIONS / DONATIONS	146,800	628,503	(481,703)	797,022
INTERFUND TRANSFERS	29,983,992	29,972,597	11,395	29,034,361
DEBT PROCEEDS	27,800,000	3,600,000	24,200,000	-
MISCELLANEOUS	<u>535,280</u>	<u>526,664</u>	<u>8,616</u>	<u>1,279,389</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 130,096,624</u></b>	<b><u>\$ 103,704,058</u></b>	<b><u>\$ 26,392,566</u></b>	<b><u>\$ 99,699,717</u></b>
<b>EXPENDITURES:</b>				
PERSONAL SERVICES	\$ 48,780,872	\$ 46,970,343	\$ 1,810,529	\$ 44,419,778
OPERATION & MAINTENANCE	33,585,292	32,209,077	1,376,215	33,228,958
CAPITAL	46,038,876	24,899,906	21,138,970	10,077,576
DEBT SERVICE	2,001,554	2,045,234	(43,680)	6,152,459
INTERFUND TRANSFERS	<u>4,165,218</u>	<u>4,511,997</u>	<u>(346,779)</u>	<u>5,922,104</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 134,571,812</u></b>	<b><u>\$ 110,636,557</u></b>	<b><u>\$ 23,935,255</u></b>	<b><u>\$ 99,800,875</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 41,744,169</u></b>	<b><u>\$ 34,404,511</u></b>	<b><u>\$ 7,339,658</u></b>	<b><u>\$ 58,465,674</u></b>

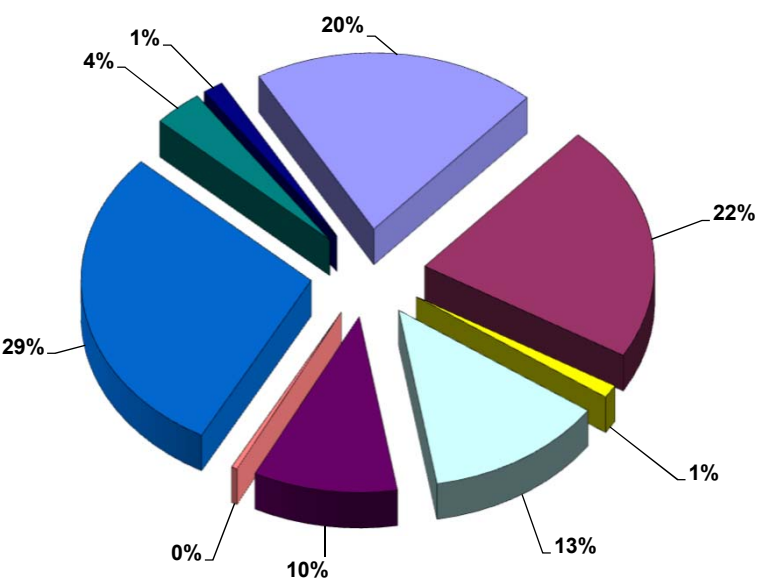
# Special Revenue Funds

## Summary of Revenues

FY 20			FY 19
\$ 20,642,138	TAXES	\$ 20,708,019	
23,491,176	SPECIAL ASSESSMENTS	22,655,211	
1,459,350	LICENSES & PERMITS	1,248,950	
14,309,486	INTER-GOVERNMENTAL	13,191,656	
11,023,092	CHARGES FOR SERVICE	10,519,734	
532,878	INVESTMENT EARNINGS	432,424	
29,983,992	INTERFUND TRANSFERS	29,972,597	
27,800,000	DEBT PROCEEDS	3,600,000	
854,512	OTHER	1,375,467	
<u>\$ 130,096,624</u>	<u>TOTAL</u>	<u>\$ 103,704,058</u>	



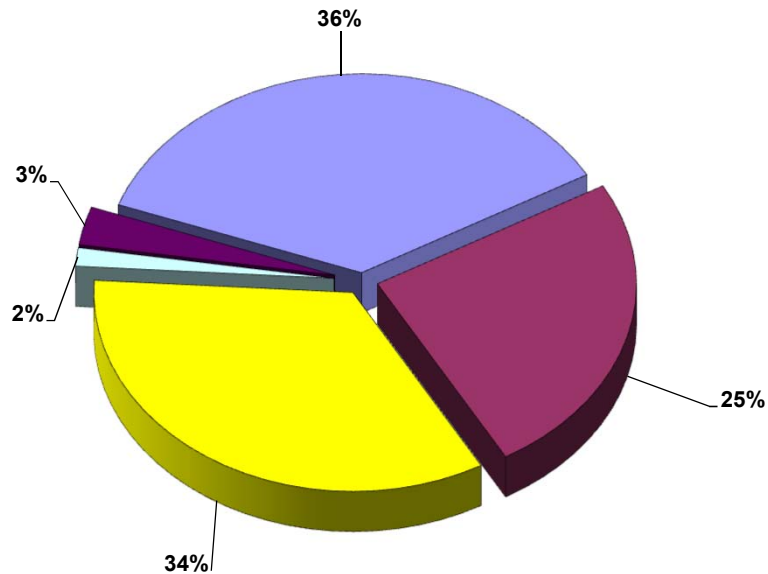
Fiscal Year 2020



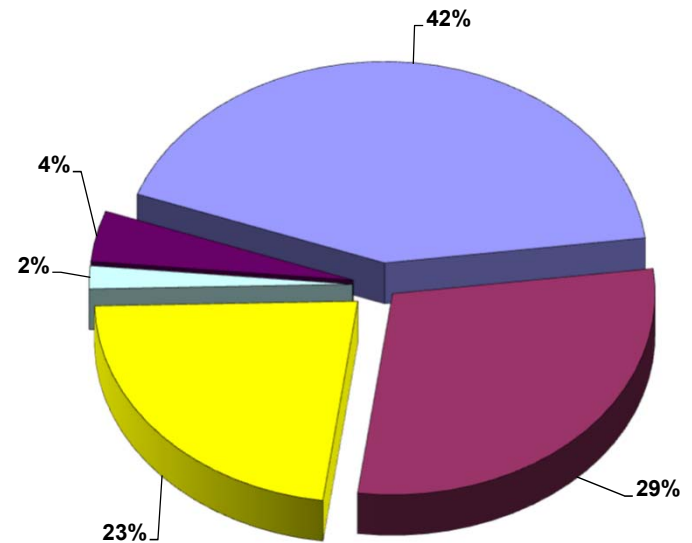
Fiscal Year 2019

# Special Revenue Funds Summary of Expenditures

<u>FY 20</u>		<u>FY 19</u>
\$ 48,780,872	PERSONAL SERVICES	\$ 46,970,343
33,585,292	OPERATION & MAINTENANCE	32,209,077
46,038,876	CAPITAL	24,899,906
2,001,554	DEBT SERVICE	2,045,234
4,165,218	INTERFUND TRANSFERS	4,511,997
<u>\$ 134,571,812</u>	<u>TOTAL</u>	<u>\$ 110,636,557</u>



Fiscal Year 2020



Fiscal Year 2019



PUBLIC SAFETY FUND OPERATING BUDGET					
FUND 1500					
	ACTUAL FY 17	ACTUAL FY 18	APPROVED FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ 1,442,703</b>	<b>\$ 1,600,000</b>	<b>\$ 1,600,000</b>	<b>\$ 2,190,589</b>	<b>\$ 1,663,702</b>
<b>REVENUE:</b>					
TAXES-levy 1	\$ 4,091,899	\$ 4,261,629	\$ 4,738,519	\$ 4,413,000	\$ 4,844,663
TAXES-levy 2	8,231,815	8,385,932	8,200,000	8,200,000	8,200,000
LICENSES & PERMITS	38,732	42,297	27,700	32,000	28,500
INTER-GOVERNMENTAL	2,622,276	2,771,250	2,815,211	2,815,000	3,149,574
CHARGES FOR SERVICE	1,542,613	1,578,320	1,482,387	1,590,000	1,598,256
FINES & FORFEITS	2,400	2,400	2,400	2,400	2,400
INVESTMENT EARNINGS	579	10,351	300	9,000	700
INTERFUND TRANSFERS-GENERAL FD	22,907,140	25,999,387	27,223,436	25,271,026	27,316,978
DEBT PROCEEDS	-	-	-	-	2,800,000
MISCELLANEOUS	146,084	52,991	29,095	50,000	49,478
<b>TOTAL REVENUE</b>	<b>\$ 39,583,538</b>	<b>\$ 43,104,557</b>	<b>\$ 44,519,048</b>	<b>\$ 42,382,426</b>	<b>\$ 47,990,549</b>
<b>EXPENDITURES:</b>					
<b>POLICE:</b>					
ADMINISTRATION	\$ 1,432,141	\$ 1,521,166	\$ 1,596,000	\$ 1,600,000	\$ 1,504,223
OPERATIONS	14,941,661	15,992,226	16,058,047	16,838,142	19,892,921
INVESTIGATIONS	2,789,055	2,598,144	2,837,474	2,348,000	2,574,963
SUPPORT SERV.	1,843,347	1,792,280	1,856,760	1,791,000	1,954,930
ANIMAL CONTROL	839,342	873,119	974,995	975,000	1,090,386
<b>TOTAL POLICE</b>	<b>\$ 21,845,546</b>	<b>\$ 22,776,935</b>	<b>\$ 23,323,276</b>	<b>\$ 23,552,142</b>	<b>\$ 27,017,423</b>
<b>FIRE:</b>					
ADMINISTRATION	\$ 1,348,335	\$ 1,170,129	\$ 1,190,141	\$ 1,150,000	\$ 1,323,530
PREVENTION/INVESTIGATIONS	664,185	726,608	679,770	775,000	753,536
TRAINING	237,771	337,992	361,756	337,680	403,391
EQUIPMENT/MAINTENANCE	913,420	968,121	2,469,398	1,119,491	1,514,580
SUPPRESSION	11,565,017	13,512,602	13,150,765	12,852,000	13,399,476
9-1-1 EMERGENCY OP CENTER	2,749,238	2,875,892	3,164,963	3,000,000	3,399,483
COMMUNICATIONS EQUIPMENT	56,113	89,462	84,314	65,000	81,707
BUFSA - DIRECT COSTS	46,616	56,227	94,665	58,000	97,423
<b>TOTAL FIRE</b>	<b>\$ 17,580,695</b>	<b>\$ 19,737,033</b>	<b>\$ 21,195,772</b>	<b>\$ 19,357,171</b>	<b>\$ 20,973,126</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 39,426,241</b>	<b>\$ 42,513,968</b>	<b>\$ 44,519,048</b>	<b>\$ 42,909,313</b>	<b>\$ 47,990,549</b>
<b>FUND BALANCE-ENDING</b>	<b>\$ 1,600,000</b>	<b>\$ 2,190,589</b>	<b>\$ 1,600,000</b>	<b>\$ 1,663,702</b>	<b>\$ 1,663,702</b>
<b>LESS:</b>					
RESTRICTED	1,600,000	2,190,589	1,600,000	1,663,702	1,663,702
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## **FIRE DEPARTMENT PUBLIC SAFETY BUDGET NARRATIVE**

The Fire Department is comprised of 7 Divisions and 10 separate facilities. Those 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, two Assistant Chiefs, a Senior Administrative Coordinator, and an Administrative Support II (5 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, Fire Protection Engineer, and four Deputy Fire Marshals (7 FTE). Their responsibilities include fire and arson investigations, fire code enforcement, building and fire protection system plans review, subdivision and site plans review, final construction inspections, licensing and complaint inspections, address assignments, code research and review, and fire safety education.

The Training Division is responsible for the scheduling, tracking, and completion of mandated training and certifications for 119 Fire personnel (2 FTE). In addition, this Division tracks and supplies protective clothing and equipment for fire staff.

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 (35.0 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**

Department generated revenues are estimated to be \$ 2,070,858. These are comprised of a combination of charges for the BUFSA; dispatch charges for service to AMR and Yellowstone County; Department of Natural Resources (DNRC); and miscellaneous fees for inspections, plans reviews, and permits for fireworks stands (in the County) and professional displays.

### **Expenditures**

FY 2020 request includes a request for two additional FTE. The first is a Fire Protection Engineer and the second is an Administrative Support I position that will be shared by the Fire Prevention Bureau and the 9-1-1 Center. Both positions are essential to the operation of the department. The Fire Protection Engineer provides plans review for fire sprinkler and alarm systems and the Administrative Support I position will provide clerical and data entry support for both 9-1-1 Center and the Fire Prevention Bureau.

### **Capital**

Proposed capital purchases include a fire station standby generator, vehicle for the fire prevention bureau, and deferred fire station maintenance.

**FIRE DEPARTMENT  
OPERATING BUDGET**

FUND 1500-22000

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
PERSONAL SERVICES	\$ 15,150,459	\$ 16,078,261	\$ 17,274,680	\$ 16,500,000	\$ 17,991,130
OPERATIONS AND MAINTENANCE	1,521,221	1,932,866	1,880,421	1,880,500	2,010,832
CAPITAL	60,675	1,223,230	1,464,000	400,000	280,000
DEBT SERVICE	473,355	-	-	-	-
TRANSFERS	<u>374,985</u>	<u>502,676</u>	<u>576,671</u>	<u>576,671</u>	<u>691,164</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 17,580,695</u></b>	<b><u>\$ 19,737,033</u></b>	<b><u>\$ 21,195,772</u></b>	<b><u>\$ 19,357,171</u></b>	<b><u>\$ 20,973,126</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
FIRE CHIEF	1.0	1.0	1.0	1.0
ASSISTANT FIRE CHIEF	1.0	1.0	2.0	2.0
ADMINISTRATION SUPPORT I	-	-	-	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	1.0	1.0	1.0
FIRE BATTALION CHIEF	4.0	4.0	4.0	4.0
FIRE CAPTAIN	30.0	30.0	30.0	30.0
FIRE ENGINEER	30.0	30.0	30.0	30.0
PUBLIC SAFETY TECHNICIAN	0.3	0.3	0.3	0.3
FIREFIGHTER	13.0	13.0	17.0	17.0
FIREFIGHTER (PROBATIONARY)	-	-	6.0	6.0
FIREFIGHTER 1	7.0	7.0	6.0	6.0
FIREFIGHTER 2	26.0	26.0	17.0	17.0
COMMUNICATIONS CNTR MANAGER	1.0	1.0	1.0	1.0
EMERGENCY SERV. DISPATCHER III	18.5	18.5	19.5	19.5
EMERGENCY SERV. DISPATCHER II	6.0	6.0	3.0	3.0
EMERGENCY SERV. DISPATCHER I	2.0	2.0	4.0	4.0
EMERGENCY SERV OPERATOR-TRAIN	2.0	2.0	3.0	3.0
EMERGENCY SERVICES OPERATOR	3.0	3.0	2.0	2.0
EMERG.SERV.DISPATCH SHIFT SUPR.	<u>3.0</u>	<u>3.0</u>	<u>4.0</u>	<u>4.0</u>
<b>TOTAL</b>	<b><u>156.8</u></b>	<b><u>156.8</u></b>	<b><u>158.8</u></b>	<b><u>159.8</u></b>

## **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 have increased by approximately \$4,039,223, of which \$2,800,000 is a one-time increase for Evidence Facility expansion. Other expenses are largely due to increases in payroll and payroll related line items.

### **Capital**

Capital expenses for FY 2020 total \$2,800,000 for the Evidence Facility expansion.

**POLICE DEPARTMENT  
OPERATING BUDGET**

FUND 1500-21000

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
PERSONAL SERVICES	\$ 17,250,142	\$ 18,419,440	\$ 18,968,908	\$ 18,968,908	\$ 19,687,990
OPERATIONS AND MAINTENANCE	3,854,653	3,920,204	3,543,477	3,543,477	3,749,756
CAPITAL	247,105	60,034	-	228,864	2,800,000
TRANSFERS	<u>493,646</u>	<u>377,258</u>	<u>810,891</u>	<u>810,891</u>	<u>779,677</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 21,845,546</u></b>	<b><u>\$ 22,776,936</u></b>	<b><u>\$ 23,323,276</u></b>	<b><u>\$ 23,552,140</u></b>	<b><u>\$ 27,017,423</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
CHIEF OF POLICE	1.0	1.0	1.0	1.0
DEPUTY CHIEF OF POLICE	1.0	-	-	-
ASST CHIEF OF POLICE	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT III	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
VOLUNTEER COORDINATOR	1.0	1.0	1.0	1.0
IDENTIFICATION SUPERVISOR	1.0	1.0	1.0	1.0
POLICE SUPPORT SPECIALIST	13.0	13.0	13.0	13.0
POLICE CAPTAINS	3.0	3.0	3.0	3.0
POLICE LIEUTENANT	5.0	5.0	6.0	6.0
POLICE SERGEANT	15.0	16.0	16.0	16.0
POLICE OFFICER	120.0	120.0	120.0	120.0
PROPERTY EVIDENCE TECHNICIAN	2.0	3.0	3.0	3.0
CRIME ANALYST	1.0	1.0	1.0	1.0
IDENTIFICATION TECHNICIAN	1.0	1.0	1.0	1.0
PUBLIC SAFETY TECHNICIAN	0.3	0.3	0.3	0.3
POLICE RECORDS SUPERVISOR	1.0	1.0	1.0	1.0
INTERNAL SERVICES SPECIALIST	1.0	1.0	1.0	1.0
ANIMAL CONTROL SUPERVISOR	1.0	1.0	1.0	1.0
ANIMAL CONTROL OFFICERS	4.0	4.0	4.0	4.0
SR ANIMAL CONTROL OFFICERS	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT I	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
<b>SUBTOTAL PUBLIC SAFETY</b>	<b>176.3</b>	<b>177.3</b>	<b>178.3</b>	<b>178.3</b>
<b>GRANT POSITIONS:</b>				
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
POLICE OFFICER-DOWNTOWN BEAT	2.0	2.0	2.0	2.0
PC/COMPUTER FORENSIC EXAMINER	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
<b>TOTAL POLICE/POLICE GRANTS</b>	<b><u>180.3</u></b>	<b><u>181.3</u></b>	<b><u>182.3</u></b>	<b><u>182.3</u></b>

**SOUTH TAX INCREMENT OPERATING FUND  
OPERATING BUDGET**

FUND 1990

	ACTUAL FY 17	ACTUAL FY 18	APPROVED FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b><u>\$ 8,813,652</u></b>	<b><u>\$ 6,659,933</u></b>	<b><u>\$ 5,760,822</u></b>	<b><u>\$ 7,666,169</u></b>	<b><u>\$ 6,946,756</u></b>
<b>REVENUE:</b>					
TAXES	\$ 2,591,330	\$ 3,137,106	\$ 2,924,975	\$ 3,021,531	\$ 3,112,177
INTERGOVERNMENTAL	256,218	256,218	256,218	256,218	265,442
INVESTMENT EARNINGS	27,772	51,524	44,000	60,000	65,000
PROCEEDS FROM DEBT	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>25,000,000</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 2,875,319</u></b>	<b><u>\$ 3,444,848</u></b>	<b><u>\$ 3,225,193</u></b>	<b><u>\$ 3,337,749</u></b>	<b><u>\$ 28,442,619</u></b>
<b>EXPENDITURES:</b>					
OPERATION AND MAINTENANCE					
CHARGE FOR SERVICES	\$ 55,456	\$ 48,444	\$ 56,398	\$ 56,398	\$ 45,429
DEVELOPMENT INCENTIVES	92,712	198,175	92,712	305,000	195,000
SBURA OPERATING AGREEMENT	157,428	163,815	163,690	163,690	166,790
CAPITAL	4,241,914	1,381,834	4,000,000	2,879,630	28,510,000
DEBT SERVICE	456,541	646,344	652,444	652,444	647,595
TRANSFER TO OTHER FUNDS	<u>24,987</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 5,029,038</u></b>	<b><u>\$ 2,438,612</u></b>	<b><u>\$ 4,965,244</u></b>	<b><u>\$ 4,057,162</u></b>	<b><u>\$ 29,564,814</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 6,659,933</u></b>	<b><u>\$ 7,666,169</u></b>	<b><u>\$ 4,020,771</u></b>	<b><u>\$ 6,946,756</u></b>	<b><u>\$ 5,824,561</u></b>
LESS:					
RESTRICTED	<u>6,659,933</u>	<u>7,666,169</u>	<u>4,020,771</u>	<u>6,946,756</u>	<u>5,824,561</u>
<b>UNASSIGNED</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

**SOUTH TAX INCREMENT OPERATING FUND BUDGET NARRATIVE**

The Tax Increment Fund is used to account for the South Tax Increment District.

**Revenues**

Revenues include property taxes paid by the South district property owners and earnings on cash and investments.

**Expenditures**

Expenditures are for development incentives within the South district and costs allocated for the administration of the district.

**Capital**

Capital projects will include Improvements at improvements to Hollowell Lane, King Avenue East, and construction of an Aquatics/Recreation facility.

EAST TAX INCREMENT OPERATING FUND OPERATING BUDGET					
FUND 2010	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
FUND BALANCE BEGINNING	<u>\$ 1,209,726</u>	<u>\$ 1,293,093</u>	<u>\$ 1,649,363</u>	<u>\$ 1,209,807</u>	<u>\$ 1,529,308</u>
REVENUE:					
TAXES	\$ 669,141	\$ 807,661	\$ 764,500	\$ 684,000	\$ 704,520
INTERGOVERNMENTAL	146,654	146,654	146,000	146,000	151,256
TAX INCREMENT BOND PROCEEDS	-	-	3,600,000	3,560,367	-
INVESTMENT EARNINGS	<u>4,212</u>	<u>9,376</u>	<u>6,500</u>	<u>23,000</u>	<u>15,000</u>
TOTAL REVENUE	<u>\$ 820,007</u>	<u>\$ 963,691</u>	<u>\$ 4,517,000</u>	<u>\$ 4,413,367</u>	<u>\$ 870,776</u>
EXPENDITURES:					
OPERATIONS AND MAINTENANCE					
CHARGE FOR SERVICES	\$ 144,028	\$ 14,627	\$ 75,970	\$ 75,970	\$ 69,320
EBURD OPERATING AGREEMENT	179,834	139,946	139,946	139,946	139,946
DEVELOPMENT INCENTIVES	205,790	185,549	184,250	184,250	273,000
DEBT SERVICE	206,988	209,538	444,138	405,000	404,805
CAPITAL	<u>-</u>	<u>497,317</u>	<u>4,550,000</u>	<u>3,288,700</u>	<u>-</u>
TOTAL EXPENDITURES	<u>\$ 736,640</u>	<u>\$ 1,046,977</u>	<u>\$ 5,394,304</u>	<u>\$ 4,093,866</u>	<u>\$ 887,071</u>
FUND BALANCE ENDING	<u>\$ 1,293,093</u>	<u>\$ 1,209,807</u>	<u>\$ 772,059</u>	<u>\$ 1,529,308</u>	<u>\$ 1,513,013</u>
LESS:					
RESTRICTED	<u>1,293,093</u>	<u>1,209,807</u>	<u>772,059</u>	<u>1,529,308</u>	<u>1,513,013</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**

None

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

FUND 2030

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ 2,666,762</b>	<b>\$ 2,766,693</b>	<b>\$ 2,334,206</b>	<b>\$ 2,523,093</b>	<b>\$ 2,873,893</b>
<b>REVENUE:</b>					
TAXES	\$ 2,996,782	\$ 2,576,015	\$ 2,473,377	\$ 2,240,000	\$ 2,128,000
INTERGOVERNMENTAL	211,821	211,821	211,821	211,821	219,447
INVESTMENT EARNINGS	4,212	8,540	5,500	11,000	11,000
<b>TOTAL REVENUE</b>	<b>\$ 3,212,815</b>	<b>\$ 2,796,376</b>	<b>\$ 2,690,698</b>	<b>\$ 2,462,821</b>	<b>\$ 2,358,447</b>
<b>EXPENDITURES:</b>					
OPERATION AND MAINTENANCE:					
CHARGE FOR SERVICES	\$ 83,880	\$ 133,682	\$ 99,116	\$ 99,116	\$ 84,994
DEVELOPMENT INCENTIVES	1,250,947	1,361,590	2,639,000	684,812	2,043,333
DBP OPERATING AGREEMENT	263,357	271,302	279,441	279,441	279,441
DEBT SERVICE	950,291	950,073	948,652	948,652	948,454
CAPITAL	42,284	-	-	-	-
INTERFUND TRANSFER TO PARKING	522,125	323,329	100,000	100,000	100,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,112,884</b>	<b>\$ 3,039,976</b>	<b>\$ 4,066,209</b>	<b>\$ 2,112,021</b>	<b>\$ 3,456,222</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 2,766,693</b>	<b>\$ 2,523,093</b>	<b>\$ 958,695</b>	<b>\$ 2,873,893</b>	<b>\$ 1,776,118</b>
LESS:					
RESTRICTED	2,766,693	2,523,093	958,695	2,873,893	1,776,118
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**NORTH 27TH STREET TAX INCREMENT OPERATING FUND BUDGET NARRATIVE**

The Tax Increment Fund is used to account for the North 27th Street Tax Increment District.

**Revenues**

Revenues for the Tax Increment Fund decreased in the prior two years. An additional decrease in the Tax revenues is projected in FY20 as well.

**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 carries out the City Council's goal of providing for the safety of residents and visitors to the city of Billings relating to maintaining quality streets and street maintenance. It also provides for the continuing improvement of the city's street network. Funding for these goals is primarily derived from the city's share of gas tax proceeds and a transfer from the Street Maintenance District Fund for maintenance.

### **Revenues**

The FY 2020 revenues are estimated at \$5,318,302. FY 2020 revenues will increase by \$230,812, primarily due to the additional gas tax funding allocated as part of the new Bridge and Road Safety and Accountability Act.

### **Expenditures**

Operating and maintenance expenditures are budgeted at \$371,881 for FY 2020, which is an increase of \$12,794 from the FY 2019 budget. This is primarily due to an increase in charges for service from other departments.

### **Capital**

Capital expenses for FY 2020 total \$4,185,000 and include the PAVER program, annual ADA improvements, contributions required to complete Street Improvement District projects, annual street reconstruction projects, and the annual miscellaneous and developer related curb, gutter, and sidewalk improvement project.

		GAS TAX FUND OPERATING BUDGET				
FUND 2050 & 2060		ACTUAL FY17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
FUND BALANCE BEGINNING		\$ 3,958,808	\$ 4,340,192	\$ 1,895,930	\$ 5,711,963	\$ 4,011,764
REVENUE:						
STATE GAS TAX	\$ 1,766,830	\$ 2,417,803	\$ 3,627,000	\$ 3,582,250	\$ 3,855,000	
COUNTY CONTRACT SERVICE	88,721	94,815	102,490	90,000	98,302	
INTEREST ON INVESTMENTS	21,767	45,632	40,000	60,000	40,000	
CONTRIBUTIONS/DONATIONS	749,795	490,023	-	-	-	
TRANSFERS:						
STREET MAINT DISTRICTS	1,500,000	1,500,000	1,318,000	1,318,000	1,325,000	
STATE REIMBURSEMENTS	72,309	-	-	-	-	
TOTAL REVENUE		\$ 4,199,422	\$ 4,548,273	\$ 5,087,490	\$ 5,050,250	\$ 5,318,302
EXPENDITURES:						
PERSONAL SERVICES	\$ 62,669	\$ 68,025	\$ 71,133	\$ 73,344	\$ 73,571	
OPERATION & MAINTENANCE	2,541,446	2,421,044	287,954	477,254	298,310	
CAPITAL PROJECTS	1,134,388	687,433	3,400,000	6,199,851	4,185,000	
TRANSFERS	79,535	-	-	-	-	
TOTAL EXPENDITURES		\$ 3,818,038	\$ 3,176,502	\$ 3,759,087	\$ 6,750,449	\$ 4,556,881
FUND BALANCE ENDING		\$ 4,340,192	\$ 5,711,963	\$ 3,224,333	\$ 4,011,764	\$ 4,773,185
LESS:						
RESTRICTED:						
INNER BELTLOOP	-	-	2,487,684	2,487,684	4,507,684	
OTHER PROJECTS	4,340,192	5,711,963	736,649	1,524,080	265,501	
UNASSIGNED		\$ -	\$ -	\$ -	\$ -	\$ -

## **BUILDING INSPECTION FUND BUDGET NARRATIVE**

The Building Division is responsible for issuing permits, performing plan reviews, and conducting field inspections for commercial and residential construction. The Division acts as an information source to both the construction community and the public as it relates to building codes and construction. Permit fees are the sole source of funding for Building Division operations.

### **Revenues**

Revenue projections for FY 20 are \$1,390,100, slightly more than the FY 19 estimate of \$1,353,000. FY 19 revenues were slightly above projected income due to increased construction costs. Indicators for FY 20 show another productive building season similar in activity levels to last year. Revenues can fluctuate a great deal based on actual construction activity.

### **Expenditures**

No significant changes.

### **Capital**

None

**BUILDING INSPECTION FUND  
OPERATING BUDGET**

FUND 2090

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ 2,530,009</b>	<b>\$ 2,507,577</b>	<b>\$ 2,350,077</b>	<b>\$ 2,475,386</b>	<b>\$ 2,390,966</b>
<b>REVENUE:</b>					
LICENSES & PERMITS	\$ 1,907,307	\$ 1,747,543	\$ 1,185,850	\$ 1,676,580	\$ 1,390,100
INTEREST ON INVESTMENTS	10,966	20,886	21,000	22,000	34,000
MISCELLANEOUS	14,449	4,508	-	17,000	2,500
<b>TOTAL REVENUE</b>	<b>\$ 1,932,722</b>	<b>\$ 1,772,937</b>	<b>\$ 1,206,850</b>	<b>\$ 1,715,580</b>	<b>\$ 1,426,600</b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 1,236,927	\$ 1,241,446	\$ 1,345,832	\$ 1,250,000	\$ 1,520,447
OPERATIONS & MAINT.	560,349	536,976	599,180	550,000	574,361
CAPITAL	157,878	26,706	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,955,154</b>	<b>\$ 1,805,128</b>	<b>\$ 1,945,012</b>	<b>\$ 1,800,000</b>	<b>\$ 2,094,808</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 2,507,577</b>	<b>\$ 2,475,386</b>	<b>\$ 1,611,915</b>	<b>\$ 2,390,966</b>	<b>\$ 1,722,758</b>
<b>LESS:</b>					
RESTRICTED	2,507,577	2,475,386	1,611,915	2,390,966	1,722,758
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**BUILDING INSPECTION FUND BUDGET NARRATIVE**

The Building Division is responsible for issuing permits, performing plan reviews, and conducting field inspections for commercial and residential construction. The Division acts as an information source to both the construction community and the public as it relates to building codes and construction. Permit fees are the sole source of funding for Building Division operations.

**Revenues**

Revenue projections for FY 20 are \$1,390,100, slightly more than the FY 19 estimate of \$1,353,000. FY 19 revenues were slightly above projected income due to increased construction costs. Indicators for FY 20 show another productive building season similar in activity levels to last year. Revenues can fluctuate a great deal based on actual construction activity.

**Expenditures**

No significant changes.

**Capital**

None

FUND 2090

**BUILDING INSPECTION FUND  
OPERATING BUDGET**

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
PERSONAL SERVICES	\$ 1,236,927	\$ 1,241,446	\$ 1,345,832	\$ 1,250,000	\$ 1,520,447
OPERATIONS AND MAINTENANCE	560,349	536,976	599,180	550,000	574,361
CAPITAL	157,878	26,706	-	-	-
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,955,154</u></b>	<b><u>\$ 1,805,128</u></b>	<b><u>\$ 1,945,012</u></b>	<b><u>\$ 1,800,000</u></b>	<b><u>\$ 2,094,808</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
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	3.0	3.0	3.0	3.0
ELECTRICAL INSPECTOR I	1.0	1.0	1.0	1.0
ELECTRICAL INSPECTOR II	1.0	1.0	1.0	1.0
COMBINATION INSPECTOR III	3.0	3.0	3.0	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	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
<b>TOTAL</b>	<b><u>15.6</u></b>	<b><u>15.6</u></b>	<b><u>15.6</u></b>	<b><u>15.6</u></b>

## **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**

FY 2020 revenues are estimated at \$9,601,965, an increase of \$331,465 over FY 2019. The increase is primarily due to an increase in charge for services to other divisions.

### **Expenditures**

FY 2020 budgeted operating and maintenance expenditures for Street-Traffic are \$8,299,474. This is an increase of \$454,120 from the FY 2019 budget. The major increases in the FY 2020 budget are for wage increases for step and cost of living adjustments, an increase in the contracted snow hauling amount, additional GIS services, and an increase in the signal supply budget.

### **Capital**

The capital budget for FY 2020 totals \$1,535,930. The major capital items for FY 2020 include the addition of a pothole patchier, two dump trucks, two graders, two roll-off trucks, a one-ton pickup with plow, and one large, broom bear sweeper.

**STREET AND TRAFFIC FUND  
OPERATING BUDGET**

FUND 2110

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ 4,277,887</b>	<b>\$ 4,471,137</b>	<b>\$ 3,848,646</b>	<b>\$ 4,172,289</b>	<b>\$ 2,126,741</b>
<b>REVENUE:</b>					
STATE REIMBURSEMENTS	\$ 676,185	\$ 679,804	\$ 683,000	\$ 683,000	\$ 686,415
FIRE SERVICES FEES	11,000	11,000	11,000	11,000	11,000
STREET LIGHT	158,064	255,109	235,000	235,000	242,050
STREET MAINTENANCE	6,163,648	6,984,996	7,315,000	7,315,000	7,491,000
SOLID WASTE	-	-	-	-	100,000
STORM SEWER MAINT.	633,216	841,801	850,000	850,000	895,000
BBWA LATERAL MAINT.	4,500	4,500	4,500	4,500	4,500
UTILITY CHG FOR SERVICES	167,520	127,126	130,000	130,000	130,000
ENGINEERING CHG FOR SERVICE	-	-	1,000	500	1,000
INTERDEPARTMENTAL CHGS	9,050	1,633	1,000	500	1,000
INVESTMENT EARNINGS	17,793	29,428	30,000	43,129	30,000
MISCELLANEOUS	39,561	16,433	10,000	10,074	10,000
<b>TOTAL REVENUE</b>	<b>\$ 7,880,537</b>	<b>\$ 8,951,830</b>	<b>\$ 9,270,500</b>	<b>\$ 9,282,703</b>	<b>\$ 9,601,965</b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 3,736,300	\$ 3,983,814	\$ 3,979,184	\$ 4,028,873	\$ 4,292,027
OPERATIONS AND MAINTENANCE	3,135,217	3,825,312	3,866,170	4,086,942	4,007,447
CAPITAL	608,268	1,234,050	3,246,906	3,004,934	1,535,930
TRANSFERS	207,502	207,502	207,502	207,502	207,502
<b>TOTAL EXPENDITURES</b>	<b>\$ 7,687,287</b>	<b>\$ 9,250,678</b>	<b>\$ 11,299,762</b>	<b>\$ 11,328,251</b>	<b>\$ 10,042,906</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 4,471,137</b>	<b>\$ 4,172,289</b>	<b>\$ 1,819,384</b>	<b>\$ 2,126,741</b>	<b>\$ 1,685,800</b>
LESS:					
RESTRICTED	4,471,137	4,172,289	1,819,384	2,126,741	1,685,800
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**STREET AND TRAFFIC FUND  
OPERATING BUDGET**

FUND 2110

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
PERSONAL SERVICES	\$ 3,736,300	\$ 3,983,814	\$ 3,979,184	\$ 4,028,873	\$ 4,292,027
OPERATIONS AND MAINTENANCE	3,135,217	3,825,312	3,866,170	4,086,942	4,007,447
CAPITAL	608,268	1,234,050	3,246,906	3,004,934	1,535,930
TRANSFERS	<u>207,502</u>	<u>207,502</u>	<u>207,502</u>	<u>207,502</u>	<u>207,502</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 7,687,287</u></b>	<b><u>\$ 9,250,678</u></b>	<b><u>\$ 11,299,762</u></b>	<b><u>\$ 11,328,251</u></b>	<b><u>\$ 10,042,906</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
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	25.0	29.0	29.0	29.0
MAINTENANCE	7.0	4.0	4.0	4.0
TRAFFIC INSPECTOR II	1.0	1.0	1.0	1.0
SIGN FABRICATOR/EQUIP OPERATOR/MAINT.	1.0	-	-	-
ADMINISTRATIVE SUPPORT III	1.0	1.0	1.0	1.0
ELECTRICIAN III	3.0	2.0	2.0	2.0
ELECTRICIAN I	-	2.0	2.0	2.0
ARBORIST	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
<b>TOTAL</b>	<b><u>47.0</u></b>	<b><u>48.0</u></b>	<b><u>48.0</u></b>	<b><u>48.0</u></b>



## **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.

In 2009 the Legislature voted to continue to fund the six regional HazMat teams at the same level until further notice, with the understanding that the funding received is to only 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.

The Fire Prevention Bureau oversees a program whereby donated funds are used to purchase smoke detectors. These detectors can be requested by contacting the Fire Prevention Bureau and are provided and installed at no charge.

### **Revenues**

The smoke detector program is funded through donations and support by the Red Cross.

### **Expenditures**

Adjustments will be made to the Billings Regional HazMat Team's budget to address the reduced funding.

### **Capital**

None

**FIRE PROGRAMS FUND  
OPERATING BUDGET**

FUND 2190-2240

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ 202,186</b>	<b>\$ 236,956</b>	<b>\$ 207,956</b>	<b>\$ 260,403</b>	<b>\$ 244,903</b>
<b>REVENUE:</b>					
INTER-GOVERNMENTAL-STATE	\$ 27,504	\$ 403,023	\$ -	\$ 10,000	\$ -
INTER-GOVERNMENTAL-FEDERAL	22,084	-	-	-	-
INVESTMENT EARNINGS	3,399	2,144	675	2,500	2,239
HAZARD MAT CHARGE FOR SERVICE	8,518	6,021	-	-	-
CONTRIBUTIONS / DONATIONS	<u>69,750</u>	<u>22,500</u>	<u>6,000</u>	<u>32,000</u>	<u>6,000</u>
<b>TOTAL REVENUE</b>	<b>\$ 131,255</b>	<b>\$ 433,688</b>	<b>\$ 6,675</b>	<b>\$ 44,500</b>	<b>\$ 8,239</b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 4,153	\$ 7,814	\$ 7,000	\$ 5,000	\$ 4,000
OPERATION & MAINTENANCE	82,674	402,427	62,000	55,000	83,100
CAPITAL	<u>9,658</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<b>\$ 96,485</b>	<b>\$ 410,241</b>	<b>\$ 69,000</b>	<b>\$ 60,000</b>	<b>\$ 87,100</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 236,956</b>	<b>\$ 260,403</b>	<b>\$ 145,631</b>	<b>\$ 244,903</b>	<b>\$ 166,042</b>
LESS:					
RESTRICTED	<u>236,956</u>	<u>260,403</u>	<u>145,631</u>	<u>244,903</u>	<u>166,042</u>
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

### **Revenues**

Revenues to support this PSAP (Public Safety Answering Point) are collected through a fee added to each telephone service and distributed by the State of Montana quarterly in three parts: Basic, Enhanced, and Wireless 9-1-1. Revenues plus interest for FY 2020 is estimated to be \$1,081,288.

### **Expenditures**

The O&M budget for FY 2020 is \$1,101,118, which includes salary/benefits for the Assistant Director and Public Safety Radio Technician positions and 9-1-1 telephone related charges totaling \$294,022. Annual maintenance fees for the Tyler Tech CAD (Computer Aided Dispatching) system and 24-hr recorder maintenance agreements are included as well. State of Montana CJIN access/license fees and 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 estimated at \$296,887.

Internal charges from the City's IT Department to support the computer network for the Joint City/County 9-1-1 Center is \$217,098.

The FY 2020 O&M items identified above also include \$27,500 paid to Yellowstone County for GIS related service, \$9,018 cost allocation plan charge, plus a \$85,000 contingency set aside to cover costs in the unlikely event of a system wide failure in the 9-1-1 Center or its equipment.

### **Capital**

Two capital items are included in the FY 2020 request. The City IT Director estimates the cost of installation of redundant fiber connection to the new 9-1-1 building at \$12,996, and a vehicle for the 9-1-1 Center is estimated at \$32,000.

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

FUND 2250, 2260

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ 6,870,986</b>	<b>\$ 6,819,218</b>	<b>\$ 1,826,822</b>	<b>\$ 3,094,942</b>	<b>\$ 2,978,488</b>
<b>REVENUE:</b>					
STATE SHARED REVENUE	\$ 1,038,326	\$ 1,104,570	\$ 984,000	\$ 1,142,706	\$ 1,080,900
MISCELLANEOUS	221	433	-	5,383	-
TRANSFER	-	276,145	-	-	-
INTEREST ON INVESTMENTS	30,294	49,317	54,000	-	53,388
<b>TOTAL REVENUE</b>	<b>\$ 1,068,841</b>	<b>\$ 1,430,465</b>	<b>\$ 1,038,000</b>	<b>\$ 1,148,089</b>	<b>\$ 1,134,288</b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 29,653	\$ 31,390	\$ 31,771	\$ 31,771	\$ 133,138
OPERATION & MAINTENANCE	495,769	520,628	876,170	608,023	922,984
TRANSFERS OUT	-	276,145	-	-	-
CAPITAL	595,187	4,326,578	-	624,749	44,996
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,120,609</b>	<b>\$ 5,154,741</b>	<b>\$ 907,941</b>	<b>\$ 1,264,543</b>	<b>\$ 1,101,118</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 6,819,218</b>	<b>\$ 3,094,942</b>	<b>\$ 1,956,881</b>	<b>\$ 2,978,488</b>	<b>\$ 3,011,658</b>
LESS:					
RESTRICTED	6,819,218	3,094,942	1,956,881	2,978,488	3,011,658
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
PUBLIC SAFETY TECHNICIAN	-	-	0.3	0.3
COMM CENTER ASST MGR	-	-	-	1.0
<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>0.3</b>	<b>1.3</b>

## **CITY-COUNTY PLANNING DIVISION FUND BUDGET NARRATIVE**

The Planning Division is funded through Federal Highway Transportation Planning funds, a 1.31 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, Billings Growth Policy, Lockwood Growth Policy, Yellowstone County Growth Policy, and the City Complete Streets Policy. The Division also provides support to the South Billings Boulevard Urban Renewal District (SBBURD), the East Billings Urban Renewal District (EBURD), and the Expanded North 27<sup>th</sup> Street Urban Renewal District, with each 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. The Division is supervised by the Planning Division Manager with oversight from 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 2020 with an estimated \$460,245 in fund balance. Revenues are shown to increase about \$92,000 from FY 19 due to estimated increases in the use of Federal Transportation Planning funding, an increase in fees collected resulting from the FY 19 fee increases, and an increase in the County Property Tax Levy.

### **Expenditures**

Expenditures appear to increase about \$154,500 in FY 20. This is due to increases in personnel costs and a strong O&M budget which includes transportation planning efforts and the remainder of Project Re:Code. A significant influence on expenditures annually are transportation planning projects that often start in one City fiscal year and end in another. There were increases in operations and maintenance expenses mostly due to consultant services for Project Re:Code. These expenses will continue through FY 20. The Division will reserve spend about \$217,000 from FY 19 to FY 20. Some of the reserve spending will be reimbursed through transportation dollars. The overlapping of large transportation planning projects that receive federal program reimbursement between City fiscal years and the challenges of estimating revenue from charges for service often result in a higher reserve fund balance by year end. This is evident when looking at the FY 19 budget beginning balance versus the FY 19 estimated fund balance ending. Factoring in these variables, the Division will easily maintain its reserves above the City Council set minimum reserve level. The Division will carry nine staff in FY 20, the same as was budgeted for FY 20.

### **Capital**

None

**CITY-COUNTY PLANNING FUND  
OPERATING BUDGET**

FUND 2380, 2390, 2400

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ 381,299</b>	<b>\$ 511,180</b>	<b>\$ 439,326</b>	<b>\$ 615,587</b>	<b>\$ 460,245</b>
<b>REVENUE:</b>					
<b>CITY-COUNTY PLANNING:</b>					
COUNTY PROPERTY TAX	\$ 460,420	\$ 480,175	\$ 472,000	\$ 450,726	\$ 490,400
LICENSES & PERMITS	31,911	33,900	27,400	27,400	30,750
FEDERAL/ LOCAL GRANTS	818,119	864,333	825,000	800,000	850,000
CONTRIBUTION-COUNTY	-	12,500	12,500	12,500	-
CHARGES FOR SERVICE	292,158	273,540	234,963	238,000	270,611
INTEREST ON INVESTMENTS	1,193	3,295	2,600	2,000	6,300
TRANSFERS IN	-	12,500	25,000	25,000	-
MISCELLANEOUS	-	2,172	-	1,500	1,500
<b>HISTORIC PRESERVATION GRANT</b>	<b>5,500</b>	<b>5,500</b>	<b>6,969</b>	<b>6,969</b>	<b>6,969</b>
<b>TOTAL REVENUE</b>	<b>\$ 1,609,301</b>	<b>\$ 1,687,915</b>	<b>\$ 1,606,432</b>	<b>\$ 1,564,095</b>	<b>\$ 1,656,530</b>
<b>EXPENDITURES:</b>					
<b>CITY-COUNTY PLANNING:</b>					
PERSONAL SERVICES	\$ 899,163	\$ 946,873	\$ 1,038,836	\$ 1,064,554	\$ 1,115,202
OPERATION & MAINTENANCE	575,355	632,194	729,655	644,655	748,029
TRANSFERS	4,902	4,441	2,228	2,228	4,498
<b>HISTORIC PRESERVATION GRANT</b>	<b>-</b>	<b>-</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,479,420</b>	<b>\$ 1,583,508</b>	<b>\$ 1,778,719</b>	<b>\$ 1,719,437</b>	<b>\$ 1,875,729</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 511,180</b>	<b>\$ 615,587</b>	<b>\$ 267,039</b>	<b>\$ 460,245</b>	<b>\$ 241,046</b>
<b>LESS:</b>					
RESTRICTED	511,180	615,587	267,039	460,245	241,046
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**CITY-COUNTY PLANNING FUND  
OPERATING BUDGET**

FUNDS 2380, 2390, 2400

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
PERSONAL SERVICES	\$ 899,163	\$ 946,873	\$ 1,038,836	\$ 1,064,554	\$ 1,115,202
OPERATIONS AND MAINTENANCE	575,355	632,194	737,655	652,655	756,029
TRANSFERS	<u>4,902</u>	<u>4,441</u>	<u>2,228</u>	<u>2,228</u>	<u>4,498</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,479,420</u></b>	<b><u>\$ 1,583,508</u></b>	<b><u>\$ 1,778,719</u></b>	<b><u>\$ 1,719,437</u></b>	<b><u>\$ 1,875,729</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
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	1.0	1.0
PLANNER I	-	-	1.0	1.0
TRANSPORATION PLANNER	-	-	1.0	1.0
TRANSPORATION PLANNING COORD	-	-	1.0	1.0
CODE ENFORCE MGR/ZONING COORD	-	-	1.0	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
ACTIVE TRANSPORTATION PLANNER	<u>0.8</u>	<u>0.8</u>	<u>1.0</u>	<u>1.0</u>
<b>TOTAL</b>	<b><u>10.1</u></b>	<b><u>10.1</u></b>	<b><u>10.3</u></b>	<b><u>10.3</u></b>

**CITY ATTORNEY GRANTS FUND  
OPERATING BUDGET**

FUNDS 2410-2430

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ 585</b>	<b>\$ 12,926</b>	<b>\$ 311</b>	<b>\$ 3,352</b>	<b>\$ 8,225</b>
<b>REVENUE:</b>					
INTER-GOVERNMENTAL-ATTORNEY VICTIM/WITNESS	\$ 34,603	\$ 31,385	\$ 35,000	\$ -	\$ -
INTER-GOVERNMENTAL-DOMESTIC VIOLENCE UNIT	36,793	38,305	40,000	75,000	88,000
FINES & FORFEITS	51,397	56,722	60,000	46,000	50,000
INTERFUND TRANSFERS-GENERAL FUND	192,545	169,707	257,978	134,352	167,374
<b>TOTAL REVENUE</b>	<b>\$ 315,338</b>	<b>\$ 296,119</b>	<b>\$ 392,978</b>	<b>\$ 255,352</b>	<b>\$ 305,374</b>
<b>EXPENDITURES:</b>					
GRANT-ATTORNEY VICTIM/WITNESS	\$ 106,836	\$ 63,797	\$ 109,250	\$ 20,979	\$ -
GRANT-DOMESTIC VIOLENCE UNIT	102,692	109,898	115,769	129,500	207,461
SURCHARGE-DOMESTIC VIOLENCE	93,469	131,998	166,978	100,000	97,913
<b>TOTAL EXPENDITURES</b>	<b>\$ 302,997</b>	<b>\$ 305,693</b>	<b>\$ 391,997</b>	<b>\$ 250,479</b>	<b>\$ 305,374</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 12,926</b>	<b>\$ 3,352</b>	<b>\$ 1,292</b>	<b>\$ 8,225</b>	<b>\$ 8,225</b>
<b>LESS:</b>					
RESTRICTED	12,926	3,352	1,292	8,225	8,225
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**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 2410-2430

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
PERSONAL SERVICES	\$ 300,621	\$ 303,735	\$ 390,197	\$ 248,479	\$ 305,374
OPERATION AND MAINTENANCE	<u>2,376</u>	<u>1,958</u>	<u>1,800</u>	<u>2,000</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 302,997</u></b>	<b><u>\$ 305,693</u></b>	<b><u>\$ 391,997</u></b>	<b><u>\$ 250,479</u></b>	<b><u>\$ 305,374</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
VICTIM WITNESS SPECIALIST	1.5	1.5	3.0	3.0
VICTIM WITNESS PRG COORDINATOR	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>
<b>TOTAL</b>	<b><u>3.3</u></b>	<b><u>3.3</u></b>	<b><u>4.5</u></b>	<b><u>4.5</u></b>

**MUNICIPAL COURT GRANTS  
OPERATING BUDGET**

FUNDS 2450-2480, 7370-7380

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<u>\$ 13,381</u>	<u>\$ 33,138</u>	<u>\$ 33,138</u>	<u>\$ (23,172)</u>	<u>\$ 6,828</u>
<b>REVENUE:</b>					
INTER-GOVERNMENTAL	\$ 420,222	\$ 287,311	\$ 433,225	\$ 260,000	\$ 647,123
INTERFUND TRANSFERS-GENERAL FUND	<u>30,000</u>	<u>-</u>	<u>30,000</u>	<u>20,000</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<u><b>\$ 450,222</b></u>	<u><b>\$ 287,311</b></u>	<u><b>\$ 463,225</b></u>	<u><b>\$ 280,000</b></u>	<u><b>\$ 647,123</b></u>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 177,005	\$ 170,288	\$ 211,616	\$ 150,000	\$ 210,438
OPERATION & MAINTENANCE	<u>253,460</u>	<u>173,333</u>	<u>222,509</u>	<u>100,000</u>	<u>436,685</u>
<b>TOTAL EXPENDITURES</b>	<u><b>\$ 430,465</b></u>	<u><b>\$ 343,621</b></u>	<u><b>\$ 434,125</b></u>	<u><b>\$ 250,000</b></u>	<u><b>\$ 647,123</b></u>
<b>FUND BALANCE ENDING</b>	<b>\$ 33,138</b>	<b>\$ (23,172)</b>	<b>\$ 62,238</b>	<b>\$ 6,828</b>	<b>\$ 6,828</b>
LESS:					
RESTRICTED	<u>33,138</u>	<u>(23,172)</u>	<u>62,238</u>	<u>6,828</u>	<u>6,828</u>
<b>UNASSIGNED</b>	<u><b>\$ -</b></u>	<u><b>\$ -</b></u>	<u><b>\$ -</b></u>	<u><b>\$ -</b></u>	<u><b>\$ -</b></u>

**MUNICIPAL COURT GRANTS BUDGET NARRATIVE**

Municipal court grants include three federal funded grants: Substance Abuse and Mental Health Services Administration (SAMHSA) grant funded by Health and Human Services, a Co-Occurring Discretionary Grant funded by the Department of Justice, and a DUI Discretionary Grant funded by the Department of Justice. 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 potential shortfall of operating costs.

**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; 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 2019 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 2017 the H.I.D.T.A award to PD was \$221,450, in 2018 the H.I.D.T.A. award is \$223,812, and in 2019 the H.I.D.T.A award is \$231,796 (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 2490-2590,7080-7100, 7170-7200

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b><u>MONTANA BOARD OF CRIME CONTROL (FUND 2490)</u></b>					
FUND BALANCE BEGINNING	\$ 129	\$ 130	\$ 130	\$ 3,217	\$ 22,217
REVENUE:					
INTER-GOVERNMENTAL	\$ 23,985	\$ 17,527	\$ 24,877	\$ 23,000	\$ 34,000
TOTAL REVENUE	\$ 23,985	\$ 17,527	\$ 24,877	\$ 23,000	\$ 34,000
EXPENDITURES:					
PERSONAL SERVICES	\$ 7,185	\$ 4,956	\$ 14,860	\$ 3,000	\$ 14,485
OPERATION & MAINTENANCE	16,799	9,484	10,017	1,000	20,303
TOTAL EXPENDITURES	\$ 23,984	\$ 14,440	\$ 24,877	\$ 4,000	\$ 34,788
FUND BALANCE ENDING	\$ 130	\$ 3,217	\$ 130	\$ 22,217	\$ 21,429
<hr/>					
<b><u>INTERNET CRIMES AGAINST CHILDREN-LOCAL DONATION (FUND 2520)</u></b>					
FUND BALANCE BEGINNING	\$ 650,437	\$ 810,559	\$ 830,559	\$ 613,463	\$ 497,463
REVENUE:					
CONTRIBUTIONS / DONATIONS	\$ 360,263	\$ 445	\$ 363,058	\$ 4,000	\$ -
TOTAL REVENUE	\$ 360,263	\$ 445	\$ 363,058	\$ 4,000	\$ -
EXPENDITURES:					
PERSONAL SERVICES	\$ -	\$ -	\$ 252,558	\$ -	\$ -
OPERATION & MAINTENANCE	200,141	197,541	110,500	120,000	-
TOTAL EXPENDITURES	\$ 200,141	\$ 197,541	\$ 363,058	\$ 120,000	\$ -
FUND BALANCE ENDING	\$ 810,559	\$ 613,463	\$ 830,559	\$ 497,463	\$ 497,463
<hr/>					
<b><u>INTERNET CRIMES AGAINST CHILDREN (FUND 2510)</u></b>					
FUND BALANCE BEGINNING	\$ (7,384)	\$ (4,570)	\$ -	\$ (331)	\$ 12,869
REVENUE-INTER-GOVERNMENTAL	\$ 248,169	\$ 183,032	\$ 50,000	\$ 130,000	\$ -
EXPENDITURES:					
PERSONAL SERVICES	\$ 109,928	\$ 7,528	\$ 3,000	\$ 6,800	\$ -
OPERATION & MAINTENANCE	135,427	171,265	47,000	110,000	-
TOTAL EXPENDITURES	\$ 245,355	\$ 178,793	\$ 50,000	\$ 116,800	\$ -
FUND BALANCE ENDING	\$ (4,570)	\$ (331)	\$ -	\$ 12,869	\$ 12,869

**POLICE PROGRAMS (PAGE 2 OF 5)**  
**OPERATING BUDGET**

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b><u>TRAFFIC SAFETY (FUND 2540)</u></b>					
FUND BALANCE BEGINNING	\$ 9,407	\$ 10,437	\$ 10,437	\$ 12,801	\$ 15,451
REVENUE-INTER-GOVERNMENTAL	\$ 4,694	\$ 8,334	\$ 9,000	\$ 7,650	\$ 9,000
EXPENDITURES:					
PERSONAL SERVICES	\$ 3,664	\$ 5,970	\$ 9,000	\$ 5,000	\$ 9,518
TOTAL EXPENDITURES	\$ 3,664	\$ 5,970	\$ 9,000	\$ 5,000	\$ 9,518
FUND BALANCE ENDING	\$ 10,437	\$ 12,801	\$ 10,437	\$ 15,451	\$ 14,933
<hr/>					
<b><u>JUSTICE ASSISTANCE GRANTS (FUND 2500)</u></b>					
FUND BALANCE BEGINNING	\$ (33,460)	\$ (3,365)	\$ -	\$ (23,656)	\$ 246
REVENUE-INTER-GOVERNMENTAL	\$ 62,275	\$ 34,229	\$ 65,000	\$ 65,902	\$ 100,148
EXPENDITURES:					
OPERATION & MAINTENANCE	32,180	54,520	65,000	42,000	78,148
TOTAL EXPENDITURES	\$ 32,180	\$ 54,520	\$ 65,000	\$ 42,000	\$ 78,148
FUND BALANCE ENDING	\$ (3,365)	\$ (23,656)	\$ -	\$ 246	\$ 22,246
<hr/>					
<b><u>HIDTA-ONDCP (FUND 2550)</u></b>					
FUND BALANCE BEGINNING	\$ (28,335)	\$ 7,597	\$ 7,597	\$ 26,565	\$ 65,915
REVENUE-INTER-GOVERNMENTAL	\$ 175,119	\$ 205,598	\$ 223,812	\$ 200,000	\$ 231,796
EXPENDITURES:					
PERSONAL SERVICES	\$ 113,884	\$ 119,325	\$ 136,051	\$ 85,650	\$ 145,968
OPERATION & MAINTENANCE	25,303	67,305	91,416	75,000	90,141
TOTAL EXPENDITURES	\$ 139,187	\$ 186,630	\$ 227,467	\$ 160,650	\$ 236,109
FUND BALANCE ENDING	\$ 7,597	\$ 26,565	\$ 3,942	\$ 65,915	\$ 61,602
<hr/>					

**POLICE PROGRAMS (PAGE 3 OF 5)**  
**OPERATING BUDGET**

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b><u>DOWNTOWN CENTRAL BEAT OFFICER (FUND 2560)</u></b>					
FUND BALANCE BEGINNING	\$ (14,350)	\$ 9,607	\$ 9,607	\$ 103	\$ 10,103
REVENUE-CHARGES FOR SERVICE					
CHARGES FOR SERVICE	\$ 105,163	\$ 106,940	\$ 148,059	\$ 95,000	\$ 152,500
TOTAL REVENUE	\$ 105,163	\$ 106,940	\$ 148,059	\$ 95,000	\$ 152,500
EXPENDITURES:					
PERSONAL SERVICES	\$ 81,206	\$ 116,444	\$ 148,406	\$ 85,000	\$ 79,436
TOTAL EXPENDITURES	\$ 81,206	\$ 116,444	\$ 148,406	\$ 85,000	\$ 79,436
FUND BALANCE ENDING	\$ 9,607	\$ 103	\$ 9,260	\$ 10,103	\$ 83,167
<hr/>					
<b><u>POLICE DONATIONS (FUNDS 2590, 7090, 7190, 7200)</u></b>					
FUND BALANCE BEGINNING	\$ 94,484	\$ 88,431	\$ 77,081	\$ 76,734	\$ 97,734
REVENUE:					
CHARGES FOR SERVICE	\$ 7,289	\$ 18,302	\$ 4,000	\$ 30,000	\$ 18,000
INVESTMENT EARNINGS	387	779	739	1,000	1,102
CONTRIBUTIONS / DONATIONS	54,893	50,051	15,000	40,000	20,000
TOTAL REVENUE	\$ 62,569	\$ 69,132	\$ 19,739	\$ 71,000	\$ 39,102
EXPENDITURES:					
OPERATION & MAINTENANCE	\$ 22,829	\$ 38,812	\$ 6,500	\$ 50,000	\$ 6,500
CAPITAL	45,793	42,017	-	-	-
TOTAL EXPENDITURES	\$ 68,622	\$ 80,829	\$ 6,500	\$ 50,000	\$ 6,500
FUND BALANCE ENDING	\$ 88,431	\$ 76,734	\$ 90,320	\$ 97,734	\$ 130,336
<hr/>					
<b><u>SOCIAL HOST RESTITUTION (FUND 7080)</u></b>					
FUND BALANCE BEGINNING	\$ 6,847	\$ 3,498	\$ 998	\$ 466	\$ 466
REVENUE-FINES & FORFEITS	\$ 1,952	\$ 1,240	\$ 1,000	\$ 400	\$ 500
EXPENDITURES-OPERATION & MAINTENANCE	\$ 5,301	\$ 4,272	\$ 1,000	\$ 400	\$ 1,000
FUND BALANCE ENDING	\$ 3,498	\$ 466	\$ 998	\$ 466	\$ (34)

## POLICE PROGRAMS (PAGE 4 OF 5)

## OPERATING BUDGET

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b><u>HOMELAND SECURITY (FUND 2580)</u></b>					
FUND BALANCE BEGINNING	\$ 23,514	\$ 23,192	\$ 23,192	\$ 24,534	\$ 24,534
REVENUE:					
INTER-GOVERNMENTAL	\$ 19,197	\$ 10,000	\$ 10,000	\$ 10,000	\$ 53,000
TOTAL REVENUE	\$ 19,197	\$ 10,000	\$ 10,000	\$ 10,000	\$ 53,000
EXPENDITURES:					
OPERATION & MAINTENANCE	\$ 19,519	\$ 8,658	\$ 10,000	\$ 10,000	\$ 53,000
TOTAL EXPENDITURES	\$ 19,519	\$ 8,658	\$ 10,000	\$ 10,000	\$ 53,000
FUND BALANCE ENDING	\$ 23,192	\$ 24,534	\$ 23,192	\$ 24,534	\$ 24,534

**POLICE DRUG FORFEITURES (Funds 7170 & 7180)**

FUND BALANCE BEGINNING	\$ 678,937	\$ 598,962	\$ 531,292	\$ 649,696	\$ 695,196
REVENUE:					
FINES & FORFEITS	\$ 176,689	\$ 205,858	\$ 80,000	\$ 210,000	\$ 50,000
INVESTMENT EARNINGS	2,963	5,029	4,900	5,500	6,300
TOTAL REVENUE	\$ 179,652	\$ 210,887	\$ 84,900	\$ 215,500	\$ 56,300
EXPENDITURES:					
OPERATION & MAINTENANCE	259,627	160,153	132,973	170,000	\$ 118,589
TOTAL EXPENDITURES	\$ 259,627	\$ 160,153	\$ 132,973	\$ 170,000	\$ 118,589
FUND BALANCE ENDING	\$ 598,962	\$ 649,696	\$ 483,219	\$ 695,196	\$ 632,907

**FUND 7100-POLICE SURCHARGE FOR TECHNOLOGY**

FUND BALANCE BEGINNING	\$ -	\$ -	\$ -	\$ 2,420	\$ 9,420
REVENUE-FINES & FORFEITS	\$ -	\$ 2,420	\$ -	\$ 7,000	\$ -
EXPENDITURES-OPERATION & MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -
FUND BALANCE ENDING	\$ -	\$ 2,420	\$ -	\$ 9,420	\$ 9,420

## POLICE PROGRAMS (PAGE 5 OF 5)

## TOTAL OPERATING BUDGET

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b><u>\$ 1,380,456</u></b>	<b><u>\$ 1,544,478</u></b>	<b><u>\$ 1,490,893</u></b>	<b><u>\$ 1,386,012</u></b>	<b><u>\$ 1,442,194</u></b>
<b>REVENUE:</b>					
INTER-GOVERNMENTAL	\$ 533,209	\$ 458,720	\$ 382,689	\$ 436,552	\$ 427,944
CHARGES FOR SERVICE	112,452	125,242	152,059	125,000	170,500
FINES & FORFEITS	178,641	209,518	81,000	217,400	50,500
INVESTMENT EARNINGS	3,350	5,808	5,639	6,500	7,402
CONTRIBUTIONS / DONATIONS	<u>415,156</u>	<u>50,496</u>	<u>378,058</u>	<u>44,000</u>	<u>20,000</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 1,242,808</u></b>	<b><u>\$ 849,784</u></b>	<b><u>\$ 999,445</u></b>	<b><u>\$ 829,452</u></b>	<b><u>\$ 676,346</u></b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 315,867	\$ 254,223	\$ 563,875	\$ 185,450	\$ 249,407
OPERATION & MAINTENANCE	717,126	712,010	474,406	578,400	367,681
CAPITAL	<u>45,793</u>	<u>42,017</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,078,786</u></b>	<b><u>\$ 1,008,250</u></b>	<b><u>\$ 1,038,281</u></b>	<b><u>\$ 763,850</u></b>	<b><u>\$ 617,088</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 1,544,478</u></b>	<b><u>\$ 1,386,012</u></b>	<b><u>\$ 1,452,057</u></b>	<b><u>\$ 1,451,614</u></b>	<b><u>\$ 1,510,872</u></b>
<b>LESS:</b>					
RESTRICTED	<u>1,544,478</u>	<u>1,386,012</u>	<u>1,452,057</u>	<u>1,451,614</u>	<u>1,501,452</u>
<b>UNASSIGNED</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>



## **CITY-COUNTY 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 2020 requested revenues are \$3,826,839, representing a decrease of \$201,280, or 5% from the FY 2019 estimated revenues. The decrease is due to a one-time payment from the County in FY 19 from a protested tax resolution.

### **Expenditures**

The FY 2020 requested budget is \$3,902,621, representing an increase of \$266,232 from the FY 2019 estimated expenditures. The increase is due to an increase in personal services and supplemental budget requests, coupled with projected cost savings identified in FY 19.

Supplemental Budget Requests include:

- |   |         |
|---|---------|
| • Broadband internet service              | \$9,600 |
| • Facility security and maintenance costs | \$6,710 |
| • Website redesign                        | \$6,000 |

### **Capital**

None

**CITY-COUNTY LIBRARY FUND  
OPERATING BUDGET**

FUND 2600-2610, 2630

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ 1,864,442</b>	<b>\$ 1,920,944</b>	<b>\$ 1,892,611</b>	<b>\$ 2,212,739</b>	<b>\$ 2,604,469</b>
<b>REVENUE:</b>					
CITY TAXES	\$ 1,022,755	\$ 1,114,115	\$ 1,134,648	\$ 1,111,955	\$ 1,162,378
COUNTY PROPERTY TAX	867,996	917,917	875,000	1,277,000	965,000
STATE GRANTS/AID	51,629	1,496	-	1,613	1,500
STATE REIMBURSEMENTS	426,405	428,430	435,533	450,114	450,114
CHARGES FOR SERVICE	16,258	15,843	13,825	-	14,175
FINES & FORFEITURES	73,848	69,675	76,900	65,900	67,182
INTEREST ON INVESTMENTS	6,357	13,502	11,000	20,000	23,000
DONATIONS/CONTRIBUTIONS	70,003	66,859	65,945	65,000	69,000
TRANSFER FR GENERAL FUND	899,552	960,551	1,021,183	1,000,759	1,046,140
SALE OF SURPLUS EQUIP	122	2,481	1,950	25	1,850
MISCELLANEOUS	34,562	22,991	44,167	35,753	26,500
<b>TOTAL REVENUE</b>	<b>\$ 3,469,487</b>	<b>\$ 3,613,860</b>	<b>\$ 3,680,151</b>	<b>\$ 4,028,119</b>	<b>\$ 3,826,839</b>
<b>EXPENDITURES:</b>					
ADMINISTRATION	\$ 571,296	\$ 550,999	\$ 622,045	\$ 579,511	\$ 640,850
FACILITIES	592,749	567,719	649,184	652,584	669,688
CIRCULATION	573,629	532,953	580,304	580,875	510,016
REFERENCE	411,034	405,252	422,607	422,669	511,299
YOUTH SERVICES	201,771	206,549	215,623	216,034	209,483
TECHNICAL PROCESS	240,550	236,637	255,261	258,690	258,586
OUTREACH SERVICES	200,133	197,345	224,184	227,288	243,021
SYSTEM ADMINISTRATION	305,296	348,342	376,525	350,383	490,651
LIBRARY RESOURCES	286,911	254,807	322,630	322,630	322,630
LIBRARY BOARD	-	967	5,020	5,020	5,020
DON-LOST/DAMAGED BOOKS	2,020	-	-	-	-
INTERFUND TRANSFERS	27,596	20,495	20,705	20,705	41,377
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,412,985</b>	<b>\$ 3,322,065</b>	<b>\$ 3,694,088</b>	<b>\$ 3,636,389</b>	<b>\$ 3,902,621</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 1,920,944</b>	<b>\$ 2,212,739</b>	<b>\$ 1,878,674</b>	<b>\$ 2,604,469</b>	<b>\$ 2,528,687</b>
LESS:					
RESTRICTED	1,018,100	1,172,752	995,697	1,380,369	1,340,204
COMMITTED	902,844	1,039,987	882,977	1,224,100	1,188,483
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**CITY-COUNTY LIBRARY FUND  
OPERATING BUDGET**

FUND 2600-2610, 2630

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
PERSONAL SERVICES	\$ 2,286,840	\$ 2,233,478	\$ 2,373,252	\$ 2,182,297	\$ 2,459,091
OPERATIONS AND MAINTENANCE	1,081,192	1,068,092	1,300,131	1,433,387	1,402,153
CAPITAL	17,357	-	-	-	-
TRANSFERS	<u>27,596</u>	<u>20,495</u>	<u>20,705</u>	<u>20,705</u>	<u>41,377</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 3,412,985</u></b>	<b><u>\$ 3,322,065</u></b>	<b><u>\$ 3,694,088</u></b>	<b><u>\$ 3,636,389</u></b>	<b><u>\$ 3,902,621</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
DIRECTOR OF LIBRARY	1.0	1.0	1.0	1.0
ASST. LIBRARY DIRECTOR	1.0	1.0	1.0	1.0
LIBRARY SVCS SPEC III	2.0	2.0	2.0	2.0
LIBRARIAN	11.0	11.0	11.0	11.0
ADMIN SUPPORT IV	1.0	1.0	1.0	1.0
LIBRARY TECHNICIAN	1.0	1.0	1.0	1.0
LIBRARY SVCS SPEC IV	2.0	2.0	2.0	2.0
LIBRARY SVCS SPEC II	7.8	7.8	7.8	7.8
FACILITIES MAINT SUPPORT II	2.0	2.0	2.0	2.0
FACILITIES MAINT SUPPORT I	1.0	1.0	1.0	1.0
LIBRARY INFORMATION SYSTEMS COORDINATOR	1.0	1.0	1.0	1.0
LIBRARY SVCS SPEC I	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>
<b>TOTAL</b>	<b><u>32.8</u></b>	<b><u>32.8</u></b>	<b><u>32.8</u></b>	<b><u>32.8</u></b>

## **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, a suitable living environment, and to expand economic opportunities for lower income households. The programs 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 (B-MVP), an AmeriCorps VISTA program funded through the Corporation for National and Community Service. The intent of this program is to assist Billings-area, 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 as CDBG and HOME funds are estimated at \$995,000.

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 \$540,000; \$370,000 is managed through the City and indirect project expenditures for VISTA members are estimated at \$170,000 to support member benefits (health care, education awards, etc.). VISTA funding accounts for one-third 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, as part of the CDBG HUD process, which determines the programs funded for the year.

### **Capital**

None

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

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b><u>COMMUNITY DEV BLOCK GRANTS(FUNDS 2900-2990)</u></b>					
<b>FUND BALANCE BEGINNING</b>	<b>\$ 72,465</b>	<b>\$ 147,047</b>	<b>\$ 128,967</b>	<b>\$ 92,377</b>	<b>\$ 356,577</b>
<b>REVENUE:</b>					
HUD GRANTS	\$ 568,908	\$ 688,499	\$ 650,000	\$ 600,000	\$ 650,000
INTEREST ON LOANS	8	-	-	1,000	1,500
PROGRAM INCOME	120,175	245,812	100,000	200,000	100,000
SALE OF FIXED ASSETS	232,282	100,871	-	-	-
MISCELLANEOUS	4,600	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 925,973</b>	<b>\$ 1,035,182</b>	<b>\$ 750,000</b>	<b>\$ 801,000</b>	<b>\$ 751,500</b>
<b>EXPENDITURES:</b>					
PROJECTS	\$ 665,438	\$ 875,741	\$ 386,992	\$ 400,000	\$ 460,229
ADMINISTRATION	108,080	155,108	110,000	83,000	130,000
REHAB ADMINISTRATION	77,873	59,003	53,008	53,800	59,771
<b>TOTAL EXPENDITURES</b>	<b>\$ 851,391</b>	<b>\$ 1,089,852</b>	<b>\$ 550,000</b>	<b>\$ 536,800</b>	<b>\$ 650,000</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 147,047</b>	<b>\$ 92,377</b>	<b>\$ 328,967</b>	<b>\$ 356,577</b>	<b>\$ 458,077</b>

**HOME PROGRAM (FUNDS 2800-2890)**

<b>FUND BALANCE BEGINNING</b>	<b>\$ 67,144</b>	<b>\$ 184,974</b>	<b>\$ 395,974</b>	<b>\$ 80,291</b>	<b>\$ 243,850</b>
<b>REVENUE:</b>					
HUD GRANTS	\$ 543,526	\$ 170,319	\$ 350,000	\$ 335,000	\$ 346,500
HUD GRANTS-REPROGRAMMED	2,816	12,055	1,100	104,177	-
PROGRAM INCOME	271,443	299,743	100,000	201,000	100,000
CHARGE FOR SERVICE	-	1,490	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 817,785</b>	<b>\$ 483,607</b>	<b>\$ 451,100</b>	<b>\$ 640,177</b>	<b>\$ 446,500</b>
<b>EXPENDITURES:</b>					
AFFORDABLE HOUSING PROJ	\$ 624,375	\$ 484,939	\$ 163,337	\$ 382,618	\$ 228,410
ADMINISTRATION	9,900	19,000	19,916	19,000	20,000
FIRST TIME HOME BUYER ADM	65,680	84,351	91,747	75,000	96,590
<b>TOTAL EXPENDITURES</b>	<b>\$ 699,955</b>	<b>\$ 588,290</b>	<b>\$ 275,000</b>	<b>\$ 476,618</b>	<b>\$ 345,000</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 184,974</b>	<b>\$ 80,291</b>	<b>\$ 572,074</b>	<b>\$ 243,850</b>	<b>\$ 345,350</b>

## COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 2 OF 5)

## OPERATING BUDGET

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<u>VISTA ADMINISTRATION (FUND 2650)</u>					
FUND BALANCE BEGINNING	\$ 40,295	\$ 44,018	\$ 47,018	\$ 41,532	\$ 31,532
REVENUE					
CHARGES FOR SERVICE	\$ 35,241	\$ 31,211	\$ 20,002	\$ 20,000	\$ 20,000
TOTAL REVENUE	\$ 35,241	\$ 31,211	\$ 20,002	\$ 20,000	\$ 20,000
EXPENDITURES-OPERATIONS & MAINTENANCE	\$ 31,518	\$ 33,697	\$ 20,000	\$ 30,000	\$ 20,000
FUND BALANCE ENDING	\$ 44,018	\$ 41,532	\$ 47,020	\$ 31,532	\$ 31,532

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BILLINGS COMMUNITY CONNECT & HOMELESS PLAY (FUND 2720)

FUND BALANCE BEGINNING	\$ 3,485	\$ 3,485	\$ 3,485	\$ 3,485	\$ 3,485
REVENUE:					
TOTAL REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENDITURES-OPERATIONS & MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -
FUND BALANCE ENDING	\$ 3,485	\$ 3,485	\$ 3,485	\$ 3,485	\$ 3,485

## COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 3 OF 5)

## OPERATING BUDGET

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b><u>COMMUNITY DEVELOPMENT RENT (FUND 2740)</u></b>					
FUND BALANCE BEGINNING	\$ 1,625	\$ 1,695	\$ 1,695	\$ 1,698	\$ 1,698
REVENUE-TRANSFERS (RENT)	\$ 58,018	\$ 59,114	\$ 62,000	\$ 62,000	\$ 63,500
EXPENDITURES-OPERATIONS & MAINT (RENT)	\$ 57,948	\$ 59,111	\$ 62,000	\$ 62,000	\$ 63,500
FUND BALANCE ENDING	\$ 1,695	\$ 1,698	\$ 1,695	\$ 1,698	\$ 1,698

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**GRANT WRITING/ ENVIRON REVIEW (FUND 2780)**

FUND BALANCE BEGINNING	\$ 408	\$ 408	\$ 408	\$ 408	\$ 608
REVENUE	\$ -	\$ -	\$ -	\$ 200	\$ -
EXPENDITURES-TRANSFER	\$ -	\$ -	\$ -	\$ -	\$ -
FUND BALANCE ENDING	\$ 408	\$ 408	\$ 408	\$ 608	\$ 608

## COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 4 OF 5)

## OPERATING BUDGET

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<u>COUNCIL REVOLVING HOME LOAN FUND (FUND 2770)</u>					
FUND BALANCE BEGINNING	\$ 116,521	\$ (13,479)	\$ 6,888	\$ 22,346	\$ 32,346
MISCELLANEOUS	\$ 29,500	\$ 83,800	\$ -	\$ 15,000	\$ -
EXPENDITURES-PROJECTS	\$ 159,500	\$ 47,975	\$ -	\$ 5,000	\$ -
FUND BALANCE ENDING	\$ (13,479)	\$ 22,346	\$ 6,888	\$ 32,346	\$ 32,346

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BILLINGS MVP VISTA SUPPORT(FUND 2690)

FUND BALANCE BEGINNING	\$ 14,585	\$ 4,475	\$ 26,775	\$ 11,592	\$ 13,726
REVENUE-CORP NAT COMMUNITY SERVICE	\$ 317,629	\$ 358,156	\$ 320,000	\$ 355,000	\$ 370,000
EXPENDITURES-OPERATIONS & MAINTENANCE	\$ 327,739	\$ 351,039	\$ 320,000	\$ 355,000	\$ 368,933
FUND BALANCE ENDING	\$ 4,475	\$ 11,592	\$ 26,775	\$ 11,592	\$ 14,793



**COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 5 OF 5)**

**OPERATING BUDGET**

	<b>ACTUAL FY 17</b>	<b>ACTUAL FY 18</b>	<b>BUDGET FY 18</b>	<b>ESTIMATE FY 19</b>	<b>APPROVED FY 20</b>
<b><u>TOTAL OF COMMUNITY DEVELOPMENT GRANT FUNDS</u></b>					
<b>FUND BALANCE BEGINNING</b>	<b>\$ 331,448</b>	<b>\$ 372,623</b>	<b>\$ 662,318</b>	<b>\$ 253,729</b>	<b>\$ 682,755</b>
<b>REVENUE:</b>					
INTER-GOVERNMENTAL	\$ 1,430,063	\$ 1,216,974	\$ 1,321,100	\$ 1,394,177	\$ 1,366,500
CHARGE FOR SERVICES	35,241	31,211	20,002	20,000	20,000
INTEREST ON INVESTMENTS	8	-	-	1,000	1,500
CONTRIBUTIONS / DONATIONS	30	-	-	-	-
SALE OF FIXED ASSETS	232,282	100,871	-	-	-
MISCELLANEOUS	428,534	641,410	200,000	401,000	200,000
TRANSFERS	58,018	59,114	62,000	77,000	63,500
<b>TOTAL REVENUE</b>	<b>\$ 2,184,176</b>	<b>\$ 2,049,580</b>	<b>\$ 1,603,102</b>	<b>\$ 1,893,177</b>	<b>\$ 1,651,500</b>
<b>EXPENDITURES:</b>					
PROJECTS	1,451,233	1,408,655	550,329	782,618	688,639
ADMINISTRATION	183,660	258,459	221,663	177,000	246,590
REHAB ADMINISTRATION	77,873	59,003	53,008	53,800	59,771
OPERATIONS & MAINTENANCE	430,235	443,847	402,000	452,000	452,433
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,143,001</b>	<b>\$ 2,169,964</b>	<b>\$ 1,227,000</b>	<b>\$ 1,465,418</b>	<b>\$ 1,447,433</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ 372,623</b>	<b>\$ 252,239</b>	<b>\$ 1,038,420</b>	<b>\$ 681,488</b>	<b>\$ 886,822</b>
<b>LESS:</b>					
RESTRICTED	372,623	252,239	1,038,420	681,488	886,822
<b>UNASSIGNED</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**COMMUNITY DEVELOPMENT GRANTS FUND  
OPERATING BUDGET**

FUNDS 2660-2990

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY19	ESTIMATE FY19	APPROVED FY20
PERSONAL SERVICES	\$ 335,422	\$ 377,124	\$ 385,680	\$ 365,000	\$ 408,288
OPERATIONS AND MAINTENANCE	<u>1,807,579</u>	<u>1,792,840</u>	<u>841,320</u>	<u>1,100,418</u>	<u>1,039,145</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 2,143,001</u></b>	<b><u>\$ 2,169,964</u></b>	<b><u>\$ 1,227,000</u></b>	<b><u>\$ 1,465,418</u></b>	<b><u>\$ 1,447,433</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY19	APPROVED FY20
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	<u>1.5</u>	<u>1.5</u>	<u>1.5</u>	<u>1.5</u>
<b>TOTAL</b>	<b><u>4.5</u></b>	<b><u>4.5</u></b>	<b><u>4.5</u></b>	<b><u>4.5</u></b>

## **PARKS PROGRAMS OPERATING BUDGET NARRATIVE**

This budget accounts for the proceeds from the City's share of the Par 3 Golf Course operation, Amend Park Development Council agreement, cell tower leases/easements, Mustang Baseball lease of Dehler Park, Kiwanis license plates proceeds, Trash for Trees program, Memorial Tree program, parkland sales, donations, grants, 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 parkland. The majority of the fund balance in this account is due to grants, donations, and land lease agreements.

### **Revenues**

Increased revenues are anticipated from grants, leases, and donations for FY 20.

### **Expenditures**

Major expenditures in FY 20 include the tree planting at Centennial Park as construction of the park is completed. Suburban Ditch viaduct engineering and estimate, repair and replacement are also scheduled for FY 20.

### **Capital**

None

**PARKS PROGRAMS  
OPERATING BUDGET**

FUND 7690-7750, 7770

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b><u>\$ 2,486,346</u></b>	<b><u>\$ 2,292,123</u></b>	<b><u>\$ 2,233,623</u></b>	<b><u>\$ 2,337,115</u></b>	<b><u>\$ 2,412,115</u></b>
<b>REVENUE:</b>					
<b>PARK ACQUISITION &amp; IMPROVEMENTS</b>					
INVESTMENT EARNINGS	\$ 10,322	\$ 19,125	\$ 21,160	\$ 20,000	\$ 26,650
CONTRIBUTIONS-MISC	91,377	49,718	48,000	51,000	51,000
TRANSFER	24,348	26,957	5,000	460,000	5,000
SWORDS PARK-LAND RENTAL	100	-	-	-	-
PAY IN LIEU PARK DEDICATION	58,613	-	50,000	70,000	50,000
SONGBIRD GARDEN	-	2,030	10,000	5,000	10,000
SALE OF LAND	-	6,760	40,000	1,000	-
DEHLER PARK SCOREBOARD	20,000	-	-	-	-
KIWANIS-LICENSE PLATES	-	-	3,000	2,000	3,000
TRASH FOR TREES	<u>5,045</u>	<u>16,455</u>	<u>7,000</u>	<u>3,500</u>	<u>4,000</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 209,805</u></b>	<b><u>\$ 121,045</u></b>	<b><u>\$ 184,160</u></b>	<b><u>\$ 612,500</u></b>	<b><u>\$ 149,650</u></b>
<b>EXPENDITURES:</b>					
<b>PARK ACQUISITION &amp; IMPROVEMENTS</b>					
OPERATIONS & MAINTENANCE	\$ 177,056	\$ 56,127	\$ 34,788	\$ 44,000	\$ 44,315
CAPITAL	200,000	-	-	-	-
BATTING CAGE FUND	-	-	13,500	13,500	-
TRANSFER TO PARK CONSTRUCTION	-	-	460,000	460,000	-
<b>DEHLER PARK SCOREBOARD</b>					
DEBT SERVICE	19,917	19,926	-	20,000	-
<b>SONGBIRD GARDEN</b>	-	-	10,000	-	3,000
<b>TRASH FOR TREES</b>	<u>7,055</u>	<u>-</u>	<u>10,000</u>	<u>-</u>	<u>7,000</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 404,028</u></b>	<b><u>\$ 76,053</u></b>	<b><u>\$ 528,288</u></b>	<b><u>\$ 537,500</u></b>	<b><u>\$ 54,315</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 2,292,123</u></b>	<b><u>\$ 2,337,115</u></b>	<b><u>\$ 1,889,495</u></b>	<b><u>\$ 2,412,115</u></b>	<b><u>\$ 2,507,450</u></b>
<b>LESS:</b>					
RESTRICTED	<u>2,292,123</u>	<u>2,337,115</u>	<u>1,889,495</u>	<u>2,412,115</u>	<u>2,507,450</u>
<b>UNASSIGNED</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

**DOWNTOWN REVOLVING LOAN PROGRAM  
OPERATING BUDGET**

FUND 7230

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ 1,617,059</b>	<b>\$ 784,668</b>	<b>\$ 535,668</b>	<b>\$ 570,750</b>	<b>\$ 506,450</b>
<b>REVENUE:</b>					
INVESTMENT EARNINGS:					
INTEREST ON LOANS	\$ 29,507	\$ 9,014	\$ 40,000	\$ 70,000	\$ 55,000
INTEREST ON INVESTMENTS	8,784	46,427	6,600	-	-
MISCELLANEOUS-REPAYMENT OF LOANS	<u>273,670</u>	<u>249,234</u>	<u>200,000</u>	<u>125,000</u>	<u>175,000</u>
<b>TOTAL REVENUE</b>	<b>\$ 311,961</b>	<b>\$ 304,675</b>	<b>\$ 246,600</b>	<b>\$ 195,000</b>	<b>\$ 230,000</b>
<b>EXPENDITURES:</b>					
OPERATION & MAINTENANCE:					
CHARGES FOR SERVICE	\$ 50,132	\$ 53,593	\$ 8,830	\$ 9,300	\$ 19,480
LOANS	<u>1,094,220</u>	<u>465,000</u>	<u>400,000</u>	<u>250,000</u>	<u>400,000</u>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,144,352</b>	<b>\$ 518,593</b>	<b>\$ 408,830</b>	<b>\$ 259,300</b>	<b>\$ 419,480</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 784,668</b>	<b>\$ 570,750</b>	<b>\$ 373,438</b>	<b>\$ 506,450</b>	<b>\$ 316,970</b>
<b>LESS:</b>					
RESTRICTED	<u>784,668</u>	<u>570,750</u>	<u>373,438</u>	<u>506,450</u>	<u>316,970</u>
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**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 3.25%.

**Revenues**

A similar number of loans are planned in FY 2020.

**Expenditures**

A similar number of loans are planned in FY 2020.

**Capital**

None

**CEMETERY IMPROVEMENTS FUND  
OPERATING BUDGET**

FUND 7020

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE - BEGINNING</b>	<u>\$ 164,472</u>	<u>\$ 167,519</u>	<u>\$ 169,919</u>	<u>\$ 167,769</u>	<u>\$ 158,769</u>
<b>REVENUE:</b>					
SALE OF LOTS	\$ 13,527	\$ 13,595	\$ 12,000	\$ 15,000	\$ 12,000
INTEREST ON INVESTMENTS	<u>734</u>	<u>1,405</u>	<u>1,800</u>	<u>2,000</u>	<u>2,100</u>
<b>TOTAL REVENUE</b>	<u>\$ 14,261</u>	<u>\$ 15,000</u>	<u>\$ 13,800</u>	<u>\$ 17,000</u>	<u>\$ 14,100</u>
<b>EXPENDITURES:</b>					
OPERATION & MAINTENANCE	\$ 11,214	\$ 14,750	\$ 45,000	\$ 26,000	\$ 25,000
CAPITAL	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>41,950</u>
<b>TOTAL EXPENDITURES</b>	<u>\$ 11,214</u>	<u>\$ 14,750</u>	<u>\$ 45,000</u>	<u>\$ 26,000</u>	<u>\$ 66,950</u>
<b>FUND BALANCE - ENDING</b>	<u>\$ 167,519</u>	<u>\$ 167,769</u>	<u>\$ 138,719</u>	<u>\$ 158,769</u>	<u>\$ 105,919</u>
<b>LESS:</b>					
RESTRICTED	<u>167,519</u>	<u>167,769</u>	<u>138,719</u>	<u>158,769</u>	<u>105,919</u>
<b>UNASSIGNED</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<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 Mountview 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

**ANIMAL CONTROL DONATIONS  
OPERATING BUDGET**

FUNDS 7120,7130,7150,7160

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY19	ESTIMATE FY19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<u>\$ 37,737</u>	<u>\$ 37,905</u>	<u>\$ 38,090</u>	<u>\$ 38,220</u>	<u>\$ 38,420</u>
<b>REVENUE:</b>					
INTEREST ON INVESTMENTS	\$ 163	\$ 315	\$ 250	\$ 200	\$ 250
DONATIONS:					
GENERAL	<u>5</u>	<u>-</u>	<u>500</u>	<u>-</u>	<u>500</u>
<b>TOTAL REVENUE</b>	<u>\$ 168</u>	<u>\$ 315</u>	<u>\$ 750</u>	<u>\$ 200</u>	<u>\$ 750</u>
<b>EXPENDITURES:</b>					
OPERATION AND MAINTENANCE					
GENERAL	<u>-</u>	<u>-</u>	<u>6,000</u>	<u>-</u>	<u>6,000</u>
<b>TOTAL EXPENDITURES</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,000</u>	<u>\$ -</u>	<u>\$ 6,000</u>
<b>FUND BALANCE ENDING</b>	<u>\$ 37,905</u>	<u>\$ 38,220</u>	<u>\$ 32,840</u>	<u>\$ 38,420</u>	<u>\$ 33,170</u>
LESS:					
COMMITTED	<u>37,905</u>	<u>38,220</u>	<u>32,840</u>	<u>38,420</u>	<u>33,170</u>
<b>UNASSIGNED</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**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 of the city of Billings and the continued improvement of 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 encompasses the entire city and is for all street maintenance services, except those additional services that the central downtown area receives.

Street Maintenance assessments support the Street-Traffic Division maintenance operations, which include maintaining the public right-of-ways through 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 2020 revenues are estimated at \$9,083,600, an increase of \$346,000 over the FY 2019 budget amount. This increase in revenues is the result of a 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 2020 operation and maintenance expenditures total \$8,961,213, an increase of \$236,803 over the FY 2019 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 8010 & 8020

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<u>\$ 3,535,536</u>	<u>\$ 3,559,537</u>	<u>\$ 3,552,279</u>	<u>\$ 3,707,918</u>	<u>\$ 3,816,917</u>
<b>REVENUE:</b>					
SPECIAL ASSESSMENTS	\$ 7,762,228	\$ 8,692,848	\$ 8,717,000	\$ 8,799,000	\$ 9,063,000
INTEREST ON INVESTMENTS	<u>15,676</u>	<u>30,787</u>	<u>20,600</u>	<u>34,409</u>	<u>20,600</u>
<b>TOTAL REVENUE</b>	<u>\$ 7,777,904</u>	<u>\$ 8,723,635</u>	<u>\$ 8,737,600</u>	<u>\$ 8,833,409</u>	<u>\$ 9,083,600</u>
<b>EXPENDITURES:</b>					
OPERATION & MAINTENANCE	\$ 6,253,903	\$ 7,075,254	\$ 7,406,410	\$ 7,406,410	\$ 7,636,213
TRANSFER TO GAS TAX FUND	<u>1,500,000</u>	<u>1,500,000</u>	<u>1,318,000</u>	<u>1,318,000</u>	<u>1,325,000</u>
<b>TOTAL EXPENDITURES</b>	<u>\$ 7,753,903</u>	<u>\$ 8,575,254</u>	<u>\$ 8,724,410</u>	<u>\$ 8,724,410</u>	<u>\$ 8,961,213</u>
<b>FUND BALANCE ENDING</b>	<u>\$ 3,559,537</u>	<u>\$ 3,707,918</u>	<u>\$ 3,565,469</u>	<u>\$ 3,816,917</u>	<u>\$ 3,939,304</u>
<b>LESS:</b>					
RESTRICTED	<u>3,559,537</u>	<u>3,707,918</u>	<u>3,565,469</u>	<u>3,816,917</u>	<u>3,939,304</u>
<b>UNASSIGNED</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**STREET LIGHT MAINTENANCE DISTRICTS FUND  
OPERATING BUDGET**

FUND 8100

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE - BEGINNING</b>	<b>\$ 1,420,447</b>	<b>\$ 1,619,590</b>	<b>\$ 1,616,276</b>	<b>\$ 1,654,078</b>	<b>\$ 1,663,052</b>
<b>REVENUE:</b>					
INTEREST EARNINGS	\$ 5,839	\$ 13,042	\$ 10,000	\$ 17,667	\$ 10,000
SPECIAL ASSESSMENTS	2,421,927	2,394,921	2,350,000	2,400,000	2,478,000
REFUNDS/REIMBURSEMENTS	33,251	26,385	-	8,186	-
<b>TOTAL REVENUE</b>	<b>\$ 2,461,017</b>	<b>\$ 2,434,348</b>	<b>\$ 2,360,000</b>	<b>\$ 2,425,853</b>	<b>\$ 2,488,000</b>
<b>EXPENDITURES:</b>					
OPERATIONS & MAINTENANCE	\$ 2,261,874	\$ 2,399,860	\$ 2,525,499	\$ 2,416,879	\$ 2,923,276
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,261,874</b>	<b>\$ 2,399,860</b>	<b>\$ 2,525,499</b>	<b>\$ 2,416,879</b>	<b>\$ 2,923,276</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ 1,619,590</b>	<b>\$ 1,654,078</b>	<b>\$ 1,450,777</b>	<b>\$ 1,663,052</b>	<b>\$ 1,227,776</b>
<b>LESS:</b>					
RESTRICTED	1,619,590	1,654,078	1,450,777	1,663,052	1,227,776
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**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. The proceeds in this fund are derived from assessments on 195 separate Special Improvement Light Maintenance Districts (SILMDs). Currently there are 119 NorthWestern Energy (NWE) districts, 66 City districts, 8 districts that have a combination of NWE and City owned lights, and 2 Yellowstone Valley Electric Cooperative districts. Each light district's budget reflects projected expenses and revenues derived from historical and projected data.

**Revenues**

FY 2020 revenues are budgeted at \$2,488,000, which is an increase of \$128,000 from the FY 2019 budget. This increase is due to estimated additional assessments required to cover the cost of light pole and wiring replacements in future years.

**Expenditures**

FY 2020 expenditures are estimated at \$2,923,276, which is an increase of \$397,777. This increase is due to an estimated increase in electricity costs and replacing aging light poles.

**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 revenue 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 \$4,593,452 for FY 2020, an increase of \$218,000. 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 2020 operating expenditures are budgeted at \$1,765,517, an increase of \$278,038. This increase is due to additional GIS services and an increase in charges for service.

### **Capital**

Capital expenditures for FY 2020 total \$1,890,000. Projects for FY 2020 include implementation of the storm water master plan, the storm sewer rehabilitation project, and the annual storm drainage intersection trouble spot project.

**STORM SEWER FUND  
OPERATING BUDGET**

FUND 8400 & 2070

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ 5,260,411</b>	<b>\$ 5,982,419</b>	<b>\$2,432,710</b>	<b>\$ 6,401,543</b>	<b>\$915,416</b>
<b>REVENUE:</b>					
SPECIAL ASSESSMENTS	\$ 4,037,515	\$ 4,216,969	\$ 4,320,000	\$ 4,371,330	\$ 4,536,000
INTEREST ON INVESTMENTS	24,886	52,813	46,000	58,106	46,000
LICENSES & PERMITS	8,400	5,200	8,000	8,000	10,000
OTHER	168,614	2,152	1,452	1,452	1,452
<b>TOTAL REVENUE</b>	<b>\$ 4,239,415</b>	<b>\$ 4,359,289</b>	<b>\$ 4,375,452</b>	<b>\$ 4,438,888</b>	<b>\$ 4,593,452</b>
<b>EXPENDITURES:</b>					
OPERATIONS & MAINTENANCE	\$ 1,344,630	\$ 1,484,319	\$ 1,487,479	\$ 1,453,379	\$ 1,765,517
CAPITAL	1,163,777	1,442,346	2,965,000	7,456,636	1,890,000
TRANSFERS TO BOND AND INTEREST	1,009,000	1,013,500	1,015,000	1,015,000	1,015,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,517,407</b>	<b>\$ 3,940,165</b>	<b>\$ 5,467,479</b>	<b>\$ 9,925,015</b>	<b>\$ 4,670,517</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 5,982,419</b>	<b>\$ 6,401,543</b>	<b>\$ 1,340,683</b>	<b>\$ 915,416</b>	<b>\$ 838,351</b>
LESS:					
RESTRICTED	5,982,419	6,401,543	1,340,683	915,416	838,351
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**PARK MAINTENANCE DISTRICTS FUNDS  
OPERATING BUDGET**

FUND 8720

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE</b>	<u>\$ 509,239</u>	<u>\$ 431,791</u>	<u>\$ 468,991</u>	<u>\$ 654,228</u>	<u>\$ 632,728</u>
<b>REVENUE:</b>					
SPECIAL ASSESSMENTS	\$ 979,560	\$ 1,086,859	\$ 1,050,336	\$ 1,050,000	\$ 1,091,301
INTEREST EARNINGS	<u>1,297</u>	<u>2,991</u>	<u>1,200</u>	<u>6,000</u>	<u>4,000</u>
<b>TOTAL REVENUE</b>	<u>\$ 980,857</u>	<u>\$ 1,089,850</u>	<u>\$ 1,051,536</u>	<u>\$ 1,056,000</u>	<u>\$ 1,095,301</u>
<b>EXPENDITURES:</b>					
OPERATIONS & MAINTENANCE	\$ 1,058,305	\$ 867,413	\$ 1,078,102	\$ 1,077,500	\$ 992,608
<b>TOTAL EXPENDITURES</b>	<u>\$ 1,058,305</u>	<u>\$ 867,413</u>	<u>\$ 1,078,102</u>	<u>\$ 1,077,500</u>	<u>\$ 992,608</u>
<b>FUND BALANCE ENDING</b>	<u>\$ 431,791</u>	<u>\$ 654,228</u>	<u>\$ 442,425</u>	<u>\$ 632,728</u>	<u>\$ 735,421</u>
<b>LESS:</b>					
RESTRICTED	<u>431,791</u>	<u>654,228</u>	<u>442,425</u>	<u>632,728</u>	<u>735,421</u>
<b>UNASSIGNED</b>	<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. The fund is used for management and maintenance of the parks, including irrigation systems and water services, turf management and maintenance, weed management, playground inspections and maintenance, trash removal, snow removal, tree and shrub care, and other services. In FY 18 Annafeld Subdivision was added to the Park Maintenance District. Development of the parkland in Annafeld began in FY 19 and will be completed in FY 20.

**Revenues**

Revenue is generated through assessments to property owners within each of the 36 districts. Revenues in four districts increased due to new parkland being added to existing districts. Districts that have a playground within the park will have an increase to establish a fund balance to replace the playgrounds as they near the end of their life cycle.

**Expenditures**

Expenditures have decreased for FY 20 because water costs were lower due to above normal precipitation.

**Capital**

None

**PARK DISTRICT 1  
OPERATING BUDGET**

FUND 8730

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE</b>	<b>\$ 2,666,728</b>	<b>\$ 3,591,360</b>	<b>\$ 2,207,860</b>	<b>\$ 2,451,108</b>	<b>\$ 2,551,108</b>
<b>REVENUE:</b>					
SPECIAL ASSESSMENTS	\$ 2,105,976	\$ 2,016,283	\$ 2,000,000	\$ 1,970,000	\$ 2,000,000
STATE GRANTS	-	-	-	45,000	-
MISCELLANEOUS	401,000	81,500	-	-	-
INTEREST EARNINGS	14,008	25,484	16,000	35,000	32,100
<b>TOTAL REVENUE</b>	<b>\$ 2,520,984</b>	<b>\$ 2,123,267</b>	<b>\$ 2,016,000</b>	<b>\$ 2,050,000</b>	<b>\$ 2,032,100</b>
<b>EXPENDITURES:</b>					
PERSONAL SERVICES	\$ 267,778	\$ 303,867	\$ 328,379	\$ 330,000	\$ 330,769
OPERATIONS & MAINTENANCE	240,056	171,226	336,838	320,000	364,857
CAPITAL	1,088,518	1,093,558	1,300,000	1,300,000	1,225,000
TRANSFER TO ROSE PARK	-	1,694,868	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,596,352</b>	<b>\$ 3,263,519</b>	<b>\$ 1,965,217</b>	<b>\$ 1,950,000</b>	<b>\$ 1,920,626</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 3,591,360</b>	<b>\$ 2,451,108</b>	<b>\$ 3,183,275</b>	<b>\$ 2,551,108</b>	<b>\$ 2,662,582</b>
LESS:					
RESTRICTED	3,591,360	2,451,108	3,183,275	2,551,108	2,662,582
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**PARK DISTRICT 1 BUDGET NARRATIVE**

Through the establishment and funding of the city-wide park maintenance district, deferred maintenance items in General Fund-Parks will be fixed and repaired; thus, improving the quality and enjoyment of these facilities for the public.

**Revenues**

Revenue comes from assessments to property owners within the city limits of Billings.

**Expenditures**

Expenditures in FY 20 are anticipated at \$1,995,626. This number is a slight increase from FY 19 to include cost of living and inflation.

**Capital**

Capital projects for FY 20 include numerous projects throughout Billings, repairing and replacing items that have reached the end of their useful life.

**PARK DISTRICT 1  
STAFFING AUTHORIZATION**

FUND 8730

**STAFFING AUTHORIZATION**

<b>POSITION</b>	<b>ACTUAL FY17</b>	<b>ACTUAL FY18</b>	<b>BUDGET FY19</b>	<b>APPROVED FY20</b>
VOLUNTEER PROGRAM COORD	1.0	1.0	1.0	1.0
EQUIPMENT OPER./MAINT.WORKER	1.0	1.0	1.0	1.0
ARBORIST	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
<b>TOTAL</b>	<u><b>3.0</b></u>	<u><b>3.0</b></u>	<u><b>3.0</b></u>	<u><b>3.0</b></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 2020 revenues are estimated at \$4,360,000, an increase of \$105,000 from the FY 2019 budget amount. This is primarily the result of a 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 2020 total \$175,767. This amount is an increase of \$35,257 from FY 2019 due to increases in charges for services.

### **Capital**

Capital expenditures in the FY 2020 budget total \$5,491,000. Projects for FY 2020 include the PAVER Program, traffic signal controller upgrades, coordination of the travel corridor, Monad and 19<sup>th</sup>/20<sup>th</sup> Street West intersection improvements, 32<sup>nd</sup> Street West and King Avenue to Gabel Road improvements, and intersection capacity improvements.



**ARTERIAL STREET FEES FUND  
OPERATING BUDGET**

FUND 8450

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ 4,566,003</b>	<b>\$ 4,307,155</b>	<b>\$ 1,411,648</b>	<b>\$ 5,934,446</b>	<b>\$ 2,725,575</b>
<b>REVENUE:</b>					
SPECIAL ASSESSMENTS	\$ 3,937,889	\$ 4,136,895	\$ 4,215,000	\$ 4,230,000	\$ 4,320,000
INTEREST ON INVESTMENTS	19,360	41,134	40,000	51,029	40,000
MISCELLANEOUS	3,425	-	-	-	-
GRANTS-DOT	1,827	1,729	-	3,103	-
<b>TOTAL REVENUE</b>	<b>\$ 3,962,501</b>	<b>\$ 4,179,758</b>	<b>\$ 4,255,000</b>	<b>\$ 4,284,132</b>	<b>\$ 4,360,000</b>
<b>EXPENDITURES:</b>					
OPERATION & MAINTENANCE	\$ 212,454	\$ 163,416	\$ 140,510	\$ 157,510	\$ 175,767
CAPITAL	4,008,895	2,389,051	3,974,000	7,335,493	5,491,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,221,349</b>	<b>\$ 2,552,467</b>	<b>\$ 4,114,510</b>	<b>\$ 7,493,003</b>	<b>\$ 5,666,767</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 4,307,155</b>	<b>\$ 5,934,446</b>	<b>\$ 1,552,138</b>	<b>\$ 2,725,575</b>	<b>\$ 1,418,808</b>
<b>LESS:</b>					
COMMITTED	4,307,155	5,934,446	1,552,138	2,725,575	1,418,808
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**AMEND PARK FUND  
OPERATING BUDGET**

FUND 7580

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ 193,033</b>	<b>\$ 213,471</b>	<b>\$ 233,671</b>	<b>\$ 231,149</b>	<b>\$ 232,749</b>
<b>REVENUE:</b>					
PARK SERVICES	\$ 47,859	\$ 18,274	\$ 57,000	\$ 10,000	\$ 2,000
INTEREST ON INVESTMENTS	860	1,891	2,600	2,600	3,000
<b>TOTAL REVENUE</b>	<b>\$ 48,719</b>	<b>\$ 20,165</b>	<b>\$ 59,600</b>	<b>\$ 12,600</b>	<b>\$ 5,000</b>
<b>EXPENDITURES:</b>					
OPERATIONS & MAINT.	\$ 27,402	\$ 597	\$ 181,506	\$ 10,000	\$ 181,270
TRANSFER-GENERAL FUND	879	1,890	1,000	1,000	1,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 28,281</b>	<b>\$ 2,487</b>	<b>\$ 182,506</b>	<b>\$ 11,000</b>	<b>\$ 182,270</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 213,471</b>	<b>\$ 231,149</b>	<b>\$ 110,765</b>	<b>\$ 232,749</b>	<b>\$ 55,479</b>
<b>LESS:</b>					
COMMITTED	213,471	231,149	110,765	232,749	55,479
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**AMEND PARK FUND BUDGET NARRATIVE**

This fund was established to support Amend Park. The earnings are transferred to the General Fund and are used to help maintain Amend Park.

**Revenues**

Revenue is decreasing because it is being allocated to other funds.

**Expenditures**

No significant changes.

**Capital**

None

**BALLFIELD / STADIUM DONATION FOR CAPITAL MAINTENANCE FUND  
OPERATING BUDGET**

FUNDS 7680

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
FUND BALANCE BEGINNING	<u>\$ 481,371</u>	<u>\$ 483,457</u>	<u>\$ 486,357</u>	<u>\$ 527,382</u>	<u>\$ 522,562</u>
REVENUE:					
PARK REPAIRS AND MAINTENANCE					
INTEREST ON INVESTMENTS	\$ 2,117	\$ 4,197	\$ 3,900	\$ 5,000	\$ 6,000
LEASE - MUSTANGS	15,000	60,000	60,000	79,680	60,000
TRANSFERS	-	-	30,000	-	-
CONTRIBUTIONS	<u>200</u>	<u>100</u>	<u>300</u>	<u>500</u>	<u>300</u>
TOTAL REVENUE	<u>\$ 17,317</u>	<u>\$ 64,297</u>	<u>\$ 94,200</u>	<u>\$ 85,180</u>	<u>\$ 66,300</u>
EXPENDITURES:					
PARK REPAIRS AND MAINTENANCE					
OPERATIONS & MAINTENANCE	<u>\$ 15,231</u>	<u>\$ 20,372</u>	<u>\$ 100,784</u>	<u>\$ 90,000</u>	<u>\$ 100,789</u>
TOTAL EXPENDITURES	<u>\$ 15,231</u>	<u>\$ 20,372</u>	<u>\$ 100,784</u>	<u>\$ 90,000</u>	<u>\$ 100,789</u>
FUND BALANCE ENDING	\$ 483,457	\$ 527,382	\$ 479,773	\$ 522,562	\$ 488,073
LESS:					
COMMITTED	<u>483,457</u>	<u>527,382</u>	<u>479,773</u>	<u>522,562</u>	<u>488,073</u>
UNASSIGNED	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**BALLFIELD/STADIUM DONATION BUDGET NARRATIVE**

This fund accounts for donations to fund future capital maintenance for the ball field and stadium.

**Revenues**

No significant changes.

**Expenditures**

No significant changes.

**Capital**

None

**ROAD MAINTENANCE FUND  
OPERATING BUDGET**

FUND 8060

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
FUND BALANCE BEGINNING	\$ 2,875	\$ 5,749	\$ 8,607	\$ 8,571	\$ 11,359
REVENUE:					
SPECIAL ASSESSMENTS	\$ 2,874	\$ 2,839	\$ 2,875	\$ 2,900	\$ 2,875
TOTAL REVENUE	\$ 2,874	\$ 2,839	\$ 2,875	\$ 2,900	\$ 2,875
EXPENDITURES:					
TOTAL EXPENDITURES	\$ -	\$ 17	\$ 112	\$ 112	\$ 164
FUND BALANCE ENDING	\$ 5,749	\$ 8,571	\$ 11,370	\$ 11,359	\$ 14,070
LESS: RESTRICTED	5,749	8,571	11,370	11,359	14,070
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**

No significant changes.

**Expenditures**

No significant changes.

**Capital**

None

**BALLPARK REPAIR FUND  
OPERATING BUDGET**

FUNDS 7670

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
FUND BALANCE BEGINNING	\$ -	\$ -	\$ -	\$ 30,000	\$ 60,900
REVENUE:					
PARK REPAIRS AND MAINTENANCE					
TRANSFERS	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
INTEREST EARNINGS	-	-	-	900	-
TOTAL REVENUE	\$ -	\$ 30,000	\$ 30,000	\$ 30,900	\$ 30,000
EXPENDITURES:					
PARK REPAIRS AND MAINTENANCE					
OPERATIONS & MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ 30,000
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ 30,000
FUND BALANCE ENDING	\$ -	\$ 30,000	\$ 30,000	\$ 60,900	\$ 60,900
LESS:					
COMMITTED	-	30,000	30,000	60,900	60,900
UNASSIGNED	\$ -	\$ -	\$ -	\$ -	\$ -

**BALLPARK REPAIR FUND BUDGET NARRATIVE**

This fund accounts for regular maintenance to the ball field and stadium.

**Revenues**

No significant changes.

**Expenditures**

No significant changes.

**Capital**

None

# **DEBT SERVICE FUNDS**

## 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 2015 Refunding Baseball Field & Stadium Fund** accounts for the payment of the 2007A Baseball Field & Stadium Fund. A crossover refunding was done in 2015 to retire the debt on 7/1/2017.
- 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 20**

	<b>SPECIAL IMPROVEMENT DISTRICTS</b>	<b>SERIES 2010 PARKS</b>	<b>SERIES 2004A STREET IMPROVEMENTS</b>	<b>STORM SEWER</b>	<b>SIDEWALK &amp; CURB DISTRICTS</b>	<b>SERIES 2015 BASEBALL FIELD REFUNDING</b>	<b>SERIES 2012 LIBRARY</b>
<b>FUND BALANCE - BEGINNING</b>	<b>\$ 3,032,417</b>	<b>\$ 123,691</b>	<b>\$ 378,801</b>	<b>\$ 1,801,590</b>	<b>\$ 377,432</b>	<b>\$ 929,781</b>	<b>\$ 1,090,255</b>
<b>REVENUE:</b>							
TAXES	\$ -	\$ 114,667	\$ 365,749	\$ -	\$ -	\$ 761,154	\$ 933,155
SPECIAL ASSESSMENTS	1,000,000	-	-	-	380,000	-	-
INVESTMENT EARNINGS	65,000	300	760	13,300	5,000	2,500	5,300
DONATIONS	-	-	-	-	-	-	300,000
INTERFUND TRANSFERS	-	-	-	1,015,000	-	-	-
DEBT PROCEEDS	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 1,065,000</b>	<b>\$ 114,967</b>	<b>\$ 366,509</b>	<b>\$ 1,028,300</b>	<b>\$ 385,000</b>	<b>\$ 763,654</b>	<b>\$ 1,238,455</b>
<b>EXPENDITURES:</b>							
OPERATION & MAINTENANCE	\$ -	\$ 6,003	\$ 6,586	\$ 10,855	\$ 18,600	\$ 14,034	\$ 8,205
DEBT SERVICE	1,078,800	115,450	342,850	1,002,794	403,150	749,650	1,197,075
INTERFUND TRANSFERS	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,078,800</b>	<b>\$ 121,453</b>	<b>\$ 349,436</b>	<b>\$ 1,013,649</b>	<b>\$ 421,750</b>	<b>\$ 763,684</b>	<b>\$ 1,205,280</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 3,018,617</b>	<b>\$ 117,205</b>	<b>\$ 395,874</b>	<b>\$ 1,816,241</b>	<b>\$ 340,682</b>	<b>\$ 929,751</b>	<b>\$ 1,123,430</b>



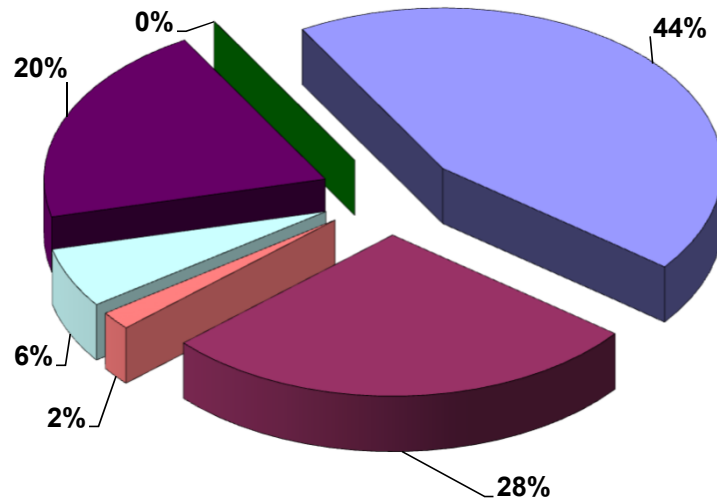
**DEBT SERVICE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 20**

	<b>APPROVED BUDGET FY 20</b>	<b>APPROVED BUDGET FY 19</b>	<b>INCREASE (DECREASE)</b>	<b>ACTUAL FY 18</b>
<b>FUND BALANCE - BEGINNING</b>	<b>\$ 7,733,967</b>	<b>\$ 7,166,440</b>	<b>\$ 567,527</b>	<b>\$ 16,443,906</b>
<b>REVENUE:</b>				
TAXES	\$ 2,174,725	\$ 2,149,039	\$ 25,686	\$ 2,071,704
SPECIAL ASSESSMENTS	1,380,000	1,690,000	(310,000)	1,771,288
INVESTMENT EARNINGS	92,160	8,900	83,260	66,905
DONATIONS	300,000	300,000	-	300,000
INTERFUND TRANSFERS	1,015,000	1,015,000	-	1,045,564
DEBT PROCEEDS	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 4,961,885</b>	<b>\$ 5,162,939</b>	<b>\$ (201,054)</b>	<b>\$ 5,255,461</b>
<b>EXPENDITURES:</b>				
OPERATION & MAINTENANCE	\$ 64,283	\$ 40,634	\$ 23,649	\$ 15,665
DEBT SERVICE	4,889,769	5,323,399	(433,630)	12,370,818
INTERFUND TRANSFERS	-	-	-	1,956,490
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,954,052</b>	<b>\$ 5,364,033</b>	<b>\$ (409,981)</b>	<b>\$ 14,342,973</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 7,741,800</b>	<b>\$ 6,965,346</b>	<b>\$ 776,454</b>	<b>\$ 7,356,394</b>

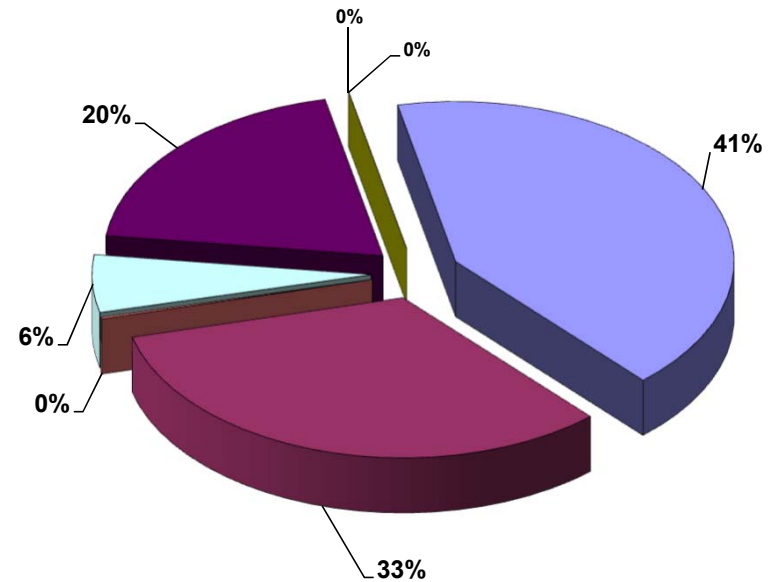
# Debt Service Funds

## Summary of Revenues

<u>FY 20</u>		<u>FY 19</u>
\$ 2,174,725	TAXES	\$ 2,149,039
1,380,000	SPECIAL ASSESSMENTS	1,690,000
92,160	INVESTMENT EARNINGS	8,900
300,000	DONATIONS	300,000
1,015,000	INTERFUND TRANSFERS	1,015,000
-	DEBT PROCEEDS	-
-	MISCELLANEOUS	-
<u>\$ 4,961,885</u>	<u>TOTAL</u>	<u>\$ 5,162,939</u>



Fiscal Year 2020

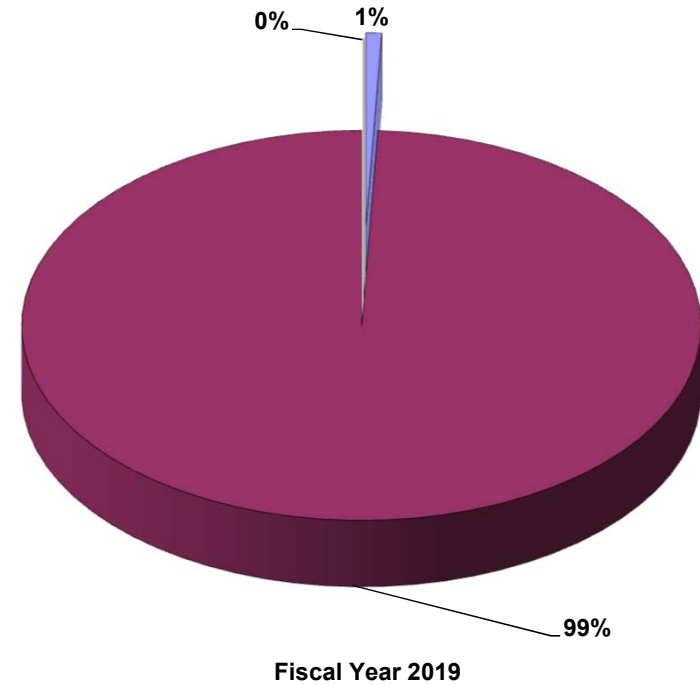
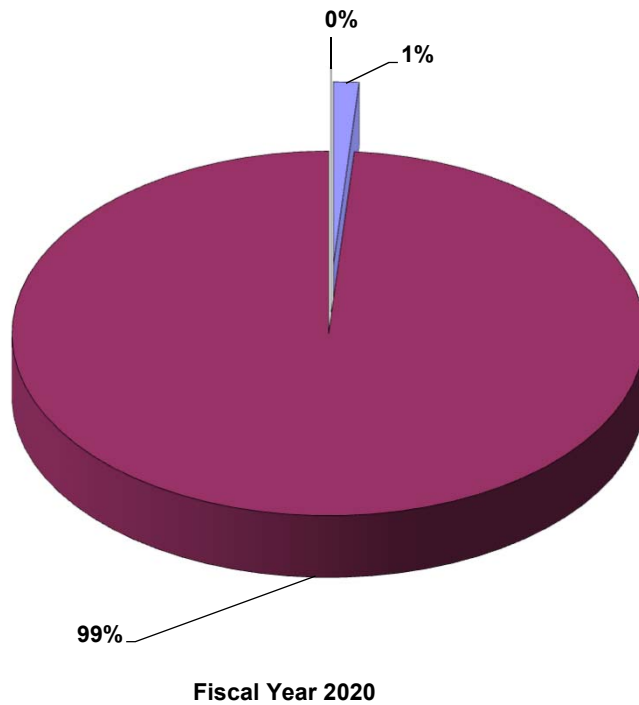


Fiscal Year 2019

# Debt Service Funds

## Summary of Expenditures

<u>FY 20</u>		<u>FY 19</u>
\$ 64,283	OPERATION & MAINTENANCE	\$ 40,634
4,889,769	DEBT SERVICE	5,323,399
-	INTERFUND TRANSFERS	-
<u>\$ 4,954,052</u>	TOTAL	<u>\$ 5,364,033</u>



**SPECIAL IMPROVEMENT DISTRICTS FUNDS  
OPERATING BUDGET**

FUND 2300, & 8200-8330

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ 5,035,115</b>	<b>\$ 4,845,910</b>	<b>\$ 2,578,910</b>	<b>\$ 2,774,517</b>	<b>\$ 3,032,417</b>
<b>REVENUES:</b>					
SPECIAL ASSESSMENTS	\$ 1,270,559	\$ 1,411,393	\$ 1,350,000	\$ 995,000	\$ 1,000,000
INTEREST ON INVESTMENTS	<u>3,513</u>	<u>1,768</u>	<u>2,200</u>	<u>56,000</u>	<u>65,000</u>
<b>TOTAL REVENUE</b>	<b>\$ 1,274,072</b>	<b>\$ 1,413,161</b>	<b>\$ 1,352,200</b>	<b>\$ 1,051,000</b>	<b>\$ 1,065,000</b>
<b>EXPENDITURES:</b>					
PRINCIPAL	\$ 1,228,648	\$ 1,351,466	\$ 1,340,000	\$ 600,000	\$ 880,000
INTEREST AND FISCAL CHARGES	220,547	174,498	180,000	191,000	196,000
TRANSFER	11,332	1,956,490	-	-	-
PAYING AGENT FEE	<u>2,750</u>	<u>2,100</u>	<u>6,000</u>	<u>2,100</u>	<u>2,800</u>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,463,277</b>	<b>\$ 3,484,554</b>	<b>\$ 1,526,000</b>	<b>\$ 793,100</b>	<b>\$ 1,078,800</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 4,845,910</b>	<b>\$ 2,774,517</b>	<b>\$ 2,405,110</b>	<b>\$ 3,032,417</b>	<b>\$ 3,018,617</b>
<b>LESS:</b>					
RESTRICTED	<u>4,845,910</u>	<u>2,774,517</u>	<u>2,405,110</u>	<u>3,032,417</u>	<u>3,018,617</u>
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**SPECIAL IMPROVEMENT DISTRICTS FUNDS**

When a new Special Improvement District (SID) is created, the City sells bonds to cover the construction cost of improvements. That construction cost is covered in the capital project funds. In the following years, the benefiting citizens are billed for that year's portion of the (SID) costs. When the money comes in, the City calls the bonds that were issued to fund the construction. Included in the fund balance is the SID Revolving Fund. This fund is available to "loan" money to SIDs for which tax payments are not received timely enough to make the bond payments when due.

Principal payments are due July 1st of the following fiscal year; therefore, revenue needs to be budgeted the fiscal year prior to the actual principal payment.

**Revenues and Expenditures**

Expenditures are dependent upon debt service required payments and actual assessment collections.

### **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.

<b><u>FISCAL YEAR</u></b>	<b><u>PRINCIPAL</u></b>	<b><u>INTEREST</u></b>	<b><u>TOTAL</u></b>
2020	110,000	5,100	115,100
2021	<u>115,000</u>	<u>1,725</u>	<u>116,725</u>
	<u>\$ 225,000</u>	<u>\$ 6,825</u>	<u>\$ 231,825</u>

#### **Revenues and Expenditures**

Revenues are dependent upon required debt payments.

**SERIES 2010 PARKS FUND  
OPERATING BUDGET**

FUND 3110

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ 137,884</b>	<b>\$ 138,637</b>	<b>\$ 124,452</b>	<b>\$ 130,366</b>	<b>\$ 123,691</b>
<b>REVENUE:</b>					
PROPERTY TAXES	\$ 126,672	\$ 115,103	\$ 114,717	\$ 114,200	\$ 114,667
INTEREST ON INVESTMENTS	266	546	300	400	300
<b>TOTAL REVENUE</b>	<b>\$ 126,938</b>	<b>\$ 115,649</b>	<b>\$ 115,017</b>	<b>\$ 114,600</b>	<b>\$ 114,967</b>
<b>EXPENDITURES:</b>					
PRINCIPAL					
SERIES 2010	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000
INTEREST					
SERIES 2010	13,075	10,738	8,130	8,125	5,100
OPERATION & MAINTENANCE	620	2,832	3,450	350	3,450
CHARGE FOR SERVICES	2,490	350	2,800	2,800	2,903
<b>TOTAL EXPENDITURES</b>	<b>\$ 126,185</b>	<b>\$ 123,920</b>	<b>\$ 124,380</b>	<b>\$ 121,275</b>	<b>\$ 121,453</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 138,637</b>	<b>\$ 130,366</b>	<b>\$ 115,089</b>	<b>\$ 123,691</b>	<b>\$ 117,205</b>
<b>LESS:</b>					
RESTRICTED	138,637	130,366	115,089	123,691	117,205
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### **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.

<b><u>FISCAL YEAR</u></b>	<b><u>PRINCIPAL</u></b>	<b><u>INTEREST</u></b>	<b><u>TOTAL</u></b>
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
2024	330,000	15,300	345,300
2025	345,000	5,175	350,175
	<u>\$ 1,895,000</u>	<u>\$ 176,175</u>	<u>\$ 2,071,175</u>

#### **Revenues and Expenditures**

Revenues are dependent upon required debt payments.

**2004A SERIES STREET IMPROVEMENTS  
OPERATING BUDGET**

FUND 3130

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ 391,233</b>	<b>\$ 347,524</b>	<b>\$ 338,244</b>	<b>\$ 346,932</b>	<b>\$ 378,801</b>
<b>REVENUE:</b>					
PROPERTY TAXES	\$ 296,157	\$ 341,069	\$ 374,743	\$ 374,000	\$ 365,749
INTEREST ON INVESTMENTS	<u>727</u>	<u>1,279</u>	<u>600</u>	<u>750</u>	<u>760</u>
<b>TOTAL REVENUE</b>	<b>\$ 296,884</b>	<b>\$ 342,348</b>	<b>\$ 375,343</b>	<b>\$ 374,750</b>	<b>\$ 366,509</b>
<b>EXPENDITURES:</b>					
PRINCIPAL 2012 REFUNDING	\$ 260,000	\$ 270,000	\$ 275,000	\$ 275,000	\$ 290,000
FISCAL CHARGES	-	460	3,100	3,100	3,100
INTEREST 2012 REFUNDING	77,100	69,150	61,000	60,975	52,500
FISCAL AGENT FEES	276	350	350	350	350
COST ALLOCATION PLAN	<u>3,217</u>	<u>2,980</u>	<u>3,456</u>	<u>3,456</u>	<u>3,486</u>
<b>TOTAL EXPENDITURES</b>	<b>\$ 340,593</b>	<b>\$ 342,940</b>	<b>\$ 342,906</b>	<b>\$ 342,881</b>	<b>\$ 349,436</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 347,524</b>	<b>\$ 346,932</b>	<b>\$ 370,681</b>	<b>\$ 378,801</b>	<b>\$ 395,874</b>
<b>LESS:</b>					
RESTRICTED	<u>347,524</u>	<u>346,932</u>	<u>370,681</u>	<u>378,801</u>	<u>395,874</u>
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



### **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.

<b><u>FISCAL YEAR</u></b>	<b><u>PRINCIPAL</u></b>	<b><u>INTEREST</u></b>	<b><u>TOTAL</u></b>
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>\$ 12,085,000</u>	<u>\$ 4,177,347</u>	<u>\$ 14,923,218</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 3350-3360

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b><u>\$ 1,723,444</u></b>	<b><u>\$ 1,779,779</u></b>	<b><u>\$ 1,781,600</u></b>	<b><u>\$ 1,790,968</u></b>	<b><u>\$ 1,801,590</u></b>
<b>REVENUE:</b>					
INTEREST ON INVESTMENTS	\$ 216	\$ 5,917	\$ 2,100	\$ 12,000	\$ 13,300
TRANS.STORM SEW. OPER.	<u>1,009,014</u>	<u>1,013,500</u>	<u>1,015,000</u>	<u>1,010,000</u>	<u>1,015,000</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 1,009,230</u></b>	<b><u>\$ 1,019,417</u></b>	<b><u>\$ 1,017,100</u></b>	<b><u>\$ 1,022,000</u></b>	<b><u>\$ 1,028,300</u></b>
<b>EXPENDITURES:</b>					
PRINCIPAL					
2013 STORM SEWER	\$ 165,000	\$ 170,000	\$ 175,000	\$ 175,000	\$ 180,000
2015 STORM SEWER	300,000	360,000	370,000	370,000	380,000
INTEREST					
2013 STORM SEWER	162,375	157,350	152,175	152,175	146,850
2015 STORM SEWER	322,245	315,643	306,494	306,494	295,244
FISCAL AGENT FEES	650	650	700	700	700
OPERATION AND MAINTENANCE	675	1,700	6,200	3,100	6,200
COST ALLOCATION PLAN	<u>1,950</u>	<u>2,885</u>	<u>3,909</u>	<u>3,909</u>	<u>4,655</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 952,895</u></b>	<b><u>\$ 1,008,228</u></b>	<b><u>\$ 1,014,478</u></b>	<b><u>\$ 1,011,378</u></b>	<b><u>\$ 1,013,649</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 1,779,779</u></b>	<b><u>\$ 1,790,968</u></b>	<b><u>\$ 1,784,222</u></b>	<b><u>\$ 1,801,590</u></b>	<b><u>\$ 1,816,241</u></b>
LESS:					
RESTRICTED	<u>1,779,779</u>	<u>1,790,968</u>	<u>1,784,222</u>	<u>1,801,590</u>	<u>1,816,241</u>
<b>UNASSIGNED</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

**SIDEWALK AND CURB DISTRICTS FUND  
OPERATING BUDGET**

FUND 8500-8690 & 8800-8990

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ 291,319</b>	<b>\$ 316,983</b>	<b>\$ 199,183</b>	<b>\$ 291,832</b>	<b>\$ 377,432</b>
<b>REVENUE:</b>					
SPECIAL ASSESSMENTS	\$ 402,166	\$ 359,895	\$ 340,000	\$ 492,000	\$ 380,000
INTEREST ON INVESTMENTS	344	1,042	400	15,000	5,000
TRANSFER	10,706	32,064	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 413,216</b>	<b>\$ 393,001</b>	<b>\$ 340,400</b>	<b>\$ 507,000</b>	<b>\$ 385,000</b>
<b>EXPENDITURES:</b>					
PRINCIPAL	\$ 299,000	\$ 335,000	\$ 300,000	\$ 310,000	\$ 315,000
INTEREST AND FISCAL CHAR	85,452	82,102	85,000	110,000	105,000
FEES	3,100	1,050	1,750	1,400	1,750
<b>TOTAL EXPENDITURES</b>	<b>\$ 387,552</b>	<b>\$ 418,152</b>	<b>\$ 386,750</b>	<b>\$ 421,400</b>	<b>\$ 421,750</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 316,983</b>	<b>\$ 291,832</b>	<b>\$ 152,833</b>	<b>\$ 377,432</b>	<b>\$ 340,682</b>
<b>LESS:</b>					
RESTRICTED	316,983	291,832	152,833	377,432	340,682
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**SIDEWALK AND CURB DISTRICTS FUND BUDGET NARRATIVE**

These bonds are issued to finance the repair and/or replacement of sidewalks throughout the community. The City orders the repair work and finances the improvements through the bond issues. The debt service is provided through special assessments on the effected properties.

**Revenues and Expenditures**

Expenditures are dependent upon debt service required payments and actual assessment collections.

## **SERIES 2015 REFUNDING BASEBALL FIELD & STADIUM FUND BUDGET NARRATIVE**

The City issued crossover bonds for the refunding of Series 2007A ballpark bonds.

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 2015 fund.

<b><u>FISCAL YEAR</u></b>	<b><u>PRINCIPAL</u></b>	<b><u>INTEREST</u></b>	<b><u>TOTAL</u></b>
2020	565,000	184,300	749,300
2021	580,000	172,850	752,850
2022	590,000	158,200	748,200
2023	605,000	140,275	745,275
2024	620,000	121,900	741,900
2025	640,000	96,600	736,600
2026	675,000	63,725	738,725
2027	710,000	36,200	746,200
2028	<u>730,000</u>	<u>12,775</u>	<u>742,775</u>
	<u>\$5,715,000</u>	<u>\$986,825</u>	<u>\$6,701,825</u>

### **Revenues and Expenditures**

Revenues are dependent upon required debt service payments.

**SERIES 2015 REFUNDING BASEBALL FIELD & STADIUM FUND  
OPERATING BUDGET**

FUND 3120, 3140, 3150

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ 8,022,376</b>	<b>\$ 7,546,447</b>	<b>\$ 1,053,522</b>	<b>\$ 704,120</b>	<b>\$ 929,781</b>
<b>REVENUE:</b>					
PROPERTY TAXES	\$ 692,264	\$ 710,796	\$ 757,135	\$ 756,200	\$ 761,154
DONATIONS	204,548	-	-	-	-
INTERFUND TRANSFERS	-	-	-	218,511	-
INTEREST ON INVESTMENTS	2,808	871	300	4,800	2,500
<b>TOTAL REVENUE</b>	<b>\$ 899,620</b>	<b>\$ 711,667</b>	<b>\$ 757,435</b>	<b>\$ 979,511</b>	<b>\$ 763,654</b>
<b>EXPENDITURES:</b>					
PRINCIPAL	\$ 675,000	\$ 6,945,000	\$ 555,000	\$ 555,000	\$ 565,000
INTEREST	326,501	603,588	196,000	195,500	184,300
PAYING AGENT FEE	1,174	350	350	350	350
FISCAL CHARGES	10,579	5,056	4,936	3,000	14,034
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,013,254</b>	<b>\$ 7,553,994</b>	<b>\$ 756,286</b>	<b>\$ 753,850</b>	<b>\$ 763,684</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 7,908,742</b>	<b>\$ 704,120</b>	<b>\$ 1,054,671</b>	<b>\$ 929,781</b>	<b>\$ 929,751</b>
<b>LESS:</b>					
RESTRICTED	7,908,742	704,120	1,054,671	929,781	929,751
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### **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.

<b><u>FISCAL YEAR</u></b>	<b><u>PRINCIPAL</u></b>	<b><u>INTEREST</u></b>	<b><u>TOTAL</u></b>
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
2030	775,000	96,575	871,575
2031	800,000	72,950	872,950
2032	825,000	44,450	869,450
2033	<u>860,000</u>	<u>13,975</u>	<u>873,975</u>
	<u>\$10,740,000</u>	<u>\$2,681,575</u>	<u>\$13,421,575</u>

#### **Revenues and Expenditures**

Revenues are dependent upon required debt service payments.

**2012 SERIES LIBRARY  
OPERATING BUDGET**

FUND 3040

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ 1,150,943</b>	<b>\$ 1,106,331</b>	<b>\$ 1,090,529</b>	<b>\$ 1,099,305</b>	<b>\$ 1,090,255</b>
<b>REVENUE:</b>					
PROPERTY TAXES	\$ 879,432	\$ 904,736	\$ 902,444	\$ 902,000	\$ 933,155
DONATIONS	300,000	300,000	300,000	300,000	300,000
INTEREST ON INVESTMENTS	2,159	4,699	3,000	2,300	5,300
<b>TOTAL REVENUE</b>	<b>\$ 1,181,591</b>	<b>\$ 1,209,435</b>	<b>\$ 1,205,444</b>	<b>\$ 1,204,300</b>	<b>\$ 1,238,455</b>
<b>EXPENDITURES:</b>					
PRINCIPAL	\$ 785,000	\$ 795,000	\$ 810,000	\$ 810,000	\$ 825,000
INTEREST AND FISCAL CHARGES	440,853	421,111	404,601	403,000	379,930
FISCAL AGENT FEES	350	350	350	350	350
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,226,203</b>	<b>\$ 1,216,461</b>	<b>\$ 1,214,951</b>	<b>\$ 1,213,350</b>	<b>\$ 1,205,280</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 1,106,331</b>	<b>\$ 1,099,305</b>	<b>\$ 1,081,022</b>	<b>\$ 1,090,255</b>	<b>\$ 1,123,430</b>
<b>LESS:</b>					
RESTRICTED	1,106,331	1,099,305	1,081,022	1,090,255	1,123,430
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# **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.
- **Park Construction Fund** is used for the construction of parks.

**CAPITAL PROJECT FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 20**

	URBAN RENEWAL PROP. ACQUIST.	SIDEWALK AND CURB DISTRICTS	SPECIAL IMPROVEMENT DISTRICTS	CAPITAL REPLACEMENT	DOG PARK CONSTRUCTION FUND	PARK CONSTRUCTION
<b>FUND BALANCE - BEGINNING</b>	<b>\$ 247,285</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,607,408</b>	<b>\$ 4,629</b>	<b>\$ 2,093,016</b>
<b>REVENUE:</b>						
INVESTMENT EARNINGS	\$ 900	\$ -	\$ -	\$ 65,000	\$ -	\$ -
DONATIONS	-	-	-	-	500	-
INTERFUND TRANSFERS	-	-	-	1,674,404	-	-
DEBT PROCEEDS	-	1,221,300	2,691,000	-	-	-
MISCELLANEOUS	-	-	-	1,060	-	-
<b>TOTAL REVENUE</b>	<b>\$ 900</b>	<b>\$ 1,221,300</b>	<b>\$ 2,691,000</b>	<b>\$ 1,740,464</b>	<b>\$ 500</b>	<b>\$ -</b>
<b>EXPENDITURES:</b>						
OPERATION & MAINTENANCE	\$ 12,742	\$ 41,300	\$ 91,000	\$ 866,337	\$ -	\$ -
CAPITAL	50,000	1,180,000	2,600,000	800,650	500	-
INTERFUND TRANSFERS	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 62,742</b>	<b>\$ 1,221,300</b>	<b>\$ 2,691,000</b>	<b>\$ 1,666,987</b>	<b>\$ 500</b>	<b>\$ -</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 185,443</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,680,885</b>	<b>\$ 4,629</b>	<b>\$ 2,093,016</b>

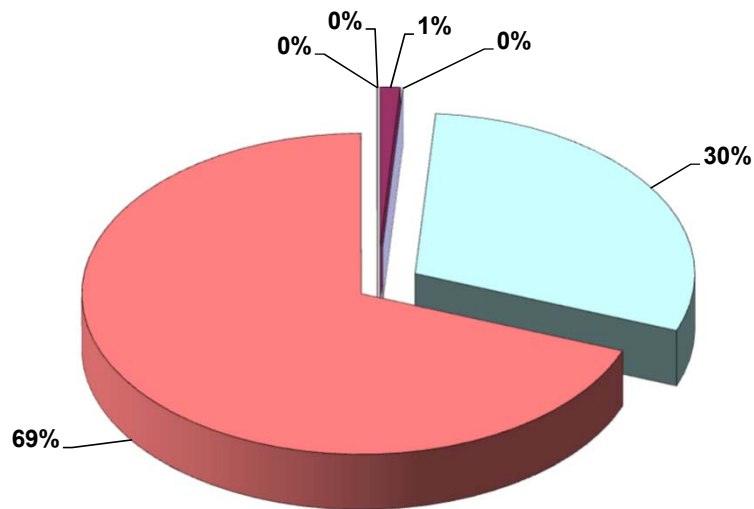
**CAPITAL PROJECT FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 20**

	<b>PROPOSED BUDGET FY 20</b>	<b>APPROVED BUDGET FY 19</b>	<b>INCREASE (DECREASE)</b>	<b>ACTUAL FY 18</b>
<b>FUND BALANCE - BEGINNING</b>	<b><u>\$ 8,952,338</u></b>	<b><u>\$ 7,196,889</u></b>	<b><u>\$ 1,755,449</u></b>	<b><u>\$ 5,718,185</u></b>
<b>REVENUE:</b>				
INVESTMENT EARNINGS	\$ 65,900	\$ 46,440	\$ 19,460	\$ 50,016
DONATIONS	500	500	-	-
INTERFUND TRANSFERS	1,674,404	4,024,716	(2,350,312)	1,855,732
DEBT PROCEEDS	3,912,300	1,604,500	2,307,800	-
MISCELLANEOUS	<u>1,060</u>	<u>1,080</u>	<u>(20)</u>	<u>32,951</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 5,654,164</u></b>	<b><u>\$ 5,677,236</u></b>	<b><u>\$ (23,072)</u></b>	<b><u>\$ 1,938,699</u></b>
<b>EXPENDITURES:</b>				
OPERATION & MAINTENANCE	\$ 1,011,379	\$ 449,054	\$ 562,325	\$ 1,885
CAPITAL	4,631,150	5,798,701	(1,167,551)	580,027
INTERFUND TRANSFERS	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 5,642,529</u></b>	<b><u>\$ 6,247,755</u></b>	<b><u>\$ (605,226)</u></b>	<b><u>\$ 581,912</u></b>
<b>FUND BALANCE ENDING</b>	<b><u>\$ 8,963,973</u></b>	<b><u>\$ 6,626,370</u></b>	<b><u>\$ 2,337,603</u></b>	<b><u>\$ 7,074,972</u></b>

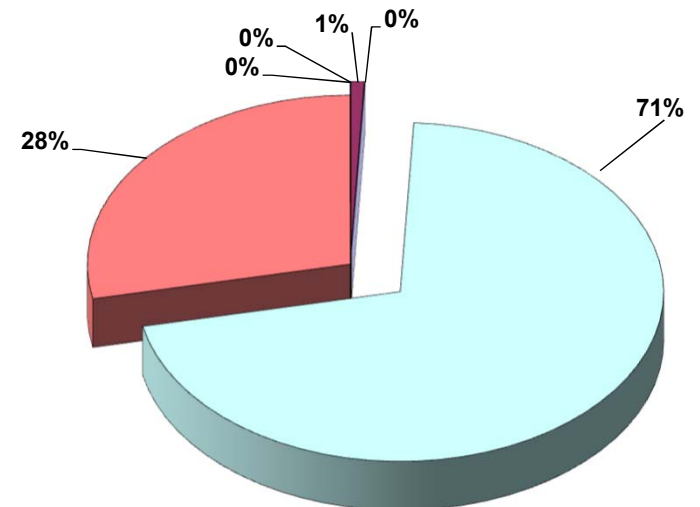
# Capital Project Funds

## Summary of Revenues

<u>FY 20</u>			<u>FY 19</u>
\$ -	INTER-GOVERNMENTAL	\$ -	
65,900	INVESTMENT EARNINGS	46,440	
500	DONATIONS	500	
1,674,404	INTERFUND TRANSFERS	4,024,716	
3,912,300	DEBT PROCEEDS	1,604,500	
1,060	MISCELLANEOUS	1,080	
<u>\$ 5,654,164</u>	<u>TOTAL</u>	<u>\$ 5,677,236</u>	



Fiscal Year 2020



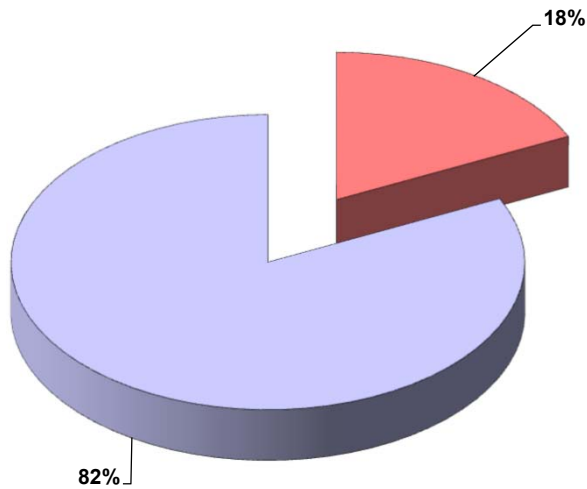
Fiscal Year 2019

# Capital Project Funds Summary of Expenditures

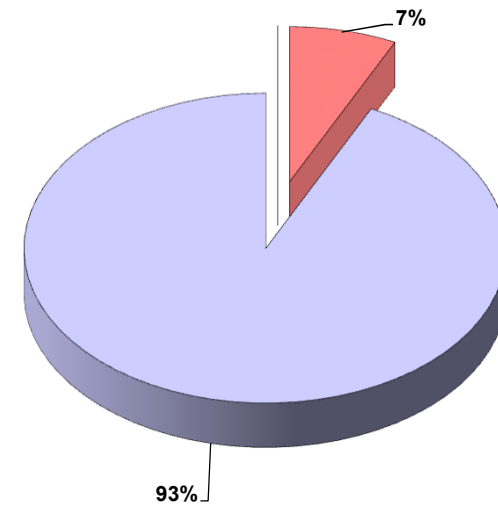
	<u>FY 20</u>
\$	1,011,379
	4,631,150
	-
\$	<u>5,642,529</u>

OPERATION & MAINTENANCE  
CAPITAL  
TRANSFERS  
TOTAL

	<u>FY 19</u>
\$	449,054
	5,798,701
	-
\$	<u>6,247,755</u>



Fiscal Year 2020



Fiscal Year 2019

**URBAN RENEWAL PROPERTY ACQUISITION FUND  
OPERATING BUDGET**

FUND 4280

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ 262,655</b>	<b>\$ 259,868</b>	<b>\$ 255,218</b>	<b>\$ 251,485</b>	<b>\$ 247,285</b>
<b>REVENUE:</b>					
INTEREST ON INVESTMENTS	\$ 320	580	\$ 440	\$ 800	\$ 900
MISCELLANEOUS	<u>6,992</u>	<u>1,850</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<b>\$ 7,312</b>	<b>\$ 2,430</b>	<b>\$ 440</b>	<b>\$ 800</b>	<b>\$ 900</b>
<b>EXPENDITURES:</b>					
OPERATIONS & MAINTENANCE	\$ 10,099	\$ 10,813	\$ 9,997	\$ 5,000	\$ 12,742
LAND & IMPROVEMENTS	<u>-</u>	<u>-</u>	<u>50,000</u>	<u>-</u>	<u>50,000</u>
<b>TOTAL EXPENDITURES</b>	<b>\$ 10,099</b>	<b>\$ 10,813</b>	<b>\$ 59,997</b>	<b>\$ 5,000</b>	<b>\$ 62,742</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 259,868</b>	<b>\$ 251,485</b>	<b>\$ 195,661</b>	<b>\$ 247,285</b>	<b>\$ 185,443</b>
<b>LESS:</b>					
RESTRICTED	<u>259,868</u>	<u>251,485</u>	<u>195,661</u>	<u>247,285</u>	<u>185,443</u>
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**URBAN RENEWAL PROPERTY ACQUISITION FUND BUDGET NARRATIVE**

This fund is used to account for Tax Increment assets primarily related to property on South 27th Street. As the City sells property previously acquired through the Tax Increment Program the funds are deposited in Fund 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 4340

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ (203,823)</b>	<b>\$ (117,733)</b>	<b>\$ -</b>	<b>\$ 997,161</b>	<b>\$ -</b>
<b>REVENUE:</b>					
INTEREST EARNINGS	\$ -	\$ -	\$ -	\$ 4,101	\$ -
PRIVATE CONTRIBUTIONS	-	78,140	-	-	-
SALE OF BONDS	226,000	1,415,000	467,000	631,000	1,221,300
TRANSFERS IN	627	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 226,627</b>	<b>\$ 1,493,140</b>	<b>\$ 467,000</b>	<b>\$ 635,101</b>	<b>\$ 1,221,300</b>
<b>EXPENDITURES:</b>					
OPERATIONS & MAINTENANCE	\$ 129,745	\$ 102,118	\$ -	\$ -	\$ 41,300
BOND ISSUANCE COSTS	10,000	28,500	-	7,500	-
CONST-SIDEWALK BY CITY	792	221,940	467,000	1,624,762	1,180,000
TRANSFER OTHER FUNDS	-	25,688	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 140,537</b>	<b>\$ 378,246</b>	<b>\$ 467,000</b>	<b>\$ 1,632,262</b>	<b>\$ 1,221,300</b>
<b>FUND BALANCE ENDING</b>	<b>\$ (117,733)</b>	<b>\$ 997,161</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
LESS:					
RESTRICTED	(117,733)	997,161	-	-	-
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**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 \$41,300 for FY 2020 and are for the payment of bond fees associated with the sale of bonds.

**Capital**

FY 2020 capital projects total \$1,180,000 for the annual miscellaneous curb, gutter, and sidewalk improvement project and the annual street reconstruction program.

## **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 2020 total \$91,000 and are for bond issuance costs associated with the sale of bonds.

### **Capital**

FY 2020 SID projects are budgeted at \$2,600,000 for construction of anticipated SID projects.



**SPECIAL IMPROVEMENT DISTRICT FUNDS  
OPERATING BUDGET**

FUND 4500

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ (71,300)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 424,425</b>	<b>\$ -</b>
<b>REVENUE:</b>					
INTEREST EARNINGS	\$ 1	\$ 1	\$ -	\$ 9,074	\$ -
TRANSFER IN	79,535	-	-	-	-
PRIVATE CONTRIBUTIONS	-	988,505	-	-	-
SALE OF BONDS	-	-	1,137,500	2,218,851	2,691,000
<b>TOTAL REVENUE</b>	<b>\$ 79,536</b>	<b>\$ 988,506</b>	<b>\$ 1,137,500</b>	<b>\$ 2,227,925</b>	<b>\$ 2,691,000</b>
<b>EXPENDITURES:</b>					
BOND ISSUANCE COSTS	\$ -	\$ -	\$ 37,500	\$ 75,299	\$ 91,000
CONST-ROADS/STREET/PARKING	8,236	564,081	1,100,000	2,577,051	2,600,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 8,236</b>	<b>\$ 564,081</b>	<b>\$ 1,137,500</b>	<b>\$ 2,652,350</b>	<b>\$ 2,691,000</b>
<b>FUND BALANCE ENDING</b>	<b>\$ -</b>	<b>\$ 424,425</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>LESS:</b>					
RESTRICTED	-	424,425	-	-	-
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**CAPITAL REPLACEMENT FUND  
OPERATING BUDGET**

FUND 6400 - 6410

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE - BEGINNING</b>	<b>\$ 5,054,343</b>	<b>\$ 5,718,185</b>	<b>\$ 6,937,072</b>	<b>\$ 7,074,972</b>	<b>\$ 6,607,408</b>
<b>REVENUES:</b>					
TRANSFERS IN	\$ 966,235	\$ 1,855,732	\$ 1,564,716	\$ 1,564,716	\$ 1,674,404
INTEREST EARNINGS	22,625	50,016	46,000	100,000	65,000
REFUNDS/REIMBURSEMENTS	33,517	1,101	1,080	35,905	1,060
SALE OF EQUIPMENT	<u>21,795</u>	<u>31,850</u>	<u>-</u>	<u>10,000</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<b>\$ 1,044,172</b>	<b>\$ 1,938,699</b>	<b>\$ 1,611,796</b>	<b>\$ 1,710,621</b>	<b>\$ 1,740,464</b>
<b>EXPENDITURES:</b>					
CHARGE FOR SERVICES	\$ 3,022	\$ 1,885	\$ 1,283	\$ 1,283	\$ 1,990
TECHNOLOGY EQUIPMENT	-	-	388,274	388,180	864,347
CAPITAL	<u>377,308</u>	<u>580,027</u>	<u>1,733,201</u>	<u>\$1,788,722</u>	<u>800,650</u>
<b>TOTAL EXPENDITURES</b>	<b>\$ 380,330</b>	<b>\$ 581,912</b>	<b>\$ 2,122,758</b>	<b>\$ 2,178,185</b>	<b>\$ 1,666,987</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ 5,718,185</b>	<b>\$ 7,074,972</b>	<b>\$ 6,426,110</b>	<b>\$ 6,607,408</b>	<b>\$ 6,680,885</b>
LESS:					
COMMITTED	<u>5,718,185</u>	<u>7,074,972</u>	<u>6,426,110</u>	<u>6,607,408</u>	<u>6,680,885</u>
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**CAPITAL REPLACEMENT FUND BUDGET NARRATIVE**

This fund is used for equipment replacement for all governmental fund departments. The equipment budgeted in FY 2020 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. Also, starting in FY19 technology equipment that is unique to the Public Safety Fund will be funded and purchased by ERP.

**Revenues**

No significant changes.

**Capital**

Equipment is scheduled to be replaced in FY 2020 in the amount of \$800,650 which is a decrease from FY 2019. Also, Public Safety equipment is scheduled to be replaced in FY 2020 in the amount of \$864,347.

**DOG PARK CONSTRUCTION FUND  
OPERATING BUDGET**

FUND 4990

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE - BEGINNING</b>	<u>\$ 4,100</u>	<u>\$ 4,299</u>	<u>\$ 4,599</u>	<u>\$ 4,599</u>	<u>\$ 4,629</u>
<b>REVENUES:</b>					
LOCAL CONTRIBUTIONS	\$ 199	\$ 300	\$ 500	\$ -	\$ 500
CENTENNIAL PK CONTR	<u>-</u>	<u>-</u>	<u>-</u>	<u>30</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<u>\$ 199</u>	<u>\$ 300</u>	<u>\$ 500</u>	<u>\$ 30</u>	<u>\$ 500</u>
<b>EXPENDITURES:</b>					
CAPITAL OUTLAY	\$ -	\$ -	\$ 500	\$ -	\$ 500
<b>TOTAL EXPENDITURES</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500</u>	<u>\$ -</u>	<u>\$ 500</u>
<b>FUND BALANCE - ENDING</b>	<u>\$ 4,299</u>	<u>\$ 4,599</u>	<u>\$ 4,599</u>	<u>\$ 4,629</u>	<u>\$ 4,629</u>
LESS:					
RESTRICTED	<u>4,299</u>	<u>4,599</u>	<u>4,599</u>	<u>4,629</u>	<u>4,629</u>
<b>UNASSIGNED</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**DOG PARK CONSTRUCTION FUND BUDGET NARRATIVE**

The Dog Park construction occurred in FY12 and FY13. Donations were received and fund-raisers were conducted to raise the necessary funding for the construction. Other donations are used for upgrades and maintenance.

**Revenues**

Estimated contributions for FY 2020 are \$500.

**Expenditures**

Estimated Dog Park expenditures for FY 2020 are \$500.

**PARK CONSTRUCTION FUND  
OPERATING BUDGET**

FUND 4240

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE - BEGINNING</b>	<b>\$ 91,667</b>	<b>\$ 151,897</b>	<b>\$ -</b>	<b>\$ 28,016</b>	<b>\$ 2,093,016</b>
<b>REVENUES:</b>					
INTERFUND TRANSFERS	\$ 180,800	\$ 1,694,868	\$ 2,460,000	\$ 2,460,000	-
INTEREST EARNINGS	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 180,800</b>	<b>\$ 1,694,868</b>	<b>\$ 2,460,000</b>	<b>\$ 2,460,000</b>	<b>\$ -</b>
<b>EXPENDITURES:</b>					
CAPITAL OUTLAY	\$ 120,570	\$ 1,818,749	\$ 2,460,000	\$ 395,000	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 120,570</b>	<b>\$ 1,818,749</b>	<b>\$ 2,460,000</b>	<b>\$ 395,000</b>	<b>\$ -</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ 151,897</b>	<b>\$ 28,016</b>	<b>\$ -</b>	<b>\$ 2,093,016</b>	<b>\$ 2,093,016</b>
<b>LESS:</b>					
RESTRICTED	151,897	28,016	-	2,093,016	2,093,016
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**PARK CONSTRUCTION FUND BUDGET NARRATIVE**

This fund will be used to construct parks. In FY 2019, funds were transferred from the General Fund to begin the construction of the infrastructure at Centennial Park. Also, cash in lieu of parks was transferred from the Parks Programs Fund.

**Revenues**

No revenues are estimated for FY 2020.

**Expenditures**

Estimated capital outlay expenditures for FY 20 will be related to construction contracts entered into from prior years.

# **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 20**

	<b>WATER</b>	<b>WASTE- WATER</b>	<b>PARKING</b>	<b>SOLID WASTE</b>	<b>AIRPORT</b>	<b>TRANSIT</b>
<b>WORKING CAPITAL -BEGINNING</b>	<b><u>\$ 14,745,851</u></b>	<b><u>\$ 23,719,366</u></b>	<b><u>\$ 201,248</u></b>	<b><u>\$ 12,764,275</u></b>	<b><u>\$ 15,540,816</u></b>	<b><u>\$ 3,996,425</u></b>
<b>REVENUE:</b>						
TAXES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,324,429
INTER-GOVERNMENTAL	-	-	-	-	5,311,557	4,898,531
CHARGES FOR SERVICE	27,991,770	20,383,650	1,688,674	15,862,598	13,467,909	728,600
FINES & FORFEITS	-	-	80,000	-	-	-
INVESTMENT EARNINGS	297,300	485,000	8,500	174,000	425,147	35,000
DONATIONS	-	-	-	-	-	-
INTERFUND TRANSFERS	-	-	100,000	-	-	-
DEBT PROCEEDS	-	-	-	-	30,000,000	-
MISCELLANEOUS	<u>7,200</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>75,580</u>	<u>4,750</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 28,296,270</u></b>	<b><u>\$ 20,868,650</u></b>	<b><u>\$ 1,877,174</u></b>	<b><u>\$ 16,036,598</u></b>	<b><u>\$ 49,280,193</u></b>	<b><u>\$ 7,991,310</u></b>
<b>EXPENSES:</b>						
PERSONAL SERVICES	\$ 5,016,861	\$ 4,184,383	\$ 820,447	\$ 5,576,090	\$ 4,420,047	\$ 4,086,188
OPERATION & MAINTENANCE	8,569,014	5,145,193	762,344	5,456,056	3,481,173	1,610,076
CAPITAL	20,904,254	20,870,535	5,000	9,043,633	43,876,277	3,389,463
DEBT SERVICE	<u>2,770,500</u>	<u>5,330,000</u>	<u>255,780</u>	<u>1,561,774</u>	<u>1,579,784</u>	<u>-</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 37,260,629</u></b>	<b><u>\$ 35,530,111</u></b>	<b><u>\$ 1,843,571</u></b>	<b><u>\$ 21,637,553</u></b>	<b><u>\$ 53,357,281</u></b>	<b><u>\$ 9,085,727</u></b>
WORKING CAPITAL NOT BUDGETED						
<b>WORKING CAPITAL - ENDING</b>	<b><u>\$ 5,781,492</u></b>	<b><u>\$ 9,057,905</u></b>	<b><u>\$ 234,851</u></b>	<b><u>\$ 7,163,320</u></b>	<b><u>\$ 11,463,728</u></b>	<b><u>\$ 2,902,008</u></b>
<b>LESS OPERATING RESERVE</b>	<b>3,430,000</b>	<b>1,590,000</b>	<b>253,000</b>	<b>4,611,000</b>	<b>1,343,029</b>	<b>968,000</b>
<b>LESS BOND/LOAN RESERVE REQUIREMENTS</b>	<b><u>1,385,250</u></b>	<b><u>1,445,000</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>2,671,044</u></b>	<b><u>-</u></b>
<b>AVAILABLE WORKING CAPITAL</b>	<b><u>\$ 966,242</u></b>	<b><u>\$ 6,022,905</u></b>	<b><u>\$ (18,149)</u></b>	<b><u>\$ 2,552,320</u></b>	<b><u>\$ 7,449,655</u></b>	<b><u>\$ 1,934,008</u></b>

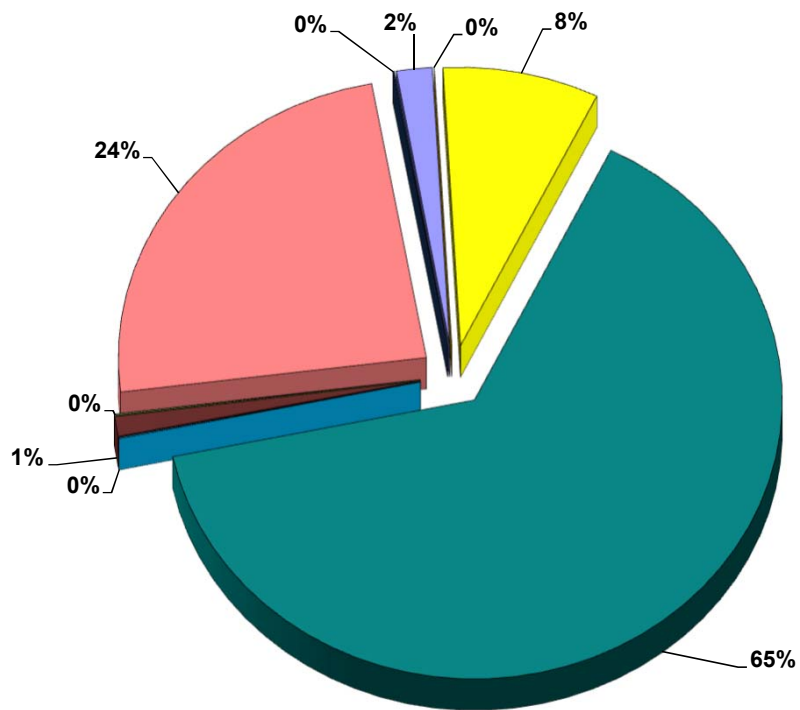
**ENTERPRISE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 20**

	<b>APPROVED BUDGET FY 20</b>	<b>APPROVED BUDGET FY 19</b>	<b>INCREASE (DECREASE)</b>	<b>ACTUAL FY 18</b>
<b>WORKING CAPITAL -BEGINNING</b>	<b><u>\$ 70,967,981</u></b>	<b><u>\$ 70,357,025</u></b>	<b><u>\$ 610,956</u></b>	<b><u>\$ 148,331,376</u></b>
<b>REVENUE:</b>				
TAXES	\$ 2,324,429	\$ 2,268,972	\$ 55,457	\$ -
INTER-GOVERNMENTAL	10,210,088	6,278,538	3,931,550	-
CHARGES FOR SERVICE	80,123,201	74,596,284	5,526,917	340,020
FINES & FORFEITS	80,000	77,000	3,000	-
INVESTMENT EARNINGS	1,424,947	1,422,815	2,132	3,904
DONATIONS	-	-	-	-
INTERFUND TRANSFERS	100,000	100,000	-	-
DEBT PROCEEDS	30,000,000	18,000,000	12,000,000	-
MISCELLANEOUS	<u>87,530</u>	<u>104,870</u>	<u>(17,340)</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 124,350,195</u></b>	<b><u>\$ 102,848,479</u></b>	<b><u>\$ 21,501,716</u></b>	<b><u>\$ 343,924</u></b>
<b>EXPENSES:</b>				
PERSONAL SERVICES	\$ 24,104,016	\$ 23,706,496	\$ 397,520	\$ -
OPERATION & MAINTENANCE	25,023,856	22,640,703	2,383,153	206,175
CAPITAL	98,089,162	69,255,483	28,833,679	-
DEBT SERVICE	<u>11,497,838</u>	<u>11,209,960</u>	<u>287,878</u>	<u>-</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 158,714,872</u></b>	<b><u>\$ 126,812,642</u></b>	<b><u>\$ 31,902,230</u></b>	<b><u>\$ 206,175</u></b>
WORKING CAPITAL NOT BUDGETED				-
<b>WORKING CAPITAL - ENDING</b>	<b><u>\$ 36,603,304</u></b>	<b><u>\$ 46,392,862</u></b>	<b><u>\$ (9,789,558)</u></b>	<b><u>\$ 148,469,125</u></b>
<b>LESS OPERATING RESERVE</b>	<b>12,195,029</b>	<b>11,901,000</b>	<b>294,029</b>	<b>-</b>
<b>LESS BOND/LOAN RESERVE REQUIREMENTS</b>	<b><u>5,501,294</u></b>	<b><u>6,932,044</u></b>	<b><u>(1,430,750)</u></b>	<b><u>-</u></b>
<b>AVAILABLE WORKING CAPITAL</b>	<b><u>\$ 18,906,981</u></b>	<b><u>\$ 27,559,818</u></b>	<b><u>\$ (8,652,837)</u></b>	<b><u>\$ 148,469,125</u></b>

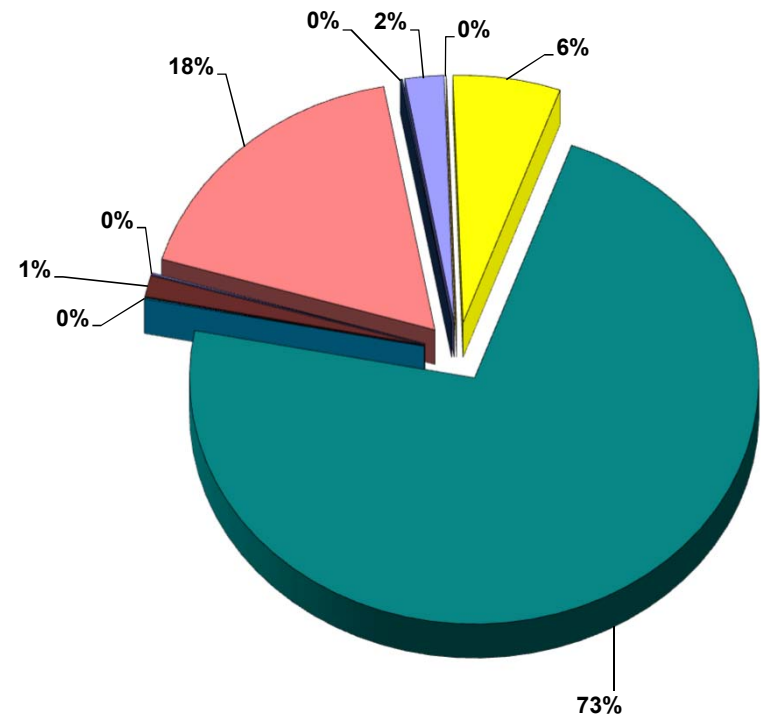


# Enterprise Funds Summary of Revenues

<u>FY 20</u>		<u>FY 19</u>
\$ 2,324,429	TAXES	\$ 2,268,972
-	SPECIAL ASSESSMENTS	-
10,210,088	INTER-GOVERNMENTAL	6,278,538
80,123,201	CHARGES FOR SERVICE	74,596,284
80,000	FINES & FORFEITS	77,000
1,424,947	INVESTMENT EARNINGS	1,422,815
100,000	INTERFUND TRANSFERS	100,000
30,000,000	DEBT PROCEEDS	18,000,000
87,530	MISCELLANEOUS	104,870
<u>\$ 124,350,195</u>	<u>TOTAL</u>	<u>\$ 102,848,479</u>



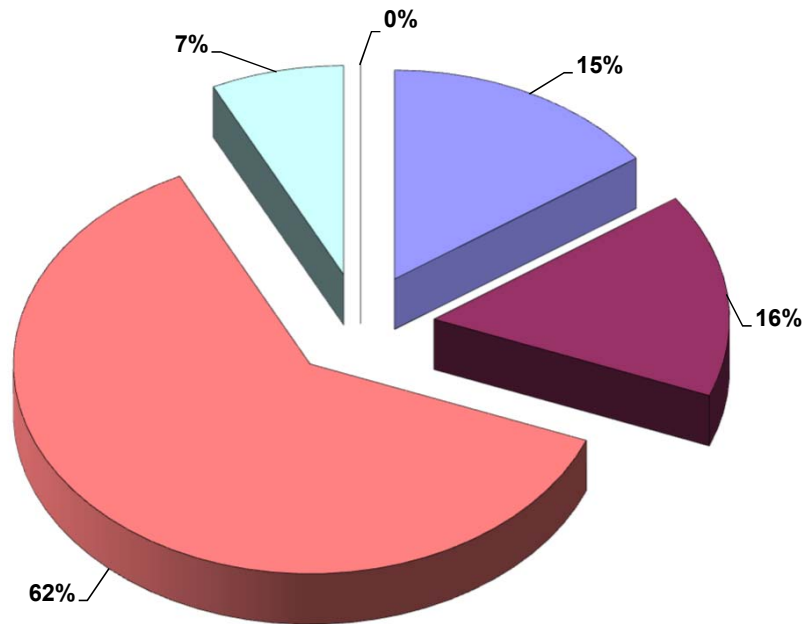
Fiscal Year 2020



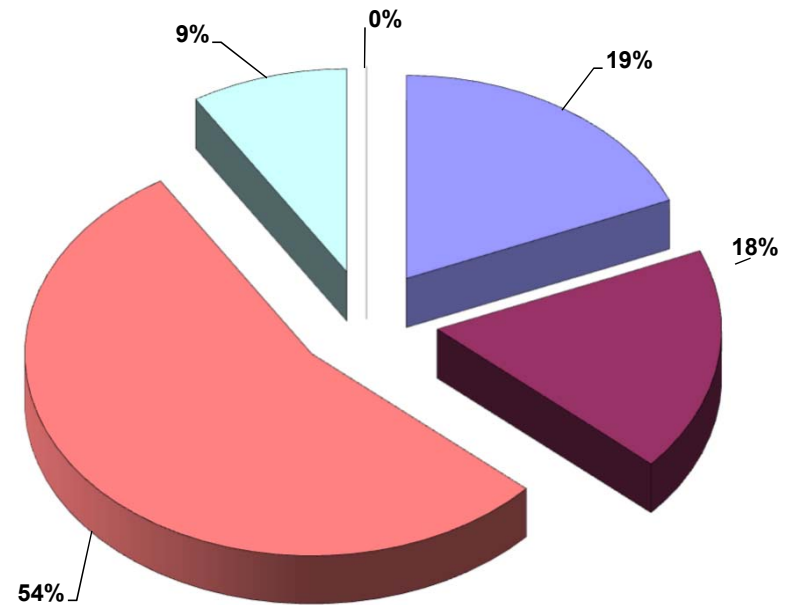
Fiscal Year 2019

# Enterprise Funds Summary of Expenses

<u>FY 20</u>		<u>FY 19</u>
\$ 24,104,016	PERSONAL SERVICES	\$ 23,706,496
25,023,856	OPERATION & MAINTENANCE	22,640,703
98,089,162	CAPITAL	69,255,483
11,497,838	DEBT SERVICE	11,209,960
-	INTERFUND TRANSFERS	-
<u>\$ 158,714,872</u>	<u>TOTAL</u>	<u>\$ 126,812,642</u>



Fiscal Year 2020



Fiscal Year 2019

## **WATER FUND BUDGET NARRATIVE**

The Water Division's primary function is to provide water services within the approved service area. The Water Division is 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 114,000 residents.

### **Revenues**

Budgeted water revenues for FY 2020 are \$28,296,270, which is an increase of \$2,213,070 compared to FY 2019 budgeted revenues. The increase is primarily the result of an increase in charges for service for anticipated water rate increases.

### **Expenses**

FY 2020 operating expenses for water are budgeted at \$13,585,876, an increase of \$928,561 compared to FY 2019 budgeted expenses. This increase is primarily the result of an increase in the charges for service from other departments, additional GIS services, and an assessment of the Heights trunk water main.

### **Capital**

Capital expenses for FY 2020 total \$20,904,254. This total includes lead service line replacement projects, compensation agreements, King Avenue improvements, Logan Reservoir recoating and exterior painting, the Walter Pump Station pump replacement, water pressure zone interconnections, and water system security monitoring equipment. This also includes electrical for the water treatment plant, preliminary design for the west end water treatment plant, design for the west end reservoir project, water main replacements, service center renovations, and intake screening improvements, as well as a number of equipment replacements.

**WATER FUND  
OPERATING BUDGET**

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

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>WORKING CAPITAL - BEGINNING</b>	<b>\$ 36,468,453</b>	<b>\$ 36,455,186</b>	<b>\$ 32,335,318</b>	<b>\$ 42,659,566</b>	<b>\$ 14,745,851</b>
<b>REVENUES:</b>					
WATER SALES	\$ 21,721,405	\$ 24,518,744	\$ 23,426,700	\$ 21,914,500	\$ 25,381,700
FIRE HYDRANT CHARGES	357,869	378,764	375,000	378,000	375,000
WATER SERVICE LINE INS.	446,665	440,108	450,000	450,000	450,000
OTHER CHARGES FOR SERV.	647,516	602,309	492,000	584,951	497,070
FRANCHISE FEE REVENUE	954,738	1,012,946	-	-	-
LATE PAYMENT CHARGES	37,874	33,652	35,000	200,000	35,000
SYSTEM DEVELOPMENT FEE	951,700	998,762	1,000,000	1,200,000	1,226,000
STATE FEE	61,136	61,878	62,000	-	62,000
CONTRIBUTIONS-DONATIONS	52,067	8,000	-	-	-
MISCELLANEOUS	73,423	3,459	7,200	7,200	7,200
TRANSFERS IN	13,650	-	-	-	-
SALE OF EQUIPMENT/LAND	4,372	13,195	-	136,000	-
SRF LOAN REVENUE	-	-	-	-	-
INTEREST ON INVESTMENTS	141,366	299,990	235,300	726,227	262,300
<b>TOTAL REVENUE</b>	<b>\$ 25,463,781</b>	<b>\$ 28,371,807</b>	<b>\$ 26,083,200</b>	<b>\$ 25,596,878</b>	<b>\$ 28,296,270</b>
<b>EXPENSES:</b>					
ADMINISTRATION	\$ 1,848,542	\$ 1,925,939	\$ 1,653,836	\$ 1,410,508	\$ 2,776,955
FISCAL SERVICES	2,308,797	2,892,923	1,308,619	1,309,806	304,999
TREATMENT PLANT	5,066,817	5,552,530	5,468,423	5,806,186	5,780,134
DISTRIB/COLLECT/METERS	2,394,211	2,387,772	3,876,437	3,925,136	4,373,789
CAPITAL	10,759,382	6,486,699	31,204,831	37,718,457	20,904,254
WATER SERVICE INS. PROG	342,208	461,986	350,000	570,000	350,000
BOND PRINCIPAL	-	-	2,000,000	2,000,000	2,000,000
BOND INTEREST **	665,167	689,881	770,500	770,500	770,500
<b>TOTAL EXPENSES</b>	<b>\$ 23,385,124</b>	<b>\$ 20,397,730</b>	<b>\$ 46,632,646</b>	<b>\$ 53,510,593</b>	<b>\$ 37,260,631</b>
W.C. CHANGES NOT BUDGETED	(2,091,924)	(1,769,697)	-	-	-
<b>WORKING CAPITAL - ENDING</b>	<b>\$ 36,455,186</b>	<b>\$ 42,659,566</b>	<b>\$ 11,785,872</b>	<b>\$ 14,745,851</b>	<b>\$ 5,781,490</b>
<b>LESS OPERATING RESERVE</b>	<b>3,380,000</b>	<b>3,832,000</b>	<b>3,417,000</b>	<b>3,515,842</b>	<b>3,668,000</b>
<b>LESS SRF LOAN RESERVE</b>	<b>1,386,571</b>	<b>1,386,571</b>	<b>1,515,000</b>	<b>1,385,000</b>	<b>1,385,250</b>
<b>AVAILABLE WORKING CAPITAL</b>	<b>\$ 31,688,615</b>	<b>\$ 37,440,995</b>	<b>\$ 6,853,872</b>	<b>\$ 9,845,009</b>	<b>\$ 728,240</b>

\*\* Interest Expenses of \$111,444 and \$35,045 were capitalized in the CAFR in years FY17 and FY18 respectively.

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

**WATER FUND  
OPERATING BUDGET**

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
PERSONAL SERVICES	\$ 4,860,122	\$ 5,213,174	\$ 5,095,928	\$ 5,136,599	\$ 5,016,863
OPERATIONS AND MAINTENANCE	7,100,453	8,007,976	7,561,387	7,885,037	8,569,014
CAPITAL	10,759,382	6,486,699	31,204,831	37,718,457	20,904,254
DEBT SERVICE	665,167	689,881	2,770,500	2,770,500	2,770,500
<b>TOTAL EXPENSES</b>	<b><u>\$ 23,385,124</u></b>	<b><u>\$ 20,397,730</u></b>	<b><u>\$ 46,632,646</u></b>	<b><u>\$ 53,510,593</u></b>	<b><u>\$ 37,260,631</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
ACCOUNT CLERK II	2.4	2.4	-	-
ACCOUNTING TECHNICIAN	0.8	0.8	2.4	0.6
ADMINISTRATIVE SUPPORT II	0.6	0.6	0.8	0.6
BILLINGS SERV COORD	0.6	0.6	0.6	-
CHEMIST	3.0	3.0	0.6	3.0
CHIEF CHEMIST	0.8	0.8	3.0	0.5
COMMERCIAL & METER SUPT	-	-	0.8	-
CONTROL SYS PROG ANALYST II	1.0	1.0	-	1.0
D&C SUPERINTENDANT	0.6	0.6	1.0	0.6
DRAFTING TECHNICIAN	0.6	0.6	0.6	0.6
ELEC CONTROL SYS SPECIALIST	0.5	0.5	0.6	0.5
ELECTRICAL MAIN SUPERVISOR	0.5	0.5	0.5	0.5
ELECTRICIAN I	0.5	-	0.5	-
ELECTRICIAN II	0.5	-	-	-
ELECTRICIAN III	2.0	3.0	-	3.0
ENGINEER II	0.6	0.6	3.0	-
ENGINEERING INSPECTOR II	1.2	1.2	0.6	1.2
ENVIRONMENTAL COORD	-	-	1.2	-
EQUIP. OPER/MAINT WORKER	9.0	9.0	-	9.0
FACILITIES MAINT MECH.	-	-	9.6	-
FACILITIES MAINT SUPPORT I	2.0	1.5	-	-
FIELD SERVICE MGR	1.0	1.0	-	1.0
FIELD SERVICE REP.	8.0	8.0	1.0	8.0
MAINTENANCE WORKER	0.6	0.6	8.0	1.8
MECHANIC I	0.8	0.6	0.7	0.6

FUNDS 502,503,505,507,416,870

**WATER FUND**  
**STAFFING AUTHORIZATION - Continued**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
METER MAINTENANCE REP	1.0	1.0	0.6	-
PLANT MECHANIC SUPERVISOR	1.0	1.0	1.0	1.0
PUD PLANT OPER SUPERVISOR	1.0	1.0	1.0	1.0
SR. ACCOUNT CLERK	1.2	1.2	1.2	-
SR. EQUIP OPER MAINT WKR	2.4	2.4	2.4	2.4
SYSTEMS MAINT SUPERVISOR	2.4	2.4	2.4	2.4
TREATMENT PLANT TECHNICIAN I	3.0	4.0	2.0	2.0
TREATMENT PLANT TECHNICIAN II	-	-	4.0	4.0
TREATMENT PLANT TECHNICIAN III	9.0	8.0	6.0	6.0
UTILITY BILLING SUPERVISOR	0.6	0.6	-	-
UTILITY SYSTEM ENGINEER	0.5	0.5	0.5	0.5
WATER TREATMENT PLANT MGR	1.0	1.0	1.0	1.0
WIRELESS NETWORK TECH	-	-	-	0.5
<b>TOTAL</b>	<b><u>60.6</u></b>	<b><u>59.9</u></b>	<b><u>58.1</u></b>	<b><u>53.3</u></b>

## **WASTEWATER FUND BUDGET NARRATIVE**

The Wastewater Division's primary function is to provide sewer services within the approved service area. The Wastewater division is also responsible for:

- Exceeding all federal and state regulatory standards for sewer treatment.
- Maintaining 11 sewer lift stations and the water reclamation facility.
- The installation, maintenance, and repair of the city's wastewater mains and manholes.
- Providing customer service for over 114,000 residents.

### **Revenues**

Budgeted wastewater revenues for FY 2020 are \$20,868,650, which is an increase of \$603,240 compared to FY 2019 budgeted revenues. This increase is primarily the result of an increase in wastewater charge for services.

### **Expenses**

Budgeted operating expenses for FY 2020 are \$9,329,606, which is an increase of \$577,590 compared to the FY 2019 budget. This increase is primarily the result of increases in personnel costs due to the addition of 1.5 employees, additional GIS services, additional chemicals needed for the new wastewater treatment plant processes, and an increase in charges for service from other divisions.

### **Capital**

Capital expenses for FY 2020 total \$20,870,535. This total includes the influent lift station project, sewer main replacement projects, service center reconstruction, Wastewater Reclamation Facility (WRF) nutrient recovery project, compensation agreements, and the Lake Hills and Lloyd Mangrum lift station rehabilitation projects. This also includes the wastewater master plan, wastewater process equipment installation, water reclamation facility water reuse facilities plan, biogas recovery system, administrative building improvements at the WRF, replacement of secondary pump station pump motors and electrical for the Wastewater Treatment Plant campus. Expenses also include a number of other miscellaneous equipment replacements.

WASTEWATER FUND OPERATING BUDGET					
FUNDS 5120,5130,5180,5190,4210	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
WORKING CAPITAL - BEGINNING	<u>\$ 25,418,986</u>	<u>\$ 84,329,091</u>	<u>\$ 14,593,507</u>	<u>\$ 61,015,270</u>	<u>\$ 23,719,366</u>
REVENUES:					
WASTEWATER CHARGES	\$ 17,740,552	\$ 17,298,080	\$ 18,161,000	\$ 17,803,878	\$ 18,950,550
PERMITS	47,622	49,633	50,000	47,000	50,000
OTHER CHARGES FOR SERV.	303,737	328,901	334,410	-	301,100
FRANCH FEES & WHOLESALE CH	745,959	759,741	43,000	795,000	45,000
LATE PAYMENT CHARGES	35,884	35,280	35,000	42,100	35,000
SYSTEM DEVELOPMENT FEE	966,916	981,007	915,000	4,700,000	1,000,000
STATE FEE	36,682	33,662	37,000	37,000	37,000
CONTRIBUTIONS/DONATIONS	133,425	-	-	-	-
MISCELLANEOUS	379,917	7,895	-	1,347	-
SALE OF EQUIPMENT	-	-	-	-	-
INTEREST ON INVESTMENTS	<u>315,944</u>	<u>846,701</u>	<u>690,000</u>	<u>944,952</u>	<u>450,000</u>
TOTAL REVENUE	<u>\$ 20,706,638</u>	<u>\$ 20,340,900</u>	<u>\$ 20,265,410</u>	<u>\$ 24,371,277</u>	<u>\$ 20,868,650</u>
EXPENSES:					
ADMINISTRATION	\$ 1,846,548	\$ 1,554,889	\$ 1,193,369	\$ 1,124,218	\$ 2,066,915
FISCAL SERVICES	620,480	814,411	634,650	648,079	80,652
TREATMENT PLANT	4,303,177	4,331,774	4,853,056	5,392,116	5,070,266
COLLECTION SYSTEM	1,373,825	1,409,049	1,580,872	1,584,308	1,599,330
ENVIRONMENTAL AFFAIRS	499,512	472,890	490,069	496,808	512,444
REPLACEMENT EXPEND.	11,274,930	29,877,341	10,761,180	47,091,652	20,870,535
BOND PRINCIPAL	-	-	2,423,000	2,423,000	2,423,000
BOND INTEREST **	<u>1,749,994</u>	<u>1,973,021</u>	<u>2,907,000</u>	<u>2,907,000</u>	<u>2,907,000</u>
TOTAL EXPENSES	<u>\$ 21,668,466</u>	<u>\$ 40,433,375</u>	<u>\$ 24,843,196</u>	<u>\$ 61,667,181</u>	<u>\$ 35,530,142</u>
W.C. CHANGES NOT BUDGETED	<u>59,871,933</u>	<u>(3,221,346)</u>	<u>-</u>	<u>-</u>	<u>-</u>
WORKING CAPITAL - ENDING	<u>\$ 84,329,091</u>	<u>\$ 61,015,270</u>	<u>\$ 10,015,721</u>	<u>\$ 23,719,366</u>	<u>\$ 9,057,874</u>
LESS OPERATING RESERVE	1,440,000	1,440,000	1,575,000	1,664,000	1,679,000
LESS SRF LOAN RESERVE	<u>1,444,291</u>	<u>1,444,291</u>	<u>1,445,000</u>	<u>1,445,000</u>	<u>1,445,000</u>
AVAILABLE WORKING CAPITAL	<u>\$ 81,444,800</u>	<u>\$ 58,130,979</u>	<u>\$ 6,995,721</u>	<u>\$ 20,610,366</u>	<u>\$ 5,933,874</u>

\*\* Interest Expenses of \$111,747 and \$534,968 were capitalized in the CAFR in years FY17 and FY18 respectively.



**WASTEWATER FUND  
OPERATING BUDGET**

FUND 5120,5130,5180,4210

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
PERSONAL SERVICES	\$ 4,214,630	\$ 3,922,595	\$ 4,051,039	\$ 4,085,131	\$ 4,184,414
OPERATIONS AND MAINTENANCE	4,428,912	4,660,418	4,700,977	5,160,398	5,145,193
CAPITAL	11,274,930	29,877,341	10,761,180	47,091,652	20,870,535
DEBT SERVICE	<u>1,749,994</u>	<u>1,973,021</u>	<u>5,330,000</u>	<u>5,330,000</u>	<u>5,330,000</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 21,668,466</u></b>	<b><u>\$ 40,433,375</u></b>	<b><u>\$ 24,843,196</u></b>	<b><u>\$ 61,667,181</u></b>	<b><u>\$ 35,530,142</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
ACCOUNT CLERK II	1.6	1.6	1.6	-
ACCOUNTING TECHNICIAN	0.3	0.3	0.3	0.4
ADMINISTRATIVE SUPPORT II	0.4	0.4	0.4	0.4
BILLINGS SERVICE COORD	0.4	0.4	0.4	-
CHIEF CHEMIST	0.3	0.3	0.3	0.5
CONTROL SYS PROG ANALYST II	1.0	1.0	1.0	1.0
D&C SUPERINTENDENT	0.4	0.4	0.4	0.4
DRAFTING TECHNICIAN	0.4	0.4	0.4	0.4
ELECTRICAL CNTRL SYS SPEC	0.5	0.5	0.5	0.5
ELECTRICAL MAINT SUPERVISOR	0.5	0.5	0.5	0.5
ELECTRICIAN I	0.5	-	-	-
ELECTRICIAN II	0.5	-	-	-
ELECTRICIAN III	2.0	3.0	3.0	3.0
ENG INSPECTOR II	0.8	0.8	0.8	0.8
ENGINEER II	0.4	0.4	0.4	-
ENVIRONMENTAL COMPL COORD	2.0	2.0	2.0	2.0
ENVIRONMENTAL ENGINEER	1.0	1.0	1.0	1.0
ENVIRONMETNAL COORD I	1.0	1.0	1.0	1.0
EQUIP OPER/MAINT WORKER	6.0	6.0	6.4	6.4
FACILITIES MAINT SUPPORT I	-	0.5	-	-
FACILITIES MAINT SUPPORT II	1.0	1.0	1.0	1.0

FUND 512,513,518,421

**WASTEWATER FUND**  
**STAFFING AUTHORIZATION - Continued**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
LAB SUPERVISOR	-	-	1.0	1.0
LAB TECHNICIAN	2.0	2.0	2.0	2.0
MAINTENANCE WORKER	0.4	0.4	0.3	0.8
MECHANIC I	0.3	0.4	0.4	0.4
METER MAINTENANCE REP	-	-	0.4	-
PLANT MECHANIC SUPERVISOR	1.0	1.0	1.0	1.0
PLANT OPER SUPERVISOR	1.0	1.0	1.0	1.0
SR EQUIP OPER MAINT WKR	1.6	1.6	1.6	1.6
SR. ACCOUNT CLERK	0.8	0.8	0.8	-
SYSTEMS MAINT SUPERVISOR	1.6	1.6	1.6	1.6
TREATMENT PLANT TECH III	4.0	5.0	5.0	5.0
TREATMENT PLANT TECHNICIAN I	1.0	1.0	3.0	3.0
TREATMENT PLANT TECHNICIAN II	7.0	6.0	4.0	4.0
UTILITY BILLING SUPERVISOR	0.4	0.4	-	-
UTILITY SYSTEM ENGINEER	0.5	0.5	0.5	0.5
WASTEWATER TREATMENT MGR	1.0	1.0	1.0	1.0
TREATMENT TECHNICIAN	-	-	-	1.0
WIRELESS NETWORK TECH	-	-	-	0.5
<b>TOTAL</b>	<b><u>43.6</u></b>	<b><u>44.2</u></b>	<b><u>44.9</u></b>	<b><u>43.7</u></b>

## **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, 2-hour and 4-hour parking meters and several 10-hour permit parking locations, totaling over 2,800 parking spaces. The garages, lots and 10-hour permit parking zones 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 791 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**

A request to increase parking rates will be proposed in late spring to City Council. On-street parking meter rates will be \$1.00 for the 1<sup>st</sup> hour, \$1.00 for the 2<sup>nd</sup> hour and \$2.00 for the 3<sup>rd</sup> hour with 3 hours being the maximum time allowed to be parked in that particular space. The 4-hour meters will be \$1.00 for each hour up to a maximum stay of 4 hours. Ten hour parking permit rates will go up \$5.00. The monthly, leased garage parking will increase by 5% each year for the next 3 years. Pay by cell phone will be added to the payment options for parking commencing by summertime. An additional 83 credit card meters will be installed at select locations by early spring. Budgeted parking revenues for FY 2020 are \$1,884,174. Revenues include a TIF transfer of \$100,000 to assist with the Park 2 Expansion principal and interest amounts.

### **Expenditures**

Budgeted operating expenses for FY 2020 are \$1,843,571, which is a decrease of \$120,109. This decrease is due to the completion of the Parking Garage Restoration Project.

		PARKING FUND OPERATING BUDGET				
FUND 5210		ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
WORKING CAPITAL - BEGINNING		\$ 321,675	\$ 475,607	\$ 221,692	\$ 389,928	\$ 201,248
REVENUES:						
PARKING METER INCOME	\$ 370,734	\$ 403,100	\$ 372,500	\$ 425,000	\$ 450,030	
VIOLATIONS	76,780	79,610	77,000	80,000	80,000	
SURFACE LOTS	40,702	40,110	39,661	38,000	43,500	
PARK 1 - GARAGE	254,583	251,258	265,000	255,000	265,560	
PARK 1 - STORE RENTAL	82,246	55,160	54,877	56,000	56,544	
PARK 2	475,090	495,181	501,330	465,000	476,850	
PARK 3	148,221	154,376	154,109	156,000	191,560	
EMPIRE PARKING GARAGE	172,832	178,741	186,898	195,000	204,630	
INVESTMENT EARNINGS	2,562	5,528	5,835	5,000	8,500	
TIF TRANSFER	522,125	323,329	100,000	100,000	100,000	
MISC. REVENUE	12,467	10,149	-	-	-	
TOTAL REVENUE	\$ 2,158,342	\$ 1,996,542	\$ 1,757,210	\$ 1,775,000	\$ 1,877,174	
EXPENSES:						
ADMINISTRATION	\$ 213,555	\$ 207,506	\$ 230,967	\$ 218,450	\$ 248,535	
ENFORCEMENT	228,218	236,442	237,070	239,880	253,597	
METER COLLECT. & MAINT.	219,599	290,707	233,002	229,481	239,384	
SURFACE LOTS	13,913	15,516	20,373	19,147	17,129	
PARK 1 - GARAGE	128,688	150,201	154,661	114,538	150,728	
PARK 1 - STORE RENTAL	18,807	38,493	17,110	17,454	18,680	
PARK 2	319,672	324,678	330,462	322,244	349,222	
PARK 3	158,738	174,018	174,644	180,791	188,182	
EMPIRE PARKING GARAGE	115,417	119,686	128,938	113,712	117,334	
DEBT SERVICE-PRINCIPAL	-	-	142,116	-	148,476	
DEBT SERVICE-INTEREST	122,115	116,096	113,665	113,665	107,304	
CONSTRUCTION & CAPITAL	352,540	338,332	6,500	394,318	5,000	
TOTAL EXPENSES	\$ 1,891,262	\$ 2,011,675	\$ 1,789,508	\$ 1,963,680	\$ 1,843,571	
WORKING CAP. CHANGES NOT BUDGETED	(113,148)	(70,546)	\$ -	-	\$ -	
WORKING CAPITAL - ENDING	\$ 475,607	\$ 389,928	\$ 189,394	\$ 201,248	\$ 234,851	
LESS OPERATING RESERVE	226,657	249,160	244,000	213,000	253,000	
AVAILABLE WORKING CAPITAL	\$ 248,950	\$ 140,768	\$ (54,606)	\$ (11,752)	\$ (18,149)	

**PARKING FUND  
OPERATING BUDGET**

FUND 5210

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY19	ESTIMATE FY19	APPROVED FY20
PERSONAL SERVICES	\$ 753,972	\$ 818,839	\$ 768,398	\$ 760,000	\$ 820,447
OPERATIONS AND MAINTENANCE	662,635	738,408	758,829	695,697	762,344
CAPITAL	352,540	338,332	6,500	394,318	5,000
DEBT SERVICE	<u>122,115</u>	<u>116,096</u>	<u>255,781</u>	<u>113,665</u>	<u>255,780</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 1,891,262</u></b>	<b><u>\$ 2,011,675</u></b>	<b><u>\$ 1,789,508</u></b>	<b><u>\$ 1,963,680</u></b>	<b><u>\$ 1,843,571</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY19	APPROVED FY20
PARKING MANAGER	1.0	1.0	1.0	1.0
PARKING GARAGE ATTENDANT	0.5	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	2.0	2.0	2.0	2.0
PARKING ENFORCEMENT OFFICERS	3.0	3.0	3.0	3.0
ADMINISTRATIVE SUPPORT II	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
<b>TOTAL</b>	<b><u>12.5</u></b>	<b><u>12.5</u></b>	<b><u>12.5</u></b>	<b><u>12.5</u></b>

## **SOLID WASTE FUND BUDGET NARRATIVE**

The Solid Waste Division provides refuse collection for residential and commercial customers within the Billings city limits. The division also operates and manages the Billings Regional Landfill, which provides environmentally safe disposal services for the city of Billings, Yellowstone County, and several bordering counties. The Solid Waste Division is funded through fees charged for services provided.

### **Revenues**

The Solid Waste Division revenues are budgeted at \$16,036,598 for FY 2020, a decrease of \$16,634,902 from the FY 2019 budget. The decrease in revenue is primarily from a decrease in debt proceeds associated with the FY 2019 Landfill Reconfiguration and Drop off Facility Project. The decrease is partially offset by an estimated increase in collection and landfill fees.

### **Expenses**

The operating and maintenance expenses for FY 2020 are budgeted at \$11,032,146. This is an increase of \$1,082,947 from FY 2019. This increase is due to increases in personnel costs for the addition of two landfill workers and annual wage step increases, increases in charges for service from other divisions, an increase in the budget for containers to replace 300 gallon containers with 96 gallon containers, and for additional GIS services.

### **Capital**

The capital budget for FY 2020 totals \$9,043,633. The major capital items include completion of the new landfill drop-off facility; lower half, phase 3 closure; an additional CNG fueling station; a landfill slope, stabilization project; and modifications to the Billings Operations Center for Solid Waste operations. Expenses also include the replacement of four Solid Waste collection trucks, a compactor, tamping crane, loader, walking floor trailers, transfer trucks, a dozer for the landfill, as well as two service trucks and a dump truck.

**SOLID WASTE FUND  
OPERATING BUDGET**

FUNDS 5410,5420,5440,5450

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>WORKING CAPITAL - BEGINNING</b>	<u>\$ 10,725,931</u>	<u>\$ 12,389,375</u>	<u>\$ 9,205,570</u>	<u>\$ 11,896,237</u>	<u>\$ 12,764,275</u>
<b>REVENUES:</b>					
GARBAGE COLLECTION-RES	\$ 4,951,237	\$ 5,064,899	\$ 5,125,000	\$ 5,300,000	\$ 5,459,000
GARBAGE COLLECTION-COMM	3,654,600	3,876,437	3,980,000	4,200,000	4,326,000
COLLECTION-BILLED	825,367	853,908	782,000	946,006	916,700
LANDFILL CHARGES	4,666,937	4,787,102	4,487,000	4,926,260	5,047,038
MISC CHARGE FOR SERVICES	65,739	69,970	101,500	65,306	101,500
FRAN FEES & WHOLESALE CHARGE	709,845	757,925	12,000	12,000	12,360
INTEREST ON INVSTMNT/LOANS	41,288	112,669	184,000	202,784	174,000
SALE OF SURPLUS EQUIP/LAND	1,684	5,551	-	-	-
BOND REVENUE	-	-	18,000,000	23,100,000	-
REFUNDS/REIMBURSEMENTS	<u>70,971</u>	<u>11,426</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<u>\$ 14,987,668</u>	<u>\$ 15,539,887</u>	<u>\$ 32,671,500</u>	<u>\$ 38,752,356</u>	<u>\$ 16,036,598</u>
<b>EXPENSES:</b>					
ADMINISTRATION	\$ 1,762,671	\$ 1,844,163	\$ 1,180,158	\$ 1,022,184	\$ 1,608,780
COLLECTION	8,015,130	9,345,791	9,186,346	9,699,190	7,799,291
LANDFILL	<u>3,456,515</u>	<u>5,309,432</u>	<u>21,847,429</u>	<u>27,162,944</u>	<u>12,229,482</u>
<b>TOTAL EXPENSES</b>	<u>\$ 13,234,316</u>	<u>\$ 16,499,386</u>	<u>\$ 32,213,933</u>	<u>\$ 37,884,318</u>	<u>\$ 21,637,553</u>
WORKING CAP. CHANGES NOT BUDGETED	<u>(89,908)</u>	<u>466,361</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>WORKING CAPITAL - ENDING</b>	<u>\$ 12,389,375</u>	<u>\$ 11,896,237</u>	<u>\$ 9,663,137</u>	<u>\$ 12,764,275</u>	<u>\$ 7,163,320</u>
LESS OPERATING RESERVE	4,328,000	4,377,000	4,377,000	4,691,532	4,854,000
LESS DEBT RESERVE	<u>-</u>	<u>-</u>	<u>1,257,000</u>	<u>-</u>	<u>-</u>
<b>AVAILABLE WORKING CAPITAL</b>	<u>\$ 8,061,375</u>	<u>\$ 7,519,237</u>	<u>\$ 4,029,137</u>	<u>\$ 8,072,743</u>	<u>\$ 2,309,320</u>

**SOLID WASTE FUND  
OPERATING BUDGET**

FUNDS 5410,5420,5440,5450

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
PERSONAL SERVICES	\$ 4,873,621	\$ 5,489,681	\$ 5,154,308	\$ 5,429,769	\$ 5,576,090
OPERATIONS AND MAINTENANCE	5,184,803	5,765,998	4,794,891	5,232,802	5,456,056
CAPITAL	3,175,892	5,243,707	21,007,734	26,908,157	9,043,633
DEBT SERVICE	-	-	1,257,000	313,590	1,561,774
<b>TOTAL EXPENSES</b>	<b><u>\$ 13,234,316</u></b>	<b><u>\$ 16,499,386</u></b>	<b><u>\$ 32,213,933</u></b>	<b><u>\$ 37,884,318</u></b>	<b><u>\$ 21,637,553</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
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	4.0	4.0
ADMINISTRATIVE SUPPORT III	1.0	1.0	1.0	1.0
EQUIP. OPER / MAINT. WORKER	39.0	39.0	43.0	43.0
MAINTENANCE WORKER	9.0	9.0	7.0	9.0
FACILITIES MAINT SUPPORT I	0.5	0.5	0.5	1.0
LANDFILL ATTENDANTS	2.0	2.0	3.0	3.0
<b>TOTAL</b>	<b><u>63.5</u></b>	<b><u>63.5</u></b>	<b><u>64.5</u></b>	<b><u>67.0</u></b>



## **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 900,000 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. Airline landing fees, as well as tenant concession, rental, and lease revenues offset the costs to operate and maintain the Airport facilities.

### **Revenues**

The Airport's FY 2020 budgeted revenues total \$49,280,193, which is an increase of \$33,577,357 over the FY 2019 budget. The increase is primarily due to the Terminal Building Expansion Project (Terminal Project). Airport Improvement Program (AIP) grants of \$2,000,000, Passenger Facility Charges (PFC) of \$1,600,000 and borrowed funds of \$30,000,000, as needed, will fund the Terminal Project. PFC collections are anticipated to increase \$813,070 due to a PFC rate change from \$3.00 to \$4.50 that will be part of the next impose and use application. Charges for services revenues increased \$177,140 as concession sales continue to grow and as lease rates increase due to CPI-U adjustments that are written into most ground, building and hangar leases.

### **Expenses**

The Airport's Personal Services FY 2020 budget is \$291,549 less than the FY 2019 budget, which is mainly due to positions that will remain vacant in FY 2020 as the Airport evaluates staffing needs and identifies ways to improve efficiencies. The Airport's FY 2020 Operations and Maintenance budget is \$119,264 greater than that of FY 2019. This is primarily the result of increased fuel costs and professional services that will be contracted to cover the vacant positions noted above.

### **Capital**

The FY 2020 capital projects include the following:

1. The \$40,000,000 Terminal Project will have annual AIP contributions applied to the cost of the project. The FY 2020 amount is approximately \$2,000,000. The additional funding for the Terminal Project is described in the revenues section above. Other projects funded with AIP grant funds include Self Contained Breathing Apparatus and Bunker Gear (\$172,000), Runway 7/25 Master Plan update (\$250,000), Commercial Airline Ramp rehabilitation (\$3,000,000), and an upgrade to the Airfield Lighting Control System (\$114,000).
2. PFC funds are dedicated to the Terminal Project as stated above.
3. Projects funded with Airport operating revenues total \$340,277, and include rehabilitating Rimtop Road (\$200,000), purchasing a utility vehicle to use for Terminal sidewalk sweeping (\$50,277), purchasing a lease-management software system (\$50,000), and replacing a hangar door (\$40,000).

### **Debt Service**

The Airport's debt service payments consist of principal and interest payments on the Airport's Series 2010A and Series 2010B Revenue Bonds as well as on a capital-financing loan. The FY 2020 Debt Service Principal and Debt Service Interest budgets are less than the FY 2019 budgets by \$210,677 and \$56,909, respectively. This is because the final FY 2020 Series 2010A Bond payment is significantly less than previous payments.

**AIRPORT FUND  
OPERATING BUDGET**

FUNDS 5600-5690 & 4050-4090

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>WORKING CAPITAL - BEGINNING</b>	<b><u>\$ 10,279,419</u></b>	<b><u>\$ 11,593,957</u></b>	<b><u>\$ 10,680,002</u></b>	<b><u>\$ 14,327,325</u></b>	<b><u>\$ 15,540,816</u></b>
<b>REVENUES:</b>					
CHARGE FOR SERVICES	\$ 10,129,900	\$ 10,327,971	\$ 10,602,699	\$ 10,829,734	\$ 10,779,839
FEDERAL/STATE GRANT REVENUE	4,720,969	2,640,264	2,931,037	5,371,606	5,311,557
PFC REVENUE	681,783	1,094,685	1,000,000	1,376,094	1,813,070
CFC REVENUE	860,703	857,601	870,000	873,691	875,000
CONTRIBUTIONS	-	533,801	-	-	-
INVESTMENT INTEREST	56,299	112,485	219,680	207,951	425,147
SALE OF EQUIPMENT/LAND	5,824	-	-	-	-
BOND REVENUE	-	-	-	-	25,000,000
SHORT-TERM BORROWING	-	-	-	-	5,000,000
REFUNDS/REIMBURSEMENTS	<u>256,029</u>	<u>100,394</u>	<u>79,420</u>	<u>82,249</u>	<u>75,580</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 16,711,507</u></b>	<b><u>\$ 15,667,201</u></b>	<b><u>\$ 15,702,836</u></b>	<b><u>\$ 18,741,325</u></b>	<b><u>\$ 49,280,193</u></b>
<b>EXPENSES:</b>					
ADMINISTRATION	\$ 1,745,557	\$ 1,696,911	\$ 1,898,964	\$ 1,405,683	\$ 1,785,050
BUILDING MAINTENANCE	1,860,489	1,903,157	2,011,265	1,844,401	1,949,398
AIRFIELD MAINTENANCE	1,346,391	1,346,842	1,446,606	1,334,168	1,436,605
AIRPORT POLICE	753,007	807,891	849,727	855,912	826,556
AIRCRAFT RESCUE FIREFIGHTING	1,069,936	1,031,464	1,090,847	1,012,082	1,061,207
BUSINESS PARK	167,424	161,763	188,162	182,475	193,357
CAR RENTAL FUELING	318,520	395,286	381,723	434,722	443,684
CAR WASH FACILITY O&M	179,197	169,435	206,211	235,690	205,363
AIRPORT AIP GRANT PROJECTS	4,908,594	2,339,972	3,177,000	5,784,015	43,536,000
AIRPORT SCASDP GRANT PROJECTS	-	1,105,636	-	-	-
AIRPORT PFC PROJECTS	1,002,796	9,669	-	1,597,118	-
AIRPORT CFC PROJECTS	29,701	-	58,000	58,000	-
CAPITAL OUTLAY	428,449	521,746	1,860,142	1,186,588	340,277
BOND ISSUE COSTS	-	-	-	-	250,390
DEBT SERVICE-PRINCIPAL	-	-	1,291,080	1,291,080	1,080,403
DEBT SERVICE-INTEREST	<u>429,103</u>	<u>377,530</u>	<u>305,900</u>	<u>305,900</u>	<u>248,991</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 14,239,164</u></b>	<b><u>\$ 11,867,302</u></b>	<b><u>\$ 14,765,627</u></b>	<b><u>\$ 17,527,834</u></b>	<b><u>\$ 53,357,281</u></b>
WORKING CAPITAL CHANGES NOT BUDGETED:	<u>(1,157,805)</u>	<u>(1,066,531)</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>WORKING CAPITAL - ENDING</b>	<b><u>\$ 11,593,957</u></b>	<b><u>\$ 14,327,325</u></b>	<b><u>\$ 11,617,211</u></b>	<b><u>\$ 15,540,816</u></b>	<b><u>\$ 11,463,728</u></b>
LESS OPERATING RESERVE	1,315,000	1,344,000	1,372,000	1,338,000	1,343,000
LESS REVENUE BOND RESERVE	<u>2,715,044</u>	<u>2,671,044</u>	<u>2,715,044</u>	<u>2,715,044</u>	<u>2,671,044</u>
<b>AVAILABLE WORKING CAPITAL</b>	<b><u>\$ 7,563,913</u></b>	<b><u>\$ 10,312,281</u></b>	<b><u>\$ 7,530,167</u></b>	<b><u>\$ 11,487,772</u></b>	<b><u>\$ 7,449,684</u></b>

**AIRPORT FUND  
OPERATING BUDGET**

FUND 5600-5690 & 4050-4090

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
PERSONAL SERVICES	\$ 4,419,034	\$ 4,442,104	\$ 4,711,596	\$ 4,363,510	\$ 4,420,047
OPERATIONS AND MAINTENANCE	3,021,487	3,070,645	3,361,909	2,941,623	3,481,173
O&M - AIR SERVICE DEVELOPMENT	-	1,105,636	-	-	-
CAPITAL	6,369,540	2,871,387	5,095,142	8,625,721	43,876,277
DEBT SERVICE	<u>429,103</u>	<u>377,530</u>	<u>1,596,980</u>	<u>1,596,980</u>	<u>1,579,784</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 14,239,164</u></b>	<b><u>\$ 11,867,302</u></b>	<b><u>\$ 14,765,627</u></b>	<b><u>\$ 17,527,834</u></b>	<b><u>\$ 53,357,281</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
AVIATION & TRANSIT DIRECTOR	0.7	0.6	0.6	0.6
ASSISTANT AVIATION DIRECTOR	0.9	0.8	0.8	0.8
AVIATION & TRANS BUSINESS MGR	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
AIRPORT POLICE SUPERVISOR	1.0	1.0	1.0	1.0
AIRPORT POLICE OFFICERS	8.0	8.0	8.0	8.0
POLICE SUPPORT SPECIALIST	1.0	1.0	1.0	1.0
AIRFIELD OPERATIONS SUPT.	1.0	-	-	-
ARFF/AIRFIELD MAINT. WORKER	15.0	14.0	14.0	14.0
EQUIPMENT OPER/MAINT. WORKER	-	1.0	1.0	1.0
ARFF/ELECTRICIAN II	1.0	1.0	1.0	1.0
AIRPORT FACILITIES SUPERVISOR	1.0	1.0	1.0	1.0
FACILITIES MAINT. MECHANIC	3.0	3.0	3.0	3.0
FACILITIES MAINT SUPPORT I	12.0	12.0	12.0	12.0
OPERATIONS ARFF SUPERVISOR	1.0	1.0	1.0	1.0
FACILITIES MAINT. MECHANIC II	1.0	1.0	1.0	1.0
OPERATIONS AFM SUPERVISOR	1.0	1.0	1.0	1.0
ACCOUNTANT II	1.0	1.0	1.0	1.0
FACILITIES MAINT SUPPORT II	1.0	1.0	1.0	1.0
SR. ACCOUNT CLERK	1.0	1.0	1.0	1.0
AIRPORT ENG/PLAN MANAGER	1.0	1.0	1.0	1.0
AFM WORKER/MECHANIC I	1.0	1.0	1.0	1.0
LEAD AIRFIELD MAINT WORK/MECH	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
<b>TOTAL</b>	<b><u>55.6</u></b>	<b><u>54.4</u></b>	<b><u>54.4</u></b>	<b><u>54.4</u></b>

## **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, and citizens with disabilities.

### **Revenues**

The Transit revenue budget totals \$7,991,310 for FY 2020, which is an increase of \$1,622,987 from the FY 2019 budget. This increase is mainly the net result of the \$1,352,293 increase in the FTA Capital Grant line. There is also an increase of \$183,270 in the State and Federal Grants line to provide Federal Transportation Administration (FTA) grants for operating assistance and planning support.

### **Expenses**

Total FY 2020 budgeted operating expenses reflect an increase of \$308,628 from FY 2019. Personal services increased \$160,961, due to annual cost of living adjustments for all employees and wage step increases for those employees with six years of service or less. Operating and maintenance costs increased \$147,667, due to an increase of \$155,551 in liability insurance costs.

### **Capital**

Transit's FY 2020 capital expenditure budget totals \$3,389,463 and consists of three paratransit vans (\$231,825), seven fixed-route buses (\$2,905,000), shop equipment (\$150,000), DVR and cameras for buses and vans (\$58,638) and security enhancements (\$50,000). A \$1,360,000 Section 5339(B) Competitive Grant will fund approximately 61% of the allowed costs for five of the buses and the shop equipment. The remaining projects are eligible for federal grant funding at 80% of the allowed costs.

**TRANSIT FUND  
OPERATING BUDGET**

FUNDS 5710,5720,4110,4120,2040

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>WORKING CAPITAL - BEGINNING</b>	<b>\$ 2,623,638</b>	<b>\$ 3,088,160</b>	<b>\$ 3,320,936</b>	<b>\$ 3,489,734</b>	<b>\$ 3,996,425</b>
<b>REVENUES:</b>					
STATE AND FEDERAL GRANTS	\$ 2,214,682	\$ 2,109,836	\$ 1,941,759	\$ 2,285,200	\$ 2,125,029
FTA CAPITAL GRANT	902,969	436,609	944,077	202,350	2,296,370
TAX REVENUE	2,054,164	2,230,151	2,268,972	2,273,291	2,324,429
INTER GOVERNMENTAL	451,992	454,137	461,665	461,816	477,132
OPERATING REVENUES	709,254	724,684	715,600	730,600	728,600
INTEREST ON INVESTMENTS	6,674	18,278	18,000	42,500	35,000
MISCELLANEOUS	58,083	28,352	750	35,600	750
SALE SURPLUS EQUIP	-	6,000	17,500	17,500	4,000
<b>TOTAL REVENUE</b>	<b>\$ 6,397,818</b>	<b>\$ 6,008,047</b>	<b>\$ 6,368,323</b>	<b>\$ 6,048,857</b>	<b>\$ 7,991,310</b>
<b>EXPENSES:</b>					
ADMINISTRATION	\$ 507,913	\$ 516,553	\$ 558,402	\$ 493,963	\$ 580,179
OPERATIONS/DRIVERS	1,794,334	1,932,650	1,950,732	1,954,301	2,087,272
OPERATIONS/NON-DRIVERS	467,255	601,704	541,173	555,786	715,200
MAINTENANCE	768,156	878,774	905,545	889,244	945,223
MARKETING	26,812	35,179	43,930	35,000	43,930
PARATRANSIT	1,281,838	1,359,770	1,372,454	1,359,885	1,309,260
DOWNTOWN TRANSFER CNTR	6,481	7,262	15,400	6,000	15,200
CAPITAL - FEDERAL	1,062,981	493,280	1,180,096	247,987	3,389,463
O & M - LOCAL	5,513	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>\$ 5,921,283</b>	<b>\$ 5,825,172</b>	<b>\$ 6,567,732</b>	<b>\$ 5,542,166</b>	<b>\$ 9,085,727</b>
WORKING CAP. CHANGES NOT BUDGETED	(12,013)	218,699	-	-	-
<b>WORKING CAPITAL - ENDING</b>	<b>\$ 3,088,160</b>	<b>\$ 3,489,734</b>	<b>\$ 3,121,527</b>	<b>\$ 3,996,425</b>	<b>\$ 2,902,008</b>
<b>LESS OPERATING RESERVE</b>	<b>896,000</b>	<b>904,000</b>	<b>916,000</b>	<b>896,000</b>	<b>968,000</b>
<b>AVAILABLE WORKING CAPITAL</b>	<b>\$ 2,192,160</b>	<b>\$ 2,585,734</b>	<b>\$ 2,205,527</b>	<b>\$ 3,100,425</b>	<b>\$ 1,934,008</b>

**TRANSIT FUND  
OPERATING BUDGET**

FUND 5710,5720,4110,4120,2040

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
PERSONAL SERVICES	\$ 3,696,042	\$ 4,012,975	\$ 3,925,227	\$ 3,968,447	\$ 4,086,188
OPERATIONS AND MAINTENANCE	1,156,747	1,318,917	1,462,409	1,325,732	1,610,076
CAPITAL	<u>1,068,494</u>	<u>493,280</u>	<u>1,180,096</u>	<u>247,987</u>	<u>3,389,463</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 5,921,283</u></b>	<b><u>\$ 5,825,172</u></b>	<b><u>\$ 6,567,732</u></b>	<b><u>\$ 5,542,166</u></b>	<b><u>\$ 9,085,727</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
AVIATION & TRANSIT DIRECTOR	0.1	0.4	0.4	0.4
ASSISTANT AVIATION DIRECTOR	0.3	0.2	0.2	0.2
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	-
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	1.0	1.0	1.0
TRANSIT SERVICES DISPATCHER	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>
<b>TOTAL</b>	<b><u>55.7</u></b>	<b><u>55.9</u></b>	<b><u>55.9</u></b>	<b><u>55.9</u></b>

# **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 20**

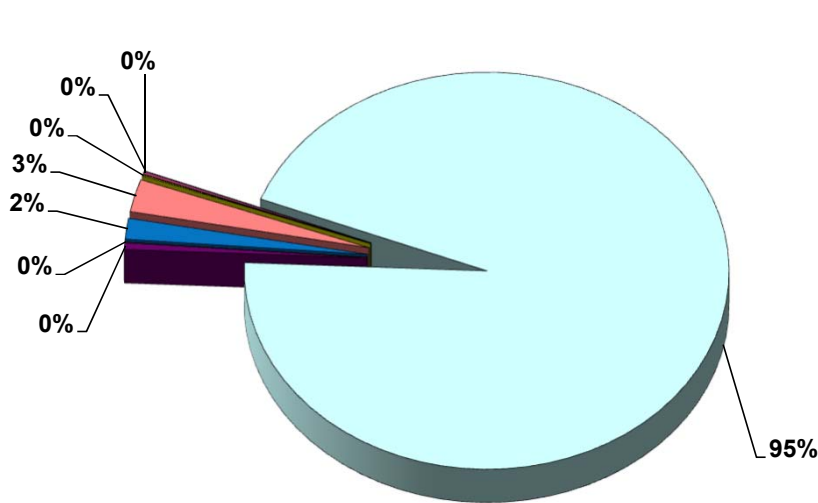
	<b>FLEET SERVICES</b>	<b>CENTRAL SERVICES</b>	<b>INFORMATION TECHNOLOGY</b>	<b>CITY HEALTH BENEFITS</b>	<b>CENTRAL TELEPHONE</b>	<b>RADIO COMMUNICATIONS</b>	<b>PROPERTY INSURANCE</b>	<b>FACILITIES MANAGEMENT</b>
<b>WORKING CAPITAL - BEGINNING</b>	<b><u>\$ 1,182,828</u></b>	<b><u>\$ 207,994</u></b>	<b><u>\$ 607,157</u></b>	<b><u>\$ 8,295,104</u></b>	<b><u>\$ 593,634</u></b>	<b><u>\$ 514,485</u></b>	<b><u>\$ 1,925,511</u></b>	<b><u>\$ 917,526</u></b>
<b>REVENUE:</b>								
SPECIAL ASSESSMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LICENSES & PERMITS	-	-	-	-	-	-	-	-
INTER-GOVERNMENTAL	-	-	-	-	-	-	-	-
CHARGES FOR SERVICE	1,889,023	99,915	2,616,309	13,787,000	430,681	278,269	1,786,764	593,289
INVESTMENT EARNINGS	11,800	2,700	13,800	80,000	8,000	-	16,300	20,000
INTERFUND TRANSFERS	-	-	-	-	-	-	-	493,795
MISCELLANEOUS	<u>16,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>757,062</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 1,916,823</u></b>	<b><u>\$ 102,615</u></b>	<b><u>\$ 2,630,109</u></b>	<b><u>\$ 13,867,000</u></b>	<b><u>\$ 438,681</u></b>	<b><u>\$ 278,269</u></b>	<b><u>\$ 1,803,064</u></b>	<b><u>\$ 1,864,146</u></b>
<b>EXPENSES:</b>								
PERSONAL SERVICES	\$ 1,537,006	\$ -	\$ 1,888,074	\$ 50,000	\$ 126,998	\$ -	\$ 107,564	\$ 472,699
OPERATION & MAINTENANCE	300,309	61,689	631,347	13,909,454	271,471	271,915	2,317,460	673,714
CAPITAL	42,039	-	153,500	-	400,000	-	-	191,825
DEBT SERVICE	-	-	-	-	-	-	-	532,056
INTERFUND TRANSFERS	<u>95,770</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 1,975,124</u></b>	<b><u>\$ 61,689</u></b>	<b><u>\$ 2,672,921</u></b>	<b><u>\$ 13,959,454</u></b>	<b><u>\$ 798,469</u></b>	<b><u>\$ 271,915</u></b>	<b><u>\$ 2,425,024</u></b>	<b><u>\$ 1,870,294</u></b>
<b>WORKING CAPITAL- ENDING</b>	<b><u>\$ 1,124,527</u></b>	<b><u>\$ 248,920</u></b>	<b><u>\$ 564,345</u></b>	<b><u>\$ 8,202,650</u></b>	<b><u>\$ 233,846</u></b>	<b><u>\$ 520,839</u></b>	<b><u>\$ 1,303,551</u></b>	<b><u>\$ 911,378</u></b>
WORKING CAPITAL NOT BUDGETED	-	-	-	-	-	-	-	-
<b>LESS RESERVED/DESIGNATED</b>	<b><u>679,807</u></b>	<b><u>-</u></b>	<b><u>629,855</u></b>	<b><u>-</u></b>	<b><u>31,878</u></b>	<b><u>-</u></b>	<b><u>776,008</u></b>	<b><u>143,963</u></b>
<b>UNDESIGNATED WORKING CAPITAL BALANCE ENDING</b>	<b><u>\$ 444,720</u></b>	<b><u>\$ 248,920</u></b>	<b><u>\$ (65,510)</u></b>	<b><u>\$ 8,202,650</u></b>	<b><u>\$ 201,968</u></b>	<b><u>\$ 520,839</u></b>	<b><u>\$ 527,543</u></b>	<b><u>\$ 767,415</u></b>

**INTERNAL SERVICE FUNDS  
SUMMARY  
OPERATING BUDGET  
FY 20**

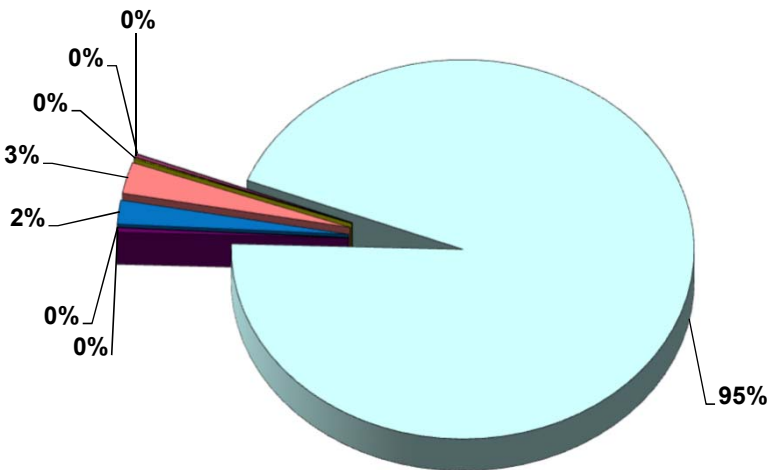
	<b>PUBLIC WORKS ADMINISTRATION</b>	<b>PUBLIC WORKS ENGINEERING</b>	<b>APPROVED BUDGET FY 20</b>	<b>APPROVED BUDGET FY 19</b>	<b>INCREASE (DECREASE)</b>	<b>ACTUAL FY 18</b>
<b>WORKING CAPITAL - BEGINNING</b>	<b>\$ 147,306</b>	<b>\$ 285,543</b>	<b>\$ 14,677,088</b>	<b>\$ 11,652,102</b>	<b>\$ 3,024,986</b>	<b>\$ 11,581,578</b>
<b>REVENUE:</b>						
SPECIAL ASSESSMENTS	\$ -	\$ 24,000	\$ 24,000	\$ 24,000	\$ -	\$ 26,145
LICENSES & PERMITS	-	73,000	73,000	73,000	-	-
INTER-GOVERNMENTAL	-	-	-	-	-	31,942
CHARGES FOR SERVICE	2,996,154	3,180,626	27,658,030	24,725,719	2,932,311	25,005,240
INVESTMENT EARNINGS	3,000	4,000	159,600	100,700	58,900	112,337
INTERFUND TRANSFERS	-	-	493,795	532,057	(38,262)	383,081
MISCELLANEOUS	-	-	773,062	697,117	75,945	31,749
<b>TOTAL REVENUE</b>	<b>\$ 2,999,154</b>	<b>\$ 3,281,626</b>	<b>\$ 29,181,487</b>	<b>\$ 26,152,593</b>	<b>\$ 3,028,894</b>	<b>\$ 25,590,494</b>
<b>EXPENSES:</b>						
PERSONAL SERVICES	\$ 1,778,142	\$ 2,443,439	\$ 8,403,922	\$ 19,076,681	\$ (10,672,759)	\$ 7,463,960
OPERATION & MAINTENANCE	1,127,300	727,443	20,292,102	7,099,426	13,192,676	16,671,548
CAPITAL	16,000	47,000	850,364	225,599	624,765	128,300
DEBT SERVICE	-	-	532,056	532,056	-	-
INTERFUND TRANSFERS	-	-	95,770	95,770	-	95,770
<b>TOTAL EXPENSES</b>	<b>\$ 2,921,442</b>	<b>\$ 3,217,882</b>	<b>\$ 30,174,214</b>	<b>\$ 27,029,532</b>	<b>\$ 3,144,682</b>	<b>\$ 24,359,578</b>
<b>WORKING CAPITAL- ENDING</b>	<b>\$ 225,018</b>	<b>\$ 349,287</b>	<b>\$ 13,684,361</b>	<b>\$ 10,775,163</b>	<b>\$ 2,909,198</b>	<b>\$ 12,812,494</b>
WORKING CAPITAL NOT BUDGETED	-	-	-	50,000	(50,000)	(514,037)
<b>LESS RESERVED/DESIGNATED</b>	<b>232,435</b>	<b>317,088</b>	<b>2,811,034</b>	<b>2,560,268</b>	<b>250,766</b>	<b>1,521,662</b>
<b>UNDESIGNATED WORKING CAPITAL BALANCE ENDING</b>	<b>\$ (7,417)</b>	<b>\$ 32,199</b>	<b>\$ 10,873,327</b>	<b>\$ 8,264,895</b>	<b>\$ 2,608,432</b>	<b>\$ 10,776,794</b>

# Internal Service Fund Summary of Revenues

FY 20			FY 19	
\$	24,000	SPECIAL ASSESSMENTS	\$	24,000
	73,000	LICENSES AND PERMITS		73,000
	-	INTER-GOVERNMENTAL		-
	27,658,030	CHARGES FOR SERVICE		24,725,719
	159,600	INVESTMENT EARNINGS		100,700
	493,795	INTERFUND TRANSFERS		532,057
	773,062	MISCELLANEOUS		697,117
<u>\$ 29,181,487</u>		TOTAL	<u>\$ 26,152,593</u>	



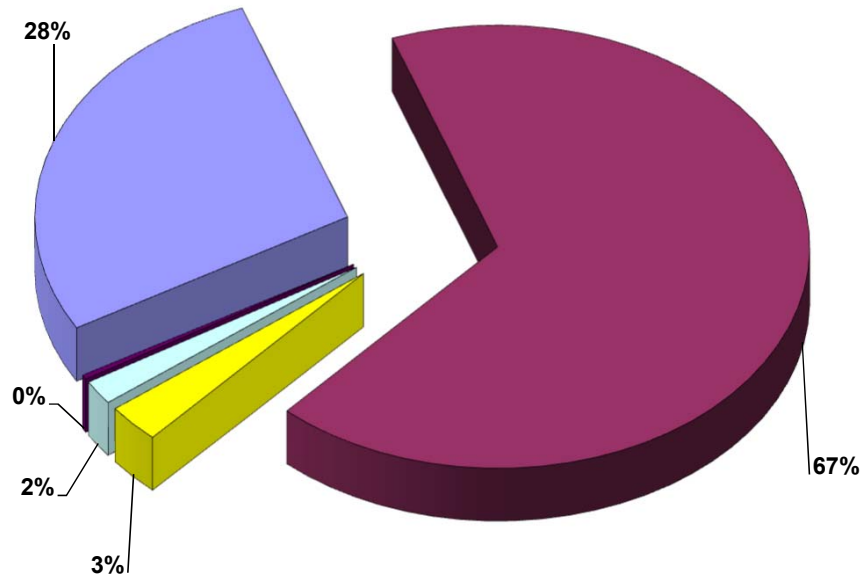
Fiscal Year 2020



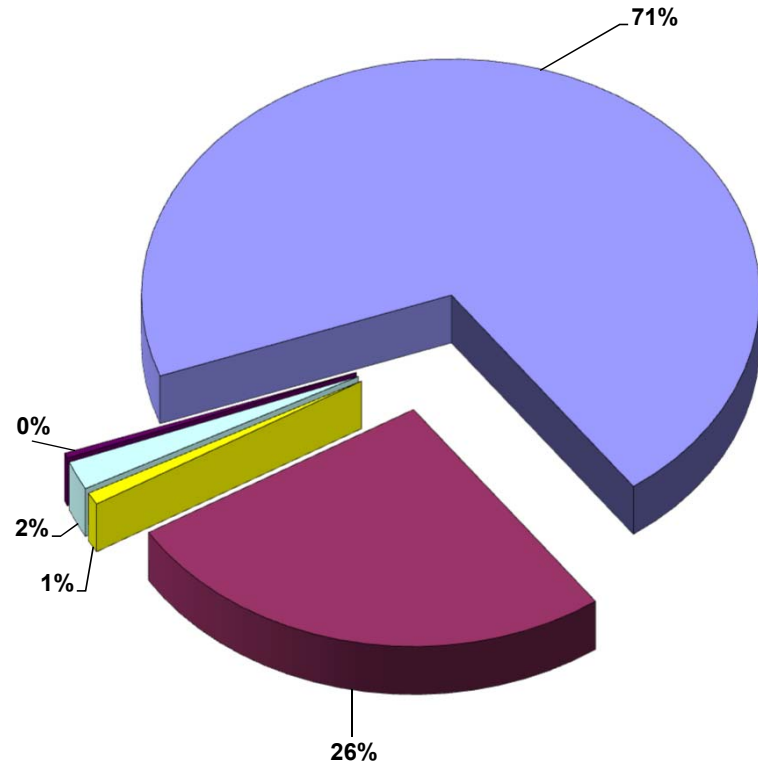
Fiscal Year 2019

# Internal Service Fund Summary of Expenses

<u>FY 20</u>		<u>FY 19</u>
\$ 8,403,922	PERSONAL SERVICES	\$ 19,076,681
20,292,102	OPERATION & MAINTENANCE	7,099,426
850,364	CAPITAL	225,599
532,056	DEBT SERVICE	532,056
95,770	INTERFUND TRANSFERS	95,770
<u>\$ 30,174,214</u>	<u>TOTAL</u>	<u>\$ 27,029,532</u>



Fiscal Year 2020



Fiscal Year 2019

## **FLEET SERVICES BUDGET NARRATIVE**

Fleet Services is responsible for maintaining and repairing over 900 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 86% of revenues from mechanic labor; 10% from parts, tires, and fuel markup; and 4% from courier services, pool vehicle rental, and interest on investments. Total projected revenue for FY 2020 is \$1,916,823, an increase of \$61,973 from the prior year.

### **Expenses**

Total expenses for FY 2020 are budgeted at \$1,975,124. Included within the expense total are: Personal Services, \$1,537,006; Cost allocation and interdepartmental charge for services, \$96,539; rent and transfer for debt service, \$146,537; liability insurance, \$9,477; and other O&M, \$143,526. The FY 20 budget represents an increase of \$141,581, primarily due to increases in Personal Services expenses and Capital expenditures.

### **Capital**

Capital expenditure requests total \$42,039 for the transfer of a pool vehicle from Public Works and the replacement of a Fleet pickup through the Equipment Replacement Plan.

**FLEET SERVICES FUND  
OPERATING BUDGET**

FUND 6010

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>WORKING CAPITAL - BEGINNING</b>	<b>\$ 1,200,987</b>	<b>\$ 1,215,717</b>	<b>\$ 1,123,030</b>	<b>\$ 1,221,561</b>	<b>\$ 1,182,827</b>
<b>REVENUES:</b>					
FLEET SERVICES	\$ 1,631,911	\$ 1,655,113	\$ 1,792,590	\$ 1,600,000	\$ 1,850,202
COURIER	35,555	36,570	37,760	37,764	38,821
INTEREST EARNINGS	5,863	10,872	8,500	15,000	11,800
MISCELLANEOUS	36,022	20,726	16,000	5,000	16,000
<b>TOTAL REVENUE</b>	<b>\$ 1,709,351</b>	<b>\$ 1,723,281</b>	<b>\$ 1,854,850</b>	<b>\$ 1,657,764</b>	<b>\$ 1,916,823</b>
<b>EXPENSES:</b>					
PERSONAL SERVICES	\$ 1,444,506	\$ 1,493,665	\$ 1,430,560	\$ 1,330,478	\$ 1,537,006
OPERATION & MAINTENANCE	231,647	298,784	292,834	270,250	300,309
CAPITAL	24,140	-	14,109	-	42,039
TRANSFERS OUT	109,420	95,770	95,770	95,770	95,770
<b>TOTAL EXPENSES</b>	<b>\$ 1,809,713</b>	<b>\$ 1,888,219</b>	<b>\$ 1,833,273</b>	<b>\$ 1,696,498</b>	<b>\$ 1,975,124</b>
WORKING CAP. CHANGES NOT BUDGETED	115,092	170,782	-	-	-
<b>WORKING CAPITAL - ENDING</b>	<b>\$ 1,215,717</b>	<b>\$ 1,221,561</b>	<b>\$ 1,144,607</b>	<b>\$ 1,182,827</b>	<b>\$ 1,124,526</b>
<b>LESS OPERATING RESERVE</b>	<b>\$ 617,624</b>	<b>\$ 663,206</b>	<b>\$ 637,656</b>	<b>\$ 592,269</b>	<b>\$ 679,807</b>
<b>AVAILABLE WORKING CAPITAL</b>	<b>\$ 598,093</b>	<b>\$ 558,355</b>	<b>\$ 506,951</b>	<b>\$ 590,558</b>	<b>\$ 444,719</b>

**FLEET SERVICES FUND  
OPERATING BUDGET**

FUND 6010

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
PERSONAL SERVICES	\$ 1,444,506	\$ 1,493,665	\$ 1,430,560	\$ 1,330,478	\$ 1,537,006
OPERATIONS AND MAINTENANCE	224,749	273,532	292,834	270,250	300,309
CAPITAL	24,140	-	14,109	-	42,039
TRANSFERS	<u>109,420</u>	<u>95,770</u>	<u>95,770</u>	<u>95,770</u>	<u>95,770</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 1,802,815</u></b>	<b><u>\$ 1,862,967</u></b>	<b><u>\$ 1,833,273</u></b>	<b><u>\$ 1,696,498</u></b>	<b><u>\$ 1,975,124</u></b>

**FLEET SERVICES FUND  
STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
FLEET SERVICES MANAGER	1.0	1.0	1.0	1.0
MECHANIC II	9.0	9.0	9.0	6.0
MECHANIC III	-	-	-	2.0
MECHANIC IV	-	-	-	1.0
FLEET SERV SHOP FOREMAN	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
STORES CLERK	1.0	1.0	1.0	1.0
VEHICLE SERVICE TECHNICIAN	3.0	3.0	3.0	3.0
INVENTORY CONTROL SPEC. I	1.0	1.0	1.0	1.0
COURIER/ACCOUNT CLERK II	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
<b>TOTAL</b>	<b><u>18.0</u></b>	<b><u>18.0</u></b>	<b><u>18.0</u></b>	<b><u>18.0</u></b>

CENTRAL SERVICES FUND OPERATING BUDGET					
FUND 6050	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
WORKING CAPITAL-BEGINNING	\$ 148,487	\$ 167,908	\$ 178,206	\$ 172,409	\$ 207,994
REVENUES:					
MAIL SERVICE	\$ 53,317	\$ 63,246	\$ 55,000	\$ 62,374	\$ 58,000
DUPLICATION	50,375	51,979	43,980	51,383	41,915
INTEREST EARNINGS	724	1,439	1,400	2,500	2,700
TOTAL REVENUE	\$ 104,416	\$ 116,664	\$ 100,380	\$ 116,257	\$ 102,615
EXPENSES:					
MAIL SERVICE	\$ 53,317	\$ 63,185	\$ 55,000	\$ 53,672	\$ 58,000
DUPLICATION	45,412	48,978	31,250	27,000	3,689
TOTAL EXPENSES	\$ 98,729	\$ 112,163	\$ 86,250	\$ 80,672	\$ 61,689
WORKING CAPITAL-ENDING	\$ 167,908	\$ 172,409	\$ 192,336	\$ 207,994	\$ 248,920

### **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 6050

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
OPERATIONS AND MAINTENANCE	\$ 84,995	\$ 112,163	\$ 86,250	\$ 80,672	\$ 58,000
CAPITAL	-	-	-	-	3,689
<b>TOTAL EXPENSES</b>	<b><u>\$ 84,995</u></b>	<b><u>\$ 112,163</u></b>	<b><u>\$ 86,250</u></b>	<b><u>\$ 80,672</u></b>	<b><u>\$ 61,689</u></b>

## **INFORMATION TECHNOLOGY BUDGET NARRATIVE**

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

### **Revenues**

Information Technology is an internal support function with revenues of \$2,630,109 generated primarily by charges for service. The ITD charges for each department/division are based on the previous calendar year's usage of PC and Network resources/support time, application and 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 2020 proposed budget is \$2,672,921. Overall, expenses are higher than last year due to personal services increases and overall capital expenses.

### **Capital**

Information Technology has proposed a capital budget of \$153,500. This includes \$65,000 for replacement of production network storage, \$40,000 in disaster/recovery hardware, \$20,500 in security upgrades, and another \$28,000 in network switches.

**INFORMATION TECHNOLOGY FUND  
OPERATING BUDGET**

FUND 6200

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>WORKING CAPITAL-BEGINNING</b>	<b>\$ 754,542</b>	<b>\$ 701,228</b>	<b>\$ 673,364</b>	<b>\$ 684,117</b>	<b>\$ 682,292</b>
<b>REVENUES:</b>					
CHARGE FOR SERVICES	\$ 2,236,241	\$ 2,315,421	\$ 2,447,219	\$ 2,332,492	\$ 2,616,309
INTEREST EARNINGS	4,467	8,306	8,200	3,500	13,800
OTHER	29,744	2,103	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 2,270,452</b>	<b>\$ 2,325,830</b>	<b>\$ 2,455,419</b>	<b>\$ 2,335,992</b>	<b>\$ 2,630,109</b>
<b>EXPENSES:</b>					
PERSONAL SERVICES	\$ 1,802,540	\$ 1,914,774	\$ 1,791,164	\$ 1,705,510	\$ 1,888,074
OPERATIONS & MAINTENANCE	437,401	534,868	642,062	582,307	631,347
CAPITAL	168,010	63,799	88,400	50,000	153,500
<b>TOTAL EXPENSES</b>	<b>\$ 2,407,951</b>	<b>\$ 2,513,441</b>	<b>\$ 2,521,626</b>	<b>\$ 2,337,817</b>	<b>\$ 2,672,921</b>
WORKING CAP. CHANGES NOT BUDGETED	84,185	170,500	-	-	-
<b>WORKING CAPITAL - ENDING</b>	<b>\$ 701,228</b>	<b>\$ 684,117</b>	<b>\$ 607,157</b>	<b>\$ 682,292</b>	<b>\$ 639,480</b>
LESS OPERATING RESERVE	559,985	612,411	608,307	571,954	629,855
<b>AVAILABLE WORKING CAPITAL</b>	<b>\$ 141,243</b>	<b>\$ 71,706</b>	<b>\$ (1,150)</b>	<b>\$ 110,338</b>	<b>\$ 9,625</b>

**INFORMATION TECHNOLOGY FUND  
OPERATING BUDGET**

FUND 6200

**STAFFING AUTHORIZATION**

<b>POSITION</b>	<b>ACTUAL FY17</b>	<b>ACTUAL FY18</b>	<b>BUDGET FY 19</b>	<b>REQUEST FY 20</b>	<b>APPROVED FY 20</b>
CHIEF INFORMATION OFFICER	1.0	0.9	0.9	0.9	0.9
APPLICATION DEVELOPER	3.0	3.0	3.0	3.0	3.0
OPERATION SUPPORT SPECIALIST	1.0	1.0	1.0	1.0	1.0
GIS SPECIALIST	1.0	1.0	1.0	1.0	1.0
GIS COORDINATOR	1.0	1.0	1.0	1.0	1.0
LAND MANAGEMENT COORDINATOR	1.0	1.0	1.0	1.0	1.0
SENIOR APPLICATION DEVELOPER	1.0	1.0	1.0	1.0	1.0
APPLICATION DEVELOPMENT MGR	1.0	1.0	1.0	1.0	1.0
SENIOR GIS TECHNICIAN	1.0	1.0	1.0	1.0	1.0
PUBLIC SAFETY TECH SUPPORT	1.0	1.0	1.0	1.0	1.0
P. C. SUPPORT SPECIALIST	2.0	2.0	2.0	2.0	2.0
NETWORK ADMINISTRATOR	1.0	1.0	1.0	1.0	1.0
ASST. NETWORK ADMINISTRATOR	1.0	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0	1.0
SECURITY SPECIALIST	-	1.0	0.9	0.9	0.9
GIS TECHNICIAN	1.0	1.0	1.0	1.0	1.0
<b>TOTAL</b>	<u><b>18.0</b></u>	<u><b>18.9</b></u>	<u><b>18.8</b></u>	<u><b>18.8</b></u>	<u><b>18.8</b></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. In addition, the City is conducting a Request for Proposal (RFP) for medical network services beginning January 1, 2020. A recommended reserve was omitted from the budget as the City's Health Plan consultant establishes it on a calendar year basis.

### **Revenues**

In total, revenues show an increase from the FY 2019 budget of approximately \$897,627.

### **Expenses**

Overall, expenses show an increase from the FY 2019 budget of approximately \$450,606. This is due to the increasing cost of claims. 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. In addition, the City will be conducting a Request for Proposal (RFP) for medical network services beginning January 1, 2020.

### **Capital**

None

**CITY HEALTH BENEFITS FUND  
OPERATING BUDGET**

FUND 6270

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>WORKING CAPITAL - BEGINNING</b>	<b>\$ 5,554,183</b>	<b>\$ 4,916,924</b>	<b>\$ 4,829,279</b>	<b>\$ 6,189,608</b>	<b>\$ 8,295,104</b>
<b>REVENUES:</b>					
INVESTMENT EARNINGS	\$ 27,308	\$ 50,994	\$ 48,000	\$ 65,000	\$ 80,000
CHARGES FOR SERVICE:					
CITY CONTRIBUTION HEALTH	8,328,786	8,923,305	9,390,600	9,049,372	9,521,000
CITY CONTRIBUTION LIFE \$10,000	34,217	35,093	34,000	35,240	34,000
CITY CONTRIBUTION LIFE \$15,000	9,840	9,872	12,000	10,145	12,000
CITY CONTRIBUTION DENTAL	116,843	123,188	120,000	123,374	125,000
EMPLOYEE CONTRIBUTION LIFE	70,984	72,859	72,000	77,196	75,000
EMPLOYEE FLEX CONTRIB.	528,715	457,146	590,000	348,996	590,000
EMPLOYEE DENTAL CONTRIB	430,310	456,602	380,000	459,394	350,000
EMPLOYEE HEALTH CONTRIB.	1,006,239	1,350,337	1,200,000	1,395,188	1,700,000
RETIREE/COBRA CONTRIB	826,685	853,657	840,000	885,226	850,000
CLAIM OVERPAYMENTS	54,258	24,332	55,000	45,000	55,000
PRESCRIPTION DRUG REBATE	239,758	245,460	175,000	273,742	275,000
STOP LOSS REIMBURSEMENTS	293,903	419,275	200,000	200,000	200,000
OTHER	3,606	5,169	-	1,500	-
<b>TOTAL REVENUE</b>	<b>\$ 11,971,452</b>	<b>\$ 13,027,289</b>	<b>\$ 13,116,600</b>	<b>\$ 12,969,373</b>	<b>\$ 13,867,000</b>
<b>EXPENSES:</b>					
PERSONAL SERVICES:					
HEALTH INCENTIVES	\$ 32,025	\$ 32,525	\$ 35,000	\$ 33,200	50,000
OPERATION AND MAINTENANCE:					
HEALTH CLAIMS	9,950,158	9,083,665	10,507,745	8,277,240	10,918,132
LIFE INSURANCE PREMIUMS	123,415	117,311	125,000	121,824	140,000
DENTAL CLAIMS	496,571	540,451	400,000	545,054	550,000
FLEX PLAN CLAIMS	528,715	457,146	725,000	380,000	590,000
125K FLEX ADMIN. CHGS.	18,361	17,910	27,300	17,700	27,300
HEALTH/DENTAL ADMIN. CHGS.	304,332	309,151	333,000	311,352	333,000
ACA ADMIN. CHGS	26,910	22,494	27,000	21,108	27,000
STOP LOSS PREMIUM	600,047	641,719	754,000	667,156	754,000
H.S.A. ADMIN. FEES	9,062	8,771	8,000	8,645	9,000
WELLNESS EVENTS	124,442	7,167	10,000	9,513	10,000
CONSULTANT SERVICES	69,950	128,736	130,000	119,800	174,000
NURSE/SCREENING PROGRAM	20,835	124,420	150,000	80,000	110,000
CARE LINK SERVICES	49,895	53,899	65,000	56,285	65,000
AFFORDABLE CARE ACT FEE	46,268	-	-	-	-
COST ALLOCATION / OTHER	207,725	209,240	211,803	215,000	202,022
<b>TOTAL EXPENSES</b>	<b>\$ 12,608,711</b>	<b>\$ 11,754,605</b>	<b>\$ 13,508,848</b>	<b>\$ 10,863,877</b>	<b>\$ 13,959,454</b>
<b>WORKING CAPITAL - ENDING</b>	<b>\$ 4,916,924</b>	<b>\$ 6,189,608</b>	<b>\$ 4,437,031</b>	<b>\$ 8,295,104</b>	<b>\$ 8,202,650</b>

## **CENTRAL TELEPHONE SERVICES BUDGET NARRATIVE**

The Central Telephone Service provides telecommunication support to the entire organization. Under the direction of the Information Technology Director, the Telecommunications Manager and the IT Administrative Secretary provide telephone, voice mail, call accounting, communications related procurement, cell phone, infrastructure support, and related financial accounting services for 8 telephone PBXs, 540 landline phones, 57 Centrex phone lines, and 339 Smartphones/cell phones/Push-to-Talk radio/phones.

### **Revenues**

The Central Telephone Service is an internal support function with revenues of \$438,681 derived predominately from phone services, with additional revenue from Centrex lines and interest income.

### **Expenditures**

The proposed Central Telephone Service budget for FY 2020 operating costs is \$798,469. Overall expenses are much higher in FY 2020 due to a \$400,000 expense for the complete replacement of the telephone system at all City facilities.

### **Capital**

The FY 2020 Central Telephone Service budget contains a single expense of \$400,000 for the replacement of the City's telephone system including all desk phones, voice mail, and auto attendants. The telephone system replacement funding will come from reserves accumulated for this replacement.

**CENTRAL TELEPHONE SERVICES FUND  
OPERATING BUDGET**

FUND 6060

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>WORKING CAPITAL-BEGINNING</b>	<b>\$ 446,181</b>	<b>\$ 490,589</b>	<b>\$ 537,689</b>	<b>\$ 577,126</b>	<b>\$ 593,634</b>
<b>REVENUES:</b>					
CHARGE FOR SERVICES	\$ 374,703	\$ 404,041	\$ 418,505	\$ 417,858	\$ 430,681
STATE REIMBURSEMENTS	1,827	88	-	-	-
INTEREST EARNINGS	2,130	4,545	4,200	6,000	8,000
<b>TOTAL REVENUE</b>	<b>\$ 378,660</b>	<b>\$ 408,674</b>	<b>\$ 422,705</b>	<b>\$ 423,858</b>	<b>\$ 438,681</b>
<b>EXPENSES:</b>					
PERSONAL SERVICES	\$ 112,301	\$ 121,181	\$ 136,289	\$ 116,000	\$ 126,998
OPERATIONS & MAINTENANCE	225,400	212,139	265,428	260,000	271,471
CAPITAL	-	-	-	31,350	400,000
<b>TOTAL EXPENSES</b>	<b>\$ 337,701</b>	<b>\$ 333,320</b>	<b>\$ 401,717</b>	<b>\$ 407,350</b>	<b>\$ 798,469</b>
WORKING CAP. CHANGES NOT BUDGETED	3,449	11,183	-	-	-
<b>WORKING CAPITAL-ENDING</b>	<b>\$ 490,589</b>	<b>\$ 577,126</b>	<b>\$ 558,677</b>	<b>\$ 593,634</b>	<b>\$ 233,846</b>
LESS OPERATING RESERVE	27,016	26,666	32,137	30,080	31,878
<b>AVAILABLE WORKING CAPITAL</b>	<b>\$ 463,573</b>	<b>\$ 539,277</b>	<b>\$ 526,540</b>	<b>\$ 563,554</b>	<b>\$ 201,968</b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY17	ACTUAL FY17	BUDGET FY 19	APPROVED FY 20
TELECOMMUNICATIONS SYSTEM MANAGER	1.0	1.0	1.0	1.0
CHIEF INFORMATION OFFICER	-	0.1	0.1	0.1
SECURITY SPECIALIST	-	-	0.1	0.1
<b>TOTAL</b>	<b>1.0</b>	<b>1.1</b>	<b>1.2</b>	<b>1.2</b>



**RADIO COMMUNICATIONS FUND  
OPERATING BUDGET**

FUND 6070

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
WORKING CAPITAL-BEGINNING	\$ 313,570	\$ 384,230	\$ 481,627	\$ 521,979	\$ 514,485
REVENUES:					
CHARGES FOR SERVICE	\$ 275,158	\$ 340,020	\$ 288,008	\$ 288,006	\$ 278,269
INTEREST EARNINGS	1,460	3,904	3,600	4,500	-
TOTAL REVENUE	\$ 276,618	\$ 343,924	\$ 291,608	\$ 292,506	\$ 278,269
EXPENSES					
OPERATIONS & MAINTENANCE	\$ 205,958	\$ 206,175	\$ 273,737	\$ 300,000	\$ 271,915
TOTAL EXPENSES	\$ 205,958	\$ 206,175	\$ 273,737	\$ 300,000	\$ 271,915
WORKING CAPITAL-ENDING	\$ 384,230	\$ 521,979	\$ 499,498	\$ 514,485	\$ 520,839

**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**

O&M expenses decreased slightly from the previous year, due in part to a reduction in the cost of contracted system maintenance and telephone lines at each site. Estimated FY 2019 is \$273,737 and the proposed FY 2020 request is \$271,915, which is a difference of \$1,822.

An SBR request was approved in FY 2018 to replace the standby generators at Swords Park, Fox Park, and Landfill locations. Replacement of the standby generator at the Swords Park Tower is scheduled for completion in FY 2019. Replacement of the standby generators at Fox and Landfill will begin in FY 2020.

**Capital**

None

**PROPERTY INSURANCE FUND  
OPERATING BUDGET**

FUND 6300

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>WORKING CAPITAL-BEGINNING</b>	<u>\$ 2,642,165</u>	<u>\$ 2,422,237</u>	<u>\$ 2,613,606</u>	<u>\$ 2,483,010</u>	<u>\$ 1,896,187</u>
<b>REVENUES:</b>					
CHARGE FOR SERVICES	\$ 1,325,859	\$ 2,089,717	\$ 1,528,938	\$ 1,504,677	\$ 1,786,764
INTEREST EARNINGS	10,646	19,327	11,000	10,000	16,300
TRANSFERS FROM PUBLIC SAFETY FUND	71,431	-	-	-	-
OTHER	<u>2,614</u>	<u>1,321</u>	<u>-</u>	<u>500</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<u>\$ 1,410,550</u>	<u>\$ 2,110,365</u>	<u>\$ 1,539,938</u>	<u>\$ 1,515,177</u>	<u>\$ 1,803,064</u>
<b>EXPENSES:</b>					
PERSONAL SERVICES	\$ 110,253	\$ 114,585	\$ 102,044	\$ 102,000	\$ 107,564
OPERATIONS & MAINTENANCE	1,334,057	1,925,712	2,202,065	2,000,000	2,317,460
INTERFUND TRANSFERS	<u>180,801</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL EXPENSES</b>	<u>\$ 1,625,111</u>	<u>\$ 2,040,297</u>	<u>\$ 2,304,109</u>	<u>\$ 2,102,000</u>	<u>\$ 2,425,024</u>
WORKING CAP. CHANGES NOT BUDGETED	(5,367)	(9,295)	-	-	-
<b>WORKING CAPITAL - ENDING</b>	<u>\$ 2,422,237</u>	<u>\$ 2,483,010</u>	<u>\$ 1,849,435</u>	<u>\$ 1,896,187</u>	<u>\$ 1,274,227</u>
LESS OPERATING RESERVE	<u>520,036</u>	<u>652,895</u>	<u>737,315</u>	<u>672,640</u>	<u>776,008</u>
<b>AVAILABLE WORKING CAPITAL</b>	<u>\$ 1,912,935</u>	<u>\$ 1,839,410</u>	<u>\$ 1,112,120</u>	<u>\$ 1,223,547</u>	<u>\$ 498,219</u>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
RISK/SAFETY OFFICER	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
<b>TOTAL</b>	<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 increased by approximately \$288,000, compared to FY 2019, due to an increase in Charge for Services.

**Expenses**

Expenses increased approximately \$310,000, compared to FY 2019, due to an increase in the cost of operations and maintenance attributed to increases in property and liability insurance.

## **FACILITIES MANAGEMENT BUDGET NARRATIVE FOR FY20**

Facilities Management is responsible for operating and maintaining City Hall and the Billings Operations Center (BOC). Facilities Management operates as an internal service by providing project development and management, specifications, assessments and implementation of projects, custodial, facility and mechanical maintenance, as well as consulting to Fire, Police, Parks, Parking, and other City departments as needed. 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, will continue to act as the City's ADA Coordinator, and serve as an energy conservation leader for the City. The Facilities Manager will implement the Facilities Master Plan and subsequent projects related to that effort, as well as complete supplemental projects for the continued improvement, upkeep, and updating of City owned or leased facilities. She will continue oversight and management of the Police Evidence Expansion Project, and continue to develop planning for direction of the Facilities Master Plan.

### **Revenues**

Facilities Management is an internal service fund and generates revenues by charging fees to customer departments. City Hall revenues in FY 2020 are \$559,586, which is 1.2% below FY 19. This decrease is due to less supplemental budget requests for City Hall. Revenues at the Billings Operation Center (BOC) will be \$757,062, which is an increase of 9.9% over FY 19, due to supplemental budget requests for needed work. The debt service collected for the BOC is another \$532,056 annually.

### **Expenditures**

Expenditures in the proposed FY 2020 budget are \$1,651,669. City Hall expenses are \$499,384, and BOC expenses are \$1,126,993, which includes Debt Service of \$532,056. The increased expenses in FY 2020 compared to FY 2019 are primarily due to the supplemental items increase described below and Personal Services.

### **Capital**

Project work at the Billings Operations Center includes upping the asphalt replacement and repairs and concrete approach work in a new Phase, some maintenance upgrades, as well as upgrading sensors for air quality in the Garage at the BOC. City Hall has an exterior landscape and irrigation upgrade, as well as some technology upgrades to mechanical controls on the HVAC Systems. Facilities is also managing the Police Evidence Expansion Facility Project with construction planned at the beginning of summer in FY 20.

**FACILITIES MANAGEMENT FUND  
OPERATING BUDGET**

FUND 6500

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>WORKING CAPITAL-BEGINNING</b>	<u>\$ 610,565</u>	<u>\$ 813,416</u>	<u>\$ 854,300</u>	<u>\$ 713,128</u>	<u>\$ 917,526</u>
<b>REVENUES:</b>					
CHARGE FOR SERVICES - ADMIN	\$ 25,849	\$ 31,530	\$ 32,776	\$ 32,776	\$ 33,405
RENTS - BOC	660,698	670,854	681,117	677,584	757,062
CHARGE FOR SERVICES - CITY HALL	523,591	509,576	566,586	566,586	559,884
GRANT INCOME	71,008	31,942	-	-	-
MISCELLANEOUS	1,912	1,496	-	-	-
INTEREST EARNINGS	4,936	8,357	8,800	12,000	20,000
TRANSFER IN	<u>474,475</u>	<u>383,081</u>	<u>532,057</u>	<u>491,320</u>	<u>493,795</u>
<b>TOTAL REVENUE</b>	<u>\$ 1,762,469</u>	<u>\$ 1,636,836</u>	<u>\$ 1,821,336</u>	<u>\$ 1,780,266</u>	<u>\$ 1,864,146</u>
<b>EXPENSES:</b>					
ADMINISTRATION	\$ 161,986	\$ 188,401	\$ 170,588	\$ 144,715	\$ 179,083
BOC	561,854	680,160	1,130,331	1,022,056	1,203,850
CITY HALL	<u>417,330</u>	<u>470,142</u>	<u>498,618</u>	<u>409,097</u>	<u>487,361</u>
<b>TOTAL EXPENSES</b>	<u>\$ 1,141,170</u>	<u>\$ 1,338,703</u>	<u>\$ 1,799,537</u>	<u>\$ 1,575,868</u>	<u>\$ 1,870,294</u>
WORKING CAP. CHANGES NOT BUDGETED	<u>(418,448)</u>	<u>(398,421)</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>WORKING CAPITAL-ENDING</b>	<u>\$ 813,416</u>	<u>\$ 713,128</u>	<u>\$ 876,099</u>	<u>\$ 917,526</u>	<u>\$ 911,378</u>
LESS OPERATING RESERVE	<u>102,939</u>	<u>107,096</u>	<u>143,963</u>	<u>126,069</u>	<u>149,624</u>
<b>AVAILABLE WORKING CAPITAL</b>	<u>\$ 710,477</u>	<u>\$ 606,032</u>	<u>\$ 732,136</u>	<u>\$ 791,457</u>	<u>\$ 761,754</u>

**FACILITIES MANAGEMENT FUND  
OPERATING BUDGET**

FUND 6500

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY19	ESTIMATE FY19	APPROVED FY20
<b>EXPENSES:</b>					
PERSONAL SERVICES	\$ 424,537	\$ 452,850	\$ 439,600	\$ 427,125	\$ 472,699
OPERATIONS AND MAINTENANCE	633,357	848,058	704,791	598,814	673,714
CAPITAL	16,932	37,795	123,090	17,873	191,825
DEBT SERVICE	<u>66,344</u>	<u>-</u>	<u>532,056</u>	<u>532,056</u>	<u>532,056</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 1,141,170</u></b>	<b><u>\$ 1,338,703</u></b>	<b><u>\$ 1,799,537</u></b>	<b><u>\$ 1,575,868</u></b>	<b><u>\$ 1,870,294</u></b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY19	APPROVED FY20
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>
<b>TOTAL</b>	<b><u>6.0</u></b>	<b><u>6.0</u></b>	<b><u>6.0</u></b>	<b><u>6.0</u></b>

## **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 and Fee Determination
Budget Preparation and Control	Financial Management
Public Relations	Planning and Organization
Safety and Training Coordination	Interdepartmental Coordination
Special Assessments	Complaint Management
Contract Payment & Administration	Information Management
Accounting Management	Internal Controls Compliance
Building Maintenance	Custodial Services
Utility and Solid Waste Billing	

### **Revenues**

Revenues are derived from charges for services to the Public Works divisions per a cost allocation plan. Revenues for FY 2020 total \$2,999,154. This is an increase of \$1,538,515 due to an increase in charges for service to other Public Works divisions, because of the reallocation of fiscal and billing service employees to the Administrative Division.

### **Expenses**

Expenses for FY 2020 total \$2,905,441. This is an increase of \$1,447,773 primarily due to an increase in personnel expenses and other associated expenses for all fiscal and billing service employees that were transferred to the Public Works Administration division from other Public Works divisions.

### **Capital**

Public Works Administration Department has a capital budget of \$16,000 for FY 2020 for the replacement of a server.

**PUBLIC WORKS ADMINISTRATION  
OPERATING BUDGET**

FUND 6600

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>WORKING CAPITAL-BEGINNING</b>	<b>\$ 231,699</b>	<b>\$ 173,623</b>	<b>\$ 164,785</b>	<b>\$ 142,381</b>	<b>\$ 157,306</b>
<b>REVENUES:</b>					
CHARGE FOR SERVICES	\$ 1,230,981	\$ 1,271,488	\$ 1,457,639	\$ 1,457,639	\$ 2,996,154
INTEREST EARNINGS	1,429	2,832	3,000	2,515	3,000
<b>TOTAL REVENUE</b>	<b>\$ 1,232,410</b>	<b>\$ 1,274,320</b>	<b>\$ 1,460,639</b>	<b>\$ 1,460,154</b>	<b>\$ 2,999,154</b>
<b>EXPENSES:</b>					
PERSONAL SERVICES	\$ 1,197,388	\$ 1,140,284	\$ 1,192,143	\$ 1,195,584	\$ 1,778,141
OPERATIONS & MAINTENANCE	268,847	265,685	265,525	249,645	1,127,300
CAPITAL	-	-	-	-	16,000
<b>TOTAL EXPENSES</b>	<b>\$ 1,466,235</b>	<b>\$ 1,405,969</b>	<b>\$ 1,457,668</b>	<b>\$ 1,445,229</b>	<b>\$ 2,921,441</b>
WORKING CAP. CHANGES NOT BUDGETED	175,749	100,407	-	-	-
<b>WORKING CAPITAL-ENDING</b>	<b>\$ 173,623</b>	<b>\$ 142,381</b>	<b>\$ 167,756</b>	<b>\$ 157,306</b>	<b>\$ 235,019</b>
LESS OPERATING RESERVE	117,299	112,478	116,613	115,618	232,435
<b>AVAILABLE WORKING CAPITAL</b>	<b>\$ 56,324</b>	<b>\$ (70,504)</b>	<b>\$ 51,143</b>	<b>\$ 41,688</b>	<b>\$ 2,584</b>

**STAFFING AUTHORIZATION**

POSITION	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	APPROVED FY 20
DIRECTOR OF PUBLIC WORKS	1.0	1.0	1.0	1.0
DEPUTY DIRECTOR OF PUBLIC WORKS	2.0	1.0	1.0	1.0
PUBLIC WORKS FINANCIAL MGR	1.0	1.0	1.0	1.0
PUBLIC WORKS FINANCIAL ANALYST	1.0	1.0	1.0	1.0
SAFETY & TRAINING COORDINATOR	1.0	1.0	1.0	1.0
ACCOUNT CLERK II	1.0	1.0	2.0	6.0
BILLINGS SERV COORD	-	-	-	1.0
FACILITIES MAINT SUPPORT I	-	-	2.0	2.0
ACCOUNTING SUPERVISOR	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT I	1.0	1.0	-	-
ADMINISTRATIVE SUPPORT II	-	-	1.0	1.0
ADMINISTRATIVE SUPPORT III	1.0	1.0	1.0	1.0
SPECIAL ASSESSMETN COORD	-	-	1.0	1.0
SENIOR ACCOUNT/PERMIT CLERK	1.0	1.0	-	2.0
ASSET MANAGEMENT COORD	-	-	-	1.0
<b>TOTAL</b>	<b>11.0</b>	<b>10.0</b>	<b>13.0</b>	<b>21.0</b>

## **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 approximately 40% of the CIP projects it is responsible for in-house and provides project management for the remaining CIP projects. Engineering is also responsible for:

Inspection of projects in city right-of way  
Accessibility study review  
Traffic control  
Street light design and construction

Traffic engineering  
Infrastructure review for subdivisions  
Storm water management  
CIP planning

The proposed FY 2020 budget is funded through permit fees and fees associated with SIDs, CIP projects, and private contracts.

### **Revenues**

Revenues for FY 2020 total \$3,281,626. This is an increase of \$192,508 from the FY 2019 budget due to an increase in charge for services for project management.

### **Expenses**

The FY 2020 Engineering Division operating and maintenance expenditures budget of \$3,170,882 is an increase of \$328,115 over the FY 2019 budget. This increase is primarily due to an increase in personnel, in which a position was transferred from another Public Works division along with annual wage step increases and cost of living adjustments, as well as increased cost allocations.

### **Capital**

Public Works Engineering Department has a budget of \$47,000 for FY 2020 for the replacement of a printer and engineering survey equipment.



**PUBLIC WORKS ENGINEERING  
OPERATING BUDGET**

FUND 6700

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>WORKING CAPITAL-BEGINNING</b>	<b>\$ 531,958</b>	<b>\$ 146,746</b>	<b>\$ 196,216</b>	<b>\$ 55,240</b>	<b>\$ 285,543</b>
<b>REVENUES:</b>					
SPECIAL ASSESSMENTS	\$ 24,491	\$ 26,145	\$ 24,000	\$ 24,000	\$ 24,000
LICENSES & PERMITS	72,170	63,919	73,000	402,400	73,000
CHARGE FOR SERVICES	2,332,852	2,530,552	2,988,118	2,588,406	3,180,626
INVESTMENT EARNINGS	2,380	1,761	4,000	4,500	4,000
MISCELLANEOUS	4,539	934	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 2,436,432</b>	<b>\$ 2,623,311</b>	<b>\$ 3,089,118</b>	<b>\$ 3,019,306</b>	<b>\$ 3,281,626</b>
<b>EXPENSES:</b>					
PERSONAL SERVICES	\$ 2,461,856	\$ 2,194,096	\$ 2,192,136	\$ 2,186,149	\$ 2,443,439
OPERATIONS & MAINTENANCE	512,379	571,136	650,631	602,854	727,443
CAPITAL	86,755	26,706	-	-	47,000
<b>TOTAL EXPENSES</b>	<b>\$ 3,060,990</b>	<b>\$ 2,791,938</b>	<b>\$ 2,842,767</b>	<b>\$ 2,789,003</b>	<b>\$ 3,217,882</b>
WORKING CAP. CHANGES NOT BUDGETED	239,346	77,121	-	-	-
<b>WORKING CAPITAL-ENDING</b>	<b>\$ 146,746</b>	<b>\$ 55,240</b>	<b>\$ 442,567</b>	<b>\$ 285,543</b>	<b>\$ 349,287</b>
LESS OPERATING RESERVE	297,424	276,523	284,277	278,900	317,088
<b>AVAILABLE WORKING CAPITAL</b>	<b>\$ (150,678)</b>	<b>\$ (221,283)</b>	<b>\$ 158,290</b>	<b>\$ 6,643</b>	<b>\$ 32,199</b>

**PUBLIC WORKS ENGINEERING  
OPERATING BUDGET**

Fund 6700

<b>POSITION</b>	<b>ACTUAL FY 17</b>	<b>ACTUAL FY 18</b>	<b>BUDGET FY 19</b>	<b>APPROVED FY 20</b>
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	4.0	5.0
ENGINEER I	4.0	4.0	4.0	4.0
ENGINEER III	-	-	1.0	1.0
PERMIT CLERK	1.0	1.0	1.0	1.0
SENIOR GIS TECH	1.0	1.0	-	-
ENGINEERING DATA SPECIALIST	-	-	1.0	1.0
ENGINEER INSPECTOR II	3.0	3.0	4.0	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	-	-
SENIOR ENGINEERING TECH	2.0	2.0	2.0	2.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
<b>TOTAL</b>	<b><u>23.0</u></b>	<b><u>23.0</u></b>	<b><u>22.0</u></b>	<b><u>23.0</u></b>

# 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.

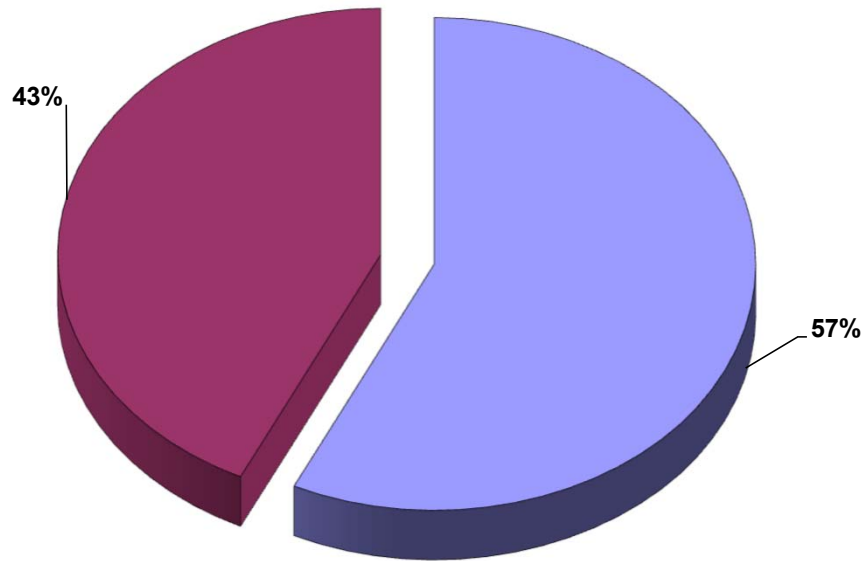
- The **Cemetery Perpetual Care Fund** accounts for private contributions to the cemetery.

**PERMANENT FUND  
SUMMARY  
OPERATING BUDGET  
FY 20**

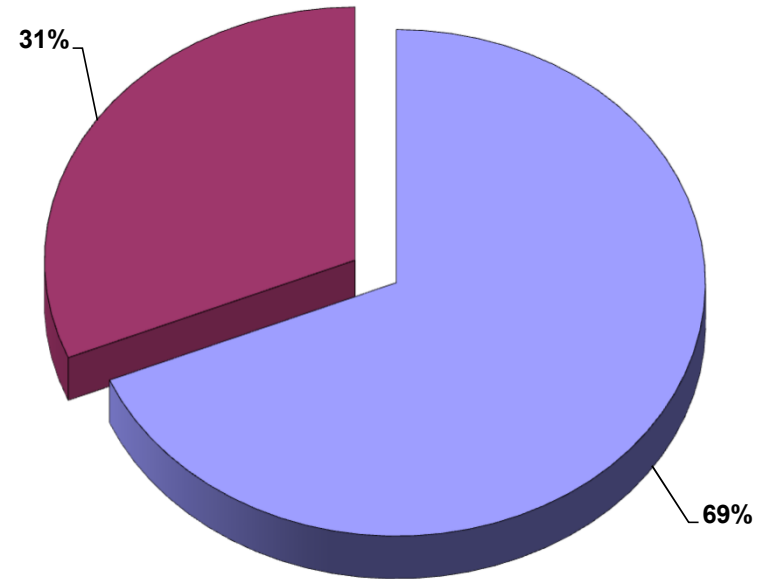
	<b>CEMETERY PERPETUAL CARE</b>	<b>APPROVED BUDGET FY 20</b>	<b>APPROVED BUDGET FY 19</b>	<b>INCREASE (DECREASE)</b>	<b>ACTUAL FY 18</b>
<b>FUND BALANCE - BEGINNING</b>	<u><b>\$ 726,551</b></u>	<u><b>\$ 726,551</b></u>	<u><b>\$ 705,122</b></u>	<u><b>\$ 21,429</b></u>	<u><b>\$ 167,519</b></u>
<b>REVENUE:</b>					
CHARGES FOR SERVICE	\$ 12,000	\$ 12,000	\$ 12,300	\$ (300)	\$ 13,595
INVESTMENT EARNINGS	<u>9,000</u>	<u>9,000</u>	<u>5,600</u>	<u>3,400</u>	<u>1,405</u>
<b>TOTAL REVENUE</b>	<u><b>\$ 21,000</b></u>	<u><b>\$ 21,000</b></u>	<u><b>\$ 17,900</b></u>	<u><b>\$ 3,100</b></u>	<u><b>\$ 15,000</b></u>
<b>EXPENDITURES:</b>					
INTERFUND TRANSFERS	<u>\$ 5,600</u>	<u>\$ 5,600</u>	<u>\$ 5,600</u>	<u>\$ -</u>	<u>\$ 14,750</u>
<b>TOTAL EXPENDITURES</b>	<u><b>\$ 5,600</b></u>	<u><b>\$ 5,600</b></u>	<u><b>\$ 5,600</b></u>	<u><b>\$ -</b></u>	<u><b>\$ 14,750</b></u>
<b>FUND BALANCE ENDING</b>	<u><u><b>\$ 741,951</b></u></u>	<u><u><b>\$ 741,951</b></u></u>	<u><u><b>\$ 717,422</b></u></u>	<u><u><b>\$ 24,529</b></u></u>	<u><u><b>\$ 167,769</b></u></u>

# Permanent Fund Summary of Revenues

<u>FY 20</u>		<u>FY 19</u>
\$ 12,000	CHARGES FOR SERVICE	\$ 12,300
9,000	INVESTMENT EARNINGS	5,600
<u>\$ 21,000</u>	<u>TOTAL</u>	<u>\$ 17,900</u>



Fiscal Year 2020



Fiscal Year 2019

**CEMETERY PERPETUAL CARE FUND  
OPERATING BUDGET**

FUNDS 7010 & 7030

	ACTUAL FY 17	ACTUAL FY 18	BUDGET FY 19	ESTIMATE FY 19	APPROVED FY 20
<b>FUND BALANCE BEGINNING</b>	<b>\$ 677,894</b>	<b>\$ 691,572</b>	<b>\$ 705,122</b>	<b>\$ 708,551</b>	<b>\$ 726,551</b>
<b>REVENUE:</b>					
PERPETUAL CARE FEES	\$ 13,683	\$ 14,957	\$ 12,300	\$ 14,000	\$ 12,000
INTEREST ON INVESTMENTS	3,005	5,862	5,600	8,000	9,000
<b>TOTAL REVENUE</b>	<b>\$ 16,688</b>	<b>\$ 20,819</b>	<b>\$ 17,900</b>	<b>\$ 22,000</b>	<b>\$ 21,000</b>
<b>EXPENDITURES:</b>					
TRANSFER-GENERAL FUND	\$ 3,010	\$ 3,840	\$ 5,600	\$ 4,000	\$ 5,600
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,010</b>	<b>\$ 3,840</b>	<b>\$ 5,600</b>	<b>\$ 4,000</b>	<b>\$ 5,600</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 691,572</b>	<b>\$ 708,551</b>	<b>\$ 717,422</b>	<b>\$ 726,551</b>	<b>\$ 741,951</b>
LESS:					
NONSPENDABLE	691,572	708,551	717,422	726,551	741,951
<b>UNASSIGNED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**CEMETERY PERPETUAL CARE FUND BUDGET NARRATIVE**

City ordinance requires 35% of the proceeds from the sale of grave lots and mausoleum spaces to be placed in this fund and maintained for perpetuity. The interest income generated by this fund is transferred yearly into the General Fund to be used for care of the cemetery.

# BIDS



## **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.



## **Downtown Billings Business Improvement District**

### **Work Plan FY 2020**

#### **Mission Statement**

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

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

#### **Products and Services**

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

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

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

##### **Safe program**

- Expanded Safety BID
- Cooperative Safety Program, Downtown Resource Officers
- Resource Outreach Coordinator, MAAP Program
- Crime Watch for Business
- Community Innovations
- Partnership with Billings Police Department CPTED program

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

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

#### **Kit of Parts**

- Street Furniture
- Kiosks

#### **Financial Forecast**

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

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

#### **Key Staff**

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

BID Director – Joe Stout, full time

BID Street Team – Jerrid, James, Kylar, full/part time

2 Billings Police Department Downtown Resource Officers

Resource Outreach Coordinator, partial funding through DBP Fund203 and Spare Change for Real Change

Additional seasonal staff as required

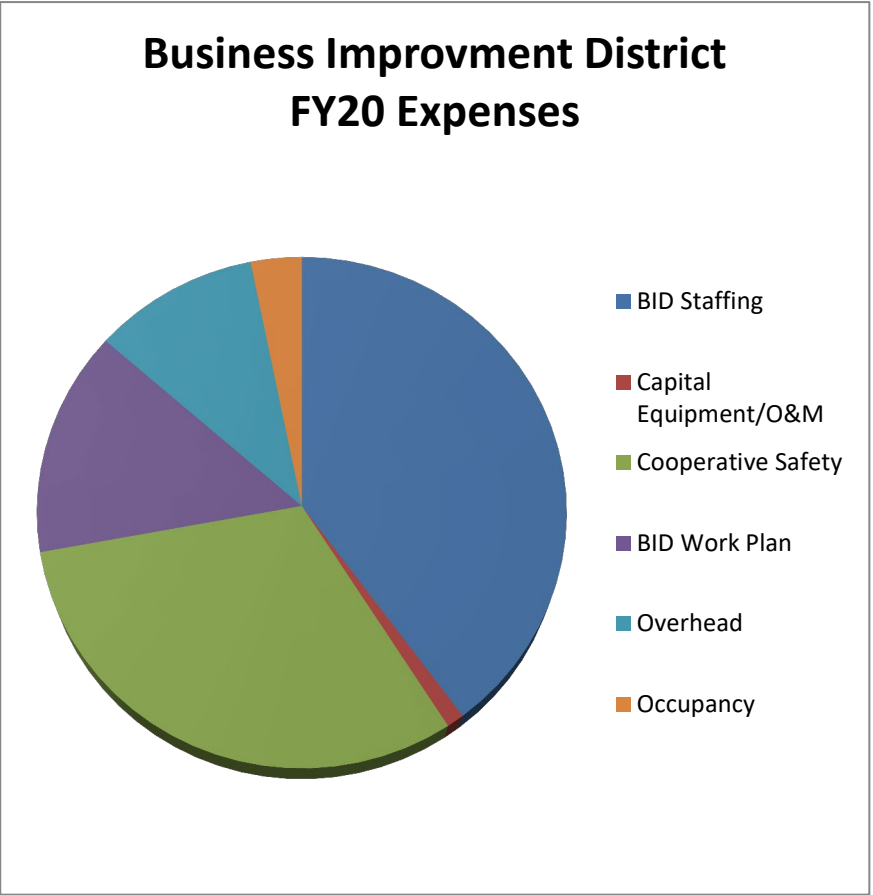
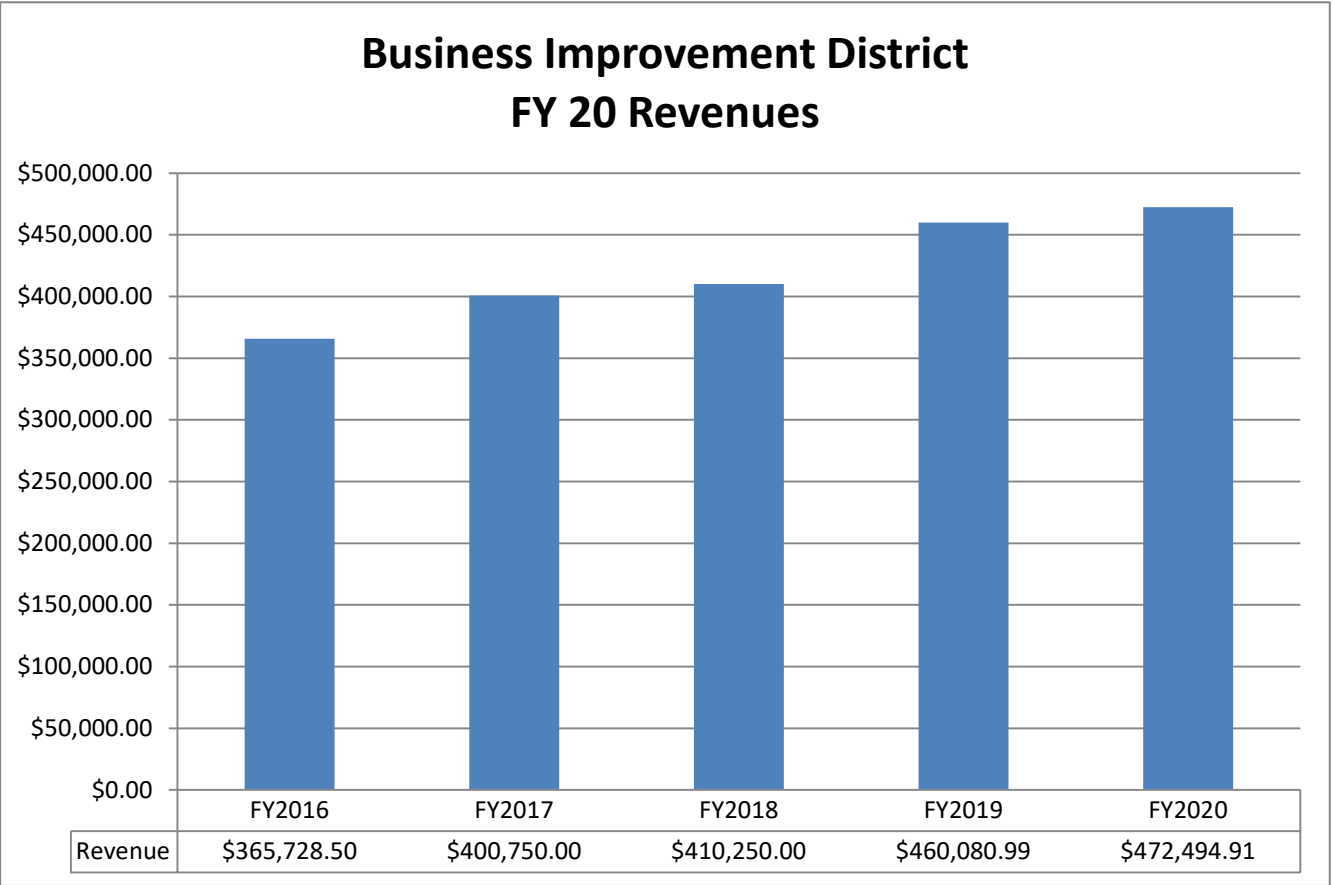
\*The City of Billings wants to remind property owners they are responsible for removing snow on sidewalks in front or adjacent to their properties. According to City Code (Section 22-406), owners or their agents are required to remove all snow, ice, or slush within 24 hours after the storm event.

**Business Improvement District  
FY20 Budget**

			Final Budget	Final Budget	Final Budget	Final Budget	Final Budget
Revenue			FY2016	FY2017	FY2018	FY2019	FY2020
Property Assessments		as per assmt form	\$292,030.00	\$320,000.00	\$330,000.00	\$357,867.00	\$368,603.00
Other Income		variable	\$62,300.00	\$61,000.00	\$61,000.00	\$76,000.00	\$78,000.00
DBP Assistance		annual	\$25,000.00	\$35,000.00	\$35,000.00	\$36,200.00	\$36,200.00
Investment Income		variable	\$1,000.00	\$750.00	\$750.00	\$750.00	\$750.00
Delinquent Assmts			-\$14,601.50	-\$16,000.00	-\$16,500.00	-\$10,736.01	-\$11,058.09
	Total Revenue		<b>\$365,728.50</b>	<b>\$400,750.00</b>	<b>\$410,250.00</b>	<b>\$460,080.99</b>	<b>\$472,494.91</b>
Expenses							
BID Staffing			\$151,080.00	\$152,750.00	\$162,000.00	\$172,850.00	\$188,293.00
Capital Equipment/O&M			\$13,500.00	\$15,599.00	\$10,000.00	\$3,100.00	\$5,000.00
Cooperative Safety						\$143,776.00	\$147,340.00
BID Work Plan			\$144,839.50	\$153,000.00	\$155,000.00	\$71,600.00	\$67,600.00
Overhead			\$38,150.00	\$59,400.00	\$62,000.00	\$48,793.00	\$49,098.00
Occupancy			\$18,159.00	\$20,000.00	\$21,000.00	\$19,904.00	\$15,034.00
	Total Expense		<b>\$365,728.50</b>	<b>\$400,749.00</b>	<b>\$410,000.00</b>	<b>\$460,023.00</b>	<b>\$472,365.00</b>

**Downtown Billings Business Improvement District  
Assessment Formula  
FY20**

All Square Footage	\$	0.045000
Admin cost per parcel	\$	25.00
All Taxable Value	\$	0.000320
All Building sq. ft.	\$	0.022000
Safe Zone 3		3%
Safe Zone 2		11.5%
Safe Zone 1		21%
Clean Zone		100%





# 2019-2020 STRATEGIC GOALS AND MEASURABLE OBJECTIVES

## FOSTER VISITOR GROWTH

Tourism is a leading industry in Billings, generating economic impact that is crucial to local businesses. Tourism growth sparks investment in hospitality infrastructure and attractions, supports thousands of jobs within Yellowstone County, and enhances the overall quality of life in Billings.

Visit Billings staff work to fulfill the mission to inspire and facilitate travelers and planners in order to grow visitation to the destination. The team is committed to promoting, marketing, and selling the city as a preferred travel destination for leisure, business, and sports itineraries as well as offering orientation and facilitation services that enhance the visitor experience, build brand allegiance to the community, and encourage repeat visitation.

In FY20, Visit Billings staff, together with the Chamber/CVB and BTBID Boards of Directors, Visit Southeast Montana officials, area tourism partners, and the Montana Office of Tourism and Business Development (MOTBD), will continue to foster visitor growth at Montana's Trailhead in order to support stakeholders. If Visit Billings stakeholders (area lodging partners) are successful, the staff is fulfilling the organization's mission. Strong occupancy and room demand reports for the lodging community equate to full restaurants, retailers, and attractions. In turn, the business community strengthens and the local economy thrives. Partnerships are key to success beyond the mission.

The United States Travel Association (USTA) offers great insight regarding the importance of collaboration for both residents and visitors of a community: Collaboration creates attractive communities. The USTA notes in its Travel's Essential Roles report that investing in the improvement of a destination makes it more attractive to visitors, but also to talent. What may begin as an effort to bolster the livability of a place, can turn into an attraction that creates a boost to the tourism economy.

One recent example of this in Billings is the Yellowstone Kelly Interpretive Site (YKIS). This private-public partnership project improved an area of the community that has now become a historic attraction for visitors as well as a sense of pride and enjoyment for residents. So, by collaborating with community partners and elected officials, Visit Billings can play a role in helping create a place where people want to spend their time—whether it be for a weekend, a semester or a lifetime. Meaningful economic development that leads to attracting businesses, talent, and visitors requires cooperative partnerships with all stakeholders in an area: lawmakers, public officials, city planners; the business community; the Billings Chamber of Commerce; and other destination or regional marketing organizations (USTA 2019).

## THE VISITOR EXPERIENCE: THE TRAIL GUIDE: FOSTERING A SENSE OF PRIDE AND PLACE

In Billings, research over the past decade obtained by Randall Travel Marketing and BCF, consistently reflects that there is a civic pride weakness among Billings' area residents. As tourism demand continues to increase in a city, the USTA warns that

destination marketing organizations have the added responsibility of engaging with and creating advocates with local residents. This is a major priority for Visit Billings leadership and staff.

Residents can be champions of a destination, but they can also be detractors if they do not see the value in increasing visitor demand and ensuring that visitors have a positive experience. It's important, yet can be difficult for residents to understand the positive impact visitation has on a community.

For instance, on a busy weekend in Billings with a sporting event, it may be frustrating to residents who must deal with added traffic congestion and perhaps wait times at restaurants. However, visitors are traveling between sports venues, retailers, restaurants, and hotels spending money in the community which directly supports the economy and local jobs. This positive impact message can be difficult to convey. Thus, it's important for Visit Billings to have strong relationships with media partners, local civic groups, tourism colleagues, and others to ensure residents realize the importance of visitors having a positive experience in Billings and Yellowstone County.

A positive visitor experience is a significant piece of a successful tourism economy. Residents have the capacity to elevate Billings which can significantly impact visitor growth and the visitor experience. In FY20, the Visitor Experience strategy will continue to be a priority. An influence of community pride will play a significant role in the future of visitor growth at Montana's Trailhead. From launching the Trail Guides program and shining a light on visitor orientation and facilitation best practices to developing ways for the community to get involved as tourism ambassadors, staff will work to inspire residents to become champions of the place they call home.

## INCREASE LEISURE VISITATION

Visit Billings positions Billings and the surrounding area as a preferred destination for leisure visitation. Investing in leisure tourism marketing strategies is the highest priority for the organization as it supports all stakeholders. Through strategic marketing and promotional efforts, Visit Billings focuses on driving room nights to area properties by campaigning to regional, national, and in some cases, international travelers. From the regional resident to the international visitor, Billings is an attractive destination. Local amenities like fine dining and the brewery district along with gateway access to national historic, cultural, and natural attractions - help strengthen the destination's brand. Park offering urban amenities on bucket list road trips.

These attractions draw and boost visitation to the destination and the region. The marketing team will assess opportunities in elevating Billings as a destination between Yellowstone National Park and Badlands National Park offering urban amenities on bucket list road trips.

The overall leisure marketing strategy is to increase year-round visitation targeting regional, national and international travelers. During FY20, Visit Billings will continue to build off of successes realized during a strong FY19. FY19 Smith Travel Research Reports reflected consistent gains in occupancy and room demand. In FY17, following BTBID Board driven direction, the Visit Billings staff began the process of assessing and diversifying the organization's leisure marketing after weaknesses in the leisure segment were experienced. Together with the organization's agency of record, BCF Agency, staff will forge ahead to grow leisure visitation. Hosting social media influencers, travel writers and bloggers as well as attending tradeshow focused on leisure travel offerings, are also important component to increasing leisure visitation in Billings.

### **MEETING/CONVENTION SALES AND SERVICING**

The meeting and convention recruitment segment accounts for nearly 20% of annual visitation to Billings. Visit Billings, together with BCF Agency, uses direct sales and marketing efforts such as face to face appointment-based meetings, sales missions, and advertising or sponsorships to secure bookings that grow visitation in this segment at the destination. With six convention hotel properties, additional new, state of the art meeting space projected to be on-line by January of 2020 with Marriott, MetraPark, and numerous other venues that compliment convention space in the community, meeting and convention sales is a prime focus in FY20.

Billings is a desirable meetings destination, for either small or city-wide events. By marketing, promoting, and selling Billings as a meetings destination, Visit Billings can generate room nights and revenue for stakeholders. By inspiring and orienting meeting professionals with thoughtful sales strategies and measurable objectives, this segment can continue to have a strong economic impact on the community.

Meanwhile, the Visit Billings Visitor Services staff can help facilitate this segment by providing planners with assistance and services that benefit and enhance events. Planners often turn to staff for suggestions on how to increase attendance and help ensure a strong welcome for guests. Therefore, from the initial sales process to the actual execution of the meeting or convention, customer service is a top priority for Visit Billings. Servicing staff can help engage the local business community in planning and servicing efforts, assist with site inspections, planning and attendance building for a group, and guarantee proper pre and post meeting tour options for attendees. The Trail Guides program and civic pride efforts are also important to sales and servicing in this segment.

### **BILLINGS: SPORTS TOURISM**

Strong gains in sports tourism continue to position Billings as a sports events destination. Positioning Billings as a sports events destination will remain a priority for Visit Billings in FY20.

In FY19, Visit Billings staff fosters growth in this segment by supporting partners like the Montana High School Association, Montana State University Billings, Rocky Mountain College, area school districts as well as the City of Billings and Yellowstone County. Meanwhile, continuing to build relationships with the National Association of Intercollegiate Athletics (NAIA) and the National Collegiate Athletic Association (NCAA) is a major

priority. Staff also support officials with the Big Sky State Games, YMCA, and several local tournaments. Hosting club and travel sporting events like youth and amateur basketball, volleyball, softball, and baseball tournaments directly helps stakeholders. Also, during FY20, Visit Billings staff will continue to support community efforts to enhance facility options for the city and will assess needs for a sports sales and events manager.

### **SUPPORT AIRPORT PROGRESSION: BIL**

Air service is a direct route to tourism success for Billings. A lack of consistent service, higher fares, or limited airline options can constrict tourism growth. Quality air service and pleasant arrival and departure experiences are essential to growing visitation at Montana's Trailhead.

As the City of Billings and its Aviation and Transit Department work to move the community forward by enhancing the traveler's experience at Logan Airport, the BTBID Board will provide leadership as necessary to support the City's \$47M airport expansion and development project. This is a crucial piece to the tourism growth puzzle in Billings and southeast Montana.

Ahead in FY20, Visit Billings will also continue to assist community partners in fostering relationships with air carriers serving the city including Frontier, United, Delta, American Airlines, Alaska Air, Allegiant, and CapeAir. Together with the Billings Chamber's Air Service Committee, Visit Billings staff, Big Sky Economic Development, and the TBID Board of Directors will monitor growth and expansion opportunities for air service into BIL and will foster relationships with air carrier officials.

### **THE INTERNATIONAL MARKETPLACE**

Visit Billings has a strong relationship with MOTBD, particularly with efforts to grow international travel to the western United States. In recent years, overseas visitors have ranked sightseeing, fine dining, and national parks/monuments as major draws in deciding where to spend time while visiting the United States. These items speak directly to what Billings offers. Therefore, Visit Billings will continue to work with MOTBD and partners like Visit Southeast Montana and Rocky Mountain International to better position eastern Montana for international travel experiences. International familiarization tours remain a priority to help staff and stakeholders build relationships with international tour operators. Staff will also attend International Roundup and IPW in 2020 to grow future travel to Billings in the international market. Finally, Visit Billings, through its Trail Guides program will provide more education to tourism partners and stakeholders to elevate this tourism segment at the destination.



**BILLINGS TOURISM BUSINESS IMPROVEMENT DISTRICT (BTBID) BUDGET**

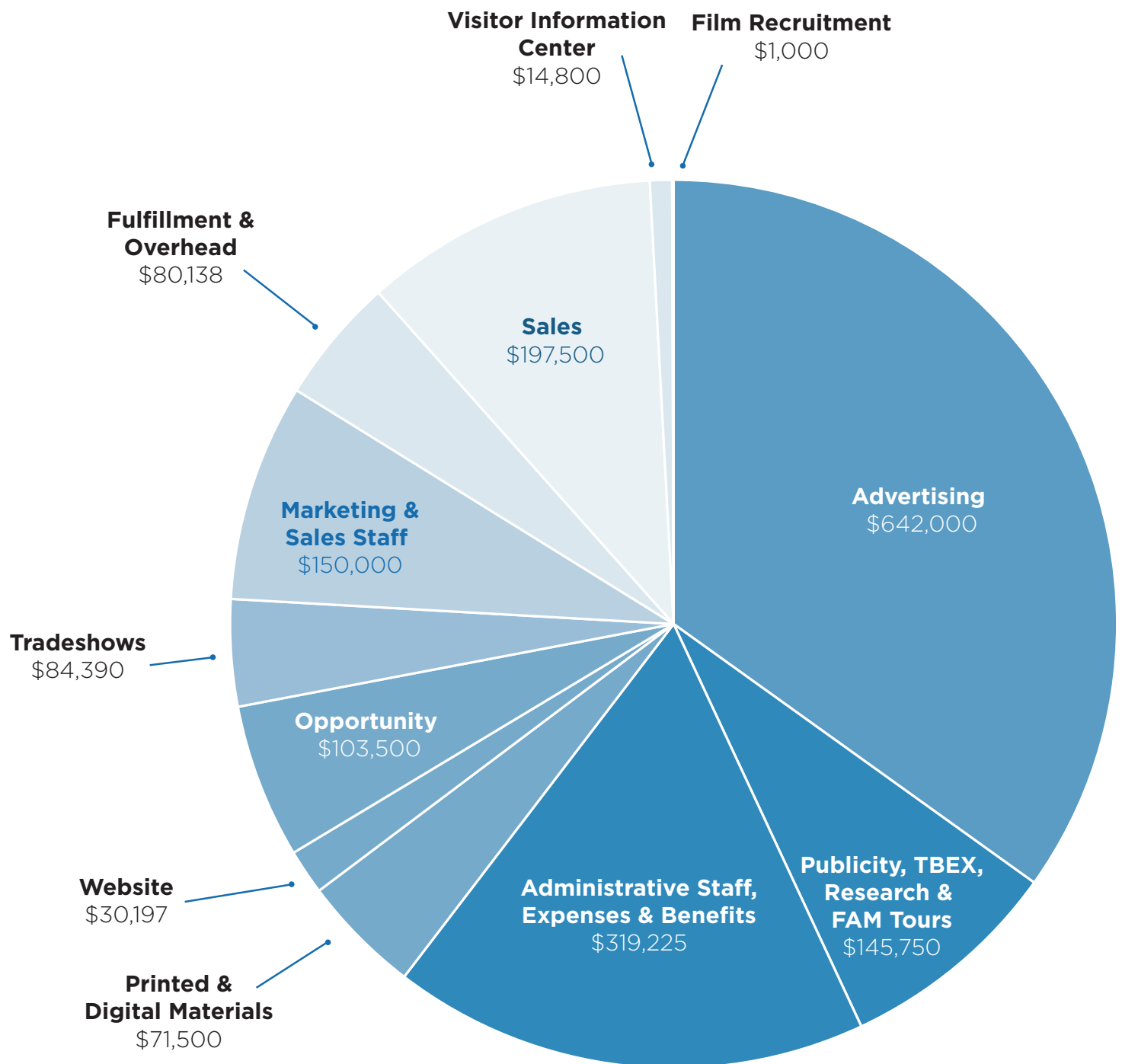
<b>REVENUES TOTAL</b>	<b>\$1,840,000</b>
Collections	\$1,840,000
<b>MARKETING TOTAL</b>	<b>\$1,440,637</b>
Advertising	\$642,000
Opportunity	\$103,500
Printed & Digital Materials	\$71,500
Sales	\$197,500
Tradeshows	\$84,390
Publicity, TBEX, Research & FAM Tours	\$145,750
Website	\$30,197
Film Recruitment	\$1,000
Visitor Information Center	\$14,800
Marketing & Sales Staff	\$150,000
<b>ADMINISTRATIVE TOTAL</b>	<b>\$342,291</b>
Fulfillment & Overhead	\$80,138
Administrative Staff, Expenses & Benefits	\$319,225

**BTBID TOTAL EXPENSES** **\$1,840,000**

Reserves Total as of July 2019 \$218,000



**BILLINGS TOURISM BUSINESS IMPROVEMENT DISTRICT (BTBID) DOLLARS -  
BUDGET FY20**



**BTBID TOTAL EXPENSES: \$1,840,000**

REVENUES TOTAL \$1,840,000



# **CAPITAL IMPROVEMENT PLAN**



# **CITY OF BILLINGS**

## **APPROVED CAPITAL IMPROVEMENT PLAN**

### **FY 2020 – FY 2024**





# FY 2020 - 2024 CAPITAL IMPROVEMENT PLAN SUMMARIES

## CIP OVERVIEW

### What is a Capital Improvement Plan (CIP)?

The CIP is a comprehensive five-year plan that identifies needs for construction of capital projects or improvements to the City's infrastructure and facilities. The City of Billings FY 2020-2024 CIP contains information on how the City plans to invest available resources into key infrastructure and facilities between fiscal years 2020 and 2024. The CIP provides a forecast of funds available for capital projects and identifies all planned capital improvement projects and their estimated costs over the five-year period.

The City funds construction of its infrastructure and facilities using a wide range of sources, including tax revenues, bond proceeds, and fees for services and continues to look for ways to leverage its funding, through federal, state, and local grants and reimbursements, to maximize funding for CIP projects.

The first year's program in the CIP is adopted by the City Council as the capital budget, as a counterpart to the annual operating budget. Although fiscal resources are appropriated only in the first year of the CIP, the succeeding four years of the CIP are important in providing a longer-term plan for spending priorities, scheduling projects in a logical sequence, and coordinating and targeting capital improvement projects for all City departments. The annual update to the CIP is created with input from the public and direction from the City Council. A community's CIP is a guide that lays out the framework for achieving the current and future goals related to the physical assets of the community.

### What is a capital project?

A capital project is a project that costs \$25,000 or more and results in a permanent addition to the City's asset through the acquisition of property, new construction, or rehabilitation of an existing facility to a like-new condition. Project costs can include the cost of land, engineering, architectural planning, and contract services needed to complete the project.

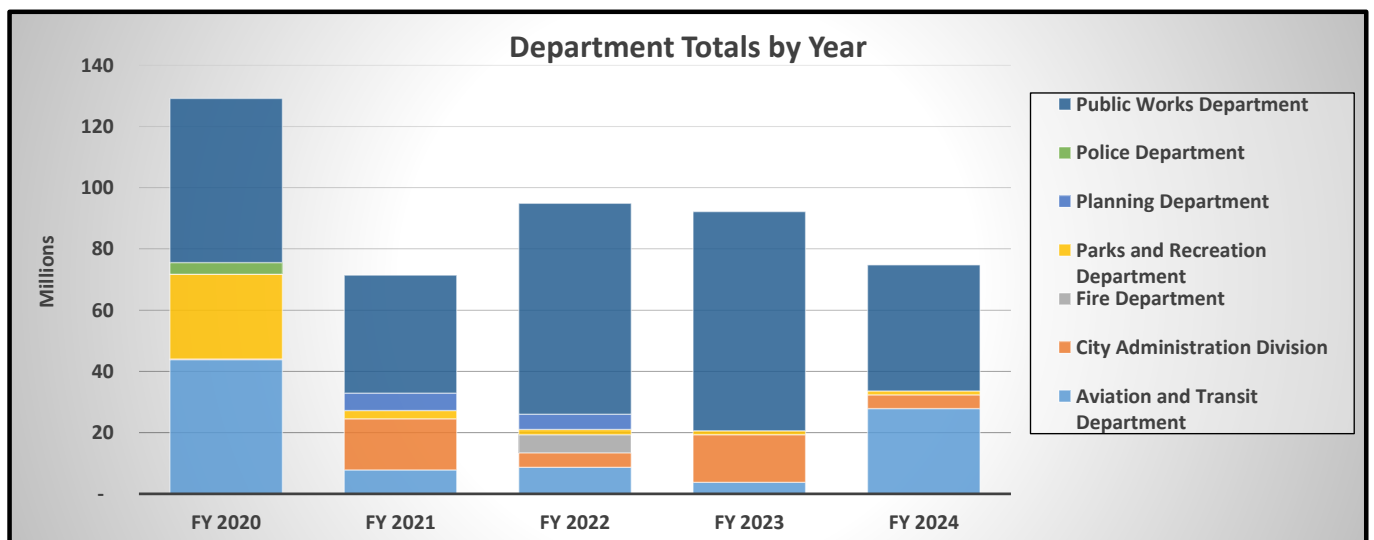
### What's in this 5-year CIP?

The FY 2020-2024 CIP includes \$462.4 million for 120 projects. Approximately 40% of the CIP will be funded with debt. Some debt (Sidewalk and Curb bonds and Special Improvement District bonds) is used to assist property owners with needed sidewalk and street improvements by allowing them to pay back the costs of these improvements over time. The City sells bonds and the debt is then assessed back to the property owners who received benefit of the improvements.

The City also uses bonds as a funding source for capital projects when projects cannot be funded prudently from current revenues or fund balances. Debt financing is also utilized to better ensure inter-generational equity by spreading payments for assets and infrastructure over their useful lives.

### DEPARTMENT TOTALS

Department	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Aviation and Transit Department	43,826,000	7,800,000	8,660,000	3,750,000	27,850,000	91,886,000
City Administration Division	275,502	16,700,423	4,784,152	15,555,201	4,460,700	41,775,978
Fire Department	-	-	5,900,000	-	-	5,900,000
Parks and Recreation Department	27,590,000	2,694,000	1,700,000	1,300,000	1,300,000	34,584,000
Planning Department	-	5,700,000	4,950,000	-	-	10,650,000
Police Department	3,830,617	-	-	-	-	3,830,617
Public Works Department	53,620,000	38,540,000	68,887,000	71,585,000	41,186,000	273,818,000
<b>Total Capital Improvement Plan</b>	<b>129,142,119</b>	<b>71,434,423</b>	<b>94,881,152</b>	<b>92,190,201</b>	<b>74,796,700</b>	<b>462,444,595</b>





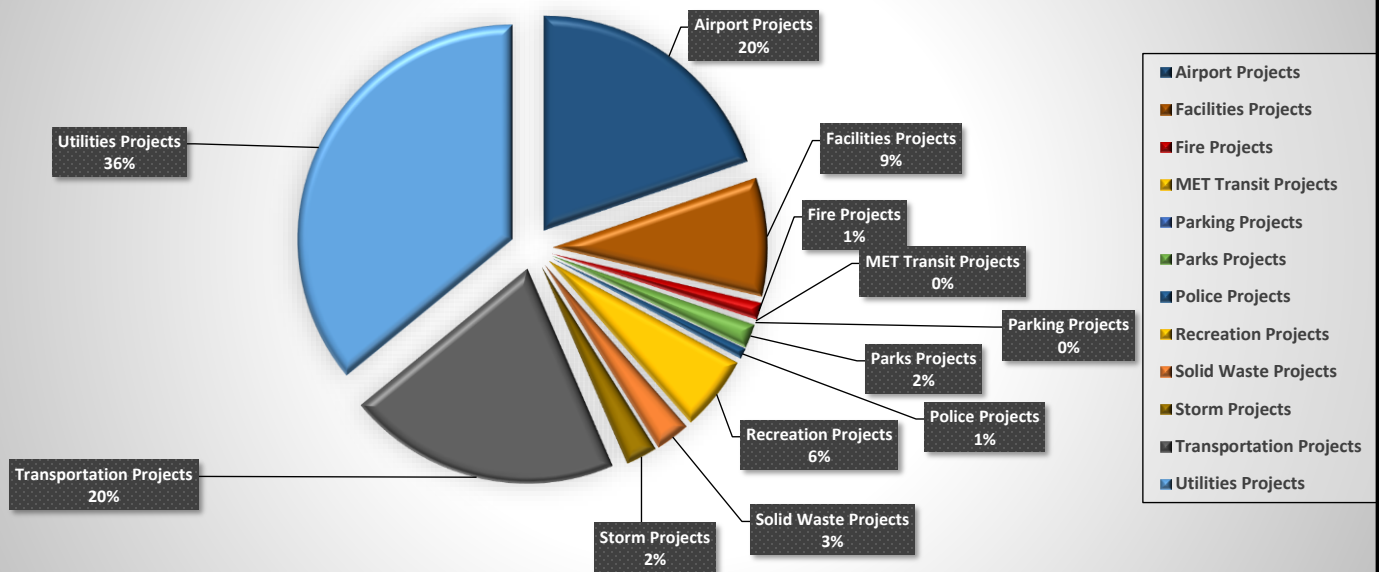
# FY 2020 - 2024 CAPITAL IMPROVEMENT PLAN SUMMARIES

## CIP OVERVIEW

### PROJECT CATEGORY TOTALS

Project Category	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Airport Projects	43,776,000	7,500,000	8,500,000	3,750,000	27,850,000	91,376,000
Facilities Projects	103,000	16,413,742	4,642,000	15,555,201	4,460,700	41,174,643
Fire Projects	-	-	5,900,000	-	-	5,900,000
MET Transit Projects	50,000	300,000	160,000	-	-	510,000
Parking Projects	172,502	286,681	142,152	-	-	601,335
Parks Projects	1,480,000	2,694,000	1,700,000	1,300,000	1,200,000	8,374,000
Police Projects	3,830,617	-	-	-	-	3,830,617
Recreation Projects	26,110,000	-	-	-	100,000	26,210,000
Solid Waste Projects	3,640,000	900,000	2,500,000	500,000	4,600,000	12,140,000
Storm Projects	1,890,000	1,990,000	2,190,000	2,350,000	2,550,000	10,970,000
Transportation Projects	14,340,000	24,115,000	22,570,000	14,085,000	19,986,000	95,096,000
Utilities Projects	33,750,000	17,235,000	46,577,000	54,650,000	14,050,000	166,262,000
<b>Total Capital Improvement Plan</b>	<b>129,142,119</b>	<b>71,434,423</b>	<b>94,881,152</b>	<b>92,190,201</b>	<b>74,796,700</b>	<b>462,444,595</b>

5-Year CIP Totals by Type of Project





# FY 2020 - 2024 CAPITAL IMPROVEMENT PLAN SUMMARIES

## CIP OVERVIEW

### FUND TYPES

**Capital Project Funds** are used to account for financial resources that are restricted for the expenditure of capital projects that are not otherwise accounted for in other funds. The two capital project funds utilized in the CIP are both funded by selling bonds and assessing the debt back to property owners that benefit from the capital improvements.

**Enterprise Funds** are operated similarly to a business in that services are provided to the public for a fee that makes the entity self-supporting.

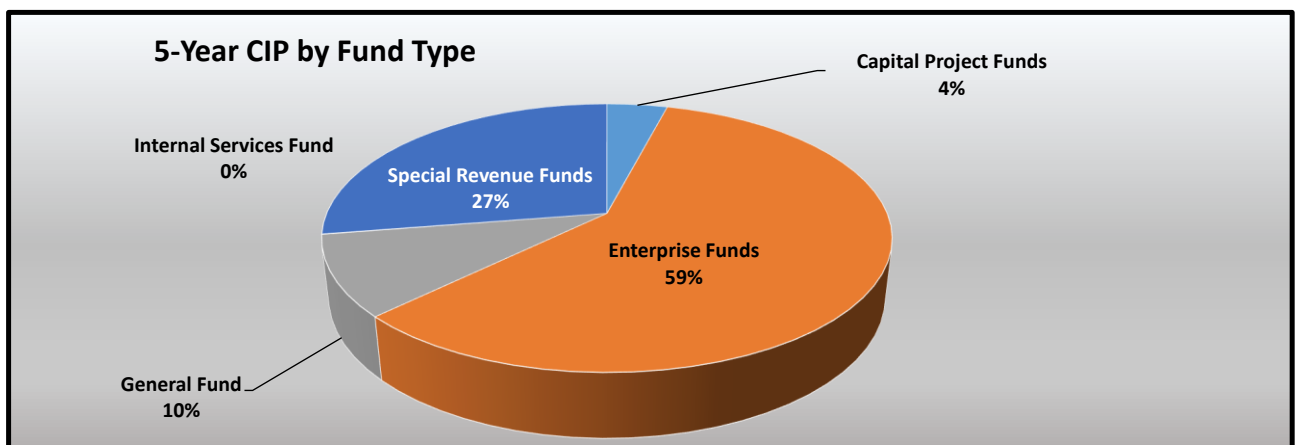
The **General Fund** utilizes taxpayer dollars and other revenues to support general City services. General fund dollars are largely discretionary since the Mayor and Council can allocate the funds to programs and services in any area as opposed to other funds which are dedicated for a particular purpose.

**Internal Service Funds** are used to account for services provided by a City department to other City departments. Internal service funds are funded by charging the City departments that they provide services to.

**Special Revenue Funds** are used to account for the proceeds of specific revenue proceeds that are restricted for the expenditure of specific purposes. These funds are typically legally restricted from being able to be used for any other purpose than that which the fund was established for.

### PROJECTS BY FUND

Fund	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
<b>Capital Project Funds</b>						
Sidewalk and Curb Districts Fund	1,180,000	1,180,000	1,180,000	1,180,000	1,180,000	5,900,000
Special Improvement Districts (SID) Fund	2,600,000	2,600,000	2,600,000	2,600,000	2,600,000	13,000,000
<b>Total Capital Projects Fund</b>	<b>3,780,000</b>	<b>3,780,000</b>	<b>3,780,000</b>	<b>3,780,000</b>	<b>3,780,000</b>	<b>18,900,000</b>
<b>Enterprise Funds</b>						
Airport Fund	43,776,000	7,500,000	8,500,000	3,750,000	27,850,000	91,376,000
Parking Fund	172,502	286,681	142,152	-	-	601,335
Solid Waste Fund	3,640,000	900,000	2,500,000	500,000	4,600,000	12,140,000
Transit Fund	50,000	300,000	160,000	-	-	510,000
Wastewater Fund	17,930,000	7,035,000	5,677,000	4,600,000	9,100,000	44,342,000
Water Fund	16,020,000	10,350,000	40,900,000	50,050,000	4,950,000	122,270,000
<b>Total Enterprise Funds</b>	<b>81,588,502</b>	<b>26,371,681</b>	<b>57,879,152</b>	<b>58,900,000</b>	<b>46,500,000</b>	<b>271,239,335</b>
<b>General Fund</b>	<b>3,830,617</b>	<b>16,413,742</b>	<b>4,500,000</b>	<b>15,555,201</b>	<b>4,460,700</b>	<b>44,760,260</b>
<b>Facilities Management Fund (Internal Services Fund)</b>	<b>103,000</b>	<b>-</b>	<b>142,000</b>	<b>-</b>	<b>-</b>	<b>245,000</b>
<b>Special Revenue Funds</b>						
Amend Park Fund	76,500	-	-	-	-	76,500
Arterial Construction Fund	4,725,000	5,250,000	3,120,000	6,313,000	5,180,000	24,588,000
Baseball Field/Stadium Donations for Capital Fund	110,000	-	400,000	-	-	510,000
East Tax Increment District Fund	-	3,800,000	-	-	-	3,800,000
Gas Tax Fund	4,185,000	3,455,000	10,220,000	3,492,000	10,526,000	31,878,000
Park District 1 Fund	1,225,000	2,084,000	1,300,000	1,300,000	1,300,000	7,209,000
Parks Program Fund	118,500	610,000	-	-	-	728,500
Public Safety Fund	-	-	5,900,000	-	-	5,900,000
South Tax Increment District Fund	27,510,000	1,980,000	500,000	500,000	500,000	30,990,000
Storm Fund	1,890,000	1,990,000	2,190,000	2,350,000	2,550,000	10,970,000
Trails Fund	-	3,402,000	3,847,500	-	-	7,249,500
Transportation Alternatives Program Fund	-	2,298,000	1,102,500	-	-	3,400,500
<b>Total Special Revenue Funds</b>	<b>39,840,000</b>	<b>24,869,000</b>	<b>28,580,000</b>	<b>13,955,000</b>	<b>20,056,000</b>	<b>127,300,000</b>
<b>Total Capital Improvement Plan</b>	<b>129,142,119</b>	<b>71,434,423</b>	<b>94,881,152</b>	<b>92,190,201</b>	<b>74,796,700</b>	<b>462,444,595</b>





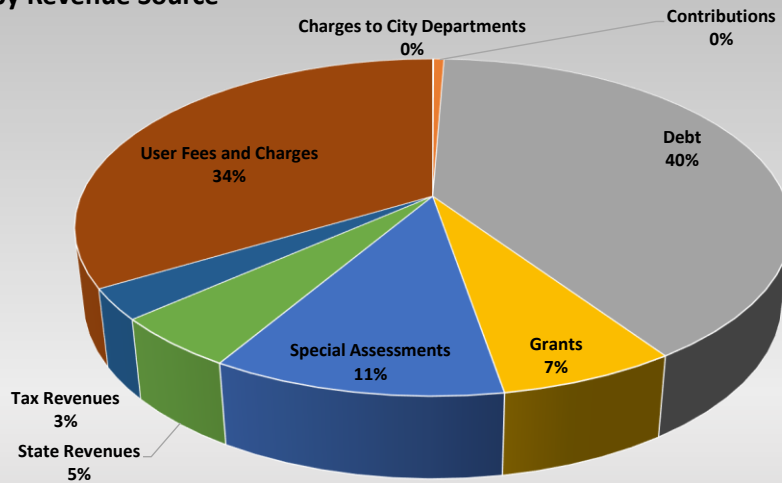
## FY 2020 - 2024 CAPITAL IMPROVEMENT PLAN SUMMARIES

### CIP OVERVIEW

#### PROJECTS BY Revenue Source

Revenue Source	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Charges to City Departments	103,000	-	142,000	-	-	245,000
Contributions	110,000	1,662,000	777,500	37,000	-	2,586,500
Debt	53,780,000	20,193,742	43,180,000	59,335,201	8,240,700	184,729,643
Grants	5,350,900	11,618,000	12,462,500	225,000	1,665,000	31,321,400
Special Assessments	9,165,000	11,174,000	8,460,000	11,863,000	10,930,000	51,592,000
State Revenues	2,860,000	1,605,000	8,290,000	1,555,000	8,626,000	22,936,000
Tax Revenues	6,340,617	5,780,000	500,000	500,000	500,000	13,620,617
User Fees and Charges	51,432,602	19,401,681	21,069,152	18,675,000	44,835,000	155,413,435
<b>Total Capital Improvement Plan</b>	<b>129,142,119</b>	<b>71,434,423</b>	<b>94,881,152</b>	<b>92,190,201</b>	<b>74,796,700</b>	<b>462,444,595</b>

5-Year CIP by Revenue Source



# **CIP Projects by Department & Project Category**





## FY 2020 - 2024 CAPITAL IMPROVEMENT PLAN SUMMARIES

### FUNDING BY DEPARTMENT AND PROJECT CATEGORY

#### AVIATION AND TRANSIT DEPARTMENT

##### AIRPORT PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Airfield Lighting Control System & Remote Control	114,000					114,000
Baggage Claim Improvements					1,000,000	1,000,000
Car Rental Parking Garage					25,000,000	25,000,000
Extend Operations Building Mechanic Bays		500,000				500,000
Old East Taxilane - Rehab					350,000	350,000
Parking Garage Planning and Design				500,000		500,000
Rehab Rimtop Drive/Business Park Road	200,000					200,000
Rehab Taxiway B North					1,500,000	1,500,000
Repave Commercial Air Carrier Parking Ramp	3,000,000		5,000,000			8,000,000
Replace Door on Hangar Leased to USDA	40,000					40,000
Replace Incandescent Airfield Lighting with New LED				250,000		250,000
Replace SCBA & Bunker Gear/ARFF Division	172,000					172,000
Runway 7/25 Planning and Master Plan	250,000					250,000
Terminal Building Expansion Construction	40,000,000	7,000,000	3,500,000			50,500,000
Upgrade Front of Terminal				3,000,000		3,000,000
<b>Total Airport Projects</b>	<b>43,776,000</b>	<b>7,500,000</b>	<b>8,500,000</b>	<b>3,750,000</b>	<b>27,850,000</b>	<b>91,376,000</b>

##### MET TRANSIT PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
MET Bus Wash Improvements		300,000				300,000
MET Vehicle Access Gate	50,000					50,000
Roof Replacement Over Para Transit Van Annex Phase 3			160,000			160,000
<b>Total MET Transit Projects</b>	<b>50,000</b>	<b>300,000</b>	<b>160,000</b>	<b>-</b>	<b>-</b>	<b>510,000</b>

<b>AVIATION AND TRANSIT DEPARTMENT TOTAL</b>	<b>43,826,000</b>	<b>7,800,000</b>	<b>8,660,000</b>	<b>3,750,000</b>	<b>27,850,000</b>	<b>91,886,000</b>
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#### CITY ADMINISTRATION DIVISION

##### FACILITIES PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
BOC Concrete, Aprons and Lot Work	103,000	-	142,000			245,000
Facilities Master Plan/New City Hall		16,413,742	4,500,000	15,555,201	4,460,700	40,929,643
<b>Total Facilities Projects</b>	<b>103,000</b>	<b>16,413,742</b>	<b>4,642,000</b>	<b>15,555,201</b>	<b>4,460,700</b>	<b>41,174,643</b>

##### PARKING PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Parking Garage Condition Audit		60,000				60,000
Parking Garage Gate Control Equipment Upgrade	172,502	226,681	142,152			541,335
<b>Total Parking Projects</b>	<b>172,502</b>	<b>286,681</b>	<b>142,152</b>	<b>-</b>	<b>-</b>	<b>601,335</b>

<b>CITY ADMINISTRATION DIVISION TOTAL</b>	<b>275,502</b>	<b>16,700,423</b>	<b>4,784,152</b>	<b>15,555,201</b>	<b>4,460,700</b>	<b>41,775,978</b>
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## FIRE DEPARTMENT

### FIRE PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Construction of Fire Station #8			2,950,000			2,950,000
Construction of Fire Station #9			2,950,000			2,950,000
<b>Total Fire Projects</b>	-	-	<b>5,900,000</b>	-	-	<b>5,900,000</b>

<b>FIRE DEPARTMENT TOTAL</b>	-	-	<b>5,900,000</b>	-	-	<b>5,900,000</b>
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## PARKS AND RECREATION DEPARTMENT

### PARK PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Castle Rock Park Playground Replacement		300,000				300,000
Centennial Park Parking Lot Paving	176,204					176,204
Coulson Park Improvements		110,000				110,000
Dehler Park Ball Field Replacement			400,000			400,000
Dehler Park Building Assessment and Repair	110,000					110,000
Grandview Irrigation Automation					300,000	300,000
Highland Park Irrigation Improvements					300,000	300,000
Highland Park Playground Replacement					250,000	250,000
North Park Irrigation	714,000					714,000
North Park Playground Replacement			318,000			318,000
North Park Splash Pad Replacement				1,300,000		1,300,000
Riverfront Park Fishing Habitat Improvements	50,000					50,000
Riverfront Park Multi-use Trails		420,000				420,000
Riverfront Park Restroom	68,500					68,500
Road and Parking Lot Repairs	284,796		244,000		100,000	628,796
Rose and South Parks Pool Liner Replacement			212,000			212,000
Satellite Maintenance Facility - Heights		484,000				484,000
Satellite Maintenance Facility - West End			452,000			452,000
South Park Bathhouse Renovation Study			74,000			74,000
Suburban Ditch Aquaduct Replacement	76,500					76,500
Terry Park Playground Replacement					250,000	250,000
Terry Park Shelter		80,000				80,000
Terry Park Sprayground		1,300,000				1,300,000
<b>Total Park Projects</b>	<b>1,480,000</b>	<b>2,694,000</b>	<b>1,700,000</b>	<b>1,300,000</b>	<b>1,200,000</b>	<b>8,374,000</b>

### RECREATION PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Lillis Park Pickle Ball Courts	50,000					50,000
Rose Pool Spray Feature Upgrade					100,000	100,000
South Billings Aquatics/Recreation Center	26,060,000					26,060,000
<b>Total Recreation Projects</b>	<b>26,110,000</b>	-	-	-	<b>100,000</b>	<b>26,210,000</b>

<b>PARKS AND RECREATION DEPT TOTAL</b>	<b>27,590,000</b>	<b>2,694,000</b>	<b>1,700,000</b>	<b>1,300,000</b>	<b>1,300,000</b>	<b>34,584,000</b>
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## PLANNING DEPARTMENT

### TRANSPORTATION PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Alkali Creek Trail Connection		400,000				400,000
Downtown BBWA Corridor Trail/On Street Facilities		300,000				300,000
Downtown-Coulson Park Trail Connection			750,000			750,000
Riverfront Park Trail		1,500,000				1,500,000
Skyline Trail			3,500,000			3,500,000
Stagecoach Trail		3,500,000				3,500,000
Trail Connector from King Ave West to TransTech Center			700,000			700,000
<b>Total Transportation Projects</b>	-	<b>5,700,000</b>	<b>4,950,000</b>	-	-	<b>10,650,000</b>

<b>PLANNING DEPARTMENT TOTAL</b>	-	<b>5,700,000</b>	<b>4,950,000</b>	-	-	<b>10,650,000</b>
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## POLICE DEPARTMENT

### POLICE PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Police Evidence Facility Expansion	3,830,617					3,830,617
<b>Total Police Projects</b>	<b>3,830,617</b>	-	-	-	-	<b>3,830,617</b>

<b>POLICE DEPARTMENT TOTAL</b>	<b>3,830,617</b>	-	-	-	-	<b>3,830,617</b>
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## PUBLIC WORKS DEPARTMENT

### SOLID WASTE PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Landfill Composting Facility		100,000	2,500,000			2,600,000
Landfill Lower Half Phase 3 Closure	640,000					640,000
Landfill Material Recovery Facility (MRF)				500,000	4,500,000	5,000,000
Landfill Phase 3 Closure					100,000	100,000
Landfill Slope Stabilization Project	1,800,000					1,800,000
Solid Waste CNG Fueling Station	1,000,000					1,000,000
Solid Waste Modifications to the BOC	200,000	800,000				1,000,000
<b>Total Solid Waste Projects</b>	<b>3,640,000</b>	<b>900,000</b>	<b>2,500,000</b>	<b>500,000</b>	<b>4,600,000</b>	<b>12,140,000</b>

### STORM PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Annual Storm Drainage Intersection Trouble Spot Project	150,000	150,000	150,000	150,000	150,000	750,000
Storm Sewer Rehabilitation Program	340,000	340,000	340,000	340,000	340,000	1,700,000
Stormwater Master Plan Implementation	1,400,000	1,500,000	1,700,000	1,860,000	2,060,000	8,520,000
<b>Total Storm Projects</b>	<b>1,890,000</b>	<b>1,990,000</b>	<b>2,190,000</b>	<b>2,350,000</b>	<b>2,550,000</b>	<b>10,970,000</b>

## TRANSPORTATION PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
32nd Street West - King Avenue to Gabel	400,000	2,800,000				3,200,000
36th - Central to Broadwater				250,000	2,250,000	2,500,000
6th Avenue North Multiuse Trail					450,000	450,000
Annual ADA Replacement	250,000	250,000	250,000	250,000	250,000	1,250,000
Annual SIDs	1,250,000	1,250,000	1,300,000	1,300,000	1,300,000	6,400,000
Annual Street Reconstruction	3,320,000	3,320,000	3,320,000	3,320,000	3,320,000	16,600,000
Bike Lanes		215,000		15,000	116,000	346,000
Hallowell Lane Improvements	300,000	1,630,000				1,930,000
Inner Belt Loop			7,000,000		7,000,000	14,000,000
Intersection Capacity Improvements	450,000	450,000	450,000	450,000	450,000	2,250,000
King Avenue East Improvements	1,350,000					1,350,000
Misc., Curb, Gutter, and Sidewalk Program	700,000	700,000	700,000	700,000	700,000	3,500,000
Monad and 19th/20th Street West Intersection	3,000,000					3,000,000
Muldowney Road			400,000	3,700,000		4,100,000
PAVER Program	2,570,000	2,450,000	2,450,000	2,750,000	2,750,000	12,970,000
Pedestrian Crossing of Exposition Drive		3,800,000				3,800,000
SBURA Unimproved Street Improvements		500,000	500,000	500,000	500,000	2,000,000
Songbird - Midland to Elysian				200,000	900,000	1,100,000
Traffic Signal Controller Upgrade	650,000	650,000	650,000	650,000		2,600,000
Travel Corridor Coordination	100,000	100,000	100,000			300,000
Wicks Lane - Main to Hawthorne		300,000	500,000			800,000
<b>Total Transportation Projects</b>	<b>14,340,000</b>	<b>18,415,000</b>	<b>17,620,000</b>	<b>14,085,000</b>	<b>19,986,000</b>	<b>84,446,000</b>

## UTILITY PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
48th Street West Trunk Main		500,000	5,000,000			5,500,000
Lead Service Replacement Project	750,000	750,000				1,500,000
Utilities Service Center Reconstruction	1,700,000			700,000		2,400,000
Wastewater - Biogas Recovery System	200,000	1,000,000				1,200,000
Wastewater - Centrifuge Replacement		1,000,000				1,000,000
Wastewater - Influent Lift Station	1,600,000					1,600,000
Wastewater - Lake Hills Lift Station Rehabilitation	300,000					300,000
Wastewater - Lloyd Mangrum Lift Station Rehabilitation	350,000					350,000
Wastewater - Replace Heat Exchangers #1, 2, and 3			500,000			500,000
Wastewater - Sahara Sands Lift Station Rehabilitation			150,000			150,000
Wastewater - Secondary Pump Station Pump Motors	130,000	135,000				265,000
Wastewater Master Plan	250,000					250,000
Wastewater Plant Acetate Feed System			427,000			427,000
Wastewater Process Equipment Installation	750,000					750,000
Wastewater Reclamation Facility Improvements					4,500,000	4,500,000
Wastewater Treatment Plant Campus Electrical	300,000	300,000	300,000	300,000	300,000	1,500,000
Wastewater Treatment Plant Drying Beds		300,000				300,000
Water - Fox Reservoir #1 Replacement			400,000	2,600,000		3,000,000
Water - High Service Pump 5KV Switchgear			1,350,000			1,350,000
Water - Logan Reservoir Recoating/Exterior Painting	900,000					900,000
Water - Staples Reservoir			200,000	1,800,000		2,000,000
Water - Walter Pump Station Pumps	1,600,000					1,600,000
Water - West End Reservoir/City Lakes	3,000,000		29,000,000			32,000,000
Water - West End Treatment Plant	500,000	4,000,000		40,000,000		44,500,000
Water and Wastewater Compensation Agreements	600,000	600,000	600,000	600,000	600,000	3,000,000
Water and Wastewater Main Replacements	8,700,000	8,000,000	8,000,000	8,000,000	8,000,000	40,700,000
Water Pressure Zone Interconnection	3,500,000					3,500,000
Water System Security Monitoring Equipment	220,000					220,000
Water Treatment Plant Electrical Improvements	650,000	650,000	650,000	650,000	650,000	3,250,000
WRF - Nutrient Recovery and Biosolids Upgrade	7,500,000					7,500,000
WRF - Water Reuse Facilities Plan	250,000					250,000
<b>Total Utility Projects</b>	<b>33,750,000</b>	<b>17,235,000</b>	<b>46,577,000</b>	<b>54,650,000</b>	<b>14,050,000</b>	<b>166,262,000</b>

<b>PUBLIC WORKS DEPARTMENT TOTAL</b>	<b>53,620,000</b>	<b>38,540,000</b>	<b>68,887,000</b>	<b>71,585,000</b>	<b>41,186,000</b>	<b>273,818,000</b>
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	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
<b>TOTAL ALL DEPARTMENTS</b>	<b>129,142,119</b>	<b>71,434,423</b>	<b>94,881,152</b>	<b>92,190,201</b>	<b>74,796,700</b>	<b>462,444,595</b>

# **CIP Projects by Fund**



## FY 2020 - 2024 CAPITAL IMPROVEMENT PLAN SUMMARIES

### FUNDING BY FUND

#### CAPITAL PROJECT FUNDS

##### SIDEWALK AND CURB DISTRICTS FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Annual Street Reconstruction	780,000	780,000	780,000	780,000	780,000	3,900,000
Misc., Curb, Gutter, and Sidewalk Program	400,000	400,000	400,000	400,000	400,000	2,000,000
<b>Total Sidewalk and Curb Districts Fund</b>	<b>1,180,000</b>	<b>1,180,000</b>	<b>1,180,000</b>	<b>1,180,000</b>	<b>1,180,000</b>	<b>5,900,000</b>

##### SPECIAL IMPROVEMENT DISTRICTS (SID) FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Annual SIDs	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
Annual Street Reconstruction	1,600,000	1,600,000	1,600,000	1,600,000	1,600,000	8,000,000
<b>Total SID Fund</b>	<b>2,600,000</b>	<b>2,600,000</b>	<b>2,600,000</b>	<b>2,600,000</b>	<b>2,600,000</b>	<b>13,000,000</b>

#### ENTERPRISE FUNDS

##### AIRPORT FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Airfield Lighting Control System & Remote Control	114,000					114,000
Baggage Claim Improvements					1,000,000	1,000,000
Car Rental Parking Garage					25,000,000	25,000,000
Extend Operations Building Mechanic Bays		500,000				500,000
Old East Taxilane - Rehab					350,000	350,000
Parking Garage Planning and Design				500,000		500,000
Rehab Rimtop Drive/Business Park Road	200,000					200,000
Rehab Taxiway B North					1,500,000	1,500,000
Repave Commercial Air Carrier Parking Ramp	3,000,000		5,000,000			8,000,000
Replace Door on Hangar Leased to USDA	40,000					40,000
Replace Incandescent Airfield Lighting with New LED				250,000		250,000
Replace SCBA & Bunker Gear/ARFF Division	172,000					172,000
Runway 7/25 Planning and Master Plan	250,000					250,000
Terminal Building Expansion Construction	40,000,000	7,000,000	3,500,000			50,500,000
Upgrade Front of Terminal				3,000,000		3,000,000
<b>Total Airport Fund</b>	<b>43,776,000</b>	<b>7,500,000</b>	<b>8,500,000</b>	<b>3,750,000</b>	<b>27,850,000</b>	<b>91,376,000</b>

##### PARKING FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Parking Garage Condition Audit		60,000				60,000
Parking Garage Gate Control Equipment Upgrade	172,502	226,681	142,152			541,335
<b>Total Parking Fund</b>	<b>172,502</b>	<b>286,681</b>	<b>142,152</b>	<b>-</b>	<b>-</b>	<b>601,335</b>

##### SOLID WASTE FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Landfill Composting Facility		100,000	2,500,000			2,600,000
Landfill Lower Half Phase 3 Closure	640,000					640,000
Landfill Material Recovery Facility (MRF)				500,000	4,500,000	5,000,000
Landfill Phase 3 Closure					100,000	100,000
Landfill Slope Stabilization Project	1,800,000					1,800,000
Solid Waste CNG Fueling Station	1,000,000					1,000,000
Solid Waste Modifications to the BOC	200,000	800,000				1,000,000
<b>Total Solid Waste Fund</b>	<b>3,640,000</b>	<b>900,000</b>	<b>2,500,000</b>	<b>500,000</b>	<b>4,600,000</b>	<b>12,140,000</b>

## TRANSIT FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
MET Bus Wash Improvements		300,000				300,000
MET Vehicle Access Gate	50,000					50,000
Roof Replacement Over Para Transit Van Annex Phase 3			160,000			160,000
<b>Total Transit Fund</b>	<b>50,000</b>	<b>300,000</b>	<b>160,000</b>	<b>-</b>	<b>-</b>	<b>510,000</b>

## WASTEWATER FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Utilities Service Center Reconstruction	200,000					200,000
Wastewater - Biogas Recovery System	200,000	1,000,000				1,200,000
Wastewater - Centrifuge Replacement		1,000,000				1,000,000
Wastewater - Influent Lift Station	1,600,000					1,600,000
Wastewater - Lake Hills Lift Station Rehabilitation	300,000					300,000
Wastewater - Lloyd Mangrum Lift Station Rehabilitation	350,000					350,000
Wastewater - Replace Heat Exchangers #1, 2, and 3			500,000			500,000
Wastewater - Sahara Sands Lift Station Rehabilitation			150,000			150,000
Wastewater - Secondary Pump Station Pump Motors	130,000	135,000				265,000
Wastewater Master Plan	250,000					250,000
Wastewater Plant Acetate Feed System			427,000			427,000
Wastewater Process Equipment Installation	750,000					750,000
Wastewater Reclamation Facility Improvements					4,500,000	4,500,000
Wastewater Treatment Plant Campus Electrical	300,000	300,000	300,000	300,000	300,000	1,500,000
Wastewater Treatment Plant Drying Beds		300,000				300,000
Water and Wastewater Compensation Agreements	300,000	300,000	300,000	300,000	300,000	1,500,000
Water and Wastewater Main Replacements	5,800,000	4,000,000	4,000,000	4,000,000	4,000,000	21,800,000
WRF - Nutrient Recovery and Biosolids Upgrade	7,500,000					7,500,000
WRF - Water Reuse Facilities Plan	250,000					250,000
<b>Total Wastewater Fund</b>	<b>17,930,000</b>	<b>7,035,000</b>	<b>5,677,000</b>	<b>4,600,000</b>	<b>9,100,000</b>	<b>44,342,000</b>

## WATER FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
48th Street West Trunk Main		500,000	5,000,000			5,500,000
Hallowell Lane Improvements		150,000				150,000
King Avenue East Improvements	200,000					200,000
Lead Service Replacement Project	750,000	750,000				1,500,000
Utilities Service Center Reconstruction	1,500,000			700,000		2,200,000
Water - Fox Reservoir #1 Replacement			400,000	2,600,000		3,000,000
Water - High Service Pump 5KV Switchgear			1,350,000			1,350,000
Water - Logan Reservoir Recoating and Exterior Painting	900,000					900,000
Water - Staples Reservoir			200,000	1,800,000		2,000,000
Water - Walter Pump Station Pumps	1,600,000					1,600,000
Water - West End Reservoir/City Lakes	3,000,000		29,000,000			32,000,000
Water - West End Treatment Plant	500,000	4,000,000		40,000,000		44,500,000
Water and Wastewater Compensation Agreements	300,000	300,000	300,000	300,000	300,000	1,500,000
Water and Wastewater Main Replacements	2,900,000	4,000,000	4,000,000	4,000,000	4,000,000	18,900,000
Water Pressure Zone Interconnection	3,500,000					3,500,000
Water System Security Monitoring Equipment	220,000					220,000
Water Treatment Plant Electrical Improvements	650,000	650,000	650,000	650,000	650,000	3,250,000
<b>Total Water Fund</b>	<b>16,020,000</b>	<b>10,350,000</b>	<b>40,900,000</b>	<b>50,050,000</b>	<b>4,950,000</b>	<b>122,270,000</b>

## GENERAL FUND

### GENERAL FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Facilities Master Plan/New City Hall		16,413,742	4,500,000	15,555,201	4,460,700	40,929,643
Police Evidence Facility Expansion	3,830,617					3,830,617
<b>Total General Fund</b>	<b>3,830,617</b>	<b>16,413,742</b>	<b>4,500,000</b>	<b>15,555,201</b>	<b>4,460,700</b>	<b>44,760,260</b>

## INTERNAL SERVICE FUNDS

### FACILITIES MANAGEMENT FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
BOC Concrete, Aprons and Lot Work	103,000	-	142,000			245,000
<b>Total Facilities Management Fund</b>	<b>103,000</b>	<b>-</b>	<b>142,000</b>	<b>-</b>	<b>-</b>	<b>245,000</b>

## SPECIAL REVENUE FUNDS

### AMEND PARK FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Suburban Ditch Aquaduct Replacement	76,500					76,500
<b>Total Amend Park Fund</b>	<b>76,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>76,500</b>

### ARTERIAL CONSTRUCTION FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
32nd Street West - King Avenue to Gabel	400,000	2,800,000				3,200,000
36th - Central to Broadwater				250,000	2,250,000	2,500,000
6th Avenue North Multiuse Trail					450,000	450,000
Inner Belt Loop			350,000		350,000	700,000
Intersection Capacity Improvements	450,000	450,000	450,000	450,000	450,000	2,250,000
Monad and 19th/20th Street West Intersection	3,000,000					3,000,000
Muldowney Road			400,000	3,663,000		4,063,000
PAVER Program	125,000	950,000	750,000	1,100,000	780,000	3,705,000
Songbird - Midland to Elysian				200,000	900,000	1,100,000
Traffic Signal Controller Upgrade	650,000	650,000	650,000	650,000		2,600,000
Travel Corridor Coordination	100,000	100,000	100,000			300,000
Wicks Lane - Main to Hawthorne		300,000	420,000			720,000
<b>Total Arterial Construction Fund</b>	<b>4,725,000</b>	<b>5,250,000</b>	<b>3,120,000</b>	<b>6,313,000</b>	<b>5,180,000</b>	<b>24,588,000</b>

### BASEBALL FIELD/STADIUM DONATIONS for CAPITAL MAINT FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Dehler Park Ball Field Replacement			400,000			400,000
Dehler Park Building Assessment and Repair	110,000					110,000
<b>Total Dehler Park Capital Fund</b>	<b>110,000</b>	<b>-</b>	<b>400,000</b>	<b>-</b>	<b>-</b>	<b>510,000</b>

### EAST TAX INCREMENT FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Pedestrian Crossing of Exposition Drive		3,800,000				3,800,000
<b>Total East Tax Increment Fund</b>	<b>-</b>	<b>3,800,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,800,000</b>

## GAS TAX FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Annual ADA Replacement	250,000	250,000	250,000	250,000	250,000	1,250,000
Annual SIDs	250,000	250,000	300,000	300,000	300,000	1,400,000
Annual Street Reconstruction	940,000	940,000	940,000	940,000	940,000	4,700,000
Bike Lanes		215,000		15,000	116,000	346,000
Inner Belt Loop			6,650,000		6,650,000	13,300,000
Misc., Curb, Gutter, and Sidewalk Program	300,000	300,000	300,000	300,000	300,000	1,500,000
Muldowney Road				37,000		37,000
PAVER Program	2,445,000	1,500,000	1,700,000	1,650,000	1,970,000	9,265,000
Wicks Lane - Main to Hawthorne			80,000			80,000
<b>Total Gas Tax Construction Fund</b>	<b>4,185,000</b>	<b>3,455,000</b>	<b>10,220,000</b>	<b>3,492,000</b>	<b>10,526,000</b>	<b>31,878,000</b>

## PARKS PROGRAM FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Coulson Park Improvements		110,000				110,000
Riverfront Park Fishing Habitat Improvements	50,000					50,000
Riverfront Park Multi-use Trails		420,000				420,000
Riverfront Park Restroom	68,500					68,500
Terry Park Shelter		80,000				80,000
<b>Total Parks Program Fund</b>	<b>118,500</b>	<b>610,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>728,500</b>

## PARK DISTRICT 1 FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Castle Rock Park Playground Replacement		300,000				300,000
Centennial Park Parking Lot Paving	176,204					176,204
Grandview Irrigation Automation					300,000	300,000
Highland Park Irrigation Improvements					300,000	300,000
Highland Park Playground Replacement					250,000	250,000
Lillis Park Pickle Ball Courts	50,000					50,000
North Park Irrigation	714,000					714,000
North Park Playground Replacement			318,000			318,000
North Park Splash Pad Replacement				1,300,000		1,300,000
Road and Parking Lot Repairs	284,796		244,000		100,000	628,796
Rose and South Parks Pool Liner Replacement			212,000			212,000
Rose Pool Spray Feature Upgrade					100,000	100,000
Satellite Maintenance Facility - Heights		484,000				484,000
Satellite Maintenance Facility - West End			452,000			452,000
South Park Bathhouse Renovation Study			74,000			74,000
Terry Park Playground Replacement					250,000	250,000
Terry Park Sprayground		1,300,000				1,300,000
<b>Total Park District 1 Fund</b>	<b>1,225,000</b>	<b>2,084,000</b>	<b>1,300,000</b>	<b>1,300,000</b>	<b>1,300,000</b>	<b>7,209,000</b>

## PUBLIC SAFETY FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Construction of Fire Station #8			2,950,000			2,950,000
Construction of Fire Station #9			2,950,000			2,950,000
<b>Total Public Safety Fund</b>	<b>-</b>	<b>-</b>	<b>5,900,000</b>	<b>-</b>	<b>-</b>	<b>5,900,000</b>

## SOUTH TAX INCREMENT FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Hallowell Lane Improvements	300,000	1,480,000				1,780,000
King Avenue East Improvements	1,150,000					1,150,000
SBURA Unimproved Street Improvements		500,000	500,000	500,000	500,000	2,000,000
South Billings Aquatics/Recreation Center	26,060,000					26,060,000
<b>Total South Tax Increment Fund</b>	<b>27,510,000</b>	<b>1,980,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>30,990,000</b>



**STORM FUND**

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Annual Storm Drainage Intersection Trouble Spot Project	150,000	150,000	150,000	150,000	150,000	750,000
Storm Sewer Rehabilitation Program	340,000	340,000	340,000	340,000	340,000	1,700,000
Stormwater Master Plan Implementation	1,400,000	1,500,000	1,700,000	1,860,000	2,060,000	8,520,000
<b>Total Storm Fund</b>	<b>1,890,000</b>	<b>1,990,000</b>	<b>2,190,000</b>	<b>2,350,000</b>	<b>2,550,000</b>	<b>10,970,000</b>

**TRAILS FUND**

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Alkali Creek Trail Connection		400,000				400,000
Downtown BBWA Corridor Trail/On Street Facilities		300,000				300,000
Downtown-Coulson Park Trail Connection			247,500			247,500
Riverfront Park Trail		202,000				202,000
Skyline Trail			3,500,000			3,500,000
Stagecoach Trail		2,500,000				2,500,000
Trail Connector from King Ave West to TransTech Center			100,000			100,000
<b>Total Trails Fund</b>	<b>-</b>	<b>3,402,000</b>	<b>3,847,500</b>	<b>-</b>	<b>-</b>	<b>7,249,500</b>

**TRANSPORTATION ALTERNATIVES PROGRAM FUND**

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Downtown-Coulson Park Trail Connection			502,500			502,500
Riverfront Park Trail		1,298,000				1,298,000
Stagecoach Trail		1,000,000				1,000,000
Trail Connector from King Ave West to TransTech Center			600,000			600,000
<b>Total Transportations Alternatives Program Funds</b>	<b>-</b>	<b>2,298,000</b>	<b>1,102,500</b>	<b>-</b>	<b>-</b>	<b>3,400,500</b>

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
<b>TOTAL ALL FUNDS</b>	<b>129,142,119</b>	<b>71,434,423</b>	<b>94,881,152</b>	<b>92,190,201</b>	<b>74,796,700</b>	<b>462,444,595</b>

# **CIP Projects by Revenue Source**



## FY 2020 - 2024 CAPITAL IMPROVEMENT PLAN SUMMARIES

### FUNDING BY REVENUE SOURCE

#### PROJECTS FUNDED WITH CHARGES TO CITY DEPARTMENTS

##### FACILITIES CHARGES FOR SERVICES

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
BOC Concrete, Aprons and Lot Work	103,000	-	142,000			245,000
<b>Total Facilities Charges for Services</b>	<b>103,000</b>	<b>-</b>	<b>142,000</b>	<b>-</b>	<b>-</b>	<b>245,000</b>

<b>CHARGES TO CITY DEPARTMENTS TOTAL</b>	<b>103,000</b>	<b>-</b>	<b>142,000</b>	<b>-</b>	<b>-</b>	<b>245,000</b>
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#### PROJECTS FUNDED WITH CONTRIBUTIONS

##### BILLINGS TRAILNET

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Alkali Creek Trail Connection		100,000				100,000
Downtown BBWA Corridor Trail/On Street Facilities		60,000				60,000
Trail Connector from King Ave West to TransTech Center			50,000			50,000
<b>Total Billings Trailnet Contributions</b>	<b>-</b>	<b>160,000</b>	<b>50,000</b>	<b>-</b>	<b>-</b>	<b>210,000</b>

##### DEVELOPER CONTRIBUTIONS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Downtown-Coulson Park Trail Connection			97,500			97,500
Muldowney Road				37,000		37,000
Wicks Lane - Main to Hawthorne			80,000			80,000
<b>Total Developer Contributions</b>	<b>-</b>	<b>-</b>	<b>177,500</b>	<b>37,000</b>	<b>-</b>	<b>214,500</b>

##### PRIVATE CONTRIBUTIONS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Alkali Creek Trail Connection		150,000				150,000
Dehler Park Ball Field Replacement			400,000			400,000
Dehler Park Building Assessment and Repair	110,000					110,000
Downtown BBWA Corridor Trail/On Street Facilities		240,000				240,000
Downtown-Coulson Park Trail Connection			150,000			150,000
Riverfront Park Trail		112,000				112,000
Stagecoach Trail		1,000,000				1,000,000
<b>Total Private Contributions</b>	<b>110,000</b>	<b>1,502,000</b>	<b>550,000</b>	<b>-</b>	<b>-</b>	<b>2,162,000</b>

<b>CONTRIBUTIONS TOTAL</b>	<b>110,000</b>	<b>1,662,000</b>	<b>777,500</b>	<b>37,000</b>	<b>-</b>	<b>2,586,500</b>
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## PROJECTS FUNDED WITH DEBT

### GENERAL OBLIGATION BONDS/LOAN

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Construction of Fire Station #8			2,950,000			2,950,000
Construction of Fire Station #9			2,950,000			2,950,000
Facilities Master Plan/New City Hall		16,413,742	4,500,000	15,555,201	4,460,700	40,929,643
<b>Total General Obligation Bonds/Loan</b>	<b>-</b>	<b>16,413,742</b>	<b>10,400,000</b>	<b>15,555,201</b>	<b>4,460,700</b>	<b>46,829,643</b>

### REVENUE BONDS - AIRPORT

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Terminal Building Expansion Construction	25,000,000					25,000,000
<b>Total Airport Revenue Bonds</b>	<b>25,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,000,000</b>

### REVENUE BONDS - WATER

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Water - West End Reservoir/City Lakes			29,000,000			29,000,000
Water - West End Treatment Plant				40,000,000		40,000,000
<b>Total Water Revenue Bonds</b>	<b>-</b>	<b>-</b>	<b>29,000,000</b>	<b>40,000,000</b>	<b>-</b>	<b>69,000,000</b>

### SIDEWALK AND CURB DISTRICTS BONDS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Annual Street Reconstruction	780,000	780,000	780,000	780,000	780,000	3,900,000
Misc., Curb, Gutter, and Sidewalk Program	400,000	400,000	400,000	400,000	400,000	2,000,000
<b>Total Sidewalk Bonds</b>	<b>1,180,000</b>	<b>1,180,000</b>	<b>1,180,000</b>	<b>1,180,000</b>	<b>1,180,000</b>	<b>5,900,000</b>

### SPECIAL IMPROVEMENT DISTRICTS (SID) BONDS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Annual SIDs	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
Annual Street Reconstruction	1,600,000	1,600,000	1,600,000	1,600,000	1,600,000	8,000,000
<b>Total SID Bonds</b>	<b>2,600,000</b>	<b>2,600,000</b>	<b>2,600,000</b>	<b>2,600,000</b>	<b>2,600,000</b>	<b>13,000,000</b>

### TAX INCREMENT BONDS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
South Billings Aquatics/Recreation Center	25,000,000					25,000,000
<b>Total SID Bonds</b>	<b>25,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,000,000</b>

<b>DEBT TOTAL</b>	<b>53,780,000</b>	<b>20,193,742</b>	<b>43,180,000</b>	<b>59,335,201</b>	<b>8,240,700</b>	<b>184,729,643</b>
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## PROJECTS FUNDED WITH GRANTS

### AIRPORT CARGO GRANT

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Airfield Lighting Control System & Remote Control	102,600					102,600
Extend Operations Building Mechanic Bays		450,000				450,000
Replace Incandescent Airfield Lighting with New LED				225,000		225,000
Runway 7/25 Planning and Master Plan	225,000					225,000
<b>Total Airport Cargo Grants</b>	<b>327,600</b>	<b>450,000</b>	<b>-</b>	<b>225,000</b>	<b>-</b>	<b>1,002,600</b>

### AIRPORT FAA GRANT

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Old East Taxilane - Rehab					315,000	315,000
Rehab Taxiway B North					1,350,000	1,350,000
Repave Commercial Air Carrier Parking Ramp	2,700,000		4,500,000			7,200,000
Replace SCBA & Bunker Gear/ARFF Division	154,800					154,800
Terminal Building Expansion Construction	2,000,000	6,300,000	3,150,000			11,450,000
<b>Total Airport FAA Grants</b>	<b>4,854,800</b>	<b>6,300,000</b>	<b>7,650,000</b>	<b>-</b>	<b>1,665,000</b>	<b>20,469,800</b>

### BUILD GRANT

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Skyline Trail			3,500,000			3,500,000
Stagecoach Trail		1,500,000				1,500,000
<b>Total BUILD Grants</b>	<b>-</b>	<b>1,500,000</b>	<b>3,500,000</b>	<b>-</b>	<b>-</b>	<b>5,000,000</b>

### NRDP/YRRP

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Coulson Park Improvements		110,000				110,000
Riverfront Park Fishing Habitat Improvements	50,000					50,000
Riverfront Park Multi-use Trails		420,000				420,000
Riverfront Park Restroom	68,500					68,500
<b>Total Natural Resource Damage Program Grants</b>	<b>118,500</b>	<b>530,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>648,500</b>

### RECREATIONAL TRAILS PROGRAM

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Alkali Creek Trail Connection		150,000				150,000
Riverfront Park Trail		90,000				90,000
Trail Connector from King Ave West to TransTech Center			50,000			50,000
<b>Total Recreational Trails Program Grants</b>	<b>-</b>	<b>240,000</b>	<b>50,000</b>	<b>-</b>	<b>-</b>	<b>290,000</b>

### TRANSIT FTA GRANT

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
MET Bus Wash Improvements		300,000				300,000
MET Vehicle Access Gate	50,000					50,000
Roof Replacement Over Para Transit Van Annex Phase 3			160,000			160,000
<b>Total Transit FTA Grants</b>	<b>50,000</b>	<b>300,000</b>	<b>160,000</b>	<b>-</b>	<b>-</b>	<b>510,000</b>

### TRANSPORTATION ALTERNATIVES PROGRAM FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Downtown-Coulson Park Trail Connection			502,500			502,500
Riverfront Park Trail		1,298,000				1,298,000
Stagecoach Trail		1,000,000				1,000,000
Trail Connector from King Ave West to TransTech Center			600,000			600,000
<b>Total Transportations Alternatives Program Grants</b>	<b>-</b>	<b>2,298,000</b>	<b>1,102,500</b>	<b>-</b>	<b>-</b>	<b>3,400,500</b>

<b>GRANTS TOTAL</b>	<b>5,350,900</b>	<b>11,618,000</b>	<b>12,462,500</b>	<b>225,000</b>	<b>1,665,000</b>	<b>31,321,400</b>
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## PROJECTS FUNDED WITH SPECIAL ASSESSMENTS

### ARTERIAL ASSESSMENTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
32nd Street West - King Avenue to Gabel	400,000	2,800,000				3,200,000
36th - Central to Broadwater				250,000	2,250,000	2,500,000
6th Avenue North Multiuse Trail					450,000	450,000
Inner Belt Loop			350,000		350,000	700,000
Intersection Capacity Improvements	450,000	450,000	450,000	450,000	450,000	2,250,000
Monad and 19th/20th Street West Intersection	3,000,000					3,000,000
Muldowney Road			400,000	3,663,000		4,063,000
PAVER Program	125,000	950,000	750,000	1,100,000	780,000	3,705,000
Songbird - Midland to Elysian				200,000	900,000	1,100,000
Traffic Signal Controller Upgrade	650,000	650,000	650,000	650,000		2,600,000
Travel Corridor Coordination	100,000	100,000	100,000			300,000
Wicks Lane - Main to Hawthorne		300,000	420,000			720,000
<b>Total Arterial Assessments</b>	<b>4,725,000</b>	<b>5,250,000</b>	<b>3,120,000</b>	<b>6,313,000</b>	<b>5,180,000</b>	<b>24,588,000</b>

### PARK DISTRICT 1 ASSESSMENTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Castle Rock Park Playground Replacement		300,000				300,000
Centennial Park Parking Lot Paving	176,204					176,204
Grandview Irrigation Automation					300,000	300,000
Highland Park Irrigation Improvements					300,000	300,000
Highland Park Playground Replacement					250,000	250,000
Lillis Park Pickle Ball Courts	50,000					50,000
North Park Irrigation	714,000					714,000
North Park Playground Replacement			318,000			318,000
North Park Splash Pad Replacement				1,300,000		1,300,000
Road and Parking Lot Repairs	284,796		244,000		100,000	628,796
Rose and South Parks Pool Liner Replacement			212,000			212,000
Rose Pool Spray Feature Upgrade					100,000	100,000
Satellite Maintenance Facility - Heights		484,000				484,000
Satellite Maintenance Facility - West End			452,000			452,000
South Park Bathhouse Renovation Study			74,000			74,000
Terry Park Playground Replacement					250,000	250,000
Terry Park Sprayground		1,300,000				1,300,000
<b>Total Park District 1 Assessments</b>	<b>1,225,000</b>	<b>2,084,000</b>	<b>1,300,000</b>	<b>1,300,000</b>	<b>1,300,000</b>	<b>7,209,000</b>

### STORM ASSESSMENTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Annual Storm Drainage Intersection Trouble Spot Project	150,000	150,000	150,000	150,000	150,000	750,000
Storm Sewer Rehabilitation Program	340,000	340,000	340,000	340,000	340,000	1,700,000
Stormwater Master Plan Implementation	1,400,000	1,500,000	1,700,000	1,860,000	2,060,000	8,520,000
<b>Total Storm Assessments</b>	<b>1,890,000</b>	<b>1,990,000</b>	<b>2,190,000</b>	<b>2,350,000</b>	<b>2,550,000</b>	<b>10,970,000</b>

### STREET MAINTENANCE DISTRICT ASSESSMENTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Annual Street Reconstruction		350,000	500,000	300,000	300,000	1,450,000
PAVER Program	1,325,000	1,500,000	1,350,000	1,600,000	1,600,000	7,375,000
<b>Total Street Maintenance District Assessments</b>	<b>1,325,000</b>	<b>1,850,000</b>	<b>1,850,000</b>	<b>1,900,000</b>	<b>1,900,000</b>	<b>8,825,000</b>

<b>SPECIAL ASSESSMENTS TOTAL</b>	<b>9,165,000</b>	<b>11,174,000</b>	<b>8,460,000</b>	<b>11,863,000</b>	<b>10,930,000</b>	<b>51,592,000</b>
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## PROJECTS FUNDED WITH STATE REVENUES

### GAS TAX REVENUES

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Annual ADA Replacement	250,000	250,000	250,000	250,000	250,000	1,250,000
Annual SIDs	250,000	250,000	300,000	300,000	300,000	1,400,000
Annual Street Reconstruction		590,000	440,000	640,000	640,000	2,310,000
Bike Lanes		215,000		15,000	116,000	346,000
Inner Belt Loop			4,507,684			4,507,684
Misc., Curb, Gutter, and Sidewalk Program	300,000	300,000	300,000	300,000	300,000	1,500,000
PAVER Program				50,000	180,000	230,000
<b>Total Gas Tax</b>	<b>800,000</b>	<b>1,605,000</b>	<b>5,797,684</b>	<b>1,555,000</b>	<b>1,786,000</b>	<b>11,543,684</b>

### GAS TAX/BARSAA REVENUES

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Annual Street Reconstruction	940,000					940,000
Inner Belt Loop			2,142,316		6,650,000	8,792,316
PAVER Program	1,120,000		350,000		190,000	1,660,000
<b>Total Gas Tax/BARSAA</b>	<b>2,060,000</b>	<b>-</b>	<b>2,492,316</b>	<b>-</b>	<b>6,840,000</b>	<b>11,392,316</b>

<b>STATE REVENUES TOTAL</b>	<b>2,860,000</b>	<b>1,605,000</b>	<b>8,290,000</b>	<b>1,555,000</b>	<b>8,626,000</b>	<b>22,936,000</b>
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## PROJECTS FUNDED WITH TAX REVENUES

### EAST TAX INCREMENT FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Pedestrian Crossing of Exposition Drive		3,800,000				3,800,000
<b>Total East Tax Increment District</b>	<b>-</b>	<b>3,800,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,800,000</b>

### GENERAL FUND

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Police Evidence Facility Expansion*	3,830,617					3,830,617
<b>Total General Fund</b>	<b>3,830,617</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,830,617</b>

### SOUTH TAX INCREMENT FUND\*

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Hallowell Lane Improvements	300,000	1,480,000				1,780,000
King Avenue East Improvements	1,150,000					1,150,000
SBURA Unimproved Street Improvements		500,000	500,000	500,000	500,000	2,000,000
South Billings Aquatics/Recreation Center	1,060,000					1,060,000
<b>Total South Tax Increment District*</b>	<b>2,510,000</b>	<b>1,980,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>5,990,000</b>

\*The Police Evidence Facility Expansion is anticipated to be partially funded with \$1,000,000 of South Tax Increment District revenues.

<b>TAX REVENUES TOTAL</b>	<b>6,340,617</b>	<b>5,780,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>13,620,617</b>
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## PROJECTS FUNDED WITH USER FEES AND CHARGES

### AIRPORT USER FEES

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Airfield Lighting Control System & Remote Control	11,400					11,400
Extend Operations Building Mechanic Bays		50,000				50,000
Old East Taxilane - Rehab					35,000	35,000
Parking Garage Planning and Design				500,000		500,000
Rehab Rimtop Drive/Business Park Road	200,000					200,000
Rehab Taxiway B North					150,000	150,000
Repave Commercial Air Carrier Parking Ramp	300,000		500,000			800,000
Replace Door on Hangar Leased to USDA	40,000					40,000
Replace Incandescent Airfield Lighting with New LED				25,000		25,000
Replace SCBA & Bunker Gear/ARFF Division	17,200					17,200
Runway 7/25 Planning and Master Plan	25,000					25,000
Terminal Building Expansion Construction	11,400,000	700,000	350,000			12,450,000
Upgrade Front of Terminal				3,000,000		3,000,000
<b>Total Airport User Fees</b>	<b>11,993,600</b>	<b>750,000</b>	<b>850,000</b>	<b>3,525,000</b>	<b>185,000</b>	<b>17,303,600</b>

### AIRPORT CUSTOMER FACILITY CHARGES

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Car Rental Parking Garage					25,000,000	25,000,000
<b>Total Airport Customer Facility Charges</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,000,000</b>	<b>25,000,000</b>

### AIRPORT PASSENGER FACILITY CHARGES

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Baggage Claim Improvements					1,000,000	1,000,000
Terminal Building Expansion Construction	1,600,000					1,600,000
<b>Total Airport Passenger Facility Charges</b>	<b>1,600,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,000,000</b>	<b>2,600,000</b>

### AMEND PARK CHARGES FOR SERVICES

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Suburban Ditch Aquaduct Replacement	76,500					76,500
<b>Total Amend Park Charges for Services</b>	<b>76,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>76,500</b>

### CELL TOWER REVENUE

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Terry Park Shelter		80,000				80,000
<b>Total Cell Tower Revenue</b>	<b>-</b>	<b>80,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>80,000</b>

### PARKING USER FEES

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Parking Garage Condition Audit		60,000				60,000
Parking Garage Gate Control Equipment Upgrade	172,502	226,681	142,152			541,335
<b>Total Parking User Fees</b>	<b>172,502</b>	<b>286,681</b>	<b>142,152</b>	<b>-</b>	<b>-</b>	<b>601,335</b>

### SOLID WASTE COLLECTION SYSTEM USER FEES

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Solid Waste CNG Fueling Station	1,000,000					1,000,000
Solid Waste Modifications to the BOC	200,000	800,000				1,000,000
<b>Total Solid Waste Collection User Fees</b>	<b>1,200,000</b>	<b>800,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,000,000</b>



## SOLID WASTE LANDFILL USER FEES

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Landfill Composting Facility		100,000	2,500,000			2,600,000
Landfill Lower Half Phase 3 Closure	640,000					640,000
Landfill Material Recovery Facility (MRF)				500,000	4,500,000	5,000,000
Landfill Phase 3 Closure					100,000	100,000
Landfill Slope Stabilization Project	1,800,000					1,800,000
<b>Total Solid Waste Landfill User Fees</b>	<b>2,440,000</b>	<b>100,000</b>	<b>2,500,000</b>	<b>500,000</b>	<b>4,600,000</b>	<b>10,140,000</b>

## WASTEWATER USER CHARGES

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Utilities Service Center Reconstruction	200,000					200,000
Wastewater - Biogas Recovery System	200,000	1,000,000				1,200,000
Wastewater - Centrifuge Replacement		1,000,000				1,000,000
Wastewater - Influent Lift Station	1,600,000					1,600,000
Wastewater - Lake Hills Lift Station Rehabilitation	300,000					300,000
Wastewater - Lloyd Mangrum Lift Station Rehabilitation	350,000					350,000
Wastewater - Replace Heat Exchangers #1, 2, and 3			500,000			500,000
Wastewater - Sahara Sands Lift Station Rehabilitation			150,000			150,000
Wastewater - Secondary Pump Station Pump Motors	130,000	135,000				265,000
Wastewater Master Plan	250,000					250,000
Wastewater Plant Acetate Feed System			427,000			427,000
Wastewater Process Equipment Installation	750,000					750,000
Wastewater Reclamation Facility Improvements					4,500,000	4,500,000
Wastewater Treatment Plant Campus Electrical	300,000	300,000	300,000	300,000	300,000	1,500,000
Wastewater Treatment Plant Drying Beds		300,000				300,000
Water and Wastewater Compensation Agreements	300,000	300,000	300,000	300,000	300,000	1,500,000
Water and Wastewater Main Replacements	5,800,000	4,000,000	4,000,000	4,000,000	4,000,000	21,800,000
WRF - Nutrient Recovery and Biosolids Upgrade	7,500,000					7,500,000
WRF - Water Reuse Facilities Plan	250,000					250,000
<b>Total Wastewater User Charges</b>	<b>17,930,000</b>	<b>7,035,000</b>	<b>5,677,000</b>	<b>4,600,000</b>	<b>9,100,000</b>	<b>44,342,000</b>

## WATER USER CHARGES

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
48th Street West Trunk Main		500,000	5,000,000			5,500,000
Hallowell Lane Improvements		150,000				150,000
King Avenue East Improvements	200,000					200,000
Lead Service Replacement Project	750,000	750,000				1,500,000
Utilities Service Center Reconstruction	1,500,000			700,000		2,200,000
Water - Fox Reservoir #1 Replacement			400,000	2,600,000		3,000,000
Water - High Service Pump 5KV Switchgear			1,350,000			1,350,000
Water - Logan Reservoir Recoating and Exterior Painting	900,000					900,000
Water - Staples Reservoir			200,000	1,800,000		2,000,000
Water - Walter Pump Station Pumps	1,600,000					1,600,000
Water - West End Reservoir/City Lakes	3,000,000					3,000,000
Water - West End Treatment Plant	500,000	4,000,000				4,500,000
Water and Wastewater Compensation Agreements	300,000	300,000	300,000	300,000	300,000	1,500,000
Water and Wastewater Main Replacements	2,900,000	4,000,000	4,000,000	4,000,000	4,000,000	18,900,000
Water Pressure Zone Interconnection	3,500,000					3,500,000
Water System Security Monitoring Equipment	220,000					220,000
Water Treatment Plant Electrical Improvements	650,000	650,000	650,000	650,000	650,000	3,250,000
<b>Total Water User Charges</b>	<b>16,020,000</b>	<b>10,350,000</b>	<b>11,900,000</b>	<b>10,050,000</b>	<b>4,950,000</b>	<b>53,270,000</b>

<b>USER FEES AND CHARGES TOTAL</b>	<b>51,432,602</b>	<b>19,401,681</b>	<b>21,069,152</b>	<b>18,675,000</b>	<b>44,835,000</b>	<b>155,413,435</b>
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	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
<b>TOTAL ALL REVENUES SOURCES</b>	<b>129,142,119</b>	<b>71,434,423</b>	<b>94,881,152</b>	<b>92,190,201</b>	<b>74,796,700</b>	<b>462,444,595</b>

# AVIATION & TRANSIT





# FY 2020 - 2024 CAPITAL IMPROVEMENT PLAN SUMMARIES FUNDING BY DEPARTMENT AND PROJECT CATEGORY

## AVIATION AND TRANSIT DEPARTMENT

### AIRPORT PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Airfield Lighting Control System & Remote Control	114,000					114,000
Baggage Claim Improvements					1,000,000	1,000,000
Car Rental Parking Garage					25,000,000	25,000,000
Extend Operations Building Mechanic Bays		500,000				500,000
Old East Taxilane - Rehab					350,000	350,000
Parking Garage Planning and Design				500,000		500,000
Rehab Rintop Drive/Business Park Road	200,000					200,000
Rehab Taxiway B North					1,500,000	1,500,000
Repave Commercial Air Carrier Parking Ramp	3,000,000		5,000,000			8,000,000
Replace Door on Hangar Leased to USDA	40,000					40,000
Replace Incandescent Airfield Lighting with New LED				250,000		250,000
Replace SCBA & Bunker Gear/ARFF Division	172,000					172,000
Runway 7/25 Planning and Master Plan	250,000					250,000
Terminal Building Expansion Construction	40,000,000	7,000,000	3,500,000			50,500,000
Upgrade Front of Terminal				3,000,000		3,000,000
<b>Total Airport Projects</b>	<b>43,776,000</b>	<b>7,500,000</b>	<b>8,500,000</b>	<b>3,750,000</b>	<b>27,850,000</b>	<b>91,376,000</b>

### MET TRANSIT PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
MET Bus Wash Improvements		300,000				300,000
MET Vehicle Access Gate	50,000					50,000
Roof Replacement Over Para Transit Van Annex Phase 3			160,000			160,000
<b>Total MET Transit Projects</b>	<b>50,000</b>	<b>300,000</b>	<b>160,000</b>	<b>-</b>	<b>-</b>	<b>510,000</b>

<b>AVIATION AND TRANSIT DEPARTMENT TOTAL</b>	<b>43,826,000</b>	<b>7,800,000</b>	<b>8,660,000</b>	<b>3,750,000</b>	<b>27,850,000</b>	<b>91,886,000</b>
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<b>Department:</b> <u>Aviation and Transit</u>		<b>FY20 - FY24 CIP</b>																																																																																																																																																										
<b>Project Category:</b> <u>Airport</u>		<b>Project Title:</b> <u>Airfield Lighting Control System &amp; Remote Control</u>																																																																																																																																																										
<b>Project Description/Location:</b>																																																																																																																																																												
<p>The Airfield Lighting Control System (ALCS) is used by the Airport Electrician to operate and maintain all runway and taxiway lights. The existing ALCS is fifteen years old and needs to be updated. Additionally, the Airside Remote Management System (A-RMS) which is used to turn airfield lights on and off has failed. These lights must be controlled manually which is inefficient and creates a less safe environment for aircraft and personnel operating on the airfield.</p>																																																																																																																																																												
<b>Justification:</b>																																																																																																																																																												
<p>The existing ALCS is fifteen years old and needs to be updated. This existing system has failed and the Airfield staff is now reliant on the Air Traffic Control staff to turn on and off the lights when needed. This can be a distraction for the Air Traffic Control staff when they are short handed or busy.</p>																																																																																																																																																												
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New																																																																																																																																																										
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here																																																																																																																																																										
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<table border="1" style="width: 100%; border-collapse: collapse; font-size: 10px;"> <thead> <tr style="background-color: #D9E1F2;"> <th>Estimated Project Cost(s)</th> <th>Prior Years</th> <th>FY 2020</th> <th>FY 2021</th> <th>FY 2022</th> <th>FY 2023</th> <th>FY 2024</th> <th>Future</th> <th>Total Cost</th> </tr> </thead> <tbody> <tr> <td>Planning, Design, &amp; Engineering</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>\$ -</td> </tr> <tr> <td>Land Acquisition</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>\$ -</td> </tr> <tr> <td>Construction</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>\$ -</td> </tr> <tr> <td>Equipment</td> <td></td> <td>114,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>\$ 114,000</td> </tr> <tr> <td>Other</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>\$ -</td> </tr> <tr style="background-color: #D9E1F2;"> <td><b>Total Project Cost</b></td> <td>\$ -</td> <td>\$ 114,000</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ 114,000</td> </tr> </tbody> </table>				Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost	Planning, Design, & Engineering								\$ -	Land Acquisition								\$ -	Construction								\$ -	Equipment		114,000						\$ 114,000	Other								\$ -	<b>Total Project Cost</b>	\$ -	\$ 114,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 114,000																																																																																										
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Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost																																																																																																																																																				
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<b>Department:</b> <u>Aviation and Transit</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Airport</u>		<b>Project Title:</b> <u>Baggage Claim Improvements</u>	
<b>Project Description/Location:</b>			
<p>This project will provide us with an additional bag belt for a total of three bag belt locations for passengers to collect luggage.</p>			
<b>Justification:</b>			
<p>This will assist with future expansion plans of the airport that predict additional airline service and an increase in passengers.</p>			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here	
<p>This project will not cause operating expenses to increase or decrease. Airport revenues charged to the Airlines are adjusted annually to cover those Airport costs that exceed non-airline revenues.</p>			
<b>Comments:</b>			
<p>Click here to enter text.</p>			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction								\$ -
Equipment						1,000,000		\$ 1,000,000
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Airport User Fees								\$ -
CFC User Fees								\$ -
FAA Cargo Grant								\$ -
FAA Grant								\$ -
Passenger Facility Charge						1,000,000		\$ 1,000,000
Revenue Bonds								\$ -
Transit FTA Grant								\$ -
Transit Local Funds								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000

<b>Department:</b> <u>Aviation and Transit</u>		<b>FY20 - FY24 CIP</b>																																																																																																																															
<b>Project Category:</b> <u>Airport</u>		<b>Project Title:</b> <u>Car Rental Parking Garage</u>																																																																																																																															
<b>Project Description/Location:</b> Construction of a parking structure at the Airport for car rental companies.																																																																																																																																	
<b>Justification:</b> This will allow the Airport the ability increase parking and revenue, create a safer and more user friendly parking option for Airport customers, provide protection during inclement weather and increase overall future expansion at the Airport.																																																																																																																																	
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New																																																																																																																															
<b>Operating Budget Impact:</b> CFC charges will be used to pay for the costs of operating the facility as well as the related debt service.		Insert Picture(s) or Map Here																																																																																																																															
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<b>Department:</b> <u>Aviation and Transit</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Airport</u>		<b>Project Title:</b> <u>Old East Taxilane - Rehab</u>	
<b>Project Description/Location:</b> Project replaces the older asphalt sections of the Taxilane that is beginning to unravel/fall apart.			
<b>Justification:</b> Click here to enter text.			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b> This project will not cause operating expenses to increase or decrease. Airport revenues charged to the Airlines are adjusted annually to cover those Airport costs that exceed non-airline revenues.		Insert Picture(s) or Map Here	
<b>Comments:</b> Click here to enter text.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering						50,000		\$ 50,000
Land Acquisition								\$ -
Construction						300,000		\$ 300,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ 350,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Airport User Fees						35,000		\$ 35,000
CFC User Fees								\$ -
FAA Cargo Grant								\$ -
FAA Grant						315,000		\$ 315,000
Passenger Facility Charge								\$ -
Revenue Bonds								\$ -
Transit FTA Grant								\$ -
Transit Local Funds								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ 350,000



<b>Department:</b> <u>Aviation and Transit</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Airport</u>		<b>Project Title:</b> <u>Parking Garage Planning and Design</u>						
<b>Project Description/Location:</b>								
Preliminary planning and design work for the placement, funding and construction of a parking structure at the Airport in the future.								
<b>Justification:</b>								
Click here to enter text.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
None at this time.								
<b>Comments:</b>								
Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering					500,000			\$ 500,000
Land Acquisition								\$ -
Construction								\$ -
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Airport User Fees					500,000			\$ 500,000
CFC User Fees								\$ -
FAA Cargo Grant								\$ -
FAA Grant								\$ -
Passenger Facility Charge								\$ -
Revenue Bonds								\$ -
Transit FTA Grant								\$ -
Transit Local Funds								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>

<b>Department:</b> <u>Aviation and Transit</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Airport</u>		<b>Project Title:</b> <u>Rehab Rimtop Drive/Business Park Road</u>	
<b>Project Description/Location:</b>			
<p>This project will crackseal and chipseal this 1.3 miles of road that connects Highway 3 with the Airport Business Park.</p>			
<b>Justification:</b>			
<p>Rimtop Drive was last resurfaced in 1995 and is exhibiting broken pavement and large cracks.</p>			
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here	
<p>This project will not cause operating expenses to increase or decrease. Airport revenues charged to the Airlines are adjusted annually to cover those Airport costs that exceed non-airline revenues.</p>			
<b>Comments:</b>			
<p>Click here to enter text.</p>			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction		200,000						\$ 200,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Airport User Fees		200,000						\$ 200,000
CFC User Fees								\$ -
FAA Cargo Grant								\$ -
FAA Grant								\$ -
Passenger Facility Charge								\$ -
Revenue Bonds								\$ -
Transit FTA Grant								\$ -
Transit Local Funds								\$ -
								\$ -
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								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000

<b>Department:</b> <u>Aviation and Transit</u>		<b>FY20 - FY24 CIP</b>																																																																																																																															
<b>Project Category:</b> <u>Airport</u>		<b>Project Title:</b> <u>Rehab Taxiway B North</u>																																																																																																																															
<b>Project Description/Location:</b> This project replaces the 20-year old asphalt on Taxiway B North, which serves the ramp area and hangars at the Airport Business Park.																																																																																																																																	
<b>Justification:</b> Click here to enter text.																																																																																																																																	
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<b>Project Description/Location:</b> <p>During the remodel of the terminal building/concourse, sections of the commercial aircraft parking ramp will need to be removed and replaced. This project will replace the concrete that is removed and create permanent parking locations for all of the airlines.</p>																																																																																																																																	
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<b>Department:</b> <u>Aviation and Transit</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Airport</u>		<b>Project Title:</b> <u>Replace Door on Hangar Leased to USDA</u>						
<b>Project Description/Location:</b>								
<p>This project replaces the tip-up hangar door on the hangar leased to the USDA.</p>								
<b>Justification:</b>								
<p>Click here to enter text.</p>								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
<p>This project will not cause operating expenses to increase or decrease. Airport revenues charged to the Airlines are adjusted annually to cover those Airport costs that exceed non-airline revenues.</p>								
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<p>Click here to enter text.</p>								
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Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction								\$ -
Equipment								\$ -
Other		40,000						\$ 40,000
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Airport User Fees		40,000						\$ 40,000
CFC User Fees								\$ -
FAA Cargo Grant								\$ -
FAA Grant								\$ -
Passenger Facility Charge								\$ -
Revenue Bonds								\$ -
Transit FTA Grant								\$ -
Transit Local Funds								\$ -
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								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>

<b>Department:</b> <u>Aviation and Transit</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Airport</u>		<b>Project Title:</b> <u>Replace Incandescent Airfield Lighting with new LED</u>	
<b>Project Description/Location:</b>			
Currently, all lighting on the airfield is incandescent which is old technology, uses a lot of energy and the costs are significant. This project will switch the Airport to new LED lighting.			
<b>Justification:</b>			
LED lighting will save energy, money and time related to maintenance.			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here	
This project will not cause operating expenses to increase or decrease. Airport revenues charged to the Airlines are adjusted annually to cover those Airport costs that exceed non-airline revenues.			
<b>Comments:</b>			
Click here to enter text.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction								\$ -
Equipment					250,000			\$ 250,000
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ 250,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Airport User Fees					25,000			\$ 25,000
CFC User Fees								\$ -
FAA Cargo Grant					225,000			\$ 225,000
FAA Grant								\$ -
Passenger Facility Charge								\$ -
Revenue Bonds								\$ -
Transit FTA Grant								\$ -
Transit Local Funds								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ 250,000

<b>Department:</b> <u>Aviation and Transit</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Airport</u>		<b>Project Title:</b> <u>Replace SCBA &amp; Bunker Gear/ARFF Division</u>	
<b>Project Description/Location:</b>			
<p>The Aircraft Rescue Fire Fighters (ARFF) at the Airport are required to wear protective safety equipment when fighting fires. This equipment includes Turnout Gear which consists of protective coats, pants and the Self Contained Breathing Apparatus (SCBA) equipment. The estimated cost for 14 sets of Turnout Gear is \$32,000 and estimated cost to replace the 19 year old SCBA equipment is \$140,000. This replacement will keep the ARFF Division in compliance with OSHA and NFPA standards for at least 10 years.</p>			
<b>Justification:</b>			
Both of these required safety items have reached the end of their useable life and must be replaced in the early part of FY 2020.			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here	
<p>This project will not cause operating expenses to increase or decrease. Airport revenues charged to the Airlines are adjusted annually to cover those Airport costs that exceed non-airline revenues.</p>			
<b>Comments:</b>			
Click here to enter text.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction								\$ -
Equipment		172,000						\$ 172,000
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ 172,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 172,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Airport User Fees		17,200						\$ 17,200
CFC User Fees								\$ -
FAA Cargo Grant								\$ -
FAA Grant		154,800						\$ 154,800
Passenger Facility Charge								\$ -
Revenue Bonds								\$ -
Transit FTA Grant								\$ -
Transit Local Funds								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	\$ -	\$ 172,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 172,000

<b>Department:</b> <u>Aviation and Transit</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Airport</u>		<b>Project Title:</b> <u>Runway 7/25 Planning &amp; Master Plan</u>	
<b>Project Description/Location:</b>			
<p>A Master Plan of Runway 7/25 is needed to evaluate the future potential use of this runway to determine if it can be expanded for larger aircraft operations.</p>			
<b>Justification:</b>			
<p>Click here to enter text.</p>			
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here	
<p>This project will not cause operating expenses to increase or decrease. Airport revenues charged to the Airlines are adjusted annually to cover those Airport costs that exceed non-airline revenues.</p>			
<b>Comments:</b>			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering		250,000						\$ 250,000
Land Acquisition								\$ -
Construction								\$ -
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Airport User Fees		25,000						\$ 25,000
CFC User Fees								\$ -
FAA Cargo Grant		225,000						\$ 225,000
FAA Grant								\$ -
Passenger Facility Charge								\$ -
Revenue Bonds								\$ -
Transit FTA Grant								\$ -
Transit Local Funds								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000



<b>Department:</b> <u>Aviation and Transit</u>		<b>FY20 - FY24 CIP</b>																																																																																																																																								
<b>Project Category:</b> <u>Airport</u>		<b>Project Title:</b> <u>Terminal Building Expansion Construction</u>																																																																																																																																								
<b>Project Description/Location:</b> <p>The Terminal Building Expansion project will expand the concourse area to accommodate more passengers and increase the number of available passenger loading bridges. The interior portion of the expansion will relocate and enlarge the screening area, concourse, hold room areas, concession areas and restrooms. The project will also add more open spaces and windows for a more open feel.</p>																																																																																																																																										
<b>Justification:</b> <p>The Airport needs to expand its concourse area to accommodate more airlines with parking, loading and passenger holding space.</p>																																																																																																																																										
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New																																																																																																																																								
<b>Operating Budget Impact:</b> <p>On-going heating, cooling, and electric costs will increase due to the larger area. Costs will be mitigated by the use of energy efficient lighting and environmental control systems.</p> <p>Additional revenues will be generated from concessions and terminal space rents.</p>		Insert Picture(s) or Map Here																																																																																																																																								
<b>Comments:</b> <p>Click here to enter text.</p>																																																																																																																																										
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Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost																																																																																																																																		
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<b>Department:</b> <u>Aviation and Transit</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Airport</u>		<b>Project Title:</b> <u>Upgrade Front of Terminal</u>						
<b>Project Description/Location:</b> Project would freshen the finishes on the front of the Terminal Building. Project may include new exterior skin, trim, gasketing, and windows. This project would remove and replace the 30 year old section of air carrier ramp north of the Terminal Building.								
<b>Justification:</b> The exterior surface is showing spalling and cracks which will start to unravel and cause FOD, which is dangerous for aircraft engines.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b> Click here to enter text.		Insert Picture(s) or Map Here						
<b>Comments:</b> Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering					360,000			\$ 360,000
Land Acquisition								\$ -
Construction					2,640,000			\$ 2,640,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,000,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Airport User Fees					3,000,000			\$ 3,000,000
CFC User Fees								\$ -
FAA Cargo Grant								\$ -
FAA Grant								\$ -
Passenger Facility Charge								\$ -
Revenue Bonds								\$ -
Transit FTA Grant								\$ -
Transit Local Funds								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,000,000</b>

<b>Department:</b> <u>Aviation and Transit</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>MET Transit</u>		<b>Project Title:</b> <u>Bus Wash Improvements</u>						
<b>Project Description/Location:</b>								
<p>The current facility is inadequate for the needs of MET. This project would look to add on and enhance the bus wash facility.</p>								
<b>Justification:</b>								
<p>Click here to enter text.</p>								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
<p>Click here to enter text.</p>								
<b>Comments:</b>								
<p>Click here to enter text.</p>								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction			300,000					\$ 300,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Airport User Fees								\$ -
CFC User Fees								\$ -
FAA Cargo Grant								\$ -
FAA Grant								\$ -
Passenger Facility Charge								\$ -
Revenue Bonds								\$ -
Transit FTA Grant			300,000					\$ 300,000
Transit Local Funds								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>

<b>Department:</b> <u>Aviation and Transit</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>MET Transit</u>		<b>Project Title:</b> <u>MET Vehicle Access Gate</u>	
<b>Project Description/Location:</b>			
<p>This project is to secure the bus barn area with a vehicle gate to prevent unauthorized entry during off hours when the MET is vacant.</p>			
<b>Justification:</b>			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here	
<p>Click here to enter text.</p>			
<b>Comments:</b>			
<p>Click here to enter text.</p>			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction		50,000						\$ 50,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Airport User Fees								\$ -
CFC User Fees								\$ -
FAA Cargo Grant								\$ -
FAA Grant								\$ -
Passenger Facility Charge								\$ -
Revenue Bonds								\$ -
Transit FTA Grant		50,000						\$ 50,000
Transit Local Funds								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000

<b>Department:</b> <u>Aviation and Transit</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>MET Transit</u>		<b>Project Title:</b> <u>Roof Replacement over Para Transit Van Annex - Phase 3</u>						
<b>Project Description/Location:</b>								
Replaces 25 year old roof over the parking bays used for the para transit vans. Phase 3, Sections C & J.								
<b>Justification:</b>								
Click here to enter text.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
Click here to enter text.								
<b>Comments:</b>								
Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction				160,000				\$ 160,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 160,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 160,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Airport User Fees								\$ -
CFC User Fees								\$ -
FAA Cargo Grant								\$ -
FAA Grant								\$ -
Passenger Facility Charge								\$ -
Revenue Bonds								\$ -
Transit FTA Grant				160,000				\$ 160,000
Transit Local Funds								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 160,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 160,000</b>

# CITY ADMINISTRATION DIVISION





## FY 2020 - 2024 CAPITAL IMPROVEMENT PLAN SUMMARIES FUNDING BY DEPARTMENT AND PROJECT CATEGORY

### CITY ADMINISTRATION DIVISION

#### FACILITIES PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
BOC Concrete, Aprons and Lot Work	103,000	-	142,000			245,000
Facilities Master Plan/New City Hall		16,413,742	4,500,000	15,555,201	4,460,700	40,929,643
<b>Total Facilities Projects</b>	<b>103,000</b>	<b>16,413,742</b>	<b>4,642,000</b>	<b>15,555,201</b>	<b>4,460,700</b>	<b>41,174,643</b>

#### PARKING PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Parking Garage Condition Audit		60,000				60,000
Parking Garage Gate Control Equipment Upgrade	172,502	226,681	142,152			541,335
<b>Total Parking Projects</b>	<b>172,502</b>	<b>286,681</b>	<b>142,152</b>	<b>-</b>	<b>-</b>	<b>601,335</b>

<b>CITY ADMINISTRATION DIVISION TOTAL</b>	<b>275,502</b>	<b>16,700,423</b>	<b>4,784,152</b>	<b>15,555,201</b>	<b>4,460,700</b>	<b>41,775,978</b>
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<b>Department:</b> <u>City Administration</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Facilities</u>		<b>Project Title:</b> <u>BOC Concrete, Aprons and Lot Work</u>	
<b>Project Description/Location:</b>			
<p>This project will continue the next phases of concrete work at the BOC admin and garage buildings replacing asphalt aprons that are failing with concrete aprons. In addition, we have begun the repairs of asphalt in the lots on the site that is cracking, chipping and failing with crack repair, chip and seal or removal and replacement. In addition, as we need to repave some higher traffic areas we will add concrete to the approaches and high traffic lanes.</p>			
<b>Justification:</b>			
<p>For the past 10 years, the BOC aprons at the 60 + overhead garage doors on the admin/shop and garage buildings have replaced failing asphalt with concrete aprons that have longer life and strength for all the heavy equipment and use at these operations facilities. The original facility design included a concrete apron around the entire two buildings, but were value engineered out to lower the initial building cost to match budgets. Over time, the asphalt cracks and fails and freezes and pops, which leaves areas for water and ice to gather, as well as exposing the concrete slab to additional damage at the entries. As a phased approach, the areas have included a phased replacement with concrete aprons, with the worst condition getting the higher priority, etc. In addition, the lot area in between storm drains has exhibited great wear and tear in some areas, causing complications in lot drainage as asphalt wore and cracked. In the phased program, concrete "gutters" are being used to give longer term solutions to these gutters areas. One or more will be addressed in this project. At the recommendation of our Street Department, we will look to add concrete approaches instead of repaving there and to higher traffic lanes which will add a much longer and successful surface over time.</p>			
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here	
<p>Departments are typically charged in the year they are impacted unless reserves are used.</p>			
<b>Comments:</b>			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering		10,000		15,000				\$ 25,000
Land Acquisition								\$ -
Construction		93,000		127,000				\$ 220,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 103,000</b>	<b>\$ -</b>	<b>\$ 142,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 245,000</b>

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Facilities Management Revenues				142,000				\$ 142,000
Fee to Users		103,000						\$ 103,000
Revenue Bonds								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 103,000</b>	<b>\$ -</b>	<b>\$ 142,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 245,000</b>





<b>Department:</b> <u>City Administration</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Parking</u>		<b>Project Title:</b> <u>Parking Garage Condition Audit</u>						
<b>Project Description/Location:</b>								
Structural review of all City owned parking facilities, Park I, II, III, to examine overall condition of building and recommend repairs if needed.								
<b>Justification:</b>								
It is a best practice to have the parking garages appraised by an engineer every five to seven years to determine the overall condition of the facilities and what modifications or repairs are needed to maintain structural stability.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
Click here to enter text.								
<b>Comments:</b>								
Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering			60,000					\$ 60,000
Land Acquisition								\$ -
Construction								\$ -
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Facilities Management Revenues								\$ -
Parking Reserves								\$ -
Parking User Fees			60,000					\$ 60,000
Revenue Bonds								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>

<b>Department:</b> <u>City Administration</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Parking</u>		<b>Project Title:</b> <u>Parking Garage Gate Control Equipment Upgrade</u>						
<b>Project Description/Location:</b>								
Gate control equipment in Park I,II,III in need of equipment upgrade.								
<b>Justification:</b>								
Current gate equipment is no longer manufactured and supported. There is a limited supply of replacement equipment if something gets damaged and the software is significantly outdated. New gate control equipment would improve customer satisfaction and operational effectiveness.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
Click here to enter text.								
<b>Comments:</b>								
Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction								\$ -
Equipment		172,502	226,681	142,152				\$ 541,335
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 172,502</b>	<b>\$ 226,681</b>	<b>\$ 142,152</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 541,335</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Facilities Management Revenues								\$ -
Parking Reserves								\$ -
Parking User Fees		172,502	226,681	142,152				\$ 541,335
Revenue Bonds								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 172,502</b>	<b>\$ 226,681</b>	<b>\$ 142,152</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 541,335</b>

# FIRE DEPARTMENT





## FY 2020 - 2024 CAPITAL IMPROVEMENT PLAN SUMMARIES FUNDING BY DEPARTMENT AND PROJECT CATEGORY

### FIRE DEPARTMENT

#### FIRE PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Construction of Fire Station #8			2,950,000			2,950,000
Construction of Fire Station #9			2,950,000			2,950,000
<b>Total Fire Projects</b>	-	-	<b>5,900,000</b>	-	-	<b>5,900,000</b>

<b>FIRE DEPARTMENT TOTAL</b>	-	-	<b>5,900,000</b>	-	-	<b>5,900,000</b>
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<b>Department:</b> <u>Fire</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Fire</u>		<b>Project Title:</b> <u>Construction of Fire Station #8</u>	
<b>Project Description/Location:</b>			
Acquisition of property, site plan, design, architect fees and fire station construction of fire station #8 in the Heights. The newly completed Long Range Master Plan (station & staffing) was presented to City Council April 1, 2019. Data contained within this study supported this as the priority project.			
<b>Justification:</b>			
The now completed Long Range Master Plan (LRMP) was introduced to City Administration and City Council in February 2018. This plan provided three strategies to include the recommendations to: 1) build one fire station in the Heights; 2) build one fire station in the Heights and another at 48th & Hesper; 3) build both of these fire stations and relocate fire stations #5, #2, #4 & #6 for optimum coverage.			
The results of the data contained within this plan recognized this project as a priority due to the population served by only one fire station (FS #6) in the Billings Heights. In addition, this project was deemed a priority due to the response time and distance from the next closest fire station (FS #1).			
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here	
Project would require subsequent funding for staffing and fire apparatus.			
<b>Comments:</b>			
FIRE commissioned a study from Emergency Services Consulting International (ESCI) beginning in 2017 to consider national standards and other criteria in compiling a Long Range Master Plan (LRMP) to include recommended station and staffing needs for the City of Billings. This construction was supported in the LRMP as the priority. FIRE is requesting vacating the relocation of fire station #5 in the CIP and replacing the project and associated funding into this project.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering				450,000				\$ 450,000
Land Acquisition				1,000,000				\$ 1,000,000
Construction				1,500,000				\$ 1,500,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ -	\$ -	\$ 2,950,000	\$ -	\$ -	\$ -	\$ 2,950,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
911 Building Reserve								\$ -
AMR Dispatching Fee								\$ -
General Obligation Bond/Loan				2,950,000				\$ 2,950,000
Public Safety Fund								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	\$ -	\$ -	\$ -	\$ 2,950,000	\$ -	\$ -	\$ -	\$ 2,950,000

<b>Department:</b> <u>Fire</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Fire</u>		<b>Project Title:</b> <u>Construction of Fire Station #9</u>						
<b>Project Description/Location:</b>								
<p>Acquisition of property, site plan, design, architect fees and fire station construction of fire station #9 near 48th and Hesper on the West End. The newly completed Long Range Master Plan (station &amp; staffing) was presented to City Council April 1, 2019. Data contained within this study supported this as the second priority project.</p>								
<b>Justification:</b>								
<p>The now completed Long Range Master Plan (LRMP) was provided to City Administration and City Council in February 2018. This plan provided three strategies to include the recommendations to: 1) build one fire station in the Heights; 2) build one fire station in the Heights and another at 48th &amp; Hesper; 3) build both of these fire stations and relocate fire stations #5, 2, 4 &amp; 6 for optimum coverage. Of these recommendations, fire station #9 (vicinity of 48th and Hesper) was deemed a second priority project behind the construction of fire station #8 in the Heights.</p> <p>Fire station #9 was identified as the second priority need for fire station development due to the distance and arrival time of additional resources to backup fire station #7. Fire station #9 would provide quicker response times to quickly developing residential and commercial areas in the southwest area of the City.</p>								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
<p>Project would require subsequent funding for staffing and fire apparatus.</p>								
<b>Comments:</b>								
<p>FIRE commissioned a study from Emergency Services Consulting International (ESCI) beginning in 2017 to consider national standards and other criteria in compiling a Long Range Master Plan (LRMP) to include recommended station and staffing needs for the City of Billings. This construction was supported in the LRMP as the second priority. FIRE is requesting moving this project and associated funding into the CIP as a second priority to the construction of fire station #8.</p>								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering				450,000				\$ 450,000
Land Acquisition				1,000,000				\$ 1,000,000
Construction				1,500,000				\$ 1,500,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,950,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,950,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
911 Building Reserve								\$ -
AMR Dispatching Fee								\$ -
General Obligation Bond/Loan				2,950,000				\$ 2,950,000
Public Safety Fund								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,950,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,950,000</b>

# PARKS & RECREATION







# FY 2020 - 2024 CAPITAL IMPROVEMENT PLAN SUMMARIES FUNDING BY DEPARTMENT AND PROJECT CATEGORY

## PARKS AND RECREATION DEPARTMENT

### PARK PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Castle Rock Park Playground Replacement		300,000				300,000
Centennial Park Parking Lot Paving	176,204					176,204
Coulson Park Improvements		110,000				110,000
Dehler Park Ball Field Replacement			400,000			400,000
Dehler Park Building Assessment and Repair	110,000					110,000
Grandview Irrigation Automation					300,000	300,000
Highland Park Irrigation Improvements					300,000	300,000
Highland Park Playground Replacement					250,000	250,000
North Park Irrigation	714,000					714,000
North Park Playground Replacement			318,000			318,000
North Park Splash Pad Replacement				1,300,000		1,300,000
Riverfront Park Fishing Habitat Improvements	50,000					50,000
Riverfront Park Multi-use Trails		420,000				420,000
Riverfront Park Restroom	68,500					68,500
Road and Parking Lot Repairs	284,796		244,000		100,000	628,796
Rose and South Parks Pool Liner Replacement			212,000			212,000
Satellite Maintenance Facility - Heights		484,000				484,000
Satellite Maintenance Facility - West End			452,000			452,000
South Park Bathhouse Renovation Study			74,000			74,000
Suburban Ditch Aquaduct Replacement	76,500					76,500
Terry Park Playground Replacement					250,000	250,000
Terry Park Shelter		80,000				80,000
Terry Park Sprayground		1,300,000				1,300,000
<b>Total Park Projects</b>	<b>1,480,000</b>	<b>2,694,000</b>	<b>1,700,000</b>	<b>1,300,000</b>	<b>1,200,000</b>	<b>8,374,000</b>

### RECREATION PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Lillis Park Pickle Ball Courts	50,000					50,000
Rose Pool Spray Feature Upgrade					100,000	100,000
South Billings Aquatics/Recreation Center	26,060,000					26,060,000
<b>Total Recreation Projects</b>	<b>26,110,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100,000</b>	<b>26,210,000</b>

<b>PARKS AND RECREATION DEPT TOTAL</b>	<b>27,590,000</b>	<b>2,694,000</b>	<b>1,700,000</b>	<b>1,300,000</b>	<b>1,300,000</b>	<b>34,584,000</b>
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<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Parks</u>		<b>Project Title:</b> <u>Castle Rock Park Playground Replacement</u>						
<b>Project Description/Location:</b>								
Replace the playground removed in 2003 with a destination, inclusive playground and an ADA accessible route from the parking lot.								
<b>Justification:</b>								
The playground that was removed in 2003 was a wooden structure that had reached the end of its useful life and needed to be removed due to safety concerns. The new playground will be a destination site with unique features such as inclusive equipment for children of all abilities and an ADA accessible route from the parking lot as mandated by the Americans with Disability Act.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
Minimal.								
<b>Comments:</b>								
Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering			50,000					\$ 50,000
Land Acquisition								\$ -
Construction		-						\$ -
Equipment			250,000					\$ 250,000
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Park District 1			300,000					\$ 300,000
Cash-in-Lieu								\$ -
Amend Park Fund								\$ -
NRDP/YRRP								\$ -
SBURA								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>

300

<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Parks</u>		<b>Project Title:</b> <u>Coulson Park Improvements</u>	
<b>Project Description/Location:</b> Replace existing restrooms at Coulson Park.			
<b>Justification:</b> Currently a park master plan is under way for Coulson Park for FY 19. This plan will identify the elements and site furnishings that are appropriate for the park and where they should be placed. The current restroom facilities are at the end of their useful life. Once the plan is completed, this project will provide new restroom facilities and site them according to the master plan. Restrooms are the most requested facility in parks and these will provide a much needed convenience for park users.			
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b> None.		Insert Picture(s) or Map Here	
<b>Comments:</b> Click here to enter text.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction			110,000					\$ 110,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ -	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Park District 1								\$ -
Cash-in-Lieu								\$ -
Amend Park Fund								\$ -
NRDP/YRRP			110,000					\$ 110,000
SBURA								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	\$ -	\$ -	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000

<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Parks</u>		<b>Project Title:</b> <u>Dehler Park Ball Field Replacement</u>	
<b>Project Description/Location:</b> Replace the playing field at Dehler Park.			
<b>Justification:</b> The field at Dehler Park has been in place since 2008. Over time, the field has deteriorated in quality and needs to be replaced to meet safety standards and Major League Baseball requirements.			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b> Will improve maintenance operations to the field.		Insert Picture(s) or Map Here	
<b>Comments:</b> Click here to enter text.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering		-						\$ -
Land Acquisition								\$ -
Construction		-	400,000					\$ 400,000
Equipment		-						\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Park District 1		-						\$ -
Cash-in-Lieu								\$ -
Amend Park Fund								\$ -
NRDP/YRRP								\$ -
SBURA								\$ -
Baseball Field/Stadium Donations Fund				400,000				\$ 400,000
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ 400,000

<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Parks</u>		<b>Project Title:</b> <u>Dehler Park Building Assessment and Repair</u>	
<b>Project Description/Location:</b>			
Assess the extent of repairs needed to the exterior buildings and concourse at Dehler Park and make repairs.			
<b>Justification:</b>			
Dehler Park was constructed in 2008. Some water damage is now occurring to the structures and need to be addressed. The assessment will determine the location and extent of water penetrating the buildings and develop a plan to accomplish the needed repair, as well as make the repairs.			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here	
Minimal.			
<b>Comments:</b>			
Click here to enter text.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering		10,000						\$ 10,000
Land Acquisition								\$ -
Construction		100,000						\$ 100,000
Equipment		-						\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Park District 1		-						\$ -
Cash-in-Lieu								\$ -
Amend Park Fund								\$ -
NRDP/YRRP								\$ -
SBURA								\$ -
Baseball Field/Stadium Donations Fund		110,000						\$ 110,000
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	\$ -	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,000

<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Parks</u>		<b>Project Title:</b> <u>Grandview Irrigation Automation</u>						
<b>Project Description/Location:</b>								
<p>Replace the existing irrigation system with an automated one.</p>								
<b>Justification:</b>								
<p>Grandview Park is located in the medical corridor and next to MSUB. Currently an antiquated manual irrigation system waters the park. It requires an attendant to be on site to operate and move the irrigation heads. Out of necessity irrigation is done during working hours preventing park use. A new automated irrigation system would water at night allowing the park to be used during the day and would free up the park attendant to do other tasks.</p>								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
<p>Reduce seasonal labor.</p>								
<b>Comments:</b>								
<p>Click here to enter text.</p>								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering						30,600		\$ 30,600
Land Acquisition								\$ -
Construction						269,400		\$ 269,400
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Park District 1						300,000		\$ 300,000
Cash-in-Lieu								\$ -
Amend Park Fund								\$ -
NRDP/YRRP								\$ -
SBURA								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>

<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Parks</u>		<b>Project Title:</b> <u>Highland Park Irrigation Improvements</u>						
<b>Project Description/Location:</b>								
Replace Highland Park Irrigation water source with a well.								
<b>Justification:</b>								
Highland Park is currently irrigated using municipal water and City Council has directed staff to reduce the use of municipal water for irrigation purposes. This project will replace the existing irrigation system with a new automated one and install a well as the water source. This will allow for watering during non-peak park hours and eliminate the need to use treated water for irrigation.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
Minimal.								
<b>Comments:</b>								
Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering						36,000		\$ 36,000
Land Acquisition								\$ -
Construction						264,000		\$ 264,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Park District 1						300,000		\$ 300,000
Cash-in-Lieu								\$ -
Amend Park Fund								\$ -
NRDP/YRRP								\$ -
SBURA								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>



<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Parks</u>		<b>Project Title:</b> <u>Highland Park Playground Replacement</u>						
<b>Project Description/Location:</b>								
Replace playground equipment.								
<b>Justification:</b>								
The Highland Park Playground is near the end of its life expectancy and will need to be replaced. This project will replace the play equipment and fall protection assuring the playground is safe, inclusive, accessible, functional and enjoyable for children of all abilities to play.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
Minimal.								
<b>Comments:</b>								
Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction						250,000		\$ 250,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 250,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Park District 1						250,000		\$ 250,000
Cash-in-Lieu								\$ -
Amend Park Fund								\$ -
NRDP/YRRP								\$ -
SBURA								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 250,000</b>

<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Parks</u>		<b>Project Title:</b> <u>North Park Irrigation Automation</u>	
<b>Project Description/Location:</b>			
Replace existing manual irrigation and pump system and replace the portion irrigated with treated water.			
<b>Justification:</b>			
The existing irrigation system is antiquated. By replacing and automating the system, watering can occur outside of peak park use demands, will be more efficient in the use of water, end the dependence on treated water, and will no longer necessitate a park attendant to be on site to operate and monitor it, freeing them up to perform other duties.			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here	
Reduce seasonal labor hours.			
<b>Comments:</b>			
Click here to enter text.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering		95,000						\$ 95,000
Land Acquisition								\$ -
Construction		619,000						\$ 619,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ 714,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 714,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Park District 1		714,000						\$ 714,000
Cash-in-Lieu								\$ -
Amend Park Fund								\$ -
NRDP/YRRP								\$ -
SBURA								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	\$ -	\$ 714,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 714,000

<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Parks</u>		<b>Project Title:</b> <u>North Park Playground Replacement</u>	
<b>Project Description/Location:</b> Replace playground equipment.			
<b>Justification:</b> The North Park Playground is near the end of its life expectancy and will need to be replaced. This project will replace the play equipment and fall protection assuring the playground is safe, functional, inclusive, accessible and enjoyable for children of all abilities to play.			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b> Minimal.		Insert Picture(s) or Map Here	
<b>Comments:</b> Click here to enter text.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction				318,000				\$ 318,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 318,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 318,000</b>

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Park District 1				318,000				\$ 318,000
Cash-in-Lieu								\$ -
Amend Park Fund								\$ -
NRDP/YRRP								\$ -
SBURA								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 318,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 318,000</b>

<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Parks</u>		<b>Project Title:</b> <u>North Park Splash Pad Replacement</u>						
<b>Project Description/Location:</b>								
Replace existing splash pad with new recirculating system.								
<b>Justification:</b>								
In 1998 the existing wading pool at North Park was converted to a splash pad with the addition of some basic spray features. Due to more stringent health and safety rules and the mandate from City Council to reduce treated water consumption in parks, this facility has become obsolete. This project will replace the current facility with a state of the art recirculating system to conserve water use and increase the sanitation levels.								
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
Minimal.								
<b>Comments:</b>								
Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering					156,000			\$ 156,000
Land Acquisition								\$ -
Construction					1,144,000			\$ 1,144,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,300,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Park District 1					1,300,000			\$ 1,300,000
Cash-in-Lieu								\$ -
Amend Park Fund								\$ -
NRDP/YRRP								\$ -
SBURA								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,300,000</b>

<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Parks</u>		<b>Project Title:</b> <u>Riverfront Park Fishing Habitat Improvements</u>						
<b>Project Description/Location:</b>								
Enhance fishing habitat at Josephine Lake.								
<b>Justification:</b>								
Fishing at Riverfront Park's Lake Josephine is a popular pastime. This project will work with Montana Fish, Wildlife and Parks to improve fish habitat in the lake in an effort to maintain a healthy fish population and future fishing opportunities.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New		Insert Picture(s) or Map Here				
<b>Operating Budget Impact:</b>								
None.								
<b>Comments:</b>								
Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction								\$ -
Equipment								\$ -
Other		50,000						\$ 50,000
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Park District 1								\$ -
Cash-in-Lieu								\$ -
Amend Park Fund								\$ -
NRDP/YRRP		50,000						\$ 50,000
SBURA								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>

<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Parks</u>		<b>Project Title:</b> <u>Riverfront Park Multi-use Trails</u>	
<b>Project Description/Location:</b> Repair and upgrade existing trails in Riverfront Park.			
<b>Justification:</b> Paving existing trail in Riverfront Park. This will bring the trails into compliance with ADA requirements and provide a year round surface.			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b> Unknown at this time.		Insert Picture(s) or Map Here	
<b>Comments:</b> Click here to enter text.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction			420,000					\$ 420,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ -	\$ 420,000	\$ -	\$ -	\$ -	\$ -	\$ 420,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Park District 1								\$ -
Cash-in-Lieu								\$ -
Amend Park Fund								\$ -
NRDP/YRRP			420,000					\$ 420,000
SBURA								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	\$ -	\$ -	\$ 420,000	\$ -	\$ -	\$ -	\$ -	\$ 420,000

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Department:		<u>PRPL</u>		FY20 - FY24 CIP							
Project Category:		<u>Parks</u>		Project Title:		<u>Road and Parking Lot Repairs</u>					
<u>Project Description/Location:</u>											
Repair/re-pave roads and parking lots in various parks.											
<u>Justification:</u>											
There are numerous parks with parking lots and roadways that are in varying states of disrepair. Many surfaces are asphalt, millings or gravel with numerous cracks, pot holes or compromised base sections. These parking lots and roadways are being prioritized as funding becomes available to make repairs on the most deteriorated sections first. Also, with the repairs, improvements will be made to bring the parking lots into compliance with ADA requirements. This project will improve park user access and meet regulatory requirements.											
<u>CIP Status</u> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project				<u>Project Type</u> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New		<div>Insert Picture(s) or Map Here</div>					
<u>Operating Budget Impact:</u>											
None.											
<u>Comments:</u> Click here to enter text.											
<u>Estimated Project Cost(s)</u>		<u>Prior Years</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>Future</u>	<u>Total Cost</u>		
Planning, Design, & Engineering									\$	-	
Land Acquisition									\$	-	
Construction			284,796		244,000		100,000		\$	628,796	
Equipment									\$	-	
Other									\$	-	
<b>Total Project Cost</b>		<b>\$ -</b>	<b>\$ 284,796</b>	<b>\$ -</b>	<b>\$ 244,000</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$</b>	<b>628,796</b>	
<u>Project Funding</u>		<u>Prior Years</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>Future</u>	<u>Total Cost</u>		
Park District 1			284,796		244,000		100,000		\$	628,796	
Cash-in-Lieu									\$	-	
Amend Park Fund									\$	-	
NRDP/YRRP									\$	-	
SBURA									\$	-	
									\$	-	
									\$	-	
									\$	-	
									\$	-	
									\$	-	
									\$	-	
									\$	-	
									\$	-	
<b>Total Project Funding</b>		<b>\$ -</b>	<b>\$ 284,796</b>	<b>\$ -</b>	<b>\$ 244,000</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$</b>	<b>628,796</b>	



<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>								
<b>Project Category:</b> <u>Parks</u>		<b>Project Title:</b> <u>Rose and South Parks Pool Liner Replacement</u>								
<b>Project Description/Location:</b>  Replace pool liners at Rose and South Parks.										
<b>Justification:</b>  The South Park pool liner was installed in 2011 and Rose Park Pool liner in 2012. Due to the harsh environmental condition these liners have a life expectancy of ten years. As the replacement year approaches, the liners will be evaluated annually to determine when they must be replaced. These replacements help to eliminate the loss of treated water.										
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New		<div>Insert Picture(s) or Map Here</div>						
<b>Operating Budget Impact:</b>  None.										
<b>Comments:</b>  Click here to enter text.										
<b>Estimated Project Cost(s)</b>		<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>	
Planning, Design, & Engineering									\$	-
Land Acquisition									\$	-
Construction					212,000				\$	212,000
Equipment									\$	-
Other									\$	-
<b>Total Project Cost</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 212,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 212,000</b>	
<b>Project Funding</b>		<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>	
Park District 1					212,000				\$	212,000
Cash-in-Lieu									\$	-
Amend Park Fund									\$	-
NRDP/YRRP									\$	-
SBURA									\$	-
									\$	-
									\$	-
									\$	-
									\$	-
									\$	-
									\$	-
									\$	-
<b>Total Project Funding</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 212,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 212,000</b>	

<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Parks</u>		<b>Project Title:</b> <u>Satellite Maintenance Facility - Heights</u>						
<b>Project Description/Location:</b>								
Do a site location and preliminary design study for a new satellite maintenance building in Billings Heights. Design in FY19, Construction FY20.								
<b>Justification:</b>								
The Council approved Comprehensive Parks and Recreation Master Plan recommendations for a satellite maintenance facility located in the Heights to increase efficiencies in the operations and maintenance costs. By providing a Heights satellite facility it will allow for strategic location of resources, staging for projects and dramatically reduce the time and number of trips to the Billings Operations Center.								
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
Unknown at this time.								
<b>Comments:</b>								
Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering	75,000							\$ 75,000
Land Acquisition								\$ -
Construction			484,000					\$ 484,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 484,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 559,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Park District 1	75,000		484,000					\$ 559,000
Cash-in-Lieu								\$ -
Amend Park Fund								\$ -
NRDP/YRRP								\$ -
SBURA								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 484,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 559,000</b>


<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Parks</u>		<b>Project Title:</b> <u>Satellite Maintenance Facility - West End</u>	
<b>Project Description/Location:</b>			
Do a site location and preliminary design study for a new satellite maintenance building at a west end location. Design in FY21, Construction FY22.			
<b>Justification:</b>			
The Council approved Comprehensive Parks and Recreation Master Plan recommends a satellite maintenance facility located in a west end location to increase efficiencies and reduce operations and maintenance costs. By providing a west end satellite facility it will allow for strategic location of resources, staging for projects and dramatically reduce the time and number of trips to the Billings Operations Center.			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here	
Unknown at this time.			
<b>Comments:</b>			
Click here to enter text.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction				452,000				\$ 452,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ -	\$ -	\$ 452,000	\$ -	\$ -	\$ -	\$ 452,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Park District 1				452,000				\$ 452,000
Cash-in-Lieu								\$ -
Amend Park Fund								\$ -
NRDP/YRRP								\$ -
SBURA								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	\$ -	\$ -	\$ -	\$ 452,000	\$ -	\$ -	\$ -	\$ 452,000

<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Parks</u>		<b>Project Title:</b> <u>South Park Bathhouse Renovation Study</u>	
<b>Project Description/Location:</b> Study to renovate South Park bathhouse.			
<b>Justification:</b> The South Park Pool House was originally constructed in the 1920's, remodeled several times, the last in the '90s and has served the community well for decades. This project will study the existing facility to determine the viability of the structure and whether or not it is economically feasible to renovate or rebuild it.			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b> Unknown at this time.			
<b>Comments:</b> Click here to enter text.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering				74,000				\$ 74,000
Land Acquisition								\$ -
Construction								\$ -
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ -	\$ -	\$ 74,000	\$ -	\$ -	\$ -	\$ 74,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Park District 1				74,000				\$ 74,000
Cash-in-Lieu								\$ -
Amend Park Fund								\$ -
NRDP/YRRP								\$ -
SBURA								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	\$ -	\$ -	\$ -	\$ 74,000	\$ -	\$ -	\$ -	\$ 74,000



<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Parks</u>		<b>Project Title:</b> <u>Terry Park Playground Replacement</u>	
<b>Project Description/Location:</b> Replace playground equipment.			
<b>Justification:</b> The Terry Park Playground is near the end of its life expectancy and will need to be replaced. This project will replace the play equipment and fall protection assuring the playground is safe, functional, inclusive, accessible and enjoyable for children of all abilities to play.			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b> None.		Insert Picture(s) or Map Here	
<b>Comments:</b> Click here to enter text.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction						250,000		\$ 250,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ 250,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Park District 1						250,000		\$ 250,000
Cash-in-Lieu								\$ -
Amend Park Fund								\$ -
NRDP/YRRP								\$ -
SBURA								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ 250,000

<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>																																																																																																																															
<b>Project Category:</b> <u>Parks</u>		<b>Project Title:</b> <u>Terry Park Shelter</u>																																																																																																																															
<b>Project Description/Location:</b> Provide a new shelter in Terry Park.																																																																																																																																	
<b>Justification:</b> Verizon Cellular is seeking permission to install a cell tower in Terry Park. As part of the agreement Verizon will provide advanced payments to fund the new shelter. Terry Park is heavily used and a shelter would be a welcomed amenity for park users.																																																																																																																																	
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New																																																																																																																															
<b>Operating Budget Impact:</b> Minimal.		Insert Picture(s) or Map Here																																																																																																																															
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Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost																																																																																																																									
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Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost																																																																																																																									
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Cell Tower Revenue			80,000					\$ 80,000																																																																																																																									
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<b>Total Project Funding</b>	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000																																																																																																																									

<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Parks</u>		<b>Project Title:</b> <u>Terry Park Sprayground</u>	
<b>Project Description/Location:</b> Refurbish Terry Park spray ground.			
<b>Justification:</b> Terry Park spray ground is the busiest in the park system. It is also a high consumer of treated water. By refurbishing the spray ground to a recirculating system it will dramatically reduce treated water consumption, allow for even more effective sanitation and ensure the facility meets current public health and safety guidelines.			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b> Minimal.		Insert Picture(s) or Map Here	
<b>Comments:</b> Click here to enter text.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering			156,000					\$ 156,000
Land Acquisition								\$ -
Construction			1,144,000					\$ 1,144,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,300,000</b>

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Park District 1			1,300,000					\$ 1,300,000
Cash-in-Lieu								\$ -
Amend Park Fund								\$ -
NRDP/YRRP								\$ -
SBURA								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,300,000</b>



<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Recreation</u>		<b>Project Title:</b> <u>Lillis Park Pickleball courts</u>						
<b>Project Description/Location:</b>								
Repurpose/resurface existing tennis courts at Lillis Park to pickleball courts.								
<b>Justification:</b>								
Pickleball is a rapidly growing sport especially among the senior population. Several user groups have requested the establishment of pickleball courts. Pickleball court stripping has been applied to several tennis courts however many have complained that the two sets of lines are confusing when playing their preferred sport. Lillis Park tennis facility has two courts that are seldom used and are in need of resurfacing. This project will repurpose, resurface and stripe the facility to provide six dedicated pickleball courts and meet the growing demand for this sport.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
Minimal.								
<b>Comments:</b>								
Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction		50,000						\$ 50,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Park District 1		50,000						\$ 50,000
Cash-in-Lieu								\$ -
Amend Park Fund								\$ -
NRDP/YRRP								\$ -
SBURA								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>

<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Recreation</u>		<b>Project Title:</b> <u>Rose Pool Spray Feature Upgrade</u>	
<b>Project Description/Location:</b> Replace existing spray features in kiddy pool.			
<b>Justification:</b> The spray features in the kiddy pool at Rose Park have been in service since 1995, are out dated and need to be replaced. This project will install new commercial spray features that will be appropriate for young children, meet current safety guidelines and are accessible to children of all abilities.			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b> None.		Insert Picture(s) or Map Here	
<b>Comments:</b> Click here to enter text.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction						100,000		\$ 100,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Park District 1						100,000		\$ 100,000
Cash-in-Lieu								\$ -
Amend Park Fund								\$ -
NRDP/YRRP								\$ -
SBURA								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000

<b>Department:</b> <u>PRPL</u>		<b>FY20 - FY24 CIP</b>																																																																																																																															
<b>Project Category:</b> <u>Recreation</u>		<b>Project Title:</b> <u>South Billings Aquatics/Recreation Center</u>																																																																																																																															
<b>Project Description/Location:</b> Design will be in FY20. Once the design is completed a detailed cost estimate will be available. Private funding or another funding source is expected to be combined with the SBURA funding shown in FY20 for the true cost of the project. Note that the FY20 funding only shows the SBURA contribution and does not reflect the total project cost.																																																																																																																																	
<b>Justification:</b> There has long been inadequate indoor facilities to serve the recreational needs of the citizens of Billings. In the recently completed Parks and Recreation Comprehensive Master Plan, an indoor recreation center was identified as a high priority. By building this facility it will provide much needed indoor space for a variety of recreational opportunities and provide a venue to accommodate the needs associated with sports tourism.																																																																																																																																	
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New																																																																																																																															
<b>Operating Budget Impact:</b> Unknown at this time.		Insert Picture(s) or Map Here																																																																																																																															
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# PLANNING DEPARTMENT





## FY 2020 - 2024 CAPITAL IMPROVEMENT PLAN SUMMARIES FUNDING BY DEPARTMENT AND PROJECT CATEGORY

### PLANNING DEPARTMENT

#### TRANSPORTATION PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Alkali Creek Trail Connection		400,000				400,000
Downtown BBWA Corridor Trail/On Street Facilities		300,000				300,000
Downtown-Coulson Park Trail Connection			750,000			750,000
Riverfront Park Trail		1,500,000				1,500,000
Skyline Trail			3,500,000			3,500,000
Stagecoach Trail		3,500,000				3,500,000
Trail Connector from King Ave West to TransTech Center			700,000			700,000
<b>Total Transportation Projects</b>	-	<b>5,700,000</b>	<b>4,950,000</b>	-	-	<b>10,650,000</b>

<b>PLANNING DEPARTMENT TOTAL</b>	-	<b>5,700,000</b>	<b>4,950,000</b>	-	-	<b>10,650,000</b>
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<b>Department:</b> <u>Planning</u>		<b>FY20 - FY24 CIP</b>																																																																																																																																								
<b>Project Category:</b> <u>(P) Transportation</u>		<b>Project Title:</b> <u>Alkali Creek Trail Connection</u>																																																																																																																																								
<b>Project Description/Location:</b> Extend trail from Swords Park at Main Street Tunnel along Alkali Creek to new Aronson Connection Trail just east of Aronson Bridge. A redevelopment project in 2016 in this corridor may provide for a trail easement across an additional private property to facilitate this connection.																																																																																																																																										
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<b>Department:</b> <u>Planning</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>(P) Transportation</u>		<b>Project Title:</b> <u>Downtown BBWA Corridor Trail/On Street Facilities</u>	
<b>Project Description/Location:</b>			
<p>Complete sidewalk/pathway through MSU-B Campus to connect campus and pedestrian improvements at Virginia Lane/Poly Drive intersection. 2015 project did not provide a pedestrian crossing at Virginia/Poly on the east side. Reassessment is needed for this project to function as needed. Further analysis of the condition and operation of the BBWA Canal expected in 2018 and 2019 may provide opportunities in this area.</p>			
<b>Justification:</b>			
Click here to enter text.			
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here	
Project relies on private donations.			
<b>Comments:</b>			
No comments.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering			30,000					\$ 30,000
Land Acquisition								\$ -
Construction			270,000					\$ 270,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Billings Trailnet			60,000					\$ 60,000
Developer Match								\$ -
Federal Appropriations								\$ -
MDT Safety								\$ -
Private Contributions			240,000					\$ 240,000
Recreation Trails Program								\$ -
TIFD Revenues								\$ -
Transportation Alternatives Program								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
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<b>Department:</b> <u>Planning</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>(P) Transportation</u>		<b>Project Title:</b> <u>Downtown-Coulson Park Trail Connection</u>	
<b>Project Description/Location:</b> Extend the 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 and redevelopment activity and plans for development is expected to support future trail construction and access for this project.			
<b>Justification:</b> Click here to enter text.			
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b> Potential need for matching funds associated with grant funding.		Insert Picture(s) or Map Here	
<b>Comments:</b> No Comments.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering				75,000				\$ 75,000
Land Acquisition								\$ -
Construction				675,000				\$ 675,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ -	\$ -	\$ 750,000	\$ -	\$ -	\$ -	\$ 750,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Billings Trailnet								\$ -
Developer Match				97,500				\$ 97,500
Federal Appropriations								\$ -
MDT Safety								\$ -
Private Contributions				150,000				\$ 150,000
Recreation Trails Program								\$ -
TIFD Revenues								\$ -
Transportation Alternatives Program				502,500				\$ 502,500
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	\$ -	\$ -	\$ -	\$ 750,000	\$ -	\$ -	\$ -	\$ 750,000



<b>Department:</b> <u>Planning</u>		<b>FY20 - FY24 CIP</b>																																																																																																																																																						
<b>Project Category:</b> <u>(P) Transportation</u>		<b>Project Title:</b> <u>Riverfront Park Trail</u>																																																																																																																																																						
<b>Project Description/Location:</b>																																																																																																																																																								
<p>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 property owned by Western Sugar. Additional discussions are underway with other property owners, enhancing the corridor options.</p>																																																																																																																																																								
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<b>Department:</b> <u>Planning</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>(P) Transportation</u>		<b>Project Title:</b> <u>Skyline Trail</u>						
<b>Project Description/Location:</b> <p>The Skyline Trail will be a beautiful multiuse pathway along the Billings "rims" that showcases the unique topography of the region, connects Swords Park and Zimmerman Park as well as many scenic attractions, and provides a much-needed safe connection to a major hiking and biking area for walkers, bikers and people using assisted mobility devices. The only missing link in the northern section of the city's developing Marathon Loop, the Skyline Trail will open up new opportunities for recreation and active transportation</p>								
<b>Justification:</b> <p>The City has worked closely with Billings Trail Net in their pursuit of seeing the Skyline trail come to fruition and look for opportunities for the City to help.</p>								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b> <p>Matching grant funds</p>		Insert Picture(s) or Map Here						
<b>Comments:</b> <p>It is anticipated that this project will be completed through private donations raised by Billings Trail Net. The City will partner in this effort when grant opportunities arise (BUILD Grant) or of the City establishes additional local funding sources for non-motorized facilities. If federal and state funds are sought after, the City would need to be prepared for local match contributions. Since no grants have actively been applied at the time this document was developed, the entire project cost is shown as the responsibility of Billings Trail Net.</p>								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction				3,500,000				\$ 3,500,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,500,000</b>
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Billings Trailnet				500,000				\$ 500,000
Developer Match								\$ -
BUILD Grant				3,000,000				\$ 3,000,000
MDT Safety								\$ -
Private Contributions								\$ -
Recreation Trails Program								\$ -
TIFD Revenues								\$ -
Transportation Alternatives Program								\$ -
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<b>Department:</b> <u>Planning</u>		<b>FY20 - FY24 CIP</b>																																																																																																																																								
<b>Project Category:</b> <u>(P) Transportation</u>		<b>Project Title:</b> <u>Stagecoach Trail</u>																																																																																																																																								
<b>Project Description/Location:</b> <p>An 8-foot wide shared use pathway approximately 5,300 lineal feet that will run on the east side of Zimmerman Trail from Rimrock Road to Highway 3. The trail will be placed below the grade of the road along the roadside slope. This trail is an essential part of the Marathon Loop and will provide a connection from the top of the Rimrocks to the valley.</p>																																																																																																																																										
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<b>Total Project Funding</b>	\$ -	\$ -	\$ 3,500,000	\$ -	\$ -	\$ -	\$ -	\$ 3,500,000																																																																																																																																		

<b>Department:</b> <u>Planning</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>(P) Transportation</u>		<b>Project Title:</b> <u>Trail Connector from King Ave West to TransTech Center</u>	
<b>Project Description/Location:</b>			
Complete trail connection to TransTech Center Trail at 32nd Street West from current trail terminus near East/West Bannister Drain corridor along BBWA Canal. Further analysis of the condition and operation of the BBWA Canal expected in 2019 and 2020 may provide opportunities in this area.			
<b>Justification:</b>			
Implementation of Bike and Trailways Master Plan.			
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here	
Potential need for matching funds associated with grant funding.			
<b>Comments:</b>			
No comments.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering				100,000				\$ 100,000
Land Acquisition								\$ -
Construction				600,000				\$ 600,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 700,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 700,000</b>

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Billings Trailnet				50,000				\$ 50,000
Developer Match								\$ -
Federal Appropriations								\$ -
MDT Safety								\$ -
Private Contributions								\$ -
Recreation Trails Program				50,000				\$ 50,000
TIFD Revenues								\$ -
Transportation Alternatives Program				600,000				\$ 600,000
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 700,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 700,000</b>

# POLICE DEPARTMENT





**FY 2020 - 2024 CAPITAL IMPROVEMENT PLAN SUMMARIES  
FUNDING BY DEPARTMENT AND PROJECT CATEGORY**

**POLICE DEPARTMENT**

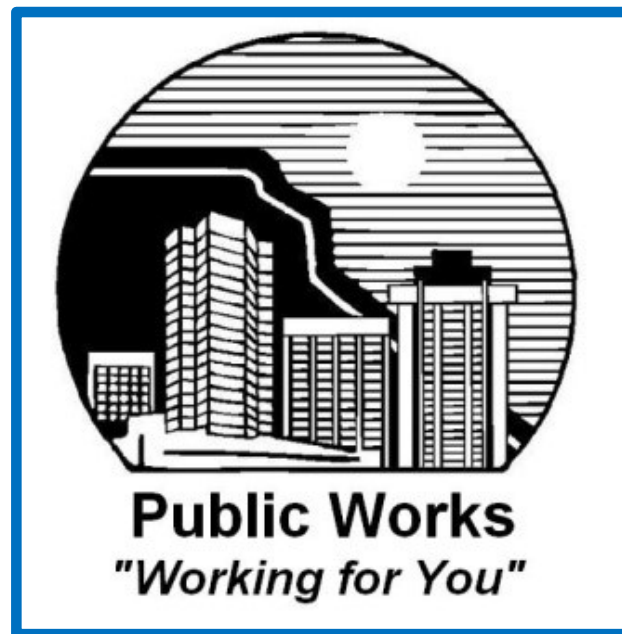
**POLICE PROJECTS**

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Police Evidence Facility Expansion	3,830,617					3,830,617
Total Police Projects	3,830,617	-	-	-	-	3,830,617

POLICE DEPARTMENT TOTAL	3,830,617	-	-	-	-	3,830,617
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<b>Department:</b> <u>Police</u>		<b>FY20 - FY24 CIP</b>																																																																																																																																																	
<b>Project Category:</b> <u>Police</u>		<b>Project Title:</b> <u>Police Evidence Facility Expansion</u>																																																																																																																																																	
<b>Project Description/Location:</b>																																																																																																																																																			
<p>This project entails an expansion to the existing police evidence facility at 4845 Midland Rd at the Billings Operations Center (BOC). This projects addresses needs and deficiencies documented in the 2015 Facilities Master Plan as well as in a report by Schutz Foss and Roth Sheppard Architects in 2017 and an audit done of the evidence facilities which compared it to the requirements of the International Association for Property and Evidence (IAPE), which the existing facility does not meet.</p>																																																																																																																																																			
<b>Justification:</b>																																																																																																																																																			
<p>The existing evidence storage Facility at 4845 Midland Rd was designed to be a rough storage area for a great deal of evidence overflow in early 2000. Over the last 14 years, the facility has been attempting to meet the ever increasing demands on evidence processing and storage including adding an ID processing lab to the area, adapting the blood room for additional storage and drying demands, adding more temperature controlled storage for DNA evidence, dealing with tremendous volume increases in drug, guns and cash storage and the need for heightened security for those, and a 2-3 % growth in evidence volumes per year increasing to approximately 5% from 2010-2015 as well as problems with staff working in uncontrolled temperature and ventilation areas.</p> <p>As such, the evidence processing and storage facility needs to be updated and expanded to handle current and future demands of the BPD's growing responsibilities. In addition to Police cases, this facility shares services with the Yellowstone County Sheriff's Dept., FBI, DEA and ATF organizations. Requirements such as temporary storage and the conditions there, documentation, chain of custody, storage methods, notification protocols, distribution procedures, air quality and ventilation of odors, inventory requirements and officers' right of refusal and purging have numerous deficiencies in the current facility.</p> <p>The City conducted a 2nd RFP in 2018 to evaluate other sites proposed in the City for evaluation and the current site was recommended for this expansion. Lastly, but certainly not least in importance is the issue of the public in terms of access, mixed entrances with officers and staff, no separation from staff, and the highest need of care of evidence that is relied on to bring justice to many victims and others subjected to crime and due process.</p>																																																																																																																																																			
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New																																																																																																																																																	
<b>Operating Budget Impact:</b>																																																																																																																																																			
<p>In FY18, the City Council approved moving forward with design of this facility expansion, continued from a conceptual design that was completed in 2017. FY 19 includes a budget item in the amount of \$ 2,930,617. (\$3,218,617 minus the \$288,000 design fee that Council approved at the 9/26/18 Work Session) This option has a 10-year growth built into the plan.</p>																																																																																																																																																			
<b>Comments:</b>																																																																																																																																																			
<p>The drawing of Option 2 attached does not display the impound lot, which is also expanding in this project and there will be a separate equipment and furnishing budget item inside the Police Department for this expanded Facility.</p> <p style="color: red;">The method of funding this item has not yet been determined. However, \$1 million is anticipated to come from South TIFD revenues to be paid in \$250,000 increments over 4 years.</p>																																																																																																																																																			
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Estimated Project Cost(s)</th> <th>Prior Years</th> <th>FY 2020</th> <th>FY 2021</th> <th>FY 2022</th> <th>FY 2023</th> <th>FY 2024</th> <th>Future</th> <th>Total Cost</th> </tr> </thead> <tbody> <tr> <td>Planning, Design, &amp; Engineering</td> <td>288,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>\$ 288,000</td> </tr> <tr> <td>Land Acquisition</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>\$ -</td> </tr> <tr> <td>Construction</td> <td></td> <td>3,380,617</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>\$ 3,380,617</td> </tr> <tr> <td>Equipment</td> <td></td> <td>450,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>\$ 450,000</td> </tr> <tr> <td>Other</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>\$ -</td> </tr> <tr> <td><b>Total Project Cost</b></td> <td><b>\$ 288,000</b></td> <td><b>\$ 3,830,617</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> <td><b>\$ 4,118,617</b></td> </tr> </tbody> </table>				Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost	Planning, Design, & Engineering	288,000							\$ 288,000	Land Acquisition								\$ -	Construction		3,380,617						\$ 3,380,617	Equipment		450,000						\$ 450,000	Other								\$ -	<b>Total Project Cost</b>	<b>\$ 288,000</b>	<b>\$ 3,830,617</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,118,617</b>																																																																																	
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# PUBLIC WORKS







# FY 2020 - 2024 CAPITAL IMPROVEMENT PLAN SUMMARIES FUNDING BY DEPARTMENT AND PROJECT CATEGORY

## PUBLIC WORKS DEPARTMENT

### SOLID WASTE PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Landfill Composting Facility		100,000	2,500,000			2,600,000
Landfill Lower Half Phase 3 Closure	640,000					640,000
Landfill Material Recovery Facility (MRF)				500,000	4,500,000	5,000,000
Landfill Phase 3 Closure					100,000	100,000
Landfill Slope Stabilization Project	1,800,000					1,800,000
Solid Waste CNG Fueling Station	1,000,000					1,000,000
Solid Waste Modifications to the BOC	200,000	800,000				1,000,000
<b>Total Solid Waste Projects</b>	<b>3,640,000</b>	<b>900,000</b>	<b>2,500,000</b>	<b>500,000</b>	<b>4,600,000</b>	<b>12,140,000</b>

### STORM PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Annual Storm Drainage Intersection Trouble Spot Project	150,000	150,000	150,000	150,000	150,000	750,000
Storm Sewer Rehabilitation Program	340,000	340,000	340,000	340,000	340,000	1,700,000
Stormwater Master Plan Implementation	1,400,000	1,500,000	1,700,000	1,860,000	2,060,000	8,520,000
<b>Total Storm Projects</b>	<b>1,890,000</b>	<b>1,990,000</b>	<b>2,190,000</b>	<b>2,350,000</b>	<b>2,550,000</b>	<b>10,970,000</b>

### TRANSPORTATION PROJECTS

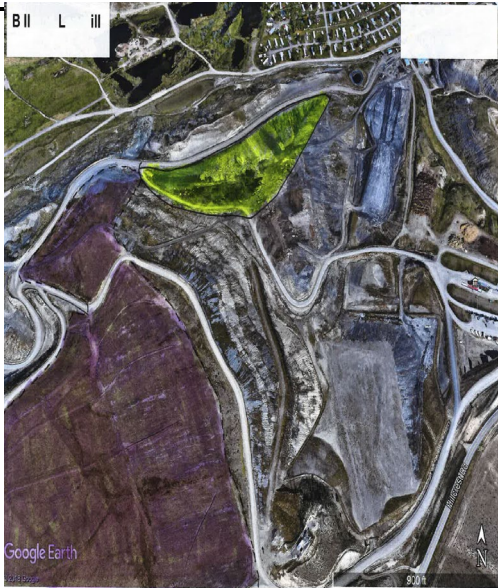
Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
32nd Street West - King Avenue to Gabel	400,000	2,800,000				3,200,000
36th - Central to Broadwater				250,000	2,250,000	2,500,000
6th Avenue North Multiuse Trail					450,000	450,000
Annual ADA Replacement	250,000	250,000	250,000	250,000	250,000	1,250,000
Annual SIDs	1,250,000	1,250,000	1,300,000	1,300,000	1,300,000	6,400,000
Annual Street Reconstruction	3,320,000	3,320,000	3,320,000	3,320,000	3,320,000	16,600,000
Bike Lanes		215,000		15,000	116,000	346,000
Hallowell Lane Improvements	300,000	1,630,000				1,930,000
Inner Belt Loop			7,000,000		7,000,000	14,000,000
Intersection Capacity Improvements	450,000	450,000	450,000	450,000	450,000	2,250,000
King Avenue East Improvements	1,350,000					1,350,000
Misc., Curb, Gutter, and Sidewalk Program	700,000	700,000	700,000	700,000	700,000	3,500,000
Monad and 19th/20th Street West Intersection	3,000,000					3,000,000
Muldowney Road			400,000	3,700,000		4,100,000
PAVER Program	2,570,000	2,450,000	2,450,000	2,750,000	2,750,000	12,970,000
Pedestrian Crossing of Exposition Drive		3,800,000				3,800,000
SBURA Unimproved Street Improvements		500,000	500,000	500,000	500,000	2,000,000
Songbird - Midland to Elysian				200,000	900,000	1,100,000
Traffic Signal Controller Upgrade	650,000	650,000	650,000	650,000		2,600,000
Travel Corridor Coordination	100,000	100,000	100,000			300,000
Wicks Lane - Main to Hawthorne		300,000	500,000			800,000
<b>Total Transportation Projects</b>	<b>14,340,000</b>	<b>18,415,000</b>	<b>17,620,000</b>	<b>14,085,000</b>	<b>19,986,000</b>	<b>84,446,000</b>

## UTILITY PROJECTS

Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
48th Street West Trunk Main		500,000	5,000,000			5,500,000
Lead Service Replacement Project	750,000	750,000				1,500,000
Utilities Service Center Reconstruction	1,700,000			700,000		2,400,000
Wastewater - Biogas Recovery System	200,000	1,000,000				1,200,000
Wastewater - Centrifuge Replacement		1,000,000				1,000,000
Wastewater - Influent Lift Station	1,600,000					1,600,000
Wastewater - Lake Hills Lift Station Rehabilitation	300,000					300,000
Wastewater - Lloyd Mangrum Lift Station Rehabilitation	350,000					350,000
Wastewater - Replace Heat Exchangers #1, 2, and 3			500,000			500,000
Wastewater - Sahara Sands Lift Station Rehabilitation			150,000			150,000
Wastewater - Secondary Pump Station Pump Motors	130,000	135,000				265,000
Wastewater Master Plan	250,000					250,000
Wastewater Plant Acetate Feed System			427,000			427,000
Wastewater Process Equipment Installation	750,000					750,000
Wastewater Reclamation Facility Improvements					4,500,000	4,500,000
Wastewater Treatment Plant Campus Electrical	300,000	300,000	300,000	300,000	300,000	1,500,000
Wastewater Treatment Plant Drying Beds		300,000				300,000
Water - Fox Reservoir #1 Replacement			400,000	2,600,000		3,000,000
Water - High Service Pump 5KV Switchgear			1,350,000			1,350,000
Water - Logan Reservoir Recoating/Exterior Painting	900,000					900,000
Water - Staples Reservoir			200,000	1,800,000		2,000,000
Water - Walter Pump Station Pumps	1,600,000					1,600,000
Water - West End Reservoir/City Lakes	3,000,000		29,000,000			32,000,000
Water - West End Treatment Plant	500,000	4,000,000		40,000,000		44,500,000
Water and Wastewater Compensation Agreements	600,000	600,000	600,000	600,000	600,000	3,000,000
Water and Wastewater Main Replacements	8,700,000	8,000,000	8,000,000	8,000,000	8,000,000	40,700,000
Water Pressure Zone Interconnection	3,500,000					3,500,000
Water System Security Monitoring Equipment	220,000					220,000
Water Treatment Plant Electrical Improvements	650,000	650,000	650,000	650,000	650,000	3,250,000
WRF - Nutrient Recovery and Biosolids Upgrade	7,500,000					7,500,000
WRF - Water Reuse Facilities Plan	250,000					250,000
<b>Total Utility Projects</b>	<b>33,750,000</b>	<b>17,235,000</b>	<b>46,577,000</b>	<b>54,650,000</b>	<b>14,050,000</b>	<b>166,262,000</b>

<b>PUBLIC WORKS DEPARTMENT TOTAL</b>	<b>53,620,000</b>	<b>38,540,000</b>	<b>68,887,000</b>	<b>71,585,000</b>	<b>41,186,000</b>	<b>273,818,000</b>
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<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>																																																																																																																																																	
<b>Project Category:</b> <u>Solid Waste</u>		<b>Project Title:</b> <u>Landfill Composting Facility</u>																																																																																																																																																	
<b>Project Description/Location:</b> New composting facility at the landfill.																																																																																																																																																			
<b>Justification:</b> The creation of a new composting facility may allow us to recover more landfill gasses and reuse some of the refuse to enhance soils both around the landfill and City parks. It will also reduce the amount of waste going into the landfill. This will lead to longer life of the landfill and expensive cells will last longer. The composting of biosolids, wood, leaves and other items saves many needed but limited organic compounds from being placed into the landfill never being able to be recovered.																																																																																																																																																			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New																																																																																																																																																	
<b>Operating Budget Impact:</b> There will be one extra person needed to operate the composting facility plus equipment cost.																																																																																																																																																			
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<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Solid Waste</u>		<b>Project Title:</b> <u>Landfill Lower Half Phase 3 Closure</u>						
<b>Project Description/Location:</b>								
Construction of the landfill closure cap identified as Phases 3 Closure in the 2006 Master Plan.								
<b>Justification:</b>								
The greater the footprint of open areas of the landfill, the greater the liability is to the City. By closing the lower half of Cell 3 we are minimizing the liabilities to the City. We are also having to manage and take care of less area so that is also a reduction in cost of maintenance.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>								
Closing the lower portion of Cell 3 will save us about 50 hours of dozer work per year.								
<b>Comments:</b>								
Area marked in yellow is proposed closure Area marked in purple is previously closed								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering	130,000							\$ 130,000
Land Acquisition								\$ -
Construction		640,000						\$ 640,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ 130,000</b>	<b>\$ 640,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 770,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues	130,000	640,000						\$ 770,000
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ 130,000</b>	<b>\$ 640,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 770,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>																																																																																																																																																	
<b>Project Category:</b> <u>Solid Waste</u>		<b>Project Title:</b> <u>Landfill Material Recovery Facility (MRF)</u>																																																																																																																																																	
<b>Project Description/Location:</b>																																																																																																																																																			
This is a material recovery facility project to be placed at the Billings Regional Landfill. A series of conveyors and shredders separates many of the usable products that are discarded into the landfill.																																																																																																																																																			
<b>Justification:</b>																																																																																																																																																			
This is the second step in recovering materials that have very positive uses. We will be able to remove many items such as wood, plastics, steel, aluminum, etc. from the waste stream; thus, saving the landfill and helping the environment at the same time.																																																																																																																																																			
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<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Solid Waste</u>		<b>Project Title:</b> <u>Landfill Phase 3 Closure</u>	
<b>Project Description/Location:</b>			
Final closing of Cell 3. This is the project that will fully close any operations in the Cell 3 area of the landfill.			
<b>Justification:</b>			
There will be no more room to place garbage in this area.			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here	
None.			
<b>Comments:</b>			
None.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering						100,000		\$ 100,000
Land Acquisition								\$ -
Construction							900,000	\$ 900,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 900,000	\$ 1,000,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues						100,000	900,000	\$ 1,000,000
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues								\$ -
<b>Total Project Funding</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 900,000	\$ 1,000,000

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Solid Waste</u>		<b>Project Title:</b> <u>Landfill Slope Stabilization Project</u>						
<b>Project Description/Location:</b>								
This is to stabilize the slopes at the north end of Billings Regional Landfill.								
<b>Justification:</b>								
If the slope is not stabilized, heavy rains and wet seasons may cause the hill to sluff down blocking and plugging ditches and causing homes to be damaged with mud slides and flooding.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>								
<b>Comments:</b>								
The areas marked in red need to be smoothed out and allow run-off and water to flow into the ditch. Water is ponding in scarfs causing the area to saturate and sluff or slide.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering	200,000							\$ 200,000
Land Acquisition								\$ -
Construction		1,800,000						\$ 1,800,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ 200,000</b>	<b>\$ 1,800,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues	200,000	1,800,000						\$ 2,000,000
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ 200,000</b>	<b>\$ 1,800,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Solid Waste</u>		<b>Project Title:</b> <u>Solid Waste CNG Fueling Station</u>						
<b>Project Description/Location:</b>								
Increase our pump capacity and create a fast fuel for our CNG trucks.								
<b>Justification:</b>								
We would like to increase our CNG fleet of trucks as their lifecycle cost is much lower than that of diesel trucks, but we are at capacity for CNG fueling. This will give us the ability to fuel more trucks with CNG.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
It will lessen our fuel cost, maintenance and down time for each truck.								
<b>Comments:</b>								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering		100,000						\$ 100,000
Land Acquisition								\$ -
Construction		900,000						\$ 900,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues		1,000,000						\$ 1,000,000
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>




<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Solid Waste</u>		<b>Project Title:</b> <u>Solid Waste Modifications to the BOC</u>	
<b>Project Description/Location:</b> Modify the BOC for Solid Waste.			
<b>Justification:</b> The Solid Waste division is out of space and in need of an expansion to make room for fleet, containers, and an additional CNG fueling station.			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b> Click here to enter text.		Insert Picture(s) or Map Here	
<b>Comments:</b> Click here to enter text.			


  

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering		200,000						\$ 200,000
Land Acquisition								\$ -
Construction			800,000					\$ 800,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 800,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues		200,000	800,000					\$ 1,000,000
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 800,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>

<b>Department:</b> <u>Public Works</u>	<b>FY20 - FY24 CIP</b>																																																																																																																																																
<b>Project Category:</b> <u>Storm</u>	<b>Project Title:</b> <u>Annual Storm Drainage Intersection Trouble Spot Project</u>																																																																																																																																																
<b>Project Description/Location:</b>																																																																																																																																																	
Funding reserved for intersections with drainage problems as determined by staff and public comment.																																																																																																																																																	
<b>Justification:</b>																																																																																																																																																	
There are several areas in the city that experience localized flooding issues during some storm events. This project is intended to fix the small, localized problems using valley gutters, additional inlets, small areas of pipe extensions, outfalls for detention areas, and other methods. Without this project, localized storm drainage issues will not be addressed.																																																																																																																																																	
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project	<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New																																																																																																																																																
<b>Operating Budget Impact:</b>																																																																																																																																																	
Improvements to storm problem areas will reduce the resources needed to address these issues on an ongoing basis.																																																																																																																																																	
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Design and construction management will be done in-house.																																																																																																																																																	
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<b>Department:</b>	<u>Public Works</u>	<b>FY20 - FY24 CIP</b>
<b>Project Category:</b>	<u>Storm</u>	<b>Project Title:</b> <u>Storm Sewer Rehabilitation Program</u>
<b>Project Description/Location:</b>		
<p>The storm drain system is being evaluated for condition and areas of concern will be repaired or replaced under this program.</p>		
<b>Justification:</b>		
<p>The storm drain system is aging and in need of additional work beyond regular maintenance in some areas. The entire system is being tv'd and areas of concern will be repaired or replaced. Without this program, the efficiency of the storm drainage system will be reduced due to areas of obstructions within the system.</p>		
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project	<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		
Reduced O&M time due to fixing issues.		
<b>Comments:</b>		
The engineering and construction management will be done in house if staff time permits.		


  

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering		15,000	15,000	15,000	15,000	15,000		\$ 75,000
Land Acquisition								\$ -
Construction		325,000	325,000	325,000	325,000	325,000		\$ 1,625,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 340,000</b>	<b>\$ 340,000</b>	<b>\$ 340,000</b>	<b>\$ 340,000</b>	<b>\$ 340,000</b>	<b>\$ -</b>	<b>\$ 1,700,000</b>

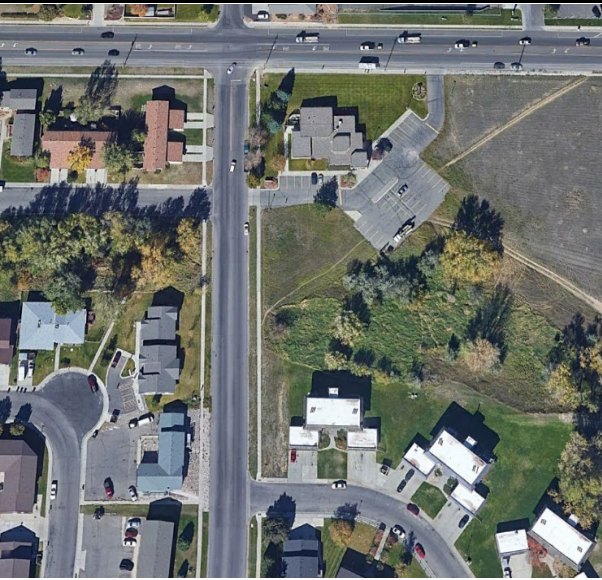
  


Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments		340,000	340,000	340,000	340,000	340,000		\$ 1,700,000
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 340,000</b>	<b>\$ 340,000</b>	<b>\$ 340,000</b>	<b>\$ 340,000</b>	<b>\$ 340,000</b>	<b>\$ -</b>	<b>\$ 1,700,000</b>


<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>																																																																																																																																																	
<b>Project Category:</b> <u>Storm</u>		<b>Project Title:</b> <u>Stormwater Master Plan Implementation</u>																																																																																																																																																	
<b>Project Description/Location:</b>																																																																																																																																																			
Regional improvements to the storm drain system.																																																																																																																																																			
<b>Justification:</b>																																																																																																																																																			
The storm drain system throughout Billings is in need of projects to accommodate the storms that are experienced. This project will install large trunk mains, regional detention areas, improvements to river outfalls, and other necessary improvements. Staff has developed a priority plan for these projects but if development occurs differently than anticipated or if we experience issues at locations that are currently unknown to have problems due to failure or another reason, the order of projects may change. The project anticipated to be the highest priority in FY 2020 is the installation of new storm drainage in the area of Grand and 48th to 54th due to developments in the area and lack of any storm drainage facilities.																																																																																																																																																			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New																																																																																																																																																	
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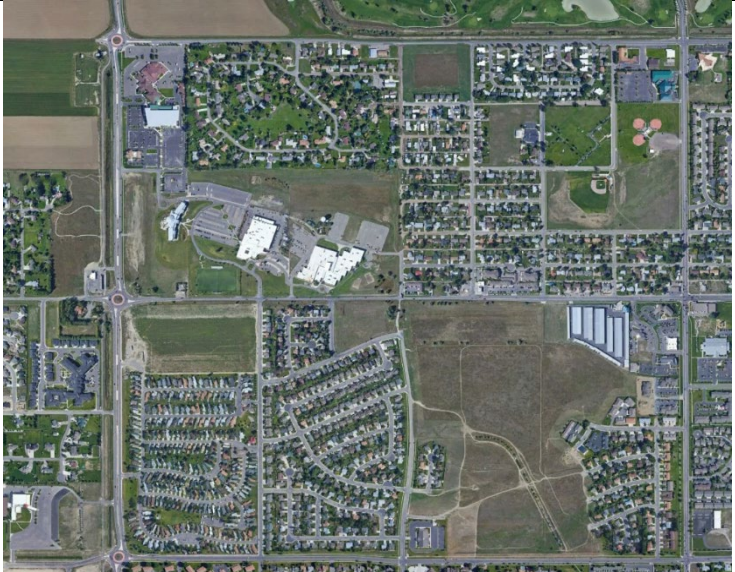
<b>Department:</b>	<u>Public Works</u>	<b>FY20 - FY24 CIP</b>
<b>Project Category:</b>	<u>(PW) Transportation</u>	<b>Project Title:</b> <u>32nd Street West - King Ave West to Gabel</u>
<b>Project Description/Location:</b>		
Reconstruction of 32nd Street West from King Ave W to Gabel.		
<b>Justification:</b>		
32nd Street West is a principle arterial in the City and one of the only streets that run north/south from I90 to Hwy 3. The majority of 32nd Street West has been constructed or reconstructed within the last 12 years and the section from King Avenue West to Gabel Road is the only remaining portion of the route that has not been done. The road is intended to be a three lane section and include multimodal facilities. Traffic volumes on this street are the driver for this project. The portion from the canal to Gabel will be constructed in future years.		
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project	<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		 
Reduced maintenance due to the road being reconstructed.		
<b>Comments:</b>		
Click here to enter text.		


  


Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering		400,000						\$ 400,000
Land Acquisition								\$ -
Construction			2,800,000				1,000,000	\$ 3,800,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 400,000</b>	<b>\$ 2,800,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ 4,200,000</b>

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Arterial Fees		400,000	2,800,000				1,000,000	\$ 4,200,000
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 400,000</b>	<b>\$ 2,800,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ 4,200,000</b>

<b>Department:</b>	<u>Public Works</u>	<b>FY20 - FY24 CIP</b>																																																																																																																																																
<b>Project Category:</b>	<u>(PW) Transportation</u>	<b>Project Title:</b> <u>36th - Central to Broadwater</u>																																																																																																																																																
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36th Street West has never been constructed between Central and Broadwater. In 2018, 36th Street West was constructed south of Central and resulted in a connection from King Ave East through Central. This project would extend that connection north to Broadwater. This connection should result in decreased traffic on 32nd Street West.																																																																																																																																																		
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<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>(PW) Transportation</u>		<b>Project Title:</b> <u>6th Avenue North Multiuse Trail</u>						
<b>Project Description/Location:</b>								
Add a trail on 6th Ave North from Exposition Drive to N 13th.								
<b>Justification:</b>								
There are currently sidewalks on both sides of 6th Ave North but there is not a multiuse path. There is a path from the Heights that ends at the intersection and it is desired to continue the path to N 13th where bikes and other users could use the signal to go over the 2nd and 3rd where there are bike lanes. This will make an important connection with the trail system in the heights and along the rims.								
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>								
Some additional O&M due to the extension of the trail.								
<b>Comments:</b>								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering						50,000		\$ 50,000
Land Acquisition								\$ -
Construction						400,000		\$ 400,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 450,000</b>	<b>\$ -</b>	<b>\$ 450,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees						450,000		\$ 450,000
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 450,000</b>	<b>\$ -</b>	<b>\$ 450,000</b>

<b>Department:</b>	<u>Public Works</u>	<b>FY20 - FY24 CIP</b>
<b>Project Category:</b>	<u>(PW) Transportation</u>	<b>Project Title:</b> <u>Annual ADA Replacement</u>
<b>Project Description/Location:</b>		
<p>Replace handicapped ramps in accordance with the signed agreement between the City of Billings and the Department of Justice. Locates are typically throughout the city.</p>		
<b>Justification:</b>		
<p>The City of Billings entered into an agreement with the DOJ to replace intersection corners to meet ADA requirements. City staff prioritizes the location of the ramps for replacement each year based on observed need, citizen requests, projects, and other criteria.</p>		
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project	<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		
None.		
<b>Comments:</b>		
Project is required due to agreement with DOJ.		



  



Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering		20,000	20,000	20,000	20,000	20,000		\$ 100,000
Land Acquisition								\$ -
Construction		230,000	230,000	230,000	230,000	230,000		\$ 1,150,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 1,250,000</b>


  



Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax		250,000	250,000	250,000	250,000	250,000		\$ 1,250,000
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 1,250,000</b>



<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>(PW) Transportation</u>		<b>Project Title:</b> <u>Annual SIDs</u>						
<b>Project Description/Location:</b>								
<p>Annual amount for any SIDs that neighborhoods bring forward. The gas tax portion of this project will provide funding for corner lot subsidies and for any street component that is the City's financial responsibility that may be included in an SID for a given year.</p>								
<b>Justification:</b>								
<p>The use of SIDs is an important and necessary method of constructing improvements in existing developed neighborhoods and business districts, as well as in new residential and commercial subdivisions. Bonds are sold to finance the improvements and charged back to the property owners that benefit from the improvements over a period of time.</p>								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		 						
<b>Comments:</b>								
Engineering is typically done with in house staff.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering		100,000	100,000	100,000	100,000	100,000		\$ 500,000
Land Acquisition								\$ -
Construction		1,150,000	1,150,000	1,200,000	1,200,000	1,200,000		\$ 5,900,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 1,250,000</b>	<b>\$ 1,250,000</b>	<b>\$ 1,300,000</b>	<b>\$ 1,300,000</b>	<b>\$ 1,300,000</b>	<b>\$ -</b>	<b>\$ 6,400,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax		250,000	250,000	300,000	300,000	300,000		\$ 1,400,000
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond		1,000,000	1,000,000	1,000,000	1,000,000	1,000,000		\$ 5,000,000
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 1,250,000</b>	<b>\$ 1,250,000</b>	<b>\$ 1,300,000</b>	<b>\$ 1,300,000</b>	<b>\$ 1,300,000</b>	<b>\$ -</b>	<b>\$ 6,400,000</b>

<b>Department:</b>	<u>Public Works</u>	<b>FY20 - FY24 CIP</b>																																																																																																																																																
<b>Project Category:</b>	<u>(PW) Transportation</u>	<b>Project Title:</b> <u>Annual Street Reconstruction</u>																																																																																																																																																
<b>Project Description/Location:</b>																																																																																																																																																		
<p>In an effort to reduce the number of gravel and non-maintainable streets within the city, we have developed a program to work with neighborhoods to develop SIDs to construct or re-construct streets. The gas tax portion of this project will provide funding for corner lot subsidies and for any street component that is the City's financial responsibility that may be included in an SID for a given year.</p>																																																																																																																																																		
<b>Justification:</b>																																																																																																																																																		
<p>The city has many streets that are either gravel or have never been constructed to a maintainable standard. The goal of the program is to bring all streets up to maintainable, City standards. Streets are being prioritized based on requests from the property owners, maintenance level for our crews, and proximity of storm drainage.</p>																																																																																																																																																		
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project	<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	 																																																																																																																																																
<b>Operating Budget Impact:</b>																																																																																																																																																		
<p>Gravel and non-maintainable streets use significant resources. This project will reduce the resources required as streets are completed.</p>																																																																																																																																																		
<b>Comments:</b>																																																																																																																																																		
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<b>Department:</b>	<u>Public Works</u>	<b>FY20 - FY24 CIP</b>					
<b>Project Category:</b>	<u>(PW) Transportation</u>	<b>Project Title:</b> <u>Bike Lanes</u>					
<b>Project Description/Location:</b>							
Bike lanes on Lyman Avenue/Avenue D/Avenue C/9th Avenue in FY 21; design of 2nd/3rd Avenue bike lanes in FY 23; bike lanes on 24th St. W/Arvin Road in FY 24.							
<b>Justification:</b>							
<p>The city is planning to develop the first bike boulevards in the area. A bike boulevard is a route that is designed to be on local streets and is a through street for bikes. The route needs to have diverters for vehicles to ensure the local street doesn't encourage cut through vehicular traffic. The bike boulevards are a good way to create transportation routes for bicyclists on non-arterial streets which is beneficial for all commuters. Due to limited space in certain areas, bike sharrows could be used as well.</p> <p>The Lyman Ave/Avenue D/Avenue C/9th Ave and the 24th St. W/Arvin Rd projects are the two highest prioritized bicycle boulevard projects in the Bikeway and Trails Master Plan.</p>							
<b>CIP Status</b>	<b>Project Type</b>						
<input type="checkbox"/> Modify Existing	<input type="checkbox"/> Renewal/ Replacement						
<input checked="" type="checkbox"/> New Project	<input checked="" type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>							
There is some cost to restripe lines and symbols on a regular basis.							
<b>Comments:</b>							
Click here to enter text.							
<b>Estimated Project Cost(s)</b>							
Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering		20,000		15,000	15,000		\$ 50,000
Land Acquisition							\$ -
Construction			195,000			135,000	\$ 431,000
Equipment							\$ -
Other							\$ -
<b>Total Project Cost</b>	\$ -	\$ -	\$ 215,000	\$ -	\$ 15,000	\$ 116,000	\$ 481,000
<b>Project Funding</b>							
Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Arterial Fees							\$ -
Developer Contributions							\$ -
Gas Tax		215,000		15,000	116,000	135,000	\$ 481,000
Gas Tax - BAARSA							\$ -
Landfill Revenues							\$ -
Revenue Bond/Loan							\$ -
SID Bond							\$ -
Sidewalk Bond							\$ -
Solid Waste Collection Revenues							\$ -
Storm Drain Assessments							\$ -
Street Maintenance Fees							\$ -
TIFD Revenues							\$ -
Wastewater Revenues							\$ -
Water Revenues							\$ -
<b>Total Project Funding</b>	\$ -	\$ 215,000	\$ -	\$ 15,000	\$ 116,000	\$ 135,000	\$ 481,000

<b>Department:</b>	<u>Public Works</u>	<b>FY20 - FY24 CIP</b>
<b>Project Category:</b>	<u>(PW) Transportation</u>	<b>Project Title:</b> <u>Hallowell Lane Improvements</u>
<b>Project Description/Location:</b>		
<p>Improvements to Hallowell including improved storm drainage, addition of pedestrian facilities, and asphalt resurfacing.</p>		
<b>Justification:</b>		
<p>Hallowell is a local street in the SBURA TIFD. The SBURD has prioritized this project due to lack of sidewalks, poor storm drainage, and condition of the road. Hallowell is a local street and is not intended to become a collector or arterial so the design and construction will take that into consideration. The street will probably remain a two lane section due to the residential nature of the street.</p>		
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project	<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		
Click here to enter text.		
<b>Comments:</b>		
Click here to enter text.		


Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering		300,000						\$ 300,000
Land Acquisition								\$ -
Construction			1,630,000					\$ 1,630,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 1,630,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,930,000</b>

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues		300,000	1,480,000					\$ 1,780,000
Wastewater Revenues								\$ -
Water Revenues			150,000					\$ 150,000
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 1,630,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,930,000</b>



<b>Department:</b>	<u>Public Works</u>	<b>FY20 - FY24 CIP</b>																																																																																																																																																
<b>Project Category:</b>	<u>(PW) Transportation</u>	<b>Project Title:</b> <u>Inner Belt Loop</u>																																																																																																																																																
<b>Project Description/Location:</b>																																																																																																																																																		
<p>Construction of a new road from Alkali Creek Road to Highway 3. Phase II construction will be FY 2022 and Phase III construction estimated to be FY 2024. The arterial funding is for the match for the BARSAA funding.</p>																																																																																																																																																		
<b>Justification:</b>																																																																																																																																																		
<p>The Inner Belt Loop is intended to connect the west side of the heights with the west end of Billings via Zimmerman Trail. Wicks Lane to Alkali Creek Road was constructed several years ago as the first step in the completion of this route. The road will be a two lane section with a multiuse facility when it is constructed but will be able to be widened to a four lane, separated, access controlled corridor as development along the road occurs in the future.</p>																																																																																																																																																		
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project	<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	Insert Picture(s) or Map Here																																																																																																																																																
<b>Operating Budget Impact:</b>																																																																																																																																																		
<p>The addition of this road will add regular O&amp;M costs as this is not an existing road.</p>																																																																																																																																																		
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<p>Design of the road is at 90%. ROW has not been acquired.</p>																																																																																																																																																		
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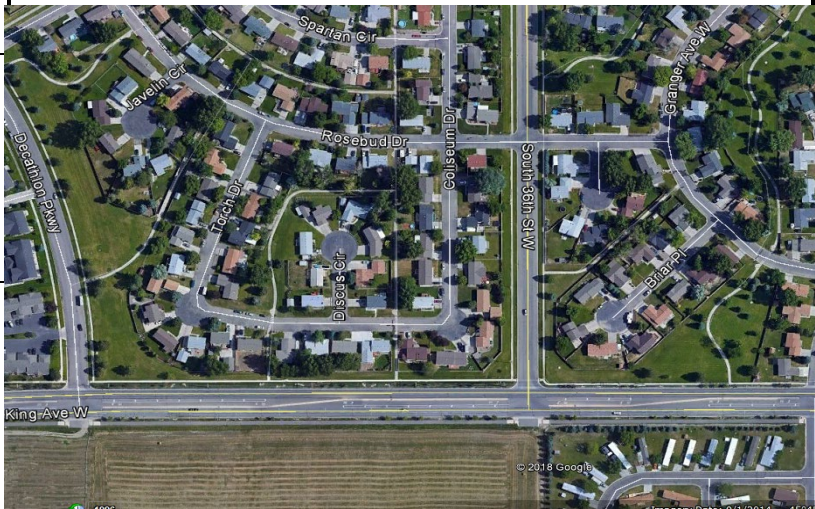
<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>(PW) Transportation</u>		<b>Project Title:</b> <u>Intersection Capacity Improvements</u>	
<b>Project Description/Location:</b>			
Evaluate and construct improvements to selected intersection trouble areas.			
<b>Justification:</b>			
Intersections are evaluated regularly to determine priority based on traffic counts, crash history, pedestrian counts and other factors. While the priority of the intersections may change, the most likely intersection to be reconstructed in FY 2020 is Overland and S. 24th St. W. This intersection is a priority based on traffic volumes and accidents.			
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>			
Negligible. Increase in power costs due to signal operation.			
<b>Comments:</b>			
Click here to enter text.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering		30,000						\$ 30,000
Land Acquisition								\$ -
Construction		420,000						\$ 420,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Arterial Fees		450,000						\$ 450,000
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues								\$ -
<b>Total Project Funding</b>	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450,000

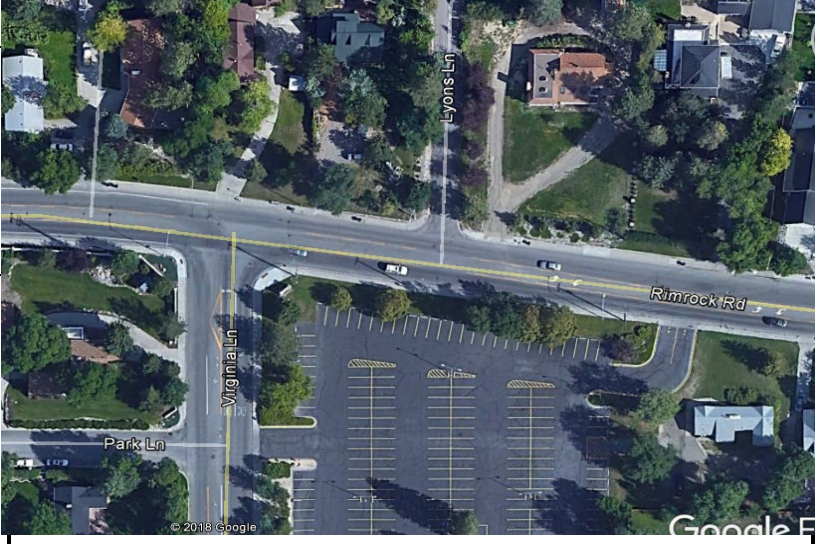
<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>(PW) Transportation</u>		<b>Project Title:</b> <u>Intersection Capacity Improvements</u>	
<b>Project Description/Location:</b>			
Evaluate and construct improvements to selected intersection trouble areas.			
<b>Justification:</b>			
Intersections are evaluated regularly to determine priority based on traffic counts, crash history, pedestrian counts and other factors. While the priority of the intersections may change, the most likely intersection to be reconstructed in FY 2021 is King Ave W and 36th Street W. This intersection is a priority due to high traffic volumes resulting in a low level of service for the intersection primarily due to long wait times for 36th St W traffic.			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>			
Click here to enter text.			
<b>Comments:</b>			
Project may be designed in house if staff time is sufficient.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering			30,000					\$ 30,000
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Construction			420,000					\$ 420,000
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Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Arterial Fees			450,000					\$ 450,000
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
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<b>Total Project Funding</b>	\$ -	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000

<b>Department:</b>	<u>Public Works</u>	<b>FY20 - FY24 CIP</b>
<b>Project Category:</b>	<u>(PW) Transportation</u>	<b>Project Title:</b> <u>Intersection Capacity Improvements</u>
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Evaluate and construct improvements to selected intersection trouble areas.		
<b>Justification:</b>		
Intersections are evaluated regularly to determine priority based on traffic counts, crash history, pedestrian counts and other factors. While the priority of the intersections may change, the most likely intersection to be reconstructed in FY 2022 is Rimrock and Virginia. This intersection is a priority due to delays during peak times.		
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project	<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		
Negligible. Increase in power costs due to signal operation.		
<b>Comments:</b>		
Design and Construction management may be done in house if staff time permits.		

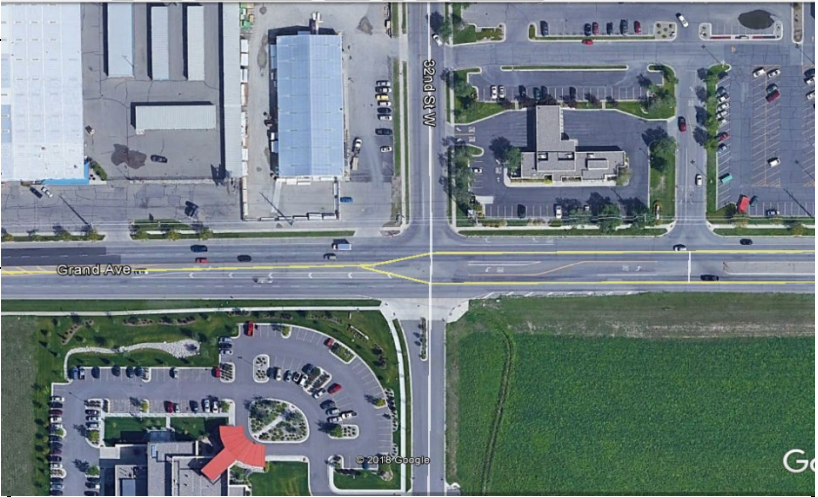
  

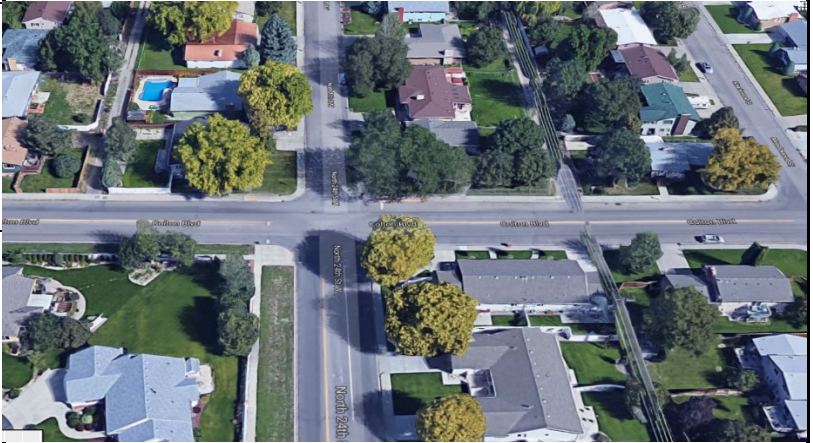
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Land Acquisition								\$ -
Construction				420,000				\$ 420,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ -	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ 450,000


  


Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Arterial Fees				450,000				\$ 450,000
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
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<b>Total Project Funding</b>	\$ -	\$ -	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ 450,000



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<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>(PW) Transportation</u>		<b>Project Title:</b> <u>Intersection Capacity Improvements</u>						
<b>Project Description/Location:</b>								
Evaluate and construct improvements to selected intersection trouble areas.								
<b>Justification:</b>								
Intersections are evaluated regularly to determine priority based on traffic counts, crash history, pedestrian counts and other factors. While the priority of the intersections may change, the most likely intersection to be reconstructed in FY 2024 is Colton and 24th. This intersection is a priority due to high traffic volumes and an accident history.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>								
Negligible. Increase in power costs due to signal operation.								
<b>Comments:</b>								
Design and Construction management may be done in house if staff time permits.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering						30,000		\$ 30,000
Land Acquisition								\$ -
Construction						420,000		\$ 420,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 450,000</b>	<b>\$ -</b>	<b>\$ 450,000</b>
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Arterial Fees						450,000		\$ 450,000
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 450,000</b>	<b>\$ -</b>	<b>\$ 450,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>																																																																																																																																																	
<b>Project Category:</b> <u>(PW) Transportation</u>		<b>Project Title:</b> <u>King Avenue East Improvements</u>																																																																																																																																																	
<b>Project Description/Location:</b> Improve King Ave E from Orchard Lane to Jackson Street.																																																																																																																																																			
<b>Justification:</b> King Ave East is a principle arterial. In 2009, the City reconstructed King Ave E from S. Billings Blvd to Orchard Lane prior to the development along the south side of King Ave East. This project is intended to reconstruct King Ave E from Orchard to Jackson Street. The reconstruction will include widening the road, improving storm drainage, and adding multiuse facilities. There is a small section of missing waterline that will also be included in the project.																																																																																																																																																			
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New																																																																																																																																																	
<b>Operating Budget Impact:</b> None.																																																																																																																																																			
<b>Comments:</b> There may be some right of way issues. King Ave E beyond Jackson St is a mix of county and city.																																																																																																																																																			
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<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>(PW) Transportation</u>		<b>Project Title:</b> <u>Misc. Curb, Gutter, and Sidewalk Program</u>	
<b>Project Description/Location:</b>			
Annual replacement and infill program of curb, gutter, and sidewalk. The project focuses on areas of missing sidewalk primarily on arterials, school routes, near parks, and where requested by citizens.			
<b>Justification:</b>			
There are many areas of the City that have missing or severely damaged sidewalk or curb and gutter. This program allows the City to get these areas completed or repaired and are oftentimes the financial responsibility of the adjacent property owner. A safe pedestrian facility is important along city streets. Curb and gutter is typically paid for by the City if it is being replaced due to condition. Curb and gutter is important to the storm drain system and to keeping the asphalt in good condition.			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>			
Reduced cost for storm drain maintenance when curb and gutters are replaced.			
<b>Comments:</b>			
All work is designed and managed by internal staff.			


  

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering		100,000	100,000	100,000	100,000	100,000		\$ 500,000
Land Acquisition								\$ -
Construction		600,000	600,000	600,000	600,000	600,000		\$ 3,000,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>	<b>\$ -</b>	<b>\$ 3,500,000</b>


  


Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax		300,000	300,000	300,000	300,000	300,000		\$ 1,500,000
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond		400,000	400,000	400,000	400,000	400,000		\$ 2,000,000
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>	<b>\$ -</b>	<b>\$ 3,500,000</b>




<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>																																																																																																																																																	
<b>Project Category:</b> <u>(PW) Transportation</u>		<b>Project Title:</b> <u>Monad and 19th/20th Street West Intersection</u>																																																																																																																																																	
<b>Project Description/Location:</b>																																																																																																																																																			
Improvements to the intersections of 19th/Monad and 20th/Monad.																																																																																																																																																			
<b>Justification:</b>																																																																																																																																																			
The intersections of 19th/Monad and 20th/Monad are spaced very close together which creates traffic congestion. When signalized intersections are in close proximity, it is difficult to establish efficient traffic flow. The intent of the project is to research alternatives to improve the intersections and construct the selected alternative. Possible alternatives include, but are not limited to, elimination of one signal by realigning the road, adding a double roundabout, or signal modifications at both locations.																																																																																																																																																			
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<b>Project Category:</b> <u>(PW) Transportation</u>		<b>Project Title:</b> <u>Muldowney Road</u>																																																																																																																																																	
<b>Project Description/Location:</b> Road reconstruction of Muldowney Lane south of Midland Road.																																																																																																																																																			
<b>Justification:</b> Muldowney Lane is a two lane road with no pedestrian facilities. Due to increased traffic in the area south of Midland Road, it is necessary to widen the existing road and add pedestrian facilities. The developments south of Midland Road have very high densities and have therefore created high traffic demands on Muldowney.																																																																																																																																																			
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<b>Operating Budget Impact:</b> Reconstruction of the road will decrease O&M associated with aging asphalt and lack of storm drainage.																																																																																																																																																			
<b>Comments:</b> There could be issues with right of way and county property.																																																																																																																																																			
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Asphalt needs to be maintained to extend it's lifespan. The City established a preventative pavement maintenance program over 30 years ago and it includes overlaying, crack sealing, and chip sealing all streets within the City. Each street is evaluated on an ongoing basis and prioritized according to it's condition. Staff also considers utility work that needs to be done when scheduling the projects each year to ensure that the utility work is done before the pavement maintenance. Staff does have a 5 year plan but it fluctuates depending on if streets deteriorate at the expected rate and other factors such as utility work.																																																																																																																																																		
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<p>The pedestrian crossing of Exposition Drive is a key element in the revitalization of the East Billings Urban Renewal District (EBURD). As identified in the 2013 Exposition Gateway Concept Plan and the 2013 City of Billings Hospitality Corridor Planning Study, a pedestrian crossing would provide a vital connection between the east end of the EBURD and MetraPark. Exposition Drive is a principal arterial on a north-south alignment in Billings that currently provides three lanes in each direction with a center turn lane at intersections in the project location and a pedestrian crossing will significantly enhance a connection over the busiest thoroughfare in Montana to the busiest entertainment venue in the region. Other benefits include enhancing future development by encouraging investment in adjacent idle property, improving connectivity and safety, providing opportunities for event organizers, and allow users to enjoy amenities within walking distance in the Exposition Gateway Area.</p>																																																																																																																																																																																																																	
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<b>Project Description/Location:</b> Construct gravel streets in the SBURA.																																																																																																																																																			
<b>Justification:</b> There are several streets in the SBURA that are gravel and need to be brought up to city standard. The TIF is planning to construct these local streets to improved street standards.																																																																																																																																																			
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<b>Operating Budget Impact:</b> Paving streets will reduce the amount of resources used to maintain gravel streets.																																																																																																																																																			
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<b>Department:</b>	<u>Public Works</u>	<b>FY20 - FY24 CIP</b>
<b>Project Category:</b>	<u>(PW) Transportation</u>	<b>Project Title:</b> <u>Traffic Signal Controller Upgrade</u>
<b>Project Description/Location:</b>		
<p>Replace obsolete signal controllers with new technology which includes improved communication and detection at the intersection. Primary locations will be the downtown and the west end arterials.</p>		
<b>Justification:</b>		
<p>The existing signal network is run by computers that are approximately 40 years old and the technology and replacement components are obsolete. These controllers limit functionality of the system and impede the improvement of operations. New controllers and video detection will allow for a wider array of signal operations resulting in increased efficiencies in timing.</p>		
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project	<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		
Negligible.		
<b>Comments:</b>		
Engineering will be done in house. Some construction will be done by city crews.		

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering	70,000	30,000	30,000	30,000	30,000			\$ 190,000
Land Acquisition								\$ -
Construction	350,000	170,000	170,000	170,000	170,000			\$ 1,030,000
Equipment	980,000	450,000	450,000	450,000	450,000			\$ 2,780,000
Other								\$ -
<b>Total Project Cost</b>	<b>\$ 1,400,000</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,000,000</b>

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Arterial Fees	1,400,000	650,000	650,000	650,000	650,000			\$ 4,000,000
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ 1,400,000</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,000,000</b>

<b>Department:</b>	<u>Public Works</u>	<b>FY20 - FY24 CIP</b>
<b>Project Category:</b>	<u>(PW) Transportation</u>	<b>Project Title:</b> <u>Travel Corridor Coordination</u>
<b>Project Description/Location:</b>		
Improvements to corridors within the city that only require minor infrastructure modifications.		
<b>Justification:</b>		
There are opportunities within the existing traffic roadway network to improve efficiencies. This project is intended to identify and implement these improvements with small capital investment. Examples include retiming signal corridors, installing left turn arrows, and restriping lanes. Projects may also include improvements to school crossings which can improve the street corridors.		
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project	<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	  
<b>Operating Budget Impact:</b>		
None.		
<b>Comments:</b>		
Engineering will be done internally within Public Works.		


  

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction	150,000	100,000	100,000	100,000				\$ 450,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ 150,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 450,000</b>


  

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Arterial Fees	150,000	100,000	100,000	100,000				\$ 450,000
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ 150,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 450,000</b>



<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>																																																																																																																																																	
<b>Project Category:</b> <u>(PW) Transportation</u>		<b>Project Title:</b> <u>Wicks Lane Main to Hawthorne</u>																																																																																																																																																	
<b>Project Description/Location:</b> Design of the reconstruction of Wicks Lane and construction of sidewalks.																																																																																																																																																			
<b>Justification:</b> Wicks Lane is an arterial that carries a volume of traffic that would be more efficient and safe if the road was reconstructed as a three lane section with multimodal facilities. Bitterroot Road connects to Wicks Lane and needs to be improved as well due to development that has occurred in the area. Sidewalks will be constructed in FY 22 to improve pedestrian access and other improvements will be constructed in later years.																																																																																																																																																			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New																																																																																																																																																	
<b>Operating Budget Impact:</b> The reconstruction of Wicks and Bitterroot will decrease the on-going maintenance associated with aging asphalt.																																																																																																																																																			
<b>Comments:</b> Click here to enter text.																																																																																																																																																			
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Estimated Project Cost(s)</th> <th>Prior Years</th> <th>FY 2020</th> <th>FY 2021</th> <th>FY 2022</th> <th>FY 2023</th> <th>FY 2024</th> <th>Future</th> <th>Total Cost</th> </tr> </thead> <tbody> <tr> <td>Planning, Design, &amp; Engineering</td> <td></td> <td></td> <td>300,000</td> <td></td> <td></td> <td></td> <td></td> <td>\$ 300,000</td> </tr> <tr> <td>Land Acquisition</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>\$ -</td> </tr> <tr> <td>Construction</td> <td></td> <td></td> <td></td> <td>500,000</td> <td></td> <td></td> <td>2,200,000</td> <td>\$ 2,700,000</td> </tr> <tr> <td>Equipment</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>\$ -</td> </tr> <tr> <td>Other</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>\$ -</td> </tr> <tr> <td><b>Total Project Cost</b></td> <td>\$ -</td> <td>\$ -</td> <td>\$ 300,000</td> <td>\$ 500,000</td> <td>\$ -</td> <td>\$ -</td> <td>\$ 2,200,000</td> <td>\$ 3,000,000</td> </tr> </tbody> </table>				Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost	Planning, Design, & Engineering			300,000					\$ 300,000	Land Acquisition								\$ -	Construction				500,000			2,200,000	\$ 2,700,000	Equipment								\$ -	Other								\$ -	<b>Total Project Cost</b>	\$ -	\$ -	\$ 300,000	\$ 500,000	\$ -	\$ -	\$ 2,200,000	\$ 3,000,000																																																																																	
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<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>48th Street West Trunk Main</u>																																																																																																																																																	
<b>Project Description/Location:</b>  Construction and upsizing of a major water main in 48th St W.																																																																																																																																																			
<b>Justification:</b>  Due to water demands on the west end and the plan to locate a water treatment plant on the west end, a large diameter main is needed to move water through the system. This main will also create a "looped" system for a large area which results in greater redundancy.																																																																																																																																																			
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<b>Operating Budget Impact:</b>  The water main will require regular O&M but the larger line will reduce the cost to distribute the water so the cost is negligible.		Insert Picture(s) or Map Here																																																																																																																																																	
<b>Comments:</b>  Design will be done one year before construction due to the size and nature of the project.																																																																																																																																																			
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<b>Department:</b>	<u>Public Works</u>	<b>FY20 - FY24 CIP</b>
<b>Project Category:</b>	<u>Utilities</u>	<b>Project Title:</b> <u>Lead Service Replacement Project</u>
<b>Project Description/Location:</b>		
<p>There are over 1,000 lead services remaining in the water system. This program is intended to replace all of those lines.</p>		
<b>Justification:</b>		
<p>Replacement of lead service lines has been done for many years in the city during rehabilitation projects. There are still areas of lead services where the mains have not been replaced or where the main was replaced before lead services were replaced with the project.</p>		
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project	<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		
None.		
<b>Comments:</b>		
Click here to enter text.		

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering	200,000	75,000	75,000					\$ 350,000
Land Acquisition								\$ -
Construction	1,800,000	675,000	675,000					\$ 3,150,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ 2,000,000</b>	<b>\$ 750,000</b>	<b>\$ 750,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,500,000</b>

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues	2,000,000	750,000	750,000					\$ 3,500,000
<b>Total Project Funding</b>	<b>\$ 2,000,000</b>	<b>\$ 750,000</b>	<b>\$ 750,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,500,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Utilities Service Center Reconstruction</u>						
<b>Project Description/Location:</b>								
Remodel utilities service center for additional offices and parking. Includes window replacement/sealing and roof replacement where needed.								
<b>Justification:</b>								
The environmental affairs division of Public Works rents office space on the second floor of the Yellowstone Garage Building located at 2301 Montana Avenue. This lease expires 9/30/20. The administration division and engineering division rents office space in the billings depot building located at 2224 Montana Avenue. This lease expires 7/1/23. The service center building is large enough to house all 3 divisions in addition to the distribution & collection/meter shop division and fiscal services group that are already located at the service center. Housing all groups will save on rent and improve efficiencies and communication amongst Public Works divisions by housing all the groups at the same location.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
O&M will be reduced with the elimination of leases, saving approximately \$166,000 annually.								
<b>Comments:</b>								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering	270,000							\$ 270,000
Land Acquisition								\$ -
Construction	102,000	1,700,000			700,000			\$ 2,502,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ 372,000</b>	<b>\$ 1,700,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 700,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,772,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues	223,200	200,000						\$ 423,200
Water Revenues	148,800	1,500,000			700,000			\$ 2,348,800
								\$ -
<b>Total Project Funding</b>	<b>\$ 372,000</b>	<b>\$ 1,700,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 700,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,772,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>																																																																																																																																																	
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Wastewater - Biogas Recovery System</u>																																																																																																																																																	
<b>Project Description/Location:</b>																																																																																																																																																			
Project to recover renewable methane biogas at the Water Reclamation Facility																																																																																																																																																			
<b>Justification:</b>																																																																																																																																																			
Renewable methane biogas is a byproduct of the biosolids process at the Water Reclamation Facility. Currently, the methane that is generated is either flared or reused by an on-site generator to create electricity. The existing generator experiences significant maintenance costs due to the corrosiveness of the biogas and is not economically viable. The exhaust of the biogas generator is also high in sulfur compounds which doesn't meet current engine emission standards. If we scrub the H2S from the methane, we can use the methane to heat the plant in the winter and also resue it in the cogeneration process in the summer.																																																																																																																																																			
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New																																																																																																																																																	
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here																																																																																																																																																	
Will offset approximately \$155,000 of natural gas costs at the WRF annually, as well as electricity costs at the WRF. Staff estimates a payback of about 3.5 years for this project.																																																																																																																																																			
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<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Wastewater - Centrifuge Replacement</u>						
<b>Project Description/Location:</b>								
Replace two centrifuges at the Water Reclamation Facility.								
<b>Justification:</b>								
The centrifuges at the Water Reclamation Facility (WRF) are used to dewater the digested sludge prior to being hauled to the landfill. The landfill will not accept wet sludge. Drying also reduces the weight of the material which reduces the cost of disposal. Two of the current centrifuges were installed in 1999 and have reached the end of their operating lives. Failure to replace the centrifuges will lead to failure of the biosolids process which ultimately would cause the City of Billings to violate the Montana Pollution Discharge Elimination Permit (MPDES) and the Federal Clean Water Act.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
Click here to enter text.								
<b>Comments:</b>								
Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction								\$ -
Equipment			1,000,000					\$ 1,000,000
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>
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Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues			1,000,000					\$ 1,000,000
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Wastewater - Influent Lift Station</u>						
<b>Project Description/Location:</b>								
Construct an influent pump station upstream of the Water Reclamation Facility.								
<b>Justification:</b>								
The large diameter sewer pipes upstream of the Water Reclamation Facility experience problems with low velocity. This causes solids to settle in the large diameter pipes. These solids degrade and create hydrogen sulfide gas. Hydrogen sulfide gas is a known safety hazard and reduces the useful life of the sewer pipes by corrosion. The velocity in these pipes can be increased adding an influent pump station at the Water Reclamation Facility. Not installing a pump station will result in continued solids buildup causing the sewer system to overflow or the failure of the large diameter pipes from corrosion. A failure of these pipes would cause the City of Billings to violate the Montana Pollution Discharge Elimination Permit (MPDES) and the Federal Clean Water Act.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
Click here to enter text.								
<b>Comments:</b>								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering	400,000							\$ 400,000
Land Acquisition								\$ -
Construction		1,600,000						\$ 1,600,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ 400,000</b>	<b>\$ 1,600,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues	400,000	1,600,000						\$ 2,000,000
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ 400,000</b>	<b>\$ 1,600,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>																																																																																																																																																	
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Wastewater - Lake Hills Lift Station Rehabilitation</u>																																																																																																																																																	
<b>Project Description/Location:</b> Upgrade existing lift station. Convert existing lift station from a dry well/wet well system to a wet well system. Utilize existing pumps, install new controls and standby generation.																																																																																																																																																			
<b>Justification:</b> In 2008, the EPA audited and inspected the the City of Billings' sanitary sewer collection system. Subsequently, the EPA issued a Consent Order to address the various short comings found and this lift station was identified in need of upgrades. The Lake Hills lift station is approximately 35 years old.																																																																																																																																																			
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<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Project Funding</th> <th style="text-align: right;">Prior Years</th> <th style="text-align: right;">FY 2020</th> <th style="text-align: right;">FY 2021</th> <th style="text-align: right;">FY 2022</th> <th style="text-align: right;">FY 2023</th> <th style="text-align: right;">FY 2024</th> <th style="text-align: right;">Future</th> <th style="text-align: right;">Total Cost</th> </tr> </thead> <tbody> <tr> <td>Arterial Fees</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Developer Contributions</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Gas Tax</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Gas Tax - BAARSA</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Landfill Revenues</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Revenue Bond/Loan</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>SID Bond</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Sidewalk Bond</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Solid Waste Collection Revenues</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Storm Drain Assessments</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Street Maintenance Fees</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>TIFD Revenues</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Wastewater Revenues</td> <td></td> <td style="text-align: right;">300,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$ 300,000</td> </tr> <tr> <td>Water Revenues</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td><b>Total Project Funding</b></td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 300,000</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 300,000</td> </tr> </tbody> </table>				Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost	Arterial Fees								\$ -	Developer Contributions								\$ -	Gas Tax								\$ -	Gas Tax - BAARSA								\$ -	Landfill Revenues								\$ -	Revenue Bond/Loan								\$ -	SID Bond								\$ -	Sidewalk Bond								\$ -	Solid Waste Collection Revenues								\$ -	Storm Drain Assessments								\$ -	Street Maintenance Fees								\$ -	TIFD Revenues								\$ -	Wastewater Revenues		300,000						\$ 300,000	Water Revenues								\$ -	<b>Total Project Funding</b>	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost																																																																																																																																											
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<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Wastewater - Lloyd Mangrum Lift Station Rehabilitation</u>						
<b>Project Description/Location:</b>								
Upgrade existing lift station. Install new power service, controls, and pumps (Flygt) at sanitary sewer lift station.								
<b>Justification:</b>								
In 2008, the EPA audited and inspected the the City of Billings' sanitary sewer collection system. Subsequently, the EPA issued a Consent Order to address the various short comings found and this lift station was identified in need of upgrades. The Lloyd Mangrum lift station is approximately 35 years old.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
Click here to enter text.								
<b>Comments:</b>								
Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering		30,000						\$ 30,000
Land Acquisition								\$ -
Construction		320,000						\$ 320,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues		350,000						\$ 350,000
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Wastewater - Replace Heat Exchangers #1, 2, and 3</u>						
<b>Project Description/Location:</b> Replace the heat exchangers in the Primary Digester Building.								
<b>Justification:</b> The three heat exchangers in the primary digester were installed in 1983 and are in need of replacement. Heat exchangers are used in the anaerobic digestion process to break down volatile solids. Failure to complete these necessary upgrades would result in the failure of the biosolids process which ultimately would cause the City of Billings to violate the Montana Pollution Discharge Elimination Permit (MPDES) and the Federal Clean Water Act.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b> Click here to enter text.		Insert Picture(s) or Map Here						
<b>Comments:</b> Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction								\$ -
Equipment				500,000				\$ 500,000
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues				500,000				\$ 500,000
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Wastewater - Sahara Sands Lift Station Rehabilitation</u>						
<b>Project Description/Location:</b>								
Convert existing lift station from a dry well/wet well system to a wet well system. Install new pumps (Flygt), controls and standby generation.								
<b>Justification:</b>								
In 2008, the EPA audited and inspected the the City of Billings' sanitary sewer collection system. Subsequently, the EPA issued a Consent Order to address the various short comings found and this lift station was identified in need of upgrades. The Sahara Sands lift station is approximately 35 years old.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
Click here to enter text.								
<b>Comments:</b>								
Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering				15,000				\$ 15,000
Land Acquisition								\$ -
Construction				135,000				\$ 135,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues				150,000				\$ 150,000
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Wastewater - Secondary Pump Station Pump Motors</u>						
<b>Project Description/Location:</b>								
Replacement of two (2) pumps at the secondary pump station.								
<b>Justification:</b>								
The secondary pump station is a critical facility at the Water Reclamation Facility (WRF). It is required to operate continuously with no down time 24 hours a day, 365 days a year. The function of the secondary pump station is to move wastewater from the primary treatment process to the secondary treatment process. Failure of this pump station would cause the City of Billings to release partially treated sewage to the Yellowstone River and cause us to violate the federal Clean Water Act and Montana Pollution Discharge Elimination System (MPDES) Permit . There are five (5) pumps within the secondary pump station. Two (2) of the pumps are from 1976 are in need of replacement. One (1) pump will be replaced in FY 20 and the second pump will be replaced in FY 21. Delaying this project would increase the likelihood of violating the federal Clean Water Act and MPDES Permit.								
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
Click here to enter text.								
<b>Comments:</b>								
FY23 pump replacement was removed due to all the pumps being replaced after FY21.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction								\$ -
Equipment		130,000	135,000					\$ 265,000
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 130,000</b>	<b>\$ 135,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 265,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues		130,000	135,000					\$ 265,000
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 130,000</b>	<b>\$ 135,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 265,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Wastewater Master Plan</u>						
<b>Project Description/Location:</b>								
Plan to evaluate wastewater system and determine needed improvements for the future.								
<b>Justification:</b>								
A master plan of the wastewater system was last completed in 2012. Typically, master plans are completed on a 5-8 year cycle to ensure that the wastewater system can continue to meet the needs of a growing community. The plan will be used to project necessary wastewater system upgrades and provide budgetary costs to finance the upgrades. Failure to complete the wastewater master plan could result in unnecessary capital expenditures or an inability for the City of Billings to meet sewer service needs of newly annexed or future subdivisions.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
Click here to enter text.								
<b>Comments:</b>								
Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering		250,000						\$ 250,000
Land Acquisition								\$ -
Construction								\$ -
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues		250,000						\$ 250,000
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Wastewater Plant Acetate Feed System</u>						
<b>Project Description/Location:</b> Addition of Acetate feed system.								
<b>Justification:</b> The addition of acetate to the biological nutrient removal process allows higher levels of phosphorus to be removed from the wastewater. If phosphorus limits on the Yellowstone River are lowered like anticipated, the City of Billings will require the addition of acetate. Failure to complete these necessary upgrades would cause the City of Billings to violate the Montana Pollution Discharge Elimination Permit (MPDES) and the Federal Clean Water Act.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b> Click here to enter text.		Insert Picture(s) or Map Here						
<b>Comments:</b> The Nutrient Recovery and Biosolids Facilities Plan and WRF Reuse Facility plan may determine that this project can be eliminated.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction				427,000				\$ 427,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 427,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 427,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues				427,000				\$ 427,000
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 427,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 427,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Wastewater Process Equipment Installation.</u>	
<b>Project Description/Location:</b>			
Install various wastewater process equipment including a 4th screen in the Headworks building, ultraviolet disinfection unit in the UV Building, and air flotation thickener equipment.			
<b>Justification:</b>			
These upgrades were planned to be completed during the Water Reclamation Facility Nutrient Upgrade Project, but due to the bid price for the Nutrient Project coming in over budget, the equipment installation was delayed. Purchase of these equipment items was completed separately in FY 2019 to save on the cost of contractor mark-up.			
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here	
Click here to enter text.			
<b>Comments:</b>			
This funding was moved from FY22 and was formerly titled "Headworks and Washbay Upgrades".			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction		750,000						\$ 750,000
Equipment	725,000							\$ 725,000
Other								\$ -
<b>Total Project Cost</b>	<b>\$ 725,000</b>	<b>\$ 750,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,475,000</b>

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues	725,000	750,000						\$ 1,475,000
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ 725,000</b>	<b>\$ 750,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,475,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Wastewater Reclamation Facility Improvements</u>	
<b>Project Description/Location:</b>			
Project to reuse treated wastewater for irrigation from the Water Reclamation Facility.			
<b>Justification:</b>			
The Water Reclamation Facility (WRF) permitted discharge of nitrogen and phosphorus is expected to decrease. This decrease would required the addition of coagulation, flocculation, and filtration at the end of the WRF. The effluent of the filters would then be put back into the river and not beneficially reused. The other option is to reuse the treated wastewater at the WRF for crop irrigation. This project will construct the recommended alternative of the WRF Water Reuse Facilities Plan. Failure to initiate action on one of these alternatives will ultimately cause the City of Billings to violate the Montana Pollution Discharge Elimination Permit (MPDES) and the Federal Clean Water Act.			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>			
Click here to enter text.			
<b>Comments:</b>			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering						4,500,000		\$ 4,500,000
Land Acquisition								\$ -
Construction							60,000,000	\$ 60,000,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,500,000	\$ 60,000,000	\$ 64,500,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues						4,500,000	60,000,000	\$ 64,500,000
Water Revenues								\$ -
<b>Total Project Funding</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,500,000	\$ 60,000,000	\$ 64,500,000




<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Wastewater Treatment Plant Campus Electrical</u>						
<b>Project Description/Location:</b>								
Various annual electrical projects.								
<b>Justification:</b>								
Electrical upgrade projects are common at the WRF due to obsolescence of automation systems and replacements of electrical equipment damaged by hydrogen sulfide gases. The anticipated upgrades for FY 20 include a safety intercom system, video camera surveillance of septage receiving station, and RFID badge security. These systems will improve the safety of facility for staff and prevent illicit discharges of septage haulers. Currently, septage haulers are required to be monitored in person while discharging. This occupies significant staff time which could be better spent on plant operations and maintenance.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
Click here to enter text.								
<b>Comments:</b>								
Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction		300,000	300,000	300,000	300,000	300,000		\$ 1,500,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues		300,000	300,000	300,000	300,000	300,000		\$ 1,500,000
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Wastewater Treatment Plant Drying Beds</u>						
<b>Project Description/Location:</b>								
Construction of two new drying beds.								
<b>Justification:</b>								
Drying beds are used to dry manhole and septage material before it is placed in placed in dumpsters and hauled to the landfill. The landfill will not accept wet material. Additionally, the Street/Traffic division will discharge storm water solids in the drying beds which can later be hauled to the landfill. As the City grows, more drying bed capacity is needed. Failure to compete this project runs the risk of not having sufficient drying bed capacity to clean the sewer or stormwater manholes.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
Click here to enter text.								
<b>Comments:</b>								
Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction			300,000					\$ 300,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues			300,000					\$ 300,000
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>


<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Water - Fox Reservoir #1 Replacement</u>						
<b>Project Description/Location:</b>								
<p>Replace the existing reservoir.</p>								
<b>Justification:</b>								
<p>The existing steel reservoir was constructed in 1982. The interior paint has reached the end of its lifecycle and is required to be recoated. Rather than recoat the reservoir, the life cycle costs are less to replace the reservoir with a concrete reservoir. Failure to complete this project will require that the existing reservoir be recoated and long term increase in costs.</p>								
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
<p>Click here to enter text.</p>								
<b>Comments:</b>								
<p>Click here to enter text.</p>								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering				400,000				\$ 400,000
Land Acquisition								\$ -
Construction					2,600,000			\$ 2,600,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ -	\$ -	\$ 400,000	\$ 2,600,000	\$ -	\$ -	\$ 3,000,000
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues				400,000	2,600,000			\$ 3,000,000
<b>Total Project Funding</b>	\$ -	\$ -	\$ -	\$ 400,000	\$ 2,600,000	\$ -	\$ -	\$ 3,000,000

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Water - High Service Pump 5KV Switchgear</u>						
<b>Project Description/Location:</b> Replacement of the High Service Pump Station switchgear.								
<b>Justification:</b> The existing 5 kV switchgear in High Service Pump Station is over 40 years old. This electrical gear controls pumps that are critical to the operation of the water system. Delaying this project increases the risk of electrical system/pump failure which could lead to water system outages.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b> Click here to enter text.		Insert Picture(s) or Map Here						
<b>Comments:</b> Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction								\$ -
Equipment				1,350,000				\$ 1,350,000
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,350,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,350,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues				1,350,000				\$ 1,350,000
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,350,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,350,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Water - Logan Reservoir Recoating/Exterior Painting</u>						
<b>Project Description/Location:</b>								
Recoating and exterior painting of the water reservoir on top of the rims near the airport.								
<b>Justification:</b>								
The exterior of the checkered water reservoir on top of the rims is fading and is in need of recoating. Failure to recoat this reservoir could result in unnecessary corrosion of the reservoir and reduced operating life.								
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
Click here to enter text.								
<b>Comments:</b>								
Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction		900,000						\$ 900,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 900,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 900,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues		900,000						\$ 900,000
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 900,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 900,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Water - Staples Reservoir</u>						
<b>Project Description/Location:</b> Reconstruct/rehabilitate the existing reservoir.								
<b>Justification:</b> The existing 6 million gallon reservoir was leaking and repaired in 2011 with a temporary fix. The temporary repair has reached the end of its lifecycle and is required to be reconstructed before significant leaks occur.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b> Click here to enter text.								
<b>Comments:</b> Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering				200,000				\$ 200,000
Land Acquisition								\$ -
Construction					1,800,000			\$ 1,800,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 1,800,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues				200,000	1,800,000			\$ 2,000,000
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 1,800,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Water - Walter Pump Station Pumps</u>						
<b>Project Description/Location:</b>  Two new pumps for the Walter Pump Station.								
<b>Justification:</b>  The growth of the Heights has resulted in increased demands on Walter Pump Station. The addition of two new pumps will help to meet the additional water demand. Failure to complete these upgrades will result in the increased likelihood that customers in the Heights could experience water outages during peak summer months.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>  Click here to enter text.		Insert Picture(s) or Map Here						
<b>Comments:</b>  Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction								\$ -
Equipment		1,600,000						\$ 1,600,000
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 1,600,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,600,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues		1,600,000						\$ 1,600,000
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 1,600,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,600,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Water - West End Reservoir/City Lakes</u>						
<b>Project Description/Location:</b> Construction of a west end reservoir/City Lakes project.								
<b>Justification:</b> The Billings Water Treatment Plant (WTP) is the only source of potable drinking water for over 110,000 residents. If the WTP goes down in the summer, in approximately 4-5 hours pressure issues will begin in the distribution system. In approximately 8-10 hours, parts of the City will be without water. The addition of a water treatment plant and raw water storage reservoir will increase the amount of allowable downtime from hours to approximately 4 months. The West End Reservoir will be constructed one year before the water treatment plant. Failure to complete the raw water storage reservoir could result in the inability for the City of Billings to grow.								
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b> The operating budget impact will be determined during the design phase.								
<b>Comments:</b> Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering	500,000	3,000,000						\$ 3,500,000
Land Acquisition	4,000,000							\$ 4,000,000
Construction	2,000,000			29,000,000				\$ 31,000,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ 6,500,000</b>	<b>\$ 3,000,000</b>	<b>\$ -</b>	<b>\$ 29,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 38,500,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan				29,000,000				\$ 29,000,000
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues	6,500,000	3,000,000						\$ 9,500,000
<b>Total Project Funding</b>	<b>\$ 6,500,000</b>	<b>\$ 3,000,000</b>	<b>\$ -</b>	<b>\$ 29,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 38,500,000</b>



<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Water - West End Treatment Plant</u>						
<b>Project Description/Location:</b>								
Construction of a west end water treatment plant.								
<b>Justification:</b>								
The Billings Water Treatment Plant (WTP) is the only source of potable drinking water for over 110,000 residents. If the WTP goes down in the summer, in approximately 4-5 hours pressure issues will begin in the distribution system. In approximately 8-10 hours, parts of the City will be without water. The addition of a water treatment plant and raw water storage reservoir will increase the amount of allowable downtime from hours to approximately 4 months. Additionally, the WTP is nearing its capacity and is expected to exceed capacity in the next 10 years. Failure to complete the west end water treatment plant could result in the inability for the City of Billings to grow.								
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
O&M impact will be determined during design phase.								
<b>Comments:</b>								
Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering		500,000	4,000,000					\$ 4,500,000
Land Acquisition	4,000,000							\$ 4,000,000
Construction					40,000,000			\$ 40,000,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ 4,000,000</b>	<b>\$ 500,000</b>	<b>\$ 4,000,000</b>	<b>\$ -</b>	<b>\$ 40,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 48,500,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan					40,000,000			\$ 40,000,000
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues	4,000,000	500,000	4,000,000					\$ 8,500,000
<b>Total Project Funding</b>	<b>\$ 4,000,000</b>	<b>\$ 500,000</b>	<b>\$ 4,000,000</b>	<b>\$ -</b>	<b>\$ 40,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 48,500,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Water and Wastewater Compensation Agreements</u>	
<b>Project Description/Location:</b>			
Funding for compensation agreements with private developers for oversize and other City authorized costs.			
<b>Justification:</b>			
Per the City's rules and regulations for water and sanitary sewer service, the city will pay for oversizing of water and sewer mains when they are extended by developers. Without these funds, the lines installed by developers would not be large enough to serve areas beyond each development and the systems would not function properly.			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here	
Additional water and sewer lines will require regular O&M.			
<b>Comments:</b>			
Click here to enter text.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction								\$ -
Equipment								\$ -
Other		600,000	600,000	600,000	600,000	600,000		\$ 3,000,000
<b>Total Project Cost</b>	\$ -	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ -	\$ 3,000,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues		300,000	300,000	300,000	300,000	300,000		\$ 1,500,000
Water Revenues		300,000	300,000	300,000	300,000	300,000		\$ 1,500,000
								\$ -
<b>Total Project Funding</b>	\$ -	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ -	\$ 3,000,000

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Water and Wastewater Main Replacements</u>						
<b>Project Description/Location:</b>								
Annual replacement program of water and sanitary sewer mains throughout the City.								
<b>Justification:</b>								
The City's water and sanitary sewer infrastructure is aging and in need of replacement. Annual projects to replace areas of greatest need help to reduce leaks and failures and maintain reliable service to customers. The current rate of replacement is approximately 1/2% per year which means that water and sewer lines will need to last 200 years before they are replaced.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
Reduced O&M due to reduced leaks and failures.								
<b>Comments:</b>								
Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering		800,000	1,600,000	1,600,000	1,600,000	1,600,000		\$ 7,200,000
Land Acquisition								\$ -
Construction		7,900,000	6,400,000	6,400,000	6,400,000	6,400,000		\$ 33,500,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 8,700,000</b>	<b>\$ 8,000,000</b>	<b>\$ 8,000,000</b>	<b>\$ 8,000,000</b>	<b>\$ 8,000,000</b>	<b>\$ -</b>	<b>\$ 40,700,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues		5,800,000	4,000,000	4,000,000	4,000,000	4,000,000		\$ 21,800,000
Water Revenues		2,900,000	4,000,000	4,000,000	4,000,000	4,000,000		\$ 18,900,000
								\$ -
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 8,700,000</b>	<b>\$ 8,000,000</b>	<b>\$ 8,000,000</b>	<b>\$ 8,000,000</b>	<b>\$ 8,000,000</b>	<b>\$ -</b>	<b>\$ 40,700,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Water Pressure Zone Interconnection</u>	
<b>Project Description/Location:</b>			
Providing infrastructure to allow the sharing of water between pressure zones.			
<b>Justification:</b>			
Currently, there is only one route to serve Zone 3E through Walter Pump Station. This project will provide water between pressure Zone 5 (airport) and Zone 3E (Heights) in the event of pump station failure. Additionally, it will provide more storage in Zone 3E. Failure to complete this project will result in more risk of water system failure in the Heights and at the Airport.			
<b>CIP Status</b> <input checked="" type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here	
Click here to enter text.			
<b>Comments:</b>			
This project combines the previous projects of Redundant Water Line to Airport (\$1.5M in 2019) and the Reservoir Pressure Zone Adjustment (\$2M in 2020).			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering		350,000						\$ 350,000
Land Acquisition								\$ -
Construction		3,150,000						\$ 3,150,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ 3,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues		3,500,000						\$ 3,500,000
<b>Total Project Funding</b>	\$ -	\$ 3,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500,000

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Water System Security Monitoring Equipment</u>						
<b>Project Description/Location:</b> Upgrade the water system security cameras.								
<b>Justification:</b> Water system security is imperative to preventing contamination of the public water supply. Cameras in certain plant locations have been installed. This project will expand the network of cameras and upgrade some of the existing cameras. The water plant site is approximately 55 acres and thus requires a large amount of additional cable and conduit. Failure to complete this project increases the chance of water contamination.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b> Click here to enter text.		Insert Picture(s) or Map Here						
<b>Comments:</b> Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction		220,000						\$ 220,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 220,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 220,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues		220,000						\$ 220,000
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 220,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 220,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>Water Treatment Plant Electrical Improvements</u>						
<b>Project Description/Location:</b>								
Replace power lines, switches and transformers at Water Treatment Plant and pump stations.								
<b>Justification:</b>								
Electrical upgrade projects are common in the water system due to obsolescence of automation systems and replacements of electrical equipment at the Water Treatment Plant (WTP) and pumping stations. The anticipated upgrades for FY20 include communication radio system upgrades from the pump stations to the WTP. These systems will improve the safety of the facilities for staff and ensure drinking water is kept safe from contamination.								
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input type="checkbox"/> New Project		<b>Project Type</b> <input checked="" type="checkbox"/> Renewal/ Replacement <input type="checkbox"/> Enhancement/ New						
<b>Operating Budget Impact:</b>		Insert Picture(s) or Map Here						
Click here to enter text.								
<b>Comments:</b>								
Click here to enter text.								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering								\$ -
Land Acquisition								\$ -
Construction		650,000	650,000	650,000	650,000	650,000		\$ 3,250,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ -</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ -</b>	<b>\$ 3,250,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues								\$ -
Water Revenues		650,000	650,000	650,000	650,000	650,000		\$ 3,250,000
<b>Total Project Funding</b>	<b>\$ -</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ -</b>	<b>\$ 3,250,000</b>

<b>Department:</b>	<u>Public Works</u>	<b>FY20 - FY24 CIP</b>						
<b>Project Category:</b>	<u>Utilities</u>	<b>Project Title:</b> <u>WRF - Nutrient Recovery and Biosolids Upgrade</u>						
<b>Project Description/Location:</b>								
Project to recover nutrients and upgrade the biosolids process at the Water Reclamation Facility								
<b>Justification:</b>								
<p>Nutrient recovery has advanced significantly since the 2013 Wastewater Facilities Plan. Recently, nutrient recovery processes have been piloted and constructed that allow the recovery of phosphorus as a fertilizer for beneficial use. These processes have the added benefit of increasing biogas production, dewaterability of solids, and providing a carbon source for better nitrogen removal. The City plans to evaluate if these benefits could be achieved at the Billing Water Reclamation Facility (WRF). The City has also found that hydrogen sulfide gas is an issue in solids handling and gas management. Arsenic and selenium also have the potential to be removed from the solids process and will be evaluated. Upgrades to the gravity thickener, digester, and sludge control building have not been completed since 1983. These upgrades were planned to be completed during the Water Reclamation Facility Nutrient Upgrade Project. Due to the bid price for the Nutrient Project coming in over budget, this project was delayed. This project will give redundancy in sludge handling facilities which will reduce the chance for operational downtime and save money on maintenance. The project will also upgrade the anaerobic digesters which are in need of equipment replacement and cleaning from struvite buildup. Failure to complete these necessary upgrades would result in the failure of the biosolids process which ultimately would cause the City of Billings to violate the Montana Pollution Discharge Elimination Permit (MPDES) and the Federal Clean Water Act.</p>								
<b>CIP Status</b>	<b>Project Type</b>	<p><b>Modified CalPrex Process at the Billings WRF</b></p> <p>For a CalPrex process, extensive existing facilities could be used providing significant savings. Settling in the primaries would free up the gravity thickeners for an Acid Phase Digester and a Blend Tank. A heat exchanger and centrifuge could be located in the existing Gravity Thickener Building. From the Acid Phase Digester, sludge would be pumped to the centrifuge. The thickened sludge would be pumped to the Blend Tank and the centrate would go to the CalPrex Reactor Building which could be built in the location of the old Odor Control Building. Existing pumps and piping would transfer sludge from the Blend Tank to the Digesters. The Decant Tank area could be used for Anammox and centrate equalization. Piping is already installed to this location for this use.</p>						
<input checked="" type="checkbox"/> Modify Existing	<input type="checkbox"/> Renewal/ Replacement							
<input type="checkbox"/> New Project	<input checked="" type="checkbox"/> Enhancement/ New							
<b>Operating Budget Impact:</b>								
Click here to enter text.								
<b>Comments:</b>								
This project combined the Gravity Thickener, Digester, and Sludge Control Building Upgrades (\$3.5M) and the Nutrient Recovery/Side Stream Treatment Project (\$3M in FY19 and 2M in FY20) for a total of \$8.5M								
<b>Estimated Project Cost(s)</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Planning, Design, & Engineering	1,000,000							\$ 1,000,000
Land Acquisition								\$ -
Construction		7,500,000						\$ 7,500,000
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	<b>\$ 1,000,000</b>	<b>\$ 7,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,500,000</b>
<b>Project Funding</b>	<b>Prior Years</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Future</b>	<b>Total Cost</b>
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues	1,000,000	7,500,000						\$ 8,500,000
Water Revenues								\$ -
<b>Total Project Funding</b>	<b>\$ 1,000,000</b>	<b>\$ 7,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,500,000</b>

<b>Department:</b> <u>Public Works</u>		<b>FY20 - FY24 CIP</b>	
<b>Project Category:</b> <u>Utilities</u>		<b>Project Title:</b> <u>WRF - Water Reuse Facilities Plan</u>	
<b>Project Description/Location:</b>			
Plan to send WRF discharge to a wetlands/storage facility and reuse water in an irrigation ditch.			
<b>Justification:</b>			
The Water Reclamation Facility (WRF) permitted discharge of nitrogen and phosphorus is expected to decrease. This decrease would required the addition of coagulation, flocculation, and filtration at the end of the WRF. The effluent of the filters would then be put back into the river and not beneficially reused. The facilities plan will pursue reuse and storage at the Sindelar property located on the northeast end of billings. At the Sindelar property, additional wetlands treatment will occur before discharge to an irrigation ditch. The plan will compare costs and environmental impact with those of effluent filtration and make recommendations for future improvements. Failure to initiate action on one of these alternatives will ultimately cause the City of Billings to violate the Montana Pollution Discharge Elimination Permit (MPDES) and the Federal Clean Water Act.			
<b>CIP Status</b> <input type="checkbox"/> Modify Existing <input checked="" type="checkbox"/> New Project		<b>Project Type</b> <input type="checkbox"/> Renewal/ Replacement <input checked="" type="checkbox"/> Enhancement/ New	
<b>Operating Budget Impact:</b>			
Click here to enter text.			
<b>Comments:</b>			
It is anticipated that the results of this plan will determine the next phase of WRF improvements which could be on the order of \$60M. This is not reflected in the budgeting below due to the many unknowns. This plan will identify the costs and provide a recommended direction.			

Estimated Project Cost(s)	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Planning, Design, & Engineering		250,000						\$ 250,000
Land Acquisition								\$ -
Construction								\$ -
Equipment								\$ -
Other								\$ -
<b>Total Project Cost</b>	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000

Project Funding	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	Total Cost
Arterial Fees								\$ -
Developer Contributions								\$ -
Gas Tax								\$ -
Gas Tax - BAARSA								\$ -
Landfill Revenues								\$ -
Revenue Bond/Loan								\$ -
SID Bond								\$ -
Sidewalk Bond								\$ -
Solid Waste Collection Revenues								\$ -
Storm Drain Assessments								\$ -
Street Maintenance Fees								\$ -
TIFD Revenues								\$ -
Wastewater Revenues		250,000						\$ 250,000
Water Revenues								\$ -
<b>Total Project Funding</b>	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000



# **NON-ROUTINE CAPITAL**

## **NON-ROUTINE CAPITAL**

The pages in this section include all the non-routine capital in the current budget. Each project item includes the cost, funding source(s), and increase in operating costs if there are any. Also included are any anticipated savings or revenue generation.

## Non-Routine Capital Projects

### AIRPORT DIVISION

#### **Terminal Building Expansion – Concourse**

Purpose of Project: The Airport plans to expand the Terminal Building Concourse to accommodate more passengers, enhance customer amenities, increase the size of the screening area, and increase the number of available passenger loading bridges. A phased approach is planned to complete the expansion.

Phase I construction includes the west end gate stairwell and elevator vestibule and mid-terminal support columns for the new roof and skylight, and is to be completed in FY20. Phase II construction includes the western portion of the new concourse, new screening area, new concession spaces, and the Great Room area in the center of the concourse, and will be completed in FY21. Phase III construction includes the eastern portion of the concourse and remodels some of the interior lobbies. Phase III will be completed in FY23.

Project Cost/Funding Source(s):	\$40,000,000 – Funding is anticipated from a number of sources including Passenger Facility Charges, Federal Airport Improvement Program grants, local Airport funding, and Airport Revenue Bonds.
Additional/Increased Operating Costs:	On-going heating, cooling, and electric costs will be mitigated by the use of energy efficient lighting and environmental control systems.
Anticipated Savings/Revenue Expected:	Additional space may increase Terminal Building rents paid by the airlines, as well as additional concession revenue from gift shops, restaurants, and lounges.

## **PUBLIC WORKS DEPARTMENT**

### **Lead Service Line Replacement Project**

Purpose of Project: Replacement of various lead service lines located within the city of Billings.

Project Cost/Funding Source/Sources:	\$750,000 – Water Revenues
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

### **West End Water Treatment Plant**

Purpose of Project: Preliminary design of new west-end water treatment plant.

Project Cost/Funding Source/Sources:	\$500,000 – Water Revenues
Additional/Increased Operating Costs:	Undetermined
Anticipated Savings/Revenue Expected:	Undetermined

### **West End Reservoir/City Lakes**

Purpose of Project: Design of new west end reservoir.

Project Cost/Funding Source/Sources:	\$3,000,000 – Water Revenues
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

### **Logan Reservoir Recoating/Exterior Painting**

Purpose of Project: Recoating and exterior painting of the water reservoir located on top of the rims near the airport.

Project Cost/Funding Source/Sources:	\$900,000 – Water Revenues
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

**Walter Pump Station Pumps**

Purpose of Project: Two new pumps for the Walter Pump Station.

Project Cost/Funding Source/Sources:	\$1,600,000 – Water Revenues
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

**Utility Service Center Reconstruction**

Purpose of Project: Renovation of the service center building.

Project Cost/Funding Source/Sources:	\$1,500,000 – Water Revenues \$ 200,000 – Wastewater Revenues
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

**Water Pressure Zone Interconnection**

Purpose of Project: Providing infrastructure to allow the sharing of water between pressure zones.

Project Cost/Funding Source/Sources:	\$3,500,000 – Water Revenues
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

**Water Treatment Plant Electrical Improvements**

Purpose of Project: Replace power lines, switches, and transformers at Water Treatment Plant and pump stations.

Project Cost/Funding Source/Sources:	\$650,000 – Water Revenues
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

**Water System Security Monitoring Equipment**

Purpose of Project: Upgrade the water system security cameras.

Project Cost/Funding Source/Sources: \$220,000 – Water Revenue

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

**Biogas Recovery System**

Purpose of Project: Project to recover renewable, methane biogas the Water Reclamation Facility.

Project Cost/Funding Source/Sources: \$200,000 – Wastewater Fees

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

**Influent Lift Station**

Purpose of Project: Construct an influent pump station upstream of the Water Reclamation Facility.

Project Costs/Funding Source/Sources: \$1,600,000 – Wastewater Fees

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

**Lake Hills Lift Station Rehabilitation**

Purpose of Project: Upgrade existing lift station. Convert existing lift station from a dry well/wet well system to a wet well system. Utilize existing pumps; install new controls and standby generation.

Project Costs/Funding Source/Sources: \$300,000 – Wastewater Fees

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

**Lloyd Mangrum Lift Station Rehabilitation**

Purpose of Project: Upgrade existing lift station. Install new power service, controls, and pumps at sanitary sewer lift station.

Project Costs/Funding Source/Sources: \$350,000 – Wastewater Fees

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

**Secondary Pump Station Pump Motors**

Purpose of Project: Replacement of two pumps at the secondary pump station.

Project Costs/Funding Source/Sources: \$130,000 – Wastewater Fees

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

**Wastewater Master Plan**

Purpose of Project: Plan to evaluate wastewater system and determine needed improvements for the future.

Project Cost/Funding Source/Sources: \$250,000 – Wastewater Fees

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

**Wastewater Process Equipment Installation**

Purpose of Project: Install various wastewater process equipment, including a fourth screen in the Headworks building, ultraviolet disinfection unit in the UV Building, and air flotation thickener equipment.

Project Costs/Funding Source/Sources: \$750,000 – Wastewater Fees

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

**Nutrient Recovery and Biosolids Upgrade**

Purpose of Project: Project to recover nutrients and upgrade the biosolids process at the Water Reclamation Facility (WRF).

Project Costs/Funding Source/Sources: \$7,500,000 – Wastewater Fees

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

**Water Reuse Facilities Plan**

Purpose of Project: Plan to send WRF discharge to a wetlands/storage facility and reuse water in an irrigation ditch.

Project Cost/Funding Source/Sources: \$250,000 – Wastewater Fees

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

**Stormwater Master Plan Implementation**

Purpose of Project: Regional improvements to the storm drain system.

Project Cost/Funding Source/Sources: \$1,400,000 – Storm Sewer

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

**32nd Street West - King Ave West to Gabel Road**

Purpose of Project: Design for the reconstruction of 32nd Street West from King Ave W to Gabel Road.

Project Costs/Funding Source/Sources: \$400,000 – Arterial Fee

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None



**Monad and 19th/20th Street West Intersection**

Purpose of Project: Improvements to the intersections of 19th/Monad and 20th/Monad.

Project Cost/Funding Source/Sources:	\$3,000,000 – Arterial Fee
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

**Hallowell Lane Improvements**

Purpose of Project: Design for improvements to Hallowell, including improved storm drainage, addition of pedestrian facilities, and asphalt resurfacing.

Project Cost/Funding Source/Sources:	\$300,000 – TIFD Revenues
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

**King Avenue East Improvements**

Purpose of Project: Improve King Ave E from Orchard Lane to Jackson Street.

Project Cost/Funding Source/Sources:	\$1,150,000 – TIFD Revenues \$200,000 – Water Revenues
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

**CNG Fueling Station**

Purpose of Project: Increase pump capacity and create a fast fuel for CNG trucks.

Project Cost/Funding Source/Sources:	\$1,000,000 – Solid Waste Revenues
Additional/Increased Operating Costs:	Undetermined
Anticipated Savings/Revenue Expected:	Undetermined

**Landfill Lower Half Phase 3 Closure**

Purpose of Project: Construction of the landfill closure cap identified as the bottom half of Phases 3 Closure in the 2006 Master Plan.

Project Cost/Funding Source/Sources: \$640,000 – Solid Waste Revenues

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

**Landfill Slope Stabilization Project**

Purpose of Project: Stabilization of the slopes at the north end of Billings Regional Landfill.

Project Cost/Funding Source/Sources: \$1,800,000 – Solid Waste Revenues

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

**Solid Waste Modifications to the Billings Operation Center (BOC)**

Purpose of Project: Design to modify the BOC for Solid Waste to utilize space more efficiently.

Project Cost/Funding Source/Sources: \$200,000 – Solid Waste Revenues

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	2014	2015	2016	2017	2018
<b>Demographic:</b>						
Area in Square Miles	FY	42.0	42.5	43.0	42.9	43.0
Population**	CY	109,059	108,869	110,263	110,323	109,642
Per Capita Personal Income**	CY	42,417	42,606	46,052	47,148	49,760
Median Age**	CY	36.8	38.3	38.1	38.1	38.3
School Enrollment	FY	16,328	16,120	16,644	16,648	16,649
<b>Infrastructure:</b>						
Miles of Streets	CY	530	537.8	545.1	545.6	545.6
Miles of Alleys	CY	123.6	124.2	124.2	124.7	124.7
Miles of Highway/Interstate	CY	19	19	19	19	19
Street Light Maint. Dist.	FY	186	187	192	185	194
No. of Street Lights	FY	8,239	8,376	8,480	8,202	8,533
Miles of Storm Sewer	CY	213.8	232.0	219.0	264.0	270.0
No. of Fire Hydrants (per PUD)	FY	4,357	4,392	4,405	4,211	4,517
New Special Improvement Districts	CY	3	5	1	1	8
New Private Contract Projects	CY	23	15	14	9	N/A*
<b>Fire Protection:</b>						
No. of Stations	CY	7	7	7	7	7
No. of Firefighters/Officers Dispatchers	FY	146.5	145.1	144.8	153.8	155.8
No. of Dispatched Calls	CY	11,989	N/A <sup>1</sup>	13,263	13,880	14,441
No. of Fire Inspections	CY	1,553	2,027	1,043	2,516	1,058
<b>Police Protection:</b>						
No. of Stations	CY	1	1	1	1	1
No. of Police Officers	FY	141	141.4	142	150	145
No. of Dispatched Calls	CY	66,111	68,817	78,484	88,447	95,214
No. of Arrests	CY	10,214	10,064	11,942	12,084	11,011
No. of Traffic Violations	CY	24,813	15,460	17,068	24,463	23,973
No. of Traffic Accidents	CY	3,988	3,845	2,518	2,521	2,395
<b>Animal Control:</b>						
No. of Animals Processed	CY	4,133	3,829	3,706	4,039	4,057
No. of Licenses Issued	CY	4,552	4,479	5,221	5,332	5,001
No. of Citations Issued	CY	905	868	996	868	1,262
No. of Complaints Received	CY	5,507	5,349	5,602	5,464	5,646

\* Not Available for this year.

\*\* Figures are estimates

<sup>1</sup> A new system was implemented during the year, so an accurate number cannot be given for FY15.

**City of Billings - Statistical Information: Continued**

<b>Activity</b>	<b>Report Period</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
<b><i>Municipal Water:</i></b>						
No. of Consumers	FY	30,113	30,326	30,651	30,311	31,435
Average Daily Consumption	FY	21	21	21.5	21.3	22.0
Maximum Daily Capacity (millions of gallons)	FY	60	60	60	60	60
Miles of Water Mains	FY	468	476	468	481	487
<b><i>Municipal Wastewater:</i></b>						
No. of Customers	FY	33,357	33,894	34,292	34,543	35,302
Average Daily Treatment	FY	16	16	15	16	18.7
Maximum Daily Capacity (millions of gallons)	FY	26	26	26	26	26
Miles of Sanitary Sewers	FY	488	497	494.5	499.0	502.0
<b><i>Solid Waste:</i></b>						
No. of Residential Customers	FY	33,127	35,623	31,721	31,874	32,055
No. of Commercial Customers	FY	4,136	2,900	2,559	2,624	2,603
Total Customers	FY	37,263	38,523	34,280	34,498	34,658
No. of Landfill Trips	FY	165,729	146,635	140,007	154,894	151,795
<b><i>Building</i></b>						
Residential Permits	CY	510	553	461	461	468
Remodel/Addition Permits	CY	765	763	779	596	456
Commercial Permits	CY	68	87	73	67	71
Remodel/Addition Permits	CY	310	264	359	349	357
Total Number Permits	CY	1,653	1,667	1,672	1,473	1,352
New Residential Valuation	CY	\$ 124.1	\$ 144.8	\$ 86.7	\$ 100.6	\$ 121.0
Remodel/Addition Valuation	CY	7.8	6.8	9.6	7.4	8.1
New Commercial Valuation	CY	47.3	67.8	82.8	66.3	95.2
Remodel/Addition Valuation	CY	50.9	49.0	66.1	51.0	58.5
Total Permit Valuation		\$ 230.1	\$ 268.4	\$ 245.2	\$ 225.3	\$ 282.8
<b><i>Airport Activity:</i></b>						
No. of Enplanements	CY	428,578	428,940	431,499	425,691	451,564
Tons of Freight Handled	CY	30,514	34,225	32,899	34,105	40,740
Tons of Mail Handled	CY	3,362	1,377	941	886	839
No. of Crash/Fire Responses	CY	130	161	150	189	146
<b><i>Transit Activity:</i></b>						
No. of Miles Traveled	FY	853,576	802,087	824,278	828,026	835,366
Ridership	FY	671,804	597,288	568,140	504,020	500,980
Wheel Chair Ridership	FY	24,522	21,604	21,817	22,536	23,657
<b><i>Fleet Services:</i></b>						
Preventive Maintenance Orders	FY	2,038	2,205	2,025	1,986	2,045
Other Repair Orders	FY	5,539	5,420	5,213	5,307	5,857
Total Repair Orders	FY	7,577	7,625	7,238	7,293	7,902
Maintenance Hours Charged	FY	19,882	20,346	19,578	19,883	20,050
Fuel Consumption (Gallons)	FY	889,839	878,969	864,255	823,077	868,896

**City of Billings - Statistical Information**

Activity	Report Period	2014	2015	2016	2017	2018
<b>Municipal Cemetery:</b>						
No. of Spaces Occupied	FY	24,977	25,050	25,115	25,205	25,273
No. of Spaces Un-Occupied	FY	6,578	6,505	6,440	6,350	6,282
Total Spaces	FY	31,555	31,555	31,555	31,555	31,555
No. of Full Burials	FY	43	40	39	55	34
No. of Cremation Burials	FY	67	70	69	69	70
Total Burials	FY	110	110	108	124	104
<b>Municipal Parking Garages:</b>						
No. of Parking Garages	FY	4	4	4	4	4
No. of Available Spaces	FY	1,843	1,817	1,817	1,817	2,000
No. of Leased Spaces	FY	1,535	1,509	1,509	1,509	1,513
No. of Shopper Spaces	FY	308	308	308	308	293
No. of Other Spaces	FY	N/A	N/A	N/A	N/A	194
<b>On-Street Parking:</b>						
No. of Parking Meters	FY	802	791	791	791	724
<b>Off-Street Parking Lots<sup>1</sup></b>						
No. of Parking Lots	FY	N/A	5	5	5	5
No. of Lot Meters (includes multi-space meter)	FY	N/A	111	111	111	108
No. of Leased Lot Spaces	FY	N/A	29	29	29	29
<b>City Parks:</b>						
Developed Acres	FY	1,183	1,183	1,201	1,204	1,204
Undeveloped Acres	FY	290	290	282	279	279
Natural Park Acres	FY	1,170	1,170	1,167	1,213	1,213
Total Park Acres	FY	2,580	2,580	2,650	2,696	2,696
<b>City/County Library:</b>						
No. of Volumes	FY	217,668	211,176	217,793	235,193	239,666
No. of Annual Circulations	FY	858,177	893,283	912,287	896,270	851,361
<b>City Recreation:</b>						
No. of Recreation Programs	FY	512	519	524	528	531
No. of Participants	FY	75,250	75,336	75,642	75,908	75,983
<b>Legal /Judicial:</b>						
Warrants Reviewed	FY	7,377	6,594	6,808	8,362	3,486
Appeals to Higher Court	FY	19	14	20	40	18
<b>Financial Activity:</b>						
Investment Rate of Return	FY	0.39%	0.60%	0.80%	0.80%	1.10%
No. of New Businesses	FY	N/A <sup>2</sup>	N/A <sup>2</sup>	1,105	921	957
No. of Renewal Businesses	FY	N/A <sup>2</sup>	N/A <sup>2</sup>	5,422	5,426	5,414
Total Businesses	FY	N/A <sup>2</sup>	N/A <sup>2</sup>	6,527	6,347	6,371

<sup>1</sup> New statistic beginning in FY15.

<sup>2</sup> 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)**

	2018			2009		
	<u>Number of Employees <sup>1</sup></u>	<u>Rank</u>	<u>Percentage of Total City Employment <sup>2</sup></u>	<u>Number of Employees <sup>1</sup></u>	<u>Rank</u>	<u>Percentage of Total City Employment <sup>3</sup></u>
<b>Employer</b>						
Billings Clinic	4,000	1	4.91%	3,275	1	4.13%
School District #2	2,500	2	3.07%	2,017	3	2.54%
St. Vincent Healthcare	1,704	3	2.09%	2,156	2	2.72%
Stillwater Mining Company	1,410	4	1.73%	1,300	4	1.64%
City of Billings	917	5	1.13%	897	5	1.13%
Wells Fargo	851	6	1.04%	774	7	0.98%
Wal Mart	848	7	1.04%	816	6	1.03%
Yellowstone County	731	8	0.90%	670	8	0.85%
St John's Lutheran Home	709	9	0.87%	-	-	-
Montana State University-Billings	565	10	0.69%	500	9	0.63%
Avitus Group	N/A	-	-	472	10	0.60%
<b>Total</b>	<u>14,235</u>		<u>17.47%</u>	<u>12,877</u>		<u>16.25%</u>

Sources and other information:

<sup>1</sup> Information obtained from each individual company. Numbers given may be estimates.

<sup>2</sup> Montana Research and Analysis Bureau, State of Montana. Based on 82,325 employees in the greater Billings Metro Area.

<sup>3</sup> Based on 81,209 employees in the greater Billings Metro Area.

**CITY OF BILLINGS, MONTANA**  
**Principal Property Taxpayers**  
**June 30, 2017 and Ten Years Ago**  
**(Unaudited)**

Taxpayer	Tax Year 2017			Tax Year 2008		
	Taxable Value	Rank	Percentage of Total Taxable Value	Taxable Value	Rank	Percentage of Total Taxable Value
Northwestern Energy	\$ 10,480,820	1	5.4%	\$ 6,583,031	1	4.3%
Montana Dakota Utilities	3,039,528	2	1.6%	1,456,447	3	0.9%
Verizon Wireless	1,219,749	3	0.6%	472,279	9	0.3%
AT&T Communications	962,226	4	0.5%	690,824	6	0.5%
Wal-Mart Real Estate	879,057	5	0.5%	614,805	7	0.4%
Centurylink Inc	864,156	6	0.4%	-		0.0%
Rimrock Owner LP	809,989	7	0.4%	-		0.0%
Sisters of Charity of Leavenworth	796,249	8	0.4%	-		0.0%
Charter Communications	689,922	9	0.4%	-		0.0%
Scheels All Sports Inc	654,655	10	0.3%	-		0.0%
Sky West Airlines	-		0.0%	418,800	10	0.3%
Qwest Corp	-		0.0%	3,486,827	2	2.3%
Macerich Rimrock Limited Partner	-		0.0%	881,286	4	0.6%
IRET Properties	-		0.0%	500,774	8	0.3%
Western Sugar Co.	-		0.0%	702,581	5	0.5%
Total	<u>\$ 20,396,351</u>		<u>10.5%</u>	<u>\$ 15,807,654</u>		<u>10.3%</u>
Total taxable value	\$ 193,797,788			\$ 153,347,183		

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.

### **AFT**

AFT refers to Air Flotation Thickener.

### **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 firefighting 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.

**MPDES**

MPDES stands for Montana Pollution Discharge Elimination Process.

**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).

