# CITY OF Billings

FISCAL YEAR **2021** Operating Budget

+FIVE YEAR CAPITAL IMPROVEMENT PLAN

# About the Cover

This year's cover introduces the new and improved City of Billings' logo and brand.

The City of Billings has been deemed the Star of the Big Sky Country and is best known for several natural wonders that our beautiful City is built around.  As a committee, it was decided that the new logo should, in turn, be built around these famous features. Most prominent among them are, of course, the Yellowstone River, the Rimrocks and the Yellowstone Valley that they oversee.

The Committee, as a whole, is very pleased with the design and are very excited to present to you the new unified brand of the City of Billings.

# Table of Contents


## Introduction

2 Budget Message

29 City Organizational Chart

Budget Highlights By Fund

38 General Fund

## Special Revenue Funds

55 Public Safety Fund

56 South Tax Increment Fund

57 East Tax Increment Fund

58 North 27th Street Tax Increment Fund

59 Gas Tax Fund

60 Building Inspection Fund

61 Street & Traffic Fund

62 Fire Programs Fund

63 Emergency Operating 911 Fund

64 City-County Planning Fund

65 City Attorney Grants Fund

66 Municipal Court Grants Fund

67 Police Programs Fund

72 City-County Library Fund

73 Community Development Grants Fund

78 Parks Programs Fund

79 Downtown Revolving Loan Program

80 Cemetery Improvements Fund

81 Animal Control Donations

82 Street Maintenance Districts Fund

## Special Revenue Funds Continued


83 Street Light Maintenance Districts Fund
84 Storm Sewer Fund
85 Park Maintenance Districts Fund
86 Park District 1 Fund
87 Arterial Street Fees Fund
88 Amend Park Fund
89 Ballfield/Stadium Donation Fund
90 Road Maintenance Fund
91 Sidewalk Hazard Fund
92 Ballpark Repair Fund


## Debt Service Funds


99 Special Improvement Districts
100 Series 2010 Parks Fund
102 Series 2004A Street Improvements Fund
104 Storm Sewer Debt Fund
106 Sidewalk & Curb Districts Fund
107 Series 2015 Refunding Baseball Field & Stadium Fund
109 Series 2012 Library Fund


## Capital Projects Funds


117 Urban Renewal Property Acquisition Fund
118 Sidewalk and Curb District Fund
119 Special Improvement Districts Fund
120 Capital Replacement Fund
121 Dog Park Construction Fund
122 Park Construction Fund

## Enterprise Funds

129 Water Fund
130 Wastewater Fund
131 Parking Fund
132 Solid Waste Fund
133 Airport Fund
134 Transit Fund

## Internal Service Funds

141 Fleet Services Fund
142 Central Services Fund
143 Information Technology Fund
144 City Health Fund
145 Central Telephone Services Fund
146 Radio Communications Fund
147 Property Insurance Fund
148 Facilities Maintenance Fund
149 Public Works Administration Fund
150 Public Works Engineering Fund

## Permanent Fund

155 Cemetery Perpetual Care Fun

## Business Improvement Districts

157 Downtown Business Improvement District
161 Tourism Business Improvement District

# Department Budget Overviews


174 Administration
176 City Clerk
178 Facilities Management
181 Fleet Services
185 Mayor and City Council
187 Non-Departmental
188 Parking
194 Aviation / Transit
204 Finance
209 Urban Renewal Districts
216 Fire
226 Human Resources
230 Information Technology
239 Legal
246 Library
251 Municipal Court
255 Planning, Building, Community Development, Zoning and Code Enforcement
271 Police
277 Parks, Recreation and Public Lands
285 Public Works
323 Capital Improvement Plan
487 Non-Routine Capital Projects
495 Statistical Information
501 Glossary

GOVERNMENT FINANCE OFFICERS ASSOCIATION

# *Distinguished Budget Presentation Award*

**PRESENTED TO**

## City of Billings

## Montana

For the Fiscal Year Beginning

**July 1, 2019**

Christopher P. Morrill

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.

# Introduction

June 23, 2020

Honorable Mayor and City Council Members:

It is a privilege to present the City of Billings Fiscal Year 2021 (FY21) Operating and Capital budget. The effective date of this budget is July 1, 2020, and runs through June 30, 2021. Adopting the budget is one of the most significant policy decisions the Council makes annually. City staff have spent many hours discussing issues with the City's leadership team before proposing the budget to City Council on May 4, 2020.

During the development of the proposed FY21 budget, Billings and our Nation are experiencing a global pandemic. The COVID-19 pandemic caused "stay at home" orders throughout the world including Montana, which became effective March 28, 2020. It is too early to fully understand the economic impact, however we know it will be significant.

## Accomplishments in Fiscal Year 2020 (FY20)

The City experienced moderate growth in Fiscal Year 2020, as evidenced by the City's property tax revenue, which increased 3% (estimated as of 3/31/2020) from Fiscal Year 2019. During calendar year 2019 the City issued 427 new construction permits with a total value of $136 million. In the short-term, growth is critical to the City overcoming 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 in the FY20 budget were:

| | |
|---|---|
| Airport Terminal Project | $40 million |
| Police Evidence Building | $3.8 million |
| Street & Transportation Projects | $14 million |
| Water & Wastewater Infrastructure Projects | $33.8 million |

## Council Adopted Goals

On March 9, 2020, 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 FY21.

**HIGH**

- **Improve the safety of Billings**
  - Adopt Public Safety Mill Levy (PSML) Ordinance for 2020 ballot measure
  - Educate the community on the impacts of the PSML
  - Implement 911, PD, FD, Code Enforcement, Legal, Municipal Courts strategies to improve safety

  - Resolve criminal justice system facility space deficiencies
  - Adopt spa/massage parlor business license ordinance
  - Pursue supplemental funding sources (Impact fees, increase cost of fines, BUFSA)
  - Support critical partnerships w/Substance Abuse Connect, Yellowstone County, and Continuum of Care partnership
  - Continue improving "Safe Routes to Schools"
- **Complete Project Re-Code**
- **Complete Airport Terminal Reconstruction Project (2023)**
- **Advance West-End Reservoir and Water Treatment Plant Projects** (reservoir 2022/H2O 2024)
- **Create a Park Development Fund**
- **Improve Communication with our citizens**
  - Create a Public Information Officer position for the City
  - Overhaul City Website
- **Approve 2021 Legislative Agenda/Priorities**
- **Implement Lean Six Sigma/Continuous Improvement program**

**MEDIUM**

- **Improve Intergovernmental Collaboration**
- **Stimulate Downtown Revitalization**
  - Improve legislative tools
  - Implement downtown transportation study/one-way conversion plan
  - Install traffic light N 27th/MT Ave
- **Complete the Cost of Services Study**
- **Resolve Heights Water Issues**
- **Improve Transportation/Land-use System**
  - Advance Billings Bypass Interchange project – including adjacent land use and utility extension plans and Targeted Economic Development District (TEDD)
  - Inner Belt Loop – including adjacent land use and utility extension plans
- **Improve city parks and trails system**
  - Complete - Centennial Park improvements Phase I
  - Adopt - Coulson Park Master Plan
  - Adopt Castlerock Park Master Plan
  - Advance Poly Vista Park partnership w/Landan's Legacy Foundation
  - Advance Marathon Loop
- **Determine scope of the South Billings Recreation Center**

## The Financial Forecast

During the development of the proposed FY21 budget, Billings, Montana and our Nation are experiencing a global pandemic. The COVID-19 pandemic caused "stay at home" orders throughout the world including Montana, which became effective March 28, 2020. It is too early to fully understand the economic impact however we know it will be significant. Therefore, for FY21, the City is estimating no increase in the taxable value

at the City. This means tax revenues are estimated to remain mostly flat when compared to FY20. In FY20, City Council levied 160.02 mills, while in FY21 City staff estimate the mills to decrease to 159.84. The reduction is a result of the final General Obligation debt payment on the GO Parks project from 2000. The actual number of mills needed for FY21 will not be known until the City receives its certified taxable value from the State of Montana.

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 2020, 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. $2.53 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 $4.7 million of existing reserves to balance the budget. This is not sustainable.

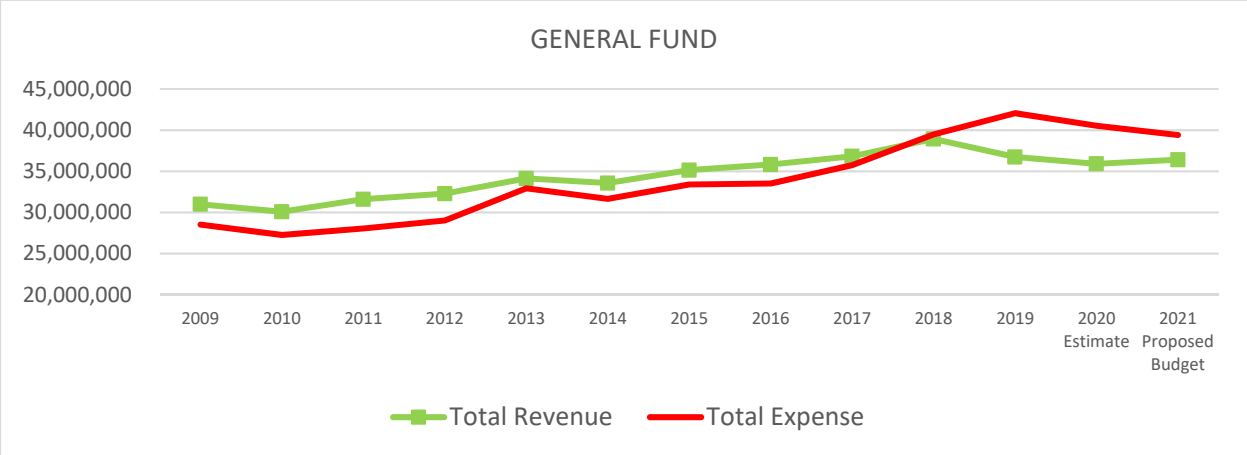
The City has spent the past eighteen months developing a plan to resolve the budget imbalance while at the same time vetting strategies to accomplish our number one priority to improve the safety of Billings. Over the past two fiscal years the City has used $9.6 million dollars in reserves ($5.3M in FY19 and $4.3M FY20). Of this $9.6 million, only $2.0 was spent on capital to develop Centennial Park.

There are three primary ways the City can resolve this financial structural imbalance:

One – we can cut expenditures in the General Fund and Public Safety Fund by ~$5M. This cannot be accomplished without reducing the City's workforce by roughly 58 full time positions. The entire capital budget for the GF and PSF equal $300,000.

Two – shift eligible parks, recreation, cemetery and public lands expenses out of the GF and over to Park District One.

Three – take a public safety levy to the voters during the fall of 2020.



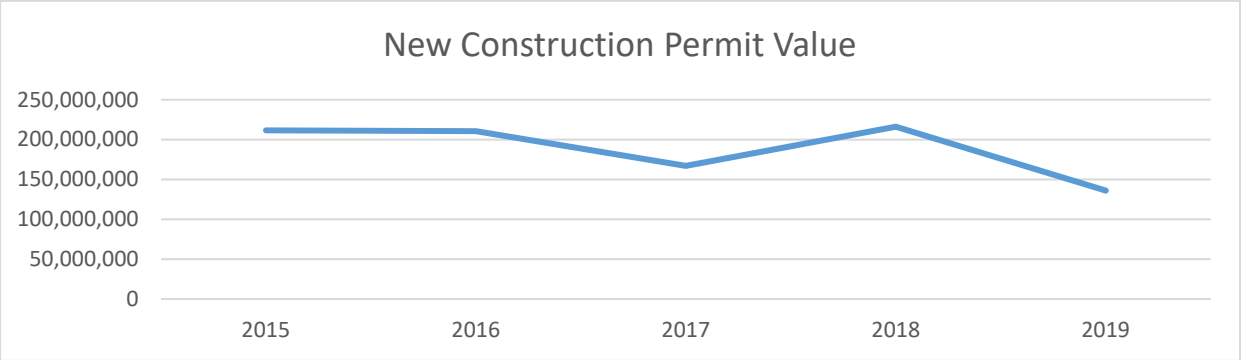
The General Fund adopted budget increased in FY21 to $42.4 million from $42.3 million in FY19; this was mainly a result of the addition of one attorney to our City Legal Department, a shift of $1M of parks and forestry expenses out of the General Fund and into Park District 1. Additionally, there was a reduction in the proposed budgets from the Police, Fire, and Parks and Recreation departments totaling ~$768K and an increase in parks and recreation fees generating about $93K in additional revenue.

Overall, the FY21 budget decreased to $316 million from $376 million in FY20. This decrease is due to a reduction in Capital projects, primarily the majority of the Airport Terminal Remodel.

Other property tax supported funds (Planning, Library, MET Transit) will also continue to struggle to match expenses to available funding.

## Significant changes during the past 12 months

Our Building Inspection division has experienced good growth over the past few years, however in 2019 this trend declined. The major decline in value was seen within the commercial construction industry. Residential and multi-family remain strong when compared to prior years. When reviewing preliminary data for Q1 2020, it appears that much of this decline may be related to timing, rather than a true decline in commercial permits.




## Staffing Level Changes

The FY21 budget includes 4 new staff.

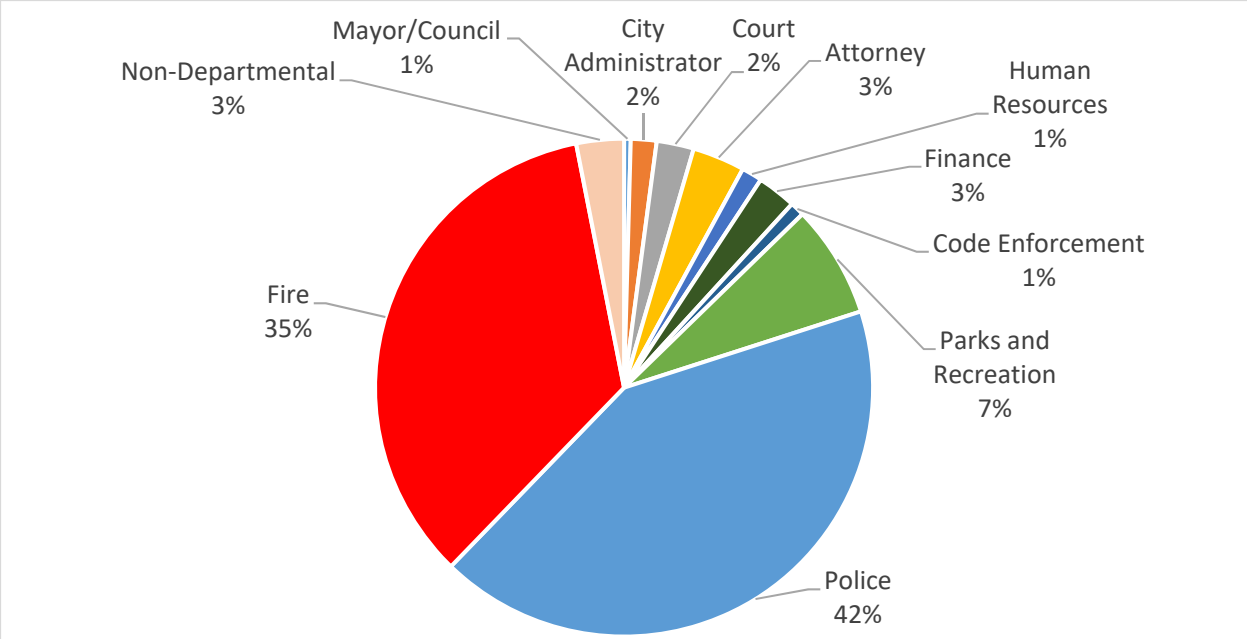
| Department | Position | FTE |
|---|---|---|
| Public Works | Solid Waste Maintenance Workers | 2.0 |
| Building | Plumbing Inspector | 1.0 |
| Legal | Prosecutor | 1.0 |

## 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.

The General Fund has been operating at a deficit since 2019, using reserves to balance the budget. The FY2021 adopted budget shifts $1M of Parks and Forestry costs out of the General Fund and into the Park District 1 (PD1) fund. This will ease the burden on the General Fund, but will not eliminate the need for additional adjustments in the future. This shift in eligible expenses, increases PD1 from $2M to $3M annually. The adopted budget is using $4.7M of reserves to balance the budget. The City Council is asking voters to consider a mill levy September 15, 2020 that will repeal and replace the 2004 Public Safety mill levy. If the voters approve the 2020 Public Safety Levy, the General and Public Safety Funds should see an additional $4M in revenue reducing our dependence on reserves to ~$700K for FY21. If the voters do not approve the mill levy, the General Fund will use ~$4.7M of reserves to balance the FY21 budget.

| Department | FY21 Adopted | FY 20 Adopted |
|---|---|---|
| Mayor/Council | $ 264,919 | $ 261,042 |
| City Administrator | 1,028,702 | 906,846 |
| Court | 1,479,095 | 1,493,143 |
| Attorney | 2,092,530 | 1,891,799 |
| Human Resources | 825,565 | 826,205 |
| Finance | 1,552,163 | 1,527,061 |
| Code Enforcement | 575,602 | 564,362 |
| Parks and Recreation | 4,497,703 | 5,617,665 |
| Police | 25,925,826 | 26,737,516 |
| Fire | 21,303,438 | 20,973,126 |
| Non-Departmental | 1,895,897 | 1,864,686 |
| **Total** | **$ 61,441,440** | **$ 62,663,451** |

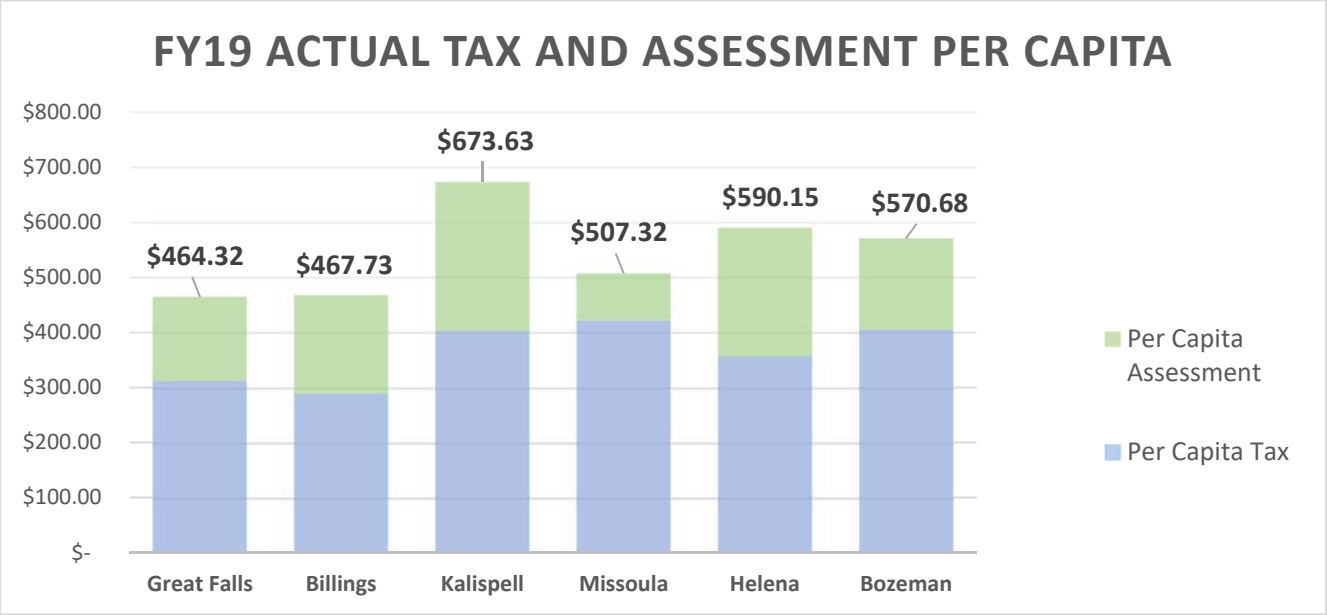


FY 21 Adopted General Fund and Public Safety

As shown in the above graph, the criminal justice system equates to ~48% (PD, Code Enforcement, Courts & Prosecution) and Fire services are equal to 35%. Therefore, public safety expenditure of $51 million represent ~83% of the General Fund and Public Safety Fund spending. This percentage has increased, as a portion of the Parks Department ($1 million), has been moved to the Park District 1 fund, and is proposed to be funded through an increased special assessment. Six other departments/divisions comprise the balance of the expenditures.

## Mill Levy Comparisons:

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. We have compiled the mix of assessments and taxes among cities throughout the State of Montana to provide the following comparison of assessments and taxes per capita in each of the 6 major cities in Montana. Billings ranks 5th among the major cities in Montana for the lowest per capita revenue. A further discussion of special assessments in Billings can be found below.




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). The FY20 Adopted Budget, with a total levy of 160.02 mills, positioned Billings in 6th place compared to other cities. The table below shows the city tax levy for a number of communities in Montana.

| City | 2018 Estimated Pop. | FY20 Mills | Levy Rank | As a % of Billings |
|---|---|---|---|---|
| **Missoula** | 74,428 | 237.24 | 1 | 148% |
| **Bozeman** | 48,532 | 209.15 | 2 | 131% |
| **Great Falls** | 58,701 | 200.78 | 3 | 125% |
| **Kalispell** | 23,938 | 193.30 | 4 | 121% |
| **Helena** | 32,315 | 169.08 | 5 | 106% |
| **Billings** | **109,550** | **160.02** | **6** | **100%** |

## Residential City Property Taxes for FY20 and FY21

In total, the budget estimates a levy of 159.84 mills on all taxable property within the city limits. This will generate $39 million and cost the median homeowner $455 dollars per year; a slight reduction from the prior year. The median home cost per mill is $2.85. The FY21 tax reduction is attributable to the final debt payment being made on the 2000 General Obligation Park Debt, which will no longer need to be assessed.

| Assessed Market Value | FY20 Taxable Value | FY20 City Tax Levy = 160.02 mills | FY21 Estimated City Tax Levy = 159.84 |
|---|---|---|---|
| Median Home $211,000 | 2,848.50 | $ 455.82 | $ 455.30 |
| $300,000 Home | 4,050.00 | $ 648.08 | $ 647.35 |

## General Taxes - Cost per Mill

For FY21, due to a decline in building permit issuance and the 2-year reappraisal cycle (occurring in FY22), we are estimating a 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. At this time, it is too early to predict what impact the economic changes due to COVID19 will have on property tax values. Actual valuation of the City will not be available until August 2020.

## 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. City Council has made adequate funding of infrastructure a priority, and continued to maintain inflationary increases for FY21.

| Assessment District | FY 20 Annual Assessment - Median Home | FY 21 Annual Assessment - Median Home |
|---|---|---|
| Street Maintenance | 125.16 | 127.53 |
| Storm Sewer | 45.94 | 46.81 |
| Arterial Construction | 51.36 | 52.42 |
| Citywide Park District 1 | 27.53 | 41.30 |
| **Total** | **$249.99** | **$268.06** |

## 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 $3.07 additional each month. A majority of this increase is being used to help fund the construction of an additional water reservoir and treatment plant on the city's west end.

| Average Residential Customer | Adopted FY20 Monthly Bill | Proposed FY21 Monthly Bill |
|---|---|---|
| Water | $44.17 per month | $45.99 per month |
| Wastewater | $27.80 per month | $28.45 per month |
| Solid Waste | $11.25 per month | $11.53 per month |
| **Total** | **$83.22 per month** | **$85.97 per month** |

## Capital Improvement Impact on Operating Budget

| Project | Amount | Operating Budget Effects |
|---|---|---|
| Airport Terminal Expansion | $7 Million | The project broke ground in September 2019 and is expected to be completed in 2023. (total project est. $50 Million) |
| MET Transit Facility Improvements | $485,000 | Maintenance at our Transit facility will allow for improved services and safety and less damage to equipment and facilities in disrepair |
| Parks Projects | $2.5 Million | |
| Road & Transportation Projects | $15 Million | |
| Water & Wastewater Pipe Replacements | $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 $50.55 for the year, or $4.21 per month.

| Typical Resident: | Annual Increase/(Decrease) |
|---|---|
| Property Taxes | (0.52) |
| Park District 1 | 13.77 |
| Arterial Construction | 1.06 |
| Storm Sewer | 0.87 |
| Street Maintenance | 2.37 |
| Water Services | 21.84 |
| Sewer Services | 7.80 |
| Solid Waste | 3.36 |
| **Annual Increase** | **$ 50.55** |
| Monthly Increase | $ 4.21 |

A number of investments are being proposed in the FY21 budget to further the adopted 2020 City Council Goals.

**Goal: Improve the safety of Billings/ Implement Lean Six Sigma/Continuous Improvement program**

The proposed budget for FY21 includes investments in improving the effectiveness and efficiency of our operations. Specifically, funds are allocated public safety analysis. Lean Six Sigma funding was not included in the adopted budget.

**Goal: Complete Project Re-Code**

The adoption and implementation of Project Re-Code is included and anticipated as a part of the FY21 proposed budget. Adoption of the code is scheduled to take place during the first and second quarter of FY21.

**Goal: Airport Terminal Reconstruction/West-End Reservoir**

Both of these projects are multi-year projects, and will not be completed until 2023/2024. The planning, design, and funding for these projects is continuing as planned as a part of the FY21 proposed budget. The total project is expected to cost over $60 million dollars.

**Goal: Create a Park Development Fund**

The realities of COVID19 and its impact on our community are not yet known. As a result, the proposed budget does not include any investments that create a Park Development Fund. This will be attempted in a future year.

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 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. The City's future economic health is dependent on how we choose to invest today.

Respectfully,

**Chris Kukulski**, City Administrator

**Andrew Zoeller**, Finance Director

## BUDGET OVERVIEW

**Some significant facts:**

| | |
|---|---|
| Total FY 21 budget | $316,496,156 |
| Decrease from FY 20 | ($59,836,710) |
| % Change | -18.91% |

Number of Mills Levied

| | FY 20 | FY 21 |
|---|---|---|
| General Fund | 74.00 | 74.00 |
| Public Safety 1999 | 20.00 | 20.00 |
| Public Safety 2004 | 40.17 | 40.17 |
| Transit | 10.00 | 10.00 |
| Library | 5.00 | 5.00 |
| G.O. Library Debt Service | 4.66 | 5.54 |
| G.O. Ballpark Debt Service | 3.80 | 3.51 |
| G.O. Parks Debt Service | 0.57 | - |
| G.O. Streets Debt Service | 1.82 | 1.62 |
| Total | 160.02 | 159.84 |

**City Council Goals**

On March 9, 2020, 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 FY21.

**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 signed 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 decrease $22.9 million from FY 20 budgeted amounts. The major decrease is due to a decrease in Debt Proceeds related to borrowing for capital projects. Due to the Coronavirus, Charges for Service and Taxes are not expected to increase by much, but likely remain at a flat rate.

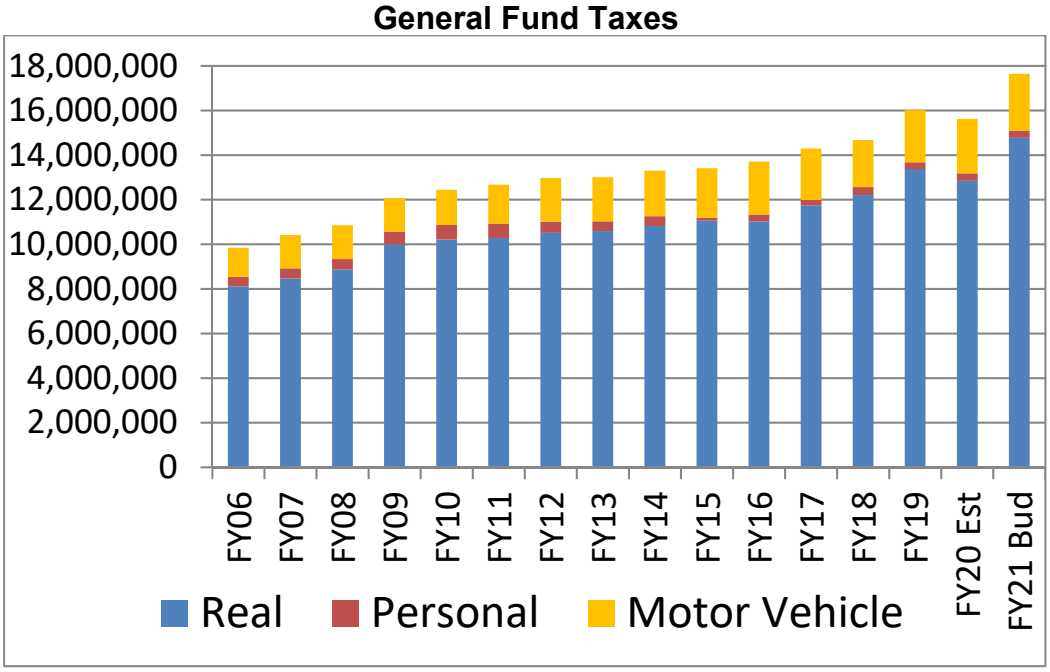
The City Charter sets the maximum property tax levy at 109 mills plus an additional amount to generate $8.2 million for Public Safety annually. The FY 21 budget adopted by Council anticipates approved levies totaling 159.84 mills. For FY21, this amount is estimated as $43.9 million. A Public Safety Mill Levy will be brought to the voters to repeal and replace the dollar figure of $8.2 Million with a levy of 60 mills to grow with the City. Final mills will not be known until after the Montana Department of Revenue provides the City with taxable value in August.

Planning, Street Maintenance, Arterial Construction, Storm Sewer, Solid Waste, Water, and Wastewater fees will increase in FY 21. 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. The Montana Department of Revenue reappraises every property on a biennial basis. The following graph shows General Fund actual tax receipts for fiscal years 2006 through 2019 and estimated tax receipts for 2020. 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 21 compared to FY 20:

| TYPE OF ASSESSMENT | BUDGET FY 20 | BUDGET FY 21 | CHANGE |
|---|---|---|---|
| Street maintenance districts | $ 9,063,000 | $ 9,143,000 | $ 80,00 |
| Special improvement debt | 1,000,000 | 945,000 | (55,000) |
| Storm sewer | 4,536,000 | 4,520,000 | (16,000) |
| Street light districts | 2,478,000 | 2,500,000 | 22,000 |
| Sidewalk, curb and gutter debt | 380,000 | 525,000 | 145,000 |
| Park maintenance districts | 1,091,301 | 1,166,336 | 75,035 |
| Park District 1 | 2,000,000 | 6,134,341 | 4,134,341 |
| Encroachments | 2,875 | 2,875 | - |
| Arterial streets | 4,320,000 | 4,395,000 | 75,000 |
| | $ 24,871,176 | $ 29,331,552 | $ 4,460,376 |

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 $4,522,376 from FY 20 to FY 21. The increase is due to an anticipated increase in Building Inspection fees and permits. Rates for Planning licenses and permits will increase by 10% in FY21. These revenues are based on policy body approved increases applied to historical collection rates.

## Intergovernmental revenue

Intergovernmental revenue is budgeted to increase $2,687,122. 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 as well as CARES Act funding.

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 21 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 $13.9 million in federal grants for FY 21.

**Fines and Forfeitures**

Fines and Forfeitures are budgeted to increase $50,132 from FY 20 to FY 21. This City has seen a flattening, in Fine and Forfeiture revenues year over year.

**Charges for service**

Charges for services are expected to increase $2.2 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 $2.3 million in FY 21 compared to FY 20. 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 $134,426 more in FY 21 than the amount budgeted in FY 20. The City's average interest rate was 0.855% in FY 20.

**Donations**

The decrease in donations of $255,700 is a result of donations made by developers for new roads, curb and gutters.

**Interfund transfers**

Interfund transfers are scheduled to increase by $2.3 million in FY 21.

The largest individual interfund transfer of $28.4 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 decrease $59.8 million, or 18.9%, from the FY 20 budget.

### Personal services

Personal services are budgeted to increase $2.8 million from the prior year.

The FY 21 budget includes a negotiated cost of living adjustment for the Police, Fire, and Teamster unions, and an equal increase for the non-bargaining employees.

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 2020 is $846 per employee per month. The estimated calendar year 2021 City contribution per employee per month is reflected in the estimated personnel costs for the second half of FY 2021.

Staffing changes incorporated in this budget include the following:

| Department | FTE |
|---|---|
| Building | 1 |
| Landfill | 2 |
| Legal | 1 |

The result of these changes is a net addition of 4 full time positions.

### Operation & Maintenance (O & M)

The O & M budget is increasing $3.9 million, or 4.6%.

Departments submitted requests for increases in O & M and are detailed within the department pages.

### Capital

Capital is budgeted to decrease $67.7 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 21 plans were approved by the City Council in December 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 $576,063. 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 is less than $400. This would currently allow up to $43.82 million GO debt.

- GO debt as a percent of total taxable valuation is less than 22.4%. This 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 with respect to general obligation debt. The following table from the FY 19 CAFR details this debt limit:

**Legal Debt Margin Calculation for Fiscal Year 2019**

| | | |
|---|---|---|
| Assessed market value: | | |
| Real property | $ 11,973,868,035 | |
| Personal property | 281,342,145 | |
| Utilities | 299,655,042 | |
| Total assessed value | $ 12,554,865,222 | |
| Debt amount limited to 2.5% of total assessed value | | $ 313,871,631 |
| Less: | | |
| General obligation bonded debt outstanding | 19,797,206 | |
| Total net debt applicable to limit | | 19,797,206 |
| Plus: | | |
| Amount set aside for repayment of GO debt | | (2,089,750) |
| Total net debt applicable to limit | | 17,707,456 |
| Legal debt margin | | $ 291,984,675 |

The annual GO debt service payments for FY21, are principal of $1,835,000 and interest of $554,675. 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 6%, or $2.8 million. Major revenue sources (Taxes & Intergovernmental) in the General Fund are only projected to increase around 2.0% in FY21, 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 by asking voters to approve a public safety mill levy.

Nonmajor Special Revenue Funds have a decrease in fund balance of 2%, or $0.9 million. This is 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 reserves.

## FINANCIAL POLICIES

Formal Policies

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

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

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

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

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

Practices

The City's practice is to budget all funds to balance, which is where expenditures 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. In prior years, the City had experienced steady growth in its tax base of about 2.8% per year. The economic outcome from Coronavirus is unknown, so the City has estimated that the tax base will remain flat rather than experiencing growth. 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 21 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 is currently undergoing 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.

Washington based outdoor retailer REI will open its first store in Billings in 2020. Construction began in 2019 on the 22,000 square foot building with an estimated cost of $1.5 million.

## 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: Fleet, Information Technology, Wastewater, and Storm Sewer. 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, Building, and Information Technology.

Priorities for the FY 21 budget differs from the FY 20 budget. The main economic concern is to cover the potential decrease in activity and growth of the tax base. The City's expenses in the General and Public Safety funds has been growing at a rate greater than the increase in revenues. To solve this problem, the City Council will bring a 'repeal and replace' of the Public Safety Mill Levy to the voters in September 2020. Originally, the levy was capped at $8.2 million, but if this levy passes, revenues will increase as taxable value increases and the city grows.

## Short-term Objectives

Short-term factors that guided the development of the FY 21 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. It is likely that FY21 will not see the same increases as prior years as the City recovers from stagnation from the Coronavirus outbreak and

resulting decrease in income. This may reduce possible tax, charges and other revenue types tied to travel, earnings, and 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.

## 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 2021 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 2021 budget. The meetings were advertised and open to the general public. The June 23rd regular council meeting included a final budget presentation and public hearing on the FY 2021 budget.

The budget was adopted by a majority vote at the June 23rd meeting. The final budget document is completed by the end of August.

| 2021 Budget Calendar for the City of Billings | |
|---|---|
| Jan-21 | Budget Module Ready for Input of Revenue, O&M, and Capital Payroll and Staffing Estimates are sent to departments |
| Feb-03 | Cost Allocation to Departments, IT Charges for Services, Facilities Charges for Services. Estimates for Telephone, Utilities, Fuel, Parking, Postage and Duplication are sent to Departments |
| Feb-07 | Return Personnel Changes to HR. Departments, Receive Fleet charges |
| Feb-14 | Personnel costs are uploaded into the budget module |
| Feb-21 | Revenue projections are due |
| Mar-05 | Budget module is closed for input |
| Mar-05 | Requested Budget is Compiled |
| Mar-09 | Departmental Budget Overview due to Finance |
| Mar-16 | Department Goals due to Finance |
| Mar-16 | Goals, Overview, and Requested Budget to City Administrator |
| Mar 18-31 | Department Meetings with City Administrator |
| 3-Apr | Review Preliminary Budget Decisions. Balance City Budget |
| 10-Apr | Final Department Overview Due to Finance |
| 15-Apr | Produce Budget Overview Presentation, Review Fund Projections |
| 1-May | Preliminary Budget Overview, Fees/Assessment Information to Steve |
| 14-May | Budget and Fee Assessment Public Hearing Notice to City Clerk |
| 23-May | Preliminary Budget and Fee/Assessment Resolutions to City Clerk |
| May 4 -June 1 | Departmental Presentations to Council |
| 14-Jun | Non-Routine Capital Explanations Due |
| 23-Jun | Public Hearing on Budget and Fees/Assessments. Adopt Final Budget. Adopt Fees and Rates, Adopt Special Assessment Changes & Levies |
| 14-Sep | Resolution to set remaining Fees and Levy |

CITY OF Billings

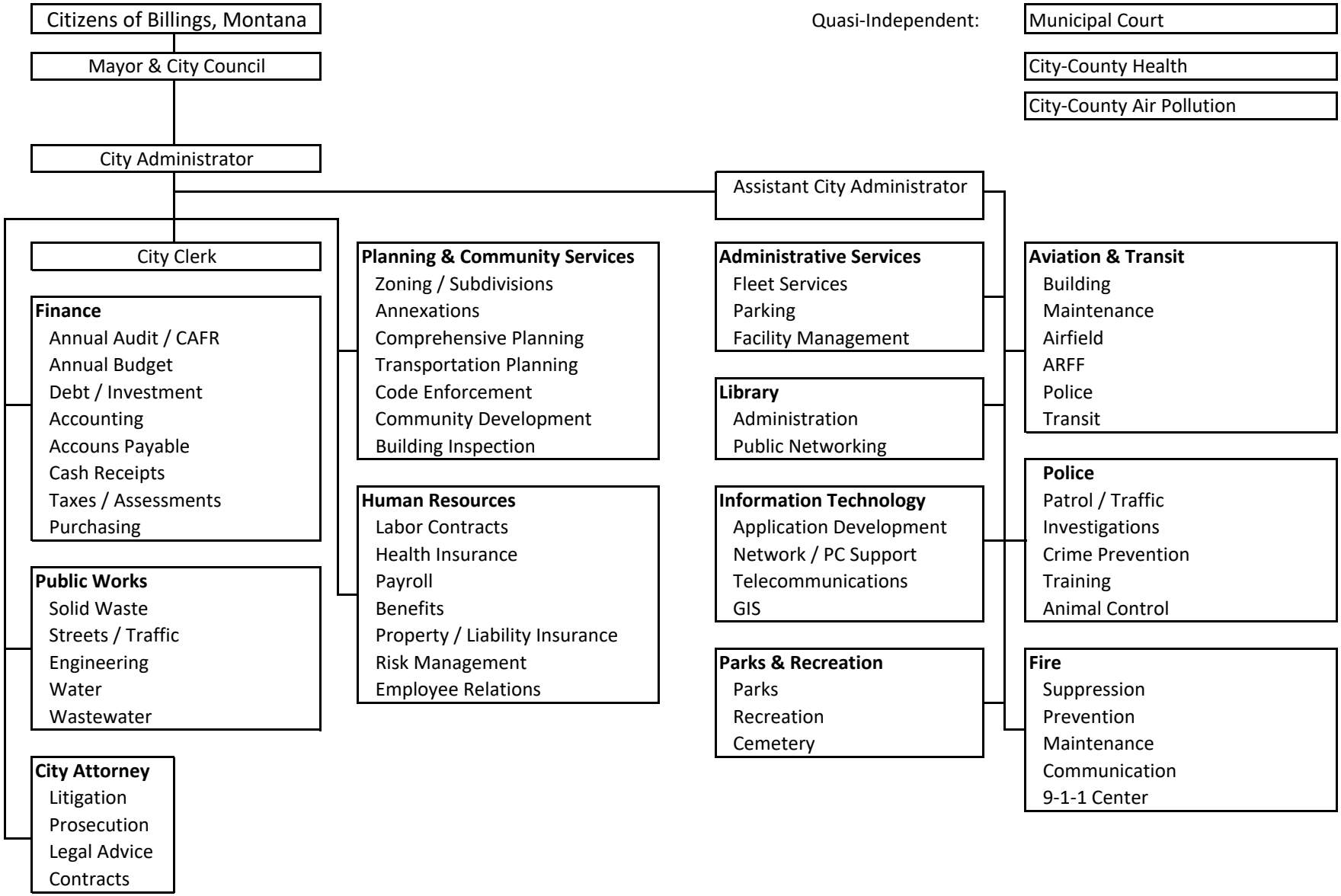
City of Billings, Montana
Official Roster

Mayor
Bill Cole

Council Members

| | | |
|---|---|---|
| Mike Yakawich | Ward One | Kendra Shaw |
| Frank Ewalt | Ward Two | Roy Neese |
| Denise Joy | Ward Three | Danny Choriki |
| Penny Ronning | Ward Four | Pam Purinton |
| Shaun Brown | Ward Five | Mike Boyett |

# City of Billings, Montana
## Organizational Chart



## TOTAL CITY STAFFING AUTHORIZATION

**Full-Time & Temporary Staffing**

| | FY 19 FTE | FY 19 TEMP | FY 20 FTE | FY 20 TEMP | FY 21 FTE | FY 21 TEMP |
|---|---|---|---|---|---|---|
| **GENERAL FUND** | | | | | | |
| Mayor and City Council | 11.0 | - | 11.0 | - | 11.0 | - |
| City Administrator | 5.0 | - | 5.0 | - | 5.0 | - |
| Human Resources | 5.0 | - | 5.0 | - | 5.0 | - |
| City Attorney | 9.8 | - | 9.8 | - | 10.8 | - |
| Municipal Court | 15.5 | 2.0 | 15.5 | 2.0 | 15.5 | 2.0 |
| Finance | 11.0 | - | 11.0 | - | 11.0 | - |
| Code Enforcement | 5.1 | - | 5.1 | - | 5.3 | - |
| Parks, Recreation and Public Land | 26.0 | 285.0 | 26.0 | 285.0 | 26.0 | 285.0 |
| Cemetery | 4.0 | 2.0 | 4.0 | 2.0 | 4.0 | 2.0 |
| **TOTAL GENERAL FUND** | **92.4** | **289.0** | **92.4** | **289.0** | **93.6** | **289.0** |
| **OTHER FUNDS** | | | | | | |
| Planning | 9.1 | - | 10.3 | - | 10.3 | - |
| Library | 32.8 | 2.0 | 32.8 | 2.0 | 32.8 | 2.0 |
| Building | 16.6 | - | 16.6 | - | 17.3 | - |
| Attorney Grants | 4.5 | - | 4.5 | - | 4.5 | - |
| Development Serv. Block Grant | 4.5 | - | 4.5 | - | 4.5 | - |
| Police | 171.3 | - | 177.3 | - | 177.3 | - |
| Animal Shelter | 7.0 | - | 7.0 | - | 7.0 | - |
| Police Grants | 4.0 | - | 4.0 | - | 4.0 | - |
| Fire | 158.8 | - | 159.8 | - | 159.8 | - |
| Emergency Operating Center | 0.3 | - | 1.3 | - | 1.3 | - |
| Street/Traffic Operating | 48.0 | 10.0 | 48.0 | 10.0 | 48.0 | 10.0 |
| Public Works Belknap | 102.4 | 13.0 | 97.0 | 13.0 | 97.1 | 13.0 |
| Solid Waste | 64.5 | 14.0 | 67.0 | 14.0 | 69.0 | 14.0 |
| Parking | 12.5 | - | 12.5 | - | 12.5 | - |
| Aviation | 54.4 | 8.0 | 54.4 | 8.0 | 54.7 | 8.0 |
| Transit | 55.9 | 1.0 | 55.9 | 1.0 | 55.6 | 1.0 |
| Municipal Court Grants | 3.2 | - | 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 | 13.0 | 1.0 | 21.0 | 1.0 | 21.0 | 1.0 |
| Public Works Engineering | 22.0 | 2.0 | 23.0 | 2.0 | 23.0 | 2.0 |
| Park District 1 | 3.0 | - | 3.0 | - | 3.0 | - |
| Information Technologies | 18.8 | - | 18.6 | - | 18.6 | - |
| Central Telephone Services | 1.2 | - | 1.2 | - | 1.5 | - |
| **TOTAL OTHER FUNDS** | **832.8** | **51.0** | **847.9** | **51.0** | **851.0** | **51.0** |
| **TOTALS** | **925.2** | **340.0** | **940.3** | **340.0** | **944.6** | **340.0** |

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

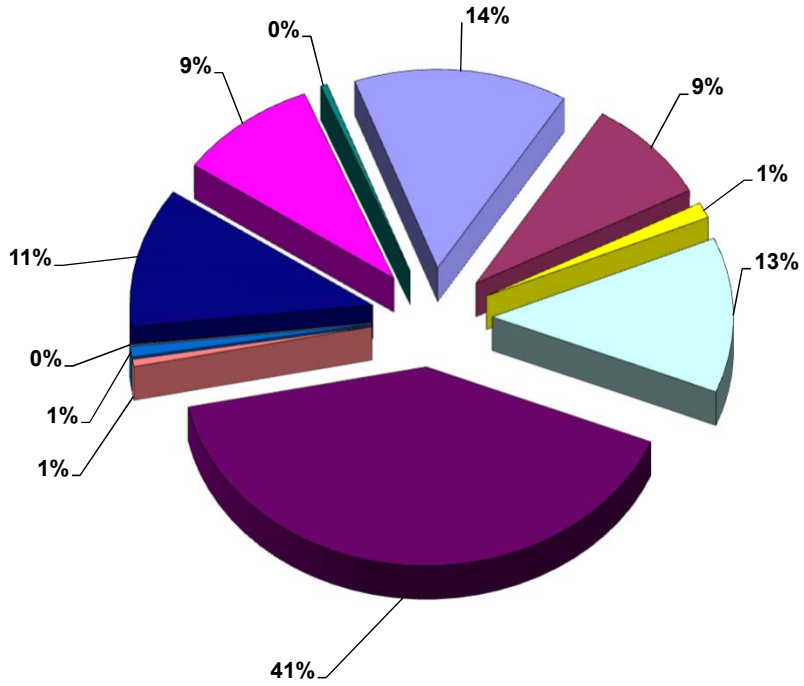
FTE - Full Time Equivalent Employees
TEMP - Temporary Employees

| FUND TYPE | **OVERSITE** | FUND-DEPT/DIV |
|---|---|---|
| Agency Funds | **X not City funds** | 7790 TOURISM BID |
| | | 7800 DOWNTOWN BID |
| Enterprise Funds | **Administration** | 5210 PARKING FUND |
| | **Aviation/Transit** | 5610 AIRPORT FUND |
| | | 5710 TRANSIT FUND |
| | **Public Works** | 5020 WATER FUND |
| | | 5120 WASTEWATER FUND |
| | | 5410 SOLID WASTE FUND |
| General Fund | **Administration** | 10-1110 COUNCIL CONTINGENCY |
| | | 10-1100 MAYOR AND CITY COUNCIL |
| | | 10-1300 CITY ADMINISTRATOR |
| | | 10-1400 NON DEPARTMENTAL |
| | **Planning** | 10-4300 CODE ENFORCEMENT |
| | **PRPL** | 10-5100 PARKS, RECREATION, PUBLIC LANDS |
| | **Municipal Court** | 10-1200 MUNICIPAL COURT |
| | **Legal** | 10-1600 CITY ATTORNEY |
| | **Finance** | 10-1500 FINANCE |
| | **Human Resources** | 10-1700 HUMAN RESOURCES |
| Internal Service Funds | **Administration** | 6010 FLEET SERVICES |
| | | 6060 CENTRAL TELEPHONE SERVICES |
| | | 6200 INFORMATION TECHNOLOGY |
| | | 6500 FACILITIES MANAGEMENT |
| | **Fire** | 6070 RADIO COMMUNICATIONS |
| | **Public Works** | 6600 PUBLIC WORKS ADMINISTRATION |
| | | 6700 PUBLIC WORKS ENGINEERING |
| | **Finance** | 6050 CENTRAL SERVICES |
| | **Human Resources** | 6270 CITY HEALTH BENEFITS |
| | | 6300 PROPERTY INSURANCE |
| Permanent Fund | **PRPL** | 7010 CEMETERY PERPETUAL CARE |
| Special Revenue Funds | **Fire** | 150-2200 FIRE |
| | | 2190 FIRE PROGRAMS |
| | | 2250 EOC 911 |
| | **Library** | 2600 CITY/COUNTY LIBRARY |
| | **Planning** | 2090 BUILDING INSPECTION FUND |
| | | 2400 CITY COUNTY PLANNING |
| | | 2650 COMMUNITY DEVELOPMENT GRANTS |
| | **Police** | 150-2100 POLICE |
| | | 2490 POLICE PROGRAMS |
| | | 7120 ANIMAL CONTROL DONATIONS |
| | **PRPL** | 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 |
| | **Public Works** | 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 |
| | **Municipal Court** | 2450 MUNICIPAL COURT GRANTS |
| | **Legal** | 2410 CITY ATTORNEY GRANTS |
| | **Finance** | 1990 TAX INCREMENT - SOUTH |

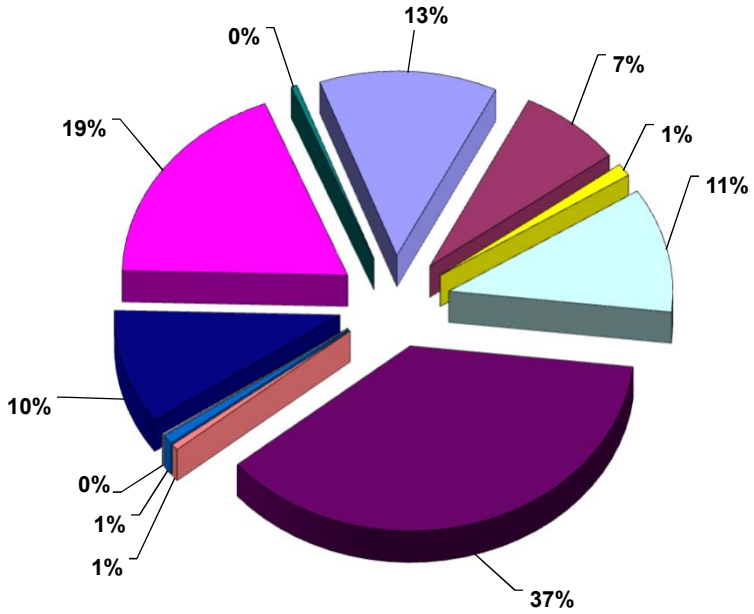
| FUND TYPE | **OVERSITE** | FUND-DEPT/DIV |
|---|---|---|
| Special Revenue Funds | **Finance** | 2010 TAX INCREMENT - EAST<br>2020 TAX INCREMENT - DOWNTOWN<br>2030 TAX INCREMENT - NORTH 27TH STREET<br>2330 ADMINISTRATION GRANTS<br>7230 DOWNTOWN REVOLVING LOANS<br>8050 FIRE HYDRANT |
| Debt Service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

# All Funds
# Summary of Revenues

| FY 21 | | FY 20 |
|---|---|---|
| $ 43,998,003 | TAXES | $ 42,343,380 |
| 26,283,211 | SPECIAL ASSESSMENTS | 24,895,176 |
| 3,922,613 | LICENSES & PERMITS | 3,724,213 |
| 38,941,490 | INTER-GOVERNMENTAL | 36,224,368 |
| 125,136,163 | CHARGES FOR SERVICE | 122,826,547 |
| 1,815,897 | FINES & FORFEITS | 1,765,765 |
| 2,708,911 | INVESTMENT EARNINGS | 2,574,485 |
| 191,600 | DONATIONS / CONTRIBUTIONS | 447,300 |
| 35,003,042 | INTERFUND TRANSFERS | 33,273,791 |
| 28,827,660 | DEBT PROCEEDS | 61,712,300 |
| 1,363,361 | MISCELLANEOUS | 1,396,932 |
| $ 308,191,951 | TOTAL | $ 331,184,257 |



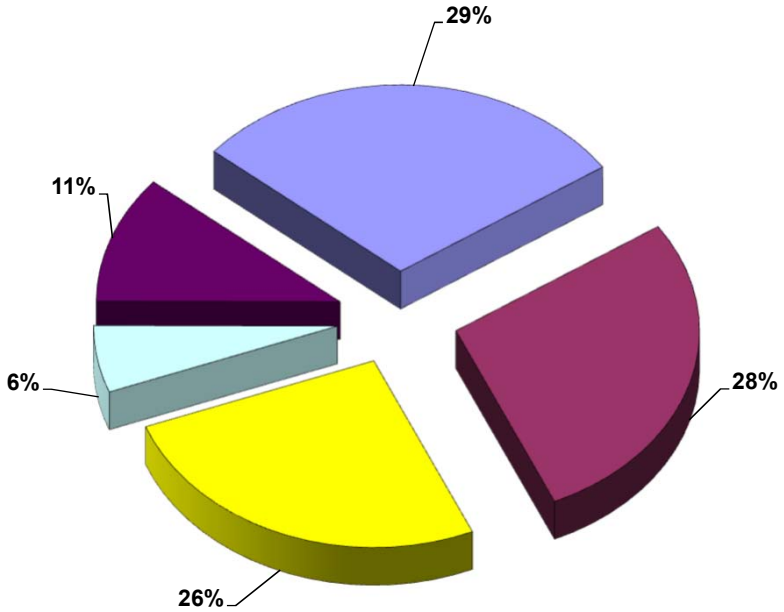

Fiscal Year 2021



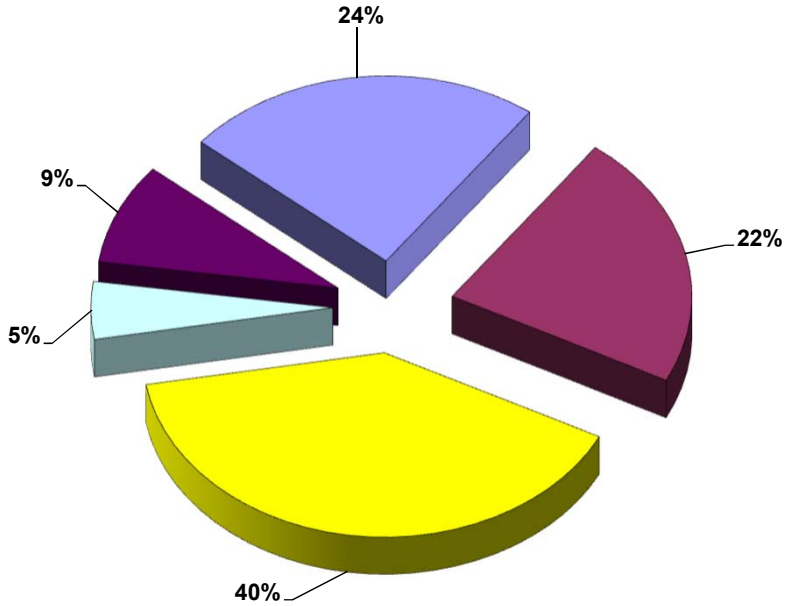

Fiscal Year 2020

# All Funds
# Summary of Expenditures

| | FY 21 | | FY 20 |
|---|---|---|---|
| $ | 93,214,838 | PERSONAL SERVICES | $ 90,394,897 |
| | 88,021,696 | OPERATION & MAINTENANCE | 84,138,909 |
| | 81,911,427 | CAPITAL | 149,634,052 |
| | 18,345,154 | DEBT SERVICE | 18,921,217 |
| | 35,003,043 | INTERFUND TRANSFERS | 33,243,791 |
| $ | 316,496,158 | TOTAL | $ 376,332,866 |




Fiscal Year 2021




Fiscal Year 2020

**SUMMARY**
**ALL FUNDS**
**OPERATING BUDGET**
**FY 21**

| | GENERAL | SPECIAL REVENUE | DEBT SERVICE | CAPITAL PROJECTS | ENTERPRISE | INTERNAL SERVICE | PERMANENT |
|---|---|---|---|---|---|---|---|
| FUND BALANCE - BEGINNING | $ 18,149,609 | $ 50,206,492 | $ 8,016,173 | $ 7,032,753 | | | $ 743,254 |
| WORKING CAPITAL - BEGINNING | | | | | $ 65,416,110 | $ 15,680,591 | |
| REVENUES: | | | | | | | |
| TAXES | $ 17,644,369 | $ 21,839,836 | $ 2,129,613 | $ - | $ 2,384,185 | $ - | $ - |
| SPECIAL ASSESSMENTS | - | 24,787,211 | 1,470,000 | - | - | 26,000 | - |
| LICENSES & PERMITS | 2,088,038 | 1,738,675 | - | - | - | 95,900 | - |
| INTER-GOVERNMENTAL | 12,065,752 | 15,756,238 | - | - | 11,119,500 | - | - |
| CHARGES FOR SERVICE | 4,133,225 | 11,987,633 | - | - | 80,789,577 | 28,210,978 | 14,750 |
| FINES & FORFEITS | 1,511,877 | 214,020 | - | - | 90,000 | - | - |
| INVESTMENT EARNINGS | 233,000 | 724,689 | 51,260 | 81,400 | 1,425,652 | 184,250 | 8,660 |
| DONATIONS / CONTRIBUTIONS | - | 181,600 | - | 10,000 | - | - | - |
| INTERFUND TRANSFERS | 9,600 | 31,573,800 | 1,015,000 | 1,725,585 | 147,000 | 532,057 | - |
| DEBT PROCEEDS | - | - | - | 3,827,660 | 25,000,000 | - | - |
| MISCELLANEOUS | - | 485,202 | - | - | 47,978 | 830,181 | - |
| TOTAL REVENUES | $ 37,685,861 | $ 109,288,904 | $ 4,665,873 | $ 5,644,645 | $ 121,003,892 | $ 29,879,366 | $ 23,410 |
| EXPENDITURES: | | | | | | | |
| PERSONAL SERVICES | $ 9,287,492 | $ 50,657,045 | $ - | $ - | $ 24,686,084 | $ 8,584,217 | $ - |
| OPERATION & MAINTENANCE | 3,281,702 | 36,280,675 | 105,441 | 125,184 | 26,965,041 | 21,263,653 | - |
| CAPITAL | 6,766 | 15,873,013 | - | 5,865,179 | 59,828,049 | 338,418 | - |
| DEBT SERVICE | - | 2,321,195 | 4,653,401 | - | 10,838,502 | 532,056 | - |
| INTERFUND TRANSFERS | 29,805,165 | 5,096,508 | - | - | - | 95,770 | 5,600 |
| TOTAL EXPENDITURES | $ 42,381,125 | $ 110,228,436 | $ 4,758,842 | $ 5,990,363 | $ 122,317,676 | $ 30,814,114 | $ 5,600 |
| FUND BALANCE - ENDING | $ 13,454,345 | $ 49,266,960 | $ 7,923,204 | $ 6,687,035 | | | $ 761,064 |
| WORKING CAPITAL NOT BUDGETED | | | | | - | - | |
| WORKING CAPITAL - ENDING | | | | | $ 64,102,326 | $ 14,745,843 | |
| LESS OPERATING RESERVE | | | | | 13,268,000 | 2,980,822 | |
| LESS BOND/LOAN RESERVE REQUIREMENTS | | | | | 5,501,044 | - | |
| AVAILABLE WORKING CAPITAL | | | | | $ 45,333,282 | $ 11,765,021 | |

**SUMMARY**
**ALL FUNDS**
**OPERATING BUDGET**
**FY 21**

| | BUDGET FY 21 | BUDGET FY 20 | INCREASE (DECREASE) | ACTUAL FY 19 |
|---|---|---|---|---|
| FUND BALANCE - BEGINNING | $ 84,148,281 | $ 83,270,258 | $ 878,023 | $ 102,810,522 |
| WORKING CAPITAL - BEGINNING | $ 81,096,701 | $ 85,645,069 | $ (4,548,368) | $ 146,538,619 |
| REVENUES: | | | | |
| TAXES | $ 43,998,003 | $ 42,343,380 | $ 1,654,623 | $ 42,051,700 |
| SPECIAL ASSESSMENTS | 26,283,211 | 24,895,176 | 1,388,035 | 24,896,601 |
| LICENSES & PERMITS | 3,922,613 | 3,724,213 | 198,400 | 4,039,572 |
| INTER-GOVERNMENTAL | 38,941,490 | 36,224,368 | 2,717,122 | 29,577,174 |
| CHARGES FOR SERVICE | 125,136,163 | 122,826,547 | 2,309,616 | 120,637,488 |
| FINES & FORFEITS | 1,815,897 | 1,765,765 | 50,132 | 1,847,171 |
| INVESTMENT EARNINGS | 2,708,911 | 2,574,485 | 134,426 | 5,974,499 |
| DONATIONS / CONTRIBUTIONS | 191,600 | 447,300 | (255,700) | 716,446 |
| INTERFUND TRANSFERS | 35,003,042 | 33,273,791 | 1,729,251 | 33,996,037 |
| DEBT PROCEEDS | 28,827,660 | 61,712,300 | (32,884,640) | 5,185,367 |
| MISCELLANEOUS | 1,363,361 | 1,396,932 | (33,571) | 1,962,061 |
| TOTAL REVENUES | $ 308,191,951 | $ 331,184,257 | $ (22,992,306) | $ 270,884,115 |
| EXPENDITURES: | | | | |
| PERSONAL SERVICES | $ 93,214,838 | $ 90,394,897 | $ 2,819,941 | $ 87,664,866 |
| OPERATION & MAINTENANCE | 88,021,696 | 84,138,909 | 3,882,787 | 78,396,446 |
| CAPITAL | 81,911,425 | 149,634,052 | (67,722,627) | 74,419,931 |
| DEBT SERVICE | 18,345,154 | 18,921,217 | (576,063) | 10,730,555 |
| INTERFUND TRANSFERS | 35,003,043 | 33,243,791 | 1,759,252 | 33,797,862 |
| TOTAL EXPENDITURES | $ 316,496,156 | $ 376,332,866 | $ (59,836,710) | $ 285,009,660 |
| FUND BALANCE - ENDING | $ 78,092,608 | $ 76,142,737 | $ 1,949,871 | $ 95,216,854 |
| WORKING CAPITAL NOT BUDGETED | - | - | - | 16,867,867 |
| WORKING CAPITAL - ENDING | $ 78,848,169 | $ 50,287,665 | $ 28,560,504 | $ 156,874,608 |
| LESS OPERATING RESERVE | 16,248,822 | 15,006,062 | 1,242,760 | 14,410,912 |
| LESS BOND/LOAN RESERVE REQUIREMENTS | 5,501,044 | 5,501,294 | (250) | 5,519,206 |
| AVAILABLE WORKING CAPITAL | $ 57,098,303 | $ 29,780,309 | $ 27,317,994 | $ 136,944,491 |

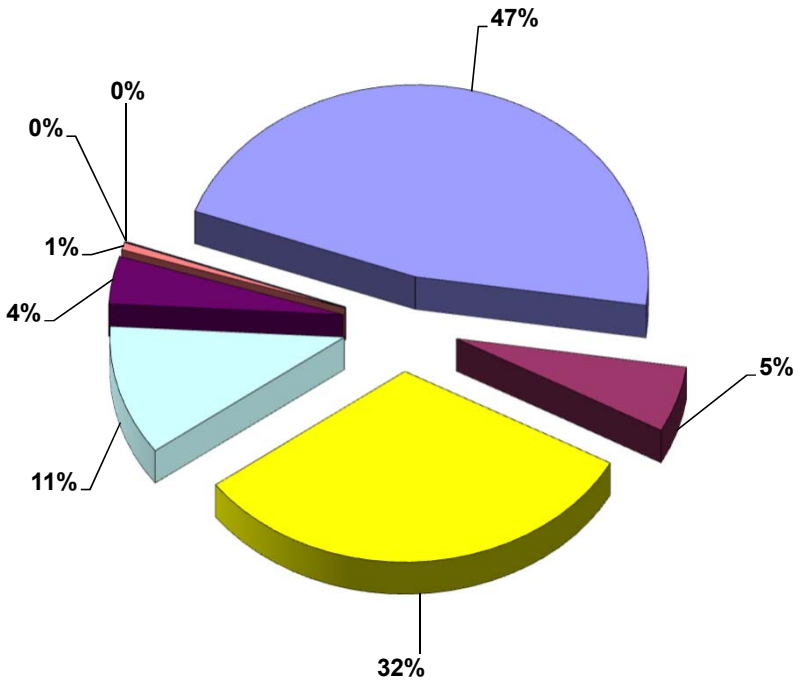
# General Fund

# GENERAL FUND

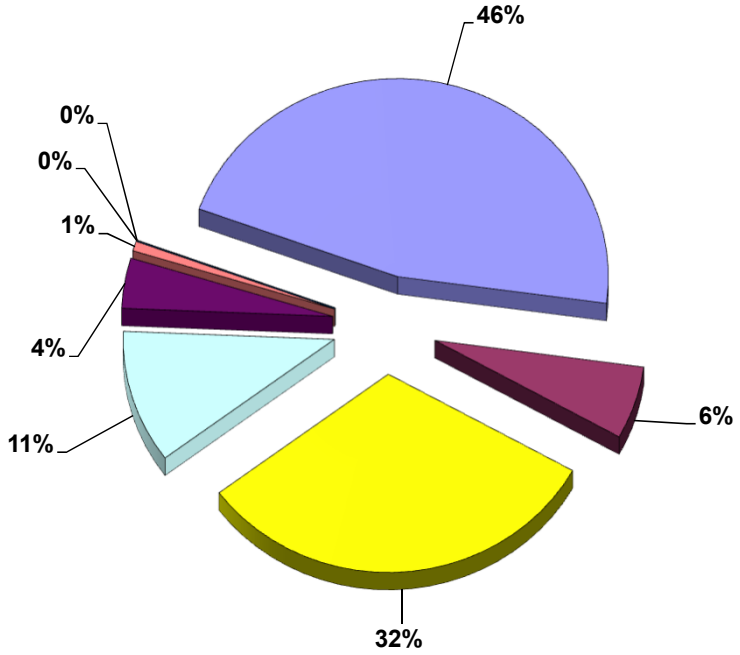
The General Fund is used to account for resources traditionally associated with government that are not required legally or by sound financial management to be accounted for in another fund. Property taxes, licenses and permits, charges for services, fines and forfeitures, and state intergovernmental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

| FY 21 | | FY 20 |
|---|---|---|
| $ 17,644,369 | TAXES | $ 17,202,088 |
| 2,088,038 | LICENSES & PERMITS | 2,191,863 |
| 12,065,752 | INTER-GOVERNMENTAL | 11,704,794 |
| 4,133,225 | CHARGES FOR SERVICE | 4,010,224 |
| 1,511,877 | FINES & FORFEITS | 1,513,333 |
| 233,000 | INVESTMENT EARNINGS | 290,000 |
| 9,600 | INTERFUND TRANSFERS | 6,600 |
| - | OTHER | - |
| $ 37,685,861 | TOTAL | $ 36,918,902 |



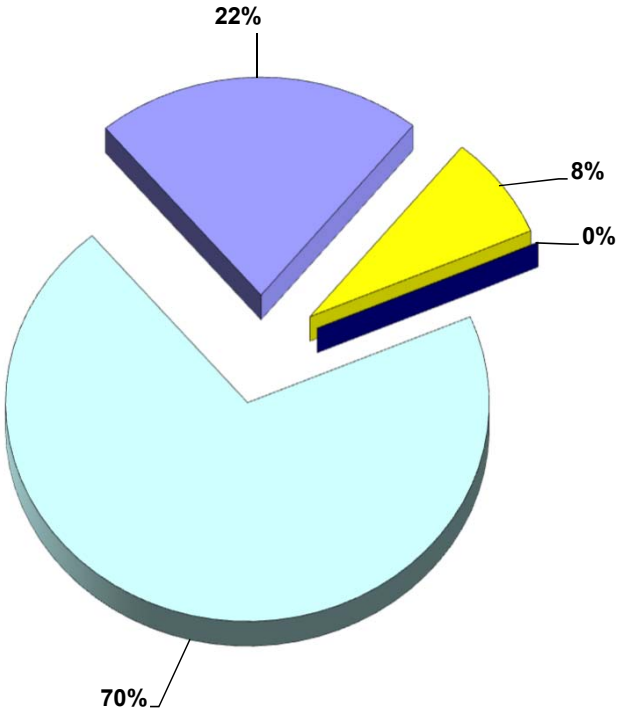

Fiscal Year 2021



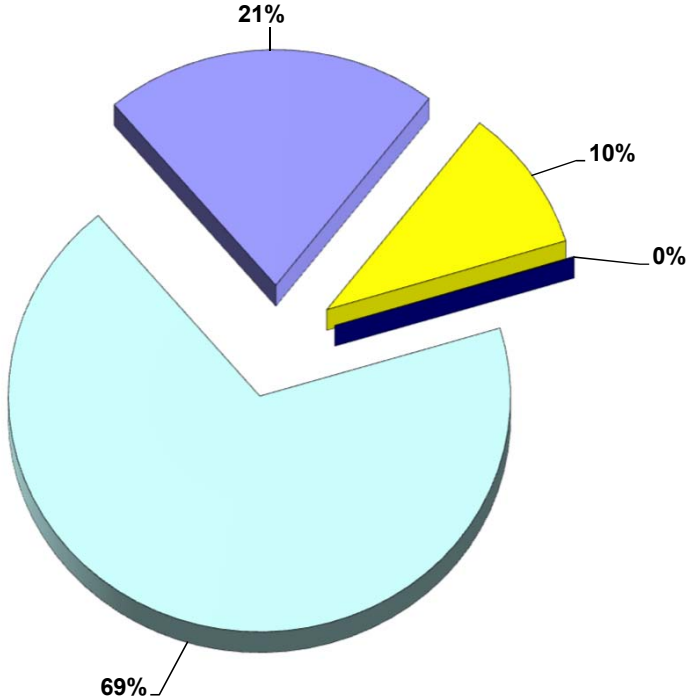

Fiscal Year 2020

# General Fund
# Summary of Expenditures

| FY 21 | | FY 20 |
|---|---|---|
| $ 9,287,492 | PERSONAL SERVICES | $ 9,106,087 |
| 3,281,702 | OPERATION & MAINTENANCE | 4,161,997 |
| 6,766 | CAPITAL | 24,500 |
| 29,805,165 | INTERFUND TRANSFERS | 28,977,203 |
| $ 42,381,125 | TOTAL | $ 42,269,787 |




Fiscal Year 2021




Fiscal Year 2020

**GENERAL OPERATING FUND**
**SUMMARY**
**OPERATING BUDGET**
**FY21**

| | APPROVED BUDGET FY 21 | APPROVED BUDGET FY 20 | INCREASE (DECREASE) | ACTUAL FY 19 |
|---|---|---|---|---|
| **FUND BALANCE - BEGINNING** | **$ 18,149,609** | **$ 22,301,729** | **$ (4,152,120)** | **$ 27,717,469** |
| **REVENUES:** | | | | |
| TAXES | $ 17,644,369 | $ 17,202,088 | $ 442,281 | $ 16,846,703 |
| SPECIAL ASSESSMENTS | - | - | - | 189 |
| LICENSES & PERMITS | 2,088,038 | 2,191,863 | (103,825) | 2,234,380 |
| INTER-GOVERNMENTAL | 12,065,752 | 11,704,794 | 360,958 | 11,404,984 |
| CHARGES FOR SERVICE | 4,133,225 | 4,010,224 | 123,001 | 4,256,806 |
| FINES & FORFEITS | 1,511,877 | 1,513,333 | (1,456) | 1,271,808 |
| INVESTMENT EARNINGS | 233,000 | 290,000 | (57,000) | 499,220 |
| INTERFUND TRANSFERS | 9,600 | 6,600 | 3,000 | 2,022 |
| MISCELLANEOUS | - | - | - | 228,362 |
| **TOTAL REVENUES** | **$ 37,685,861** | **$ 36,918,902** | **$ 766,959** | **$ 36,744,474** |
| **EXPENDITURES:** | | | | |
| PERSONAL SERVICES | $ 9,287,492 | $ 9,106,087 | $ 181,405 | $ 8,356,984 |
| OPERATION & MAINTENANCE | 3,281,702 | 4,161,997 | (880,295) | 4,305,035 |
| CAPITAL | 6,766 | 24,500 | (17,734) | 14,593 |
| INTERFUND TRANSFERS | 29,805,165 | 28,977,203 | 827,962 | 29,385,533 |
| **TOTAL EXPENDITURES** | **$ 42,381,125** | **$ 42,269,787** | **$ 111,338** | **$ 42,062,145** |
| **FUND BALANCE - ENDING** | **$ 13,454,345** | **$ 16,950,844** | **$ (3,496,499)** | **$ 22,399,798** |

## GENERAL OPERATING FUND
## OPERATING BUDGET

FUND 0100

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 28,272,380** | **$ 27,717,469** | **$ 22,301,729** | **$ 22,399,796** | **$ 18,149,609** |
| **REVENUES:** | | | | | |
| TAXES | $ 15,784,291 | $ 16,846,703 | $ 17,202,088 | $ 18,325,347 | $ 17,644,369 |
| SPECIAL ASSESSMENTS | - | 189 | - | 2,000 | - |
| LICENSES & PERMITS | 4,626,771 | 2,234,380 | 2,191,863 | 2,191,000 | 2,088,038 |
| INTER-GOVERNMENTAL | 11,211,236 | 11,404,984 | 11,704,794 | 11,705,000 | 12,065,752 |
| CHARGES FOR SERVICE | 4,310,323 | 4,256,806 | 4,010,224 | 3,700,000 | 4,133,225 |
| FINES & FORFEITS | 1,499,620 | 1,271,808 | 1,513,333 | 1,100,000 | 1,511,877 |
| INVESTMENT EARNINGS | 219,742 | 499,221 | 290,000 | 250,000 | 233,000 |
| INTERFUND TRANSFERS | 1,234,073 | 2,022 | 6,600 | 18,250 | 9,600 |
| MISCELLANEOUS | 49,015 | 228,359 | - | 1,673 | - |
| **TOTAL REVENUE** | **$ 38,935,071** | **$ 36,744,472** | **$ 36,918,902** | **$ 37,293,270** | **$ 37,685,861** |
| **EXPENDITURES:** | | | | | |
| MAYOR AND CITY COUNCIL | $ 198,235 | $ 210,784 | $ 261,042 | $ 263,550 | $ 264,919 |
| CITY ADMINISTRATOR | 706,147 | 771,940 | 906,846 | 859,500 | 1,028,702 |
| HUMAN RESOURCES | 678,464 | 709,118 | 826,205 | 710,500 | 825,565 |
| CITY ATTORNEY | 1,757,290 | 2,045,840 | 1,891,799 | 1,895,000 | 2,092,530 |
| MUNICIPAL COURT | 1,334,714 | 1,349,483 | 1,493,143 | 1,347,000 | 1,479,095 |
| FINANCE | 1,282,577 | 1,426,538 | 1,527,061 | 1,398,000 | 1,552,163 |
| CODE ENFORCEMENT | 492,422 | 481,691 | 564,362 | 468,289 | 575,602 |
| PARKS, RECREATION AND PUBLIC LANDS | 4,966,339 | 7,265,854 | 5,617,665 | 5,450,000 | 4,497,703 |
| NON-DEPARTMENTAL | 28,028,288 | 27,770,897 | 29,181,664 | 29,151,618 | 30,064,846 |
| COUNCIL CONTINGENCY | 45,506 | 30,000 | - | - | - |
| **TOTAL EXPENDITURES** | **$ 39,489,982** | **$ 42,062,145** | **$ 42,269,787** | **$ 41,543,457** | **$ 42,381,125** |
| **FUND BALANCE ENDING** | **$ 27,717,469** | **$ 22,399,796** | **$ 16,950,844** | **$ 18,149,609** | **$ 13,454,345** |
| **LESS:** | | | | | |
| COMMITTED | 11,857,691 | 12,723,390 | 12,258,238 | 12,258,238 | 12,290,526 |
| **UNASSIGNED** | **$ 15,859,778** | **$ 9,676,406** | **$ 4,692,606** | **$ 5,891,371** | **$ 1,163,819** |

# Special Revenue Funds

# SPECIAL REVENUE FUNDS

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

The City's special revenue funds and their purposes:

- The **Public Safety Fund** accounts for the Fire Department operations and the Police Department operations, including Animal Control.

- The **South Tax Increment Operating Fund** accounts for revenues from property tax levies in the South Tax Increment District on increased taxable values. Amounts collected are used for the benefit of the tax increment district from which collections were assessed.

- The **East Tax Increment Operating Fund** accounts for revenues from property tax levies on increased taxable values in the East Tax Increment District. Amounts collected are used for the benefit of the tax increment district from which collections were assessed.

- The **North 27th Street District Tax Increment Operating Fund** accounts for revenues from property tax levies on increased taxable values in the North 27th Street Tax Increment District. Amounts collected are used for the benefit of the tax increment district from which collections were assessed.

- The **Gas Tax Fund** accounts for revenues received from the State of Montana gasoline tax.

- The **Building Inspection Fund** accounts for building permits and inspections for private construction in the City.

- The **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 Parmly 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.

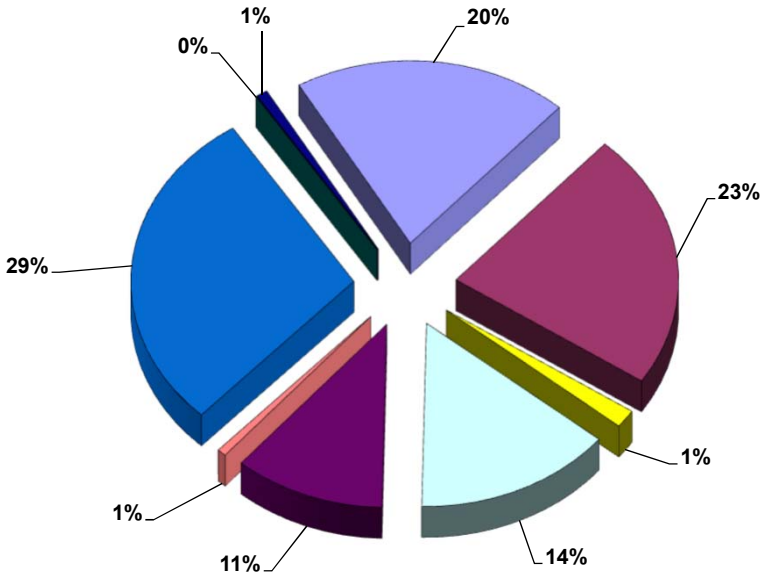
- The **Road Maintenance Fund** accounts for special assessments that support maintenance for an emergency route in and out of Briarwood subdivision.

- The **Sidewalk Hazard Repair Fund** accounts for minor repairs to sidewalks and is funded by assessing adjacent property owners.

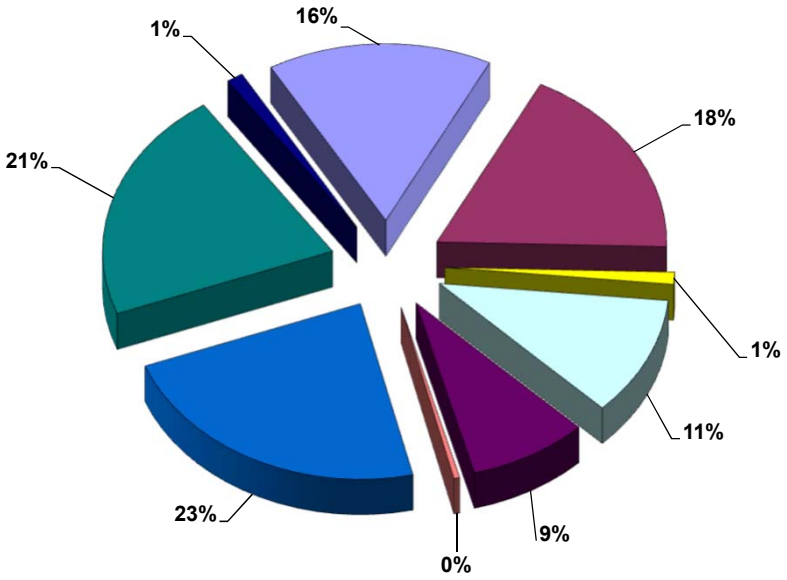
- The **Ballpark Repair Fund** accounts for regular maintenance to the ball field and stadium.

# Special Revenue Funds
# Summary of Revenues

| FY 21 | | FY 20 |
|---|---|---|
| $ 21,839,836 | TAXES | $ 20,642,138 |
| 24,787,211 | SPECIAL ASSESSMENTS | 23,491,176 |
| 1,738,675 | LICENSES & PERMITS | 1,459,350 |
| 15,756,238 | INTER-GOVERNMENTAL | 14,309,486 |
| 11,987,633 | CHARGES FOR SERVICE | 11,023,092 |
| 724,689 | INVESTMENT EARNINGS | 532,878 |
| 31,573,800 | INTERFUND TRANSFERS | 29,983,992 |
| - | DEBT PROCEEDS | 27,800,000 |
| 880,822 | OTHER | 854,512 |
| $ 109,288,904 | TOTAL | $130,096,624 |



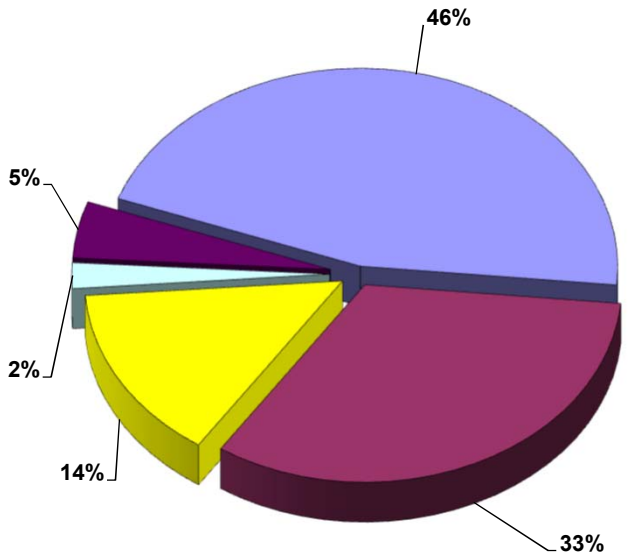

Fiscal Year 2021



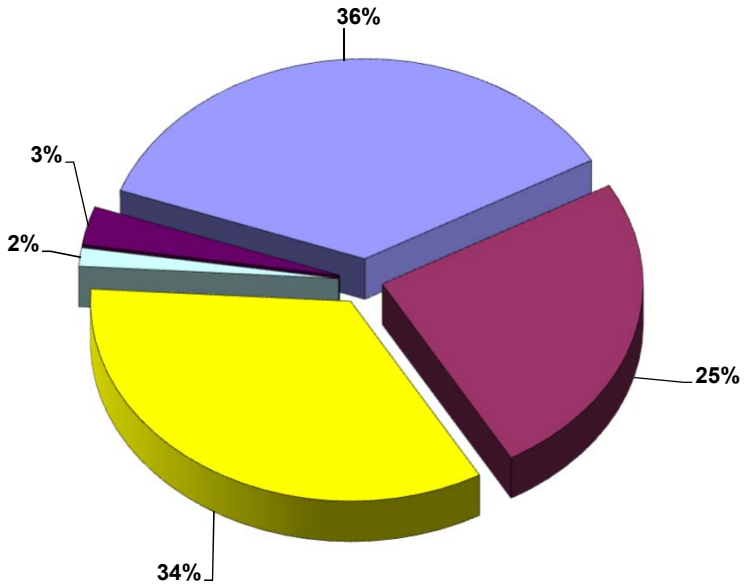

Fiscal Year 2020

# Special Revenue Funds
# Summary of Expenditures

| FY 21 | | FY 20 |
|---|---|---|
| $ 50,657,045 | PERSONAL SERVICES | $ 48,780,872 |
| 36,280,675 | OPERATION & MAINTENANCE | 33,585,292 |
| 15,873,013 | CAPITAL | 46,038,876 |
| 2,321,195 | DEBT SERVICE | 2,001,554 |
| 5,096,508 | INTERFUND TRANSFERS | 4,165,218 |
| $ 110,228,436 | TOTAL | $ 134,571,812 |




Fiscal Year 2021




Fiscal Year 2020

**SPECIAL REVENUE FUNDS**
**SUMMARY**
**OPERATING BUDGET**
**FY 21**

| | PUBLIC SAFETY | SOUTH TAX INCREMENT | EAST TAX INCREMENT | NORTH 27th STREET TAX INCREMENT | GAS TAX |
|---|---|---|---|---|---|
| **FUND BALANCE - BEGINNING** | **$ 1,600,000** | **$ 6,626,674** | **$ 1,707,340** | **$ 3,418,245** | **$ 2,902,366** |
| **REVENUE:** | | | | | |
| TAXES | $ 13,143,856 | $ 3,565,000 | $ 750,700 | $ 2,675,000 | $ - |
| SPECIAL ASSESSMENTS | - | - | - | - | - |
| LICENSES & PERMITS | 35,450 | - | - | - | - |
| INTER-GOVERNMENTAL | 3,263,382 | 274,467 | 156,400 | 226,908 | 3,830,599 |
| CHARGES FOR SERVICE | 2,301,727 | - | - | - | - |
| FINES & FORFEITS | 2,400 | - | - | - | - |
| INVESTMENT EARNINGS | 12,800 | 69,700 | 14,300 | 13,300 | 80,000 |
| CONTRIBUTIONS / DONATIONS | - | - | - | - | - |
| INTERFUND TRANSFERS | 28,418,949 | - | - | - | 1,700,000 |
| DEBT PROCEEDS | - | - | - | - | - |
| MISCELLANEOUS | 50,700 | - | - | - | - |
| **TOTAL REVENUE** | **$ 47,229,264** | **$ 3,909,167** | **$ 921,400** | **$ 2,915,208** | **$ 5,610,599** |
| **EXPENDITURES:** | | | | | |
| PERSONAL SERVICES | $ 39,005,353 | $ - | $ - | $ - | $ 80,599 |
| OPERATION & MAINTENANCE | 6,243,290 | 717,648 | 321,803 | 2,222,308 | 320,701 |
| CAPITAL | 175,000 | 2,284,978 | - | - | 4,215,000 |
| DEBT SERVICE | 250,000 | 650,994 | 470,917 | 949,284 | - |
| INTERFUND TRANSFERS | 1,555,621 | 250,000 | - | 147,000 | 106,800 |
| **TOTAL EXPENDITURES** | **$ 47,229,264** | **$ 3,903,620** | **$ 792,720** | **$ 3,318,592** | **$ 4,723,100** |
| **FUND BALANCE ENDING** | **$ 1,600,000** | **$ 6,632,221** | **$ 1,836,020** | **$ 3,014,861** | **$ 3,789,865** |

**SPECIAL REVENUE FUNDS**
**SUMMARY**
**OPERATING BUDGET**
**FY 21**

| | BUILDING INSPECTION | STREET & TRAFFIC | FIRE PROGRAMS | EOC 9-1-1 | CITY COUNTY PLANNING | CITY ATTORNEY GRANTS | MUNCIPAL COURT GRANTS |
|---|---|---|---|---|---|---|---|
| **FUND BALANCE - BEGINNING** | **$ 2,567,542** | **$ 1,997,181** | **$ 219,541** | **$ 3,356,605** | **$ 566,543** | **$ 8,595** | **$ 18,917** |
| **REVENUE:** | | | | | | | |
| TAXES | $ - | $ - | $ - | $ - | $ 513,000 | $ - | $ - |
| SPECIAL ASSESSMENTS | - | - | - | - | - | - | - |
| LICENSES & PERMITS | 1,655,600 | - | - | - | 43,625 | - | - |
| INTER-GOVERNMENTAL | - | 725,000 | 375,000 | 1,064,460 | 971,969 | 90,000 | 684,410 |
| CHARGES FOR SERVICE | - | 9,060,500 | - | - | 274,330 | - | - |
| FINES & FORFEITS | - | - | - | - | - | 50,000 | - |
| INVESTMENT EARNINGS | 29,000 | 50,000 | 3,027 | 37,300 | 6,500 | 66 | 290 |
| CONTRIBUTIONS / DONATIONS | - | - | 11,100 | - | 1,500 | - | - |
| INTERFUND TRANSFERS | - | - | . | - | - | 175,000 | - |
| DEBT PROCEEDS | - | - | - | - | - | - | - |
| MISCELLANEOUS | - | 10,000 | 4,000 | - | - | - | - |
| **TOTAL REVENUE** | **$ 1,684,600** | **$ 9,845,500** | **$ 393,127** | **$ 1,101,760** | **$ 1,810,924** | **$ 315,066** | **$ 684,700** |
| **EXPENDITURES:** | | | | | | | |
| PERSONAL SERVICES | $ 1,674,708 | $ 4,358,813 | $ 7,000 | $ 178,941 | $ 1,158,922 | $ 315,285 | $ 275,024 |
| OPERATION & MAINTENANCE | 623,318 | 4,282,319 | 333,950 | 948,581 | 711,717 | - | 409,386 |
| CAPITAL | - | 1,108,035 | - | - | - | - | - |
| DEBT SERVICE | - | - | - | - | - | - | - |
| INTERFUND TRANSFERS | - | 207,502 | - | - | 1,139 | - | - |
| **TOTAL EXPENDITURES** | **$ 2,298,026** | **$ 9,956,669** | **$ 340,950** | **$ 1,127,522** | **$ 1,871,778** | **$ 315,285** | **$ 684,410** |
| **FUND BALANCE ENDING** | **$ 1,954,116** | **$ 1,886,012** | **$ 271,718** | **$ 3,330,843** | **$ 505,689** | **$ 8,376** | **$ 19,207** |

**SPECIAL REVENUE FUNDS**
**SUMMARY**
**OPERATING BUDGET**
**FY 21**

| | POLICE PROGRAMS | CITY COUNTY LIBRARY | COMMUNITY DEVELOPMENT GRANTS | PARK PROGRAMS | DOWNTOWN REVOLVING LOAN PGM | CEMETARY IMPROV-MENT | ANIMAL CONTROL DONATIONS |
|---|---|---|---|---|---|---|---|
| **FUND BALANCE - BEGINNING** | **$ 1,224,018** | **$ 3,006,812** | **$ 341,595** | **$ 2,242,252** | **$ 262,788** | **$ 141,071** | **$ 39,570** |
| **REVENUE:** | | | | | | | |
| TAXES | $ - | $ 1,192,280 | $ - | $ - | $ - | $ - | $ - |
| SPECIAL ASSESSMENTS | - | - | - | - | - | - | - |
| LICENSES & PERMITS | - | - | - | - | - | - | - |
| INTER-GOVERNMENTAL | 745,179 | 1,541,224 | 1,370,240 | - | - | - | - |
| CHARGES FOR SERVICE | 173,000 | 14,075 | 20,000 | - | - | 14,000 | - |
| FINES & FORFEITS | 100,350 | 59,000 | - | - | - | 1,900 | 370 |
| INVESTMENT EARNINGS | 16,276 | 30,000 | 1,585 | 26,280 | 75,000 | - | - |
| CONTRIBUTIONS / DONATIONS | 40,000 | 73,000 | - | 56,000 | - | - | - |
| INTERFUND TRANSFERS | - | 1,073,051 | 65,000 | 5,000 | - | - | - |
| DEBT PROCEEDS | - | - | - | - | - | - | - |
| MISCELLANEOUS | - | 30,550 | 200,000 | 91,500 | 97,000 | - | - |
| **TOTAL REVENUE** | **$ 1,074,805** | **$ 4,013,180** | **$ 1,656,825** | **$ 178,780** | **$ 172,000** | **$ 15,900** | **$ 370** |
| **EXPENDITURES:** | | | | | | | |
| PERSONAL SERVICES | $ 325,035 | $ 2,517,435 | $ 426,491 | $ - | $ - | $ - | $ - |
| OPERATION & MAINTENANCE | 921,446 | 1,400,733 | 1,026,860 | 49,221 | 226,247 | 48,000 | - |
| CAPITAL | 60,000 | - | - | - | - | - | - |
| DEBT SERVICE | - | - | - | - | - | - | - |
| INTERFUND TRANSFERS | - | 40,945 | - | - | - | - | - |
| **TOTAL EXPENDITURES** | **$ 1,306,481** | **$ 3,959,113** | **$ 1,453,351** | **$ 49,221** | **$ 226,247** | **$ 48,000** | **$ -** |
| **FUND BALANCE ENDING** | **$ 992,342** | **$ 3,060,879** | **$ 545,069** | **$ 2,371,811** | **$ 208,541** | **$ 108,971** | **$ 39,940** |

**SPECIAL REVENUE FUNDS**
**SUMMARY**
**OPERATING BUDGET**
**FY 21**

| | STREET MAINTENANCE DISTRICTS | STREET LIGHT MAINT DISTRICTS | STORM SEWER | PARK MAINT. DISTRICTS | PARK DISTRICT 1 | ARTERIAL STREET FEES | AMEND PARK |
|---|---|---|---|---|---|---|---|
| **FUND BALANCE - BEGINNING** | **$ 4,304,578** | **$ 1,713,617** | **$ 1,768,764** | **$ 1,257,717** | **$ 4,817,687** | **$ 3,238,898** | **$ 238,783** |
| **REVENUE:** | | | | | | | |
| TAXES | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| SPECIAL ASSESSMENTS | 9,143,000 | 2,500,000 | 4,520,000 | 1,166,336 | 3,000,000 | 4,395,000 | - |
| LICENSES & PERMITS | - | - | 4,000 | - | - | - | - |
| INTER-GOVERNMENTAL | - | - | - | - | 437,000 | - | - |
| CHARGES FOR SERVICE | - | - | - | - | - | - | 55,001 |
| FINES & FORFEITS | - | - | - | - | - | - | - |
| INVESTMENT EARNINGS | 55,800 | 30,000 | 55,800 | 9,800 | 38,400 | 60,000 | 2,800 |
| CONTRIBUTIONS / DONATIONS | - | - | - | - | - | - | - |
| INTERFUND TRANSFERS | - | - | - | - | - | - | - |
| DEBT PROCEEDS | - | - | - | - | - | - | - |
| MISCELLANEOUS | - | - | 1,452 | - | - | - | - |
| **TOTAL REVENUE** | **$ 9,198,800** | **$ 2,530,000** | **$ 4,581,252** | **$ 1,176,136** | **$ 3,475,400** | **$ 4,455,000** | **$ 57,801** |
| **EXPENDITURES:** | | | | | | | |
| PERSONAL SERVICES | $ - | $ - | $ - | $ - | $ 333,439 | $ - | $ - |
| OPERATION & MAINTENANCE | 7,655,498 | 2,988,232 | 2,088,632 | 855,923 | 1,353,181 | 161,925 | 56,214 |
| CAPITAL | - | - | 2,680,000 | - | 1,300,000 | 4,050,000 | - |
| DEBT SERVICE | - | - | - | - | - | - | - |
| INTERFUND TRANSFERS | 1,700,000 | - | 1,015,000 | - | 68,500 | - | 4,001 |
| **TOTAL EXPENDITURES** | **$ 9,355,498** | **$ 2,988,232** | **$ 5,783,632** | **$ 855,923** | **$ 3,055,120** | **$ 4,211,925** | **$ 60,215** |
| **FUND BALANCE ENDING** | **$ 4,147,880** | **$ 1,255,385** | **$ 566,384** | **$ 1,577,930** | **$ 5,237,967** | **$ 3,481,973** | **$ 236,369** |

**SPECIAL REVENUE FUNDS**
**SUMMARY**
**OPERATING BUDGET**
**FY 21**

| | BALLFIELD STADIUM DONATIONS | ROAD MAINTENANCE DISTRICT | SIDEWALK HAZARD REPAIR | BALLPARK REPAIR FUND |
|---|---|---|---|---|
| **FUND BALANCE - BEGINNING** | **$ 329,137** | **$ 14,250** | **$ 183,640** | **$ 91,766** |
| **REVENUE:** | | | | |
| TAXES | $ - | $ - | $ - | $ - |
| SPECIAL ASSESSMENTS | - | 2,875 | 60,000 | - |
| LICENSES & PERMITS | - | - | - | - |
| INTER-GOVERNMENTAL | - | - | - | - |
| CHARGES FOR SERVICE | 60,000 | | 15,000 | - |
| FINES & FORFEITS | - | - | - | - |
| INVESTMENT EARNINGS | 5,800 | 105 | 200 | 560 |
| CONTRIBUTIONS / DONATIONS | - | - | - | - |
| INTERFUND TRANSFERS | - | - | 106,800 | 30,000 |
| DEBT PROCEEDS | - | - | - | - |
| MISCELLANEOUS | - | - | - | - |
| **TOTAL REVENUE** | **$ 65,800** | **$ 2,980** | **$ 182,000** | **$ 30,560** |
| **EXPENDITURES:** | | | | |
| PERSONAL SERVICES | $ - | $ - | $ - | $ - |
| OPERATION & MAINTENANCE | 100,885 | 365 | 182,000 | 30,292 |
| CAPITAL | - | - | - | - |
| DEBT SERVICE | - | - | - | - |
| INTERFUND TRANSFERS | - | - | - | - |
| **TOTAL EXPENDITURES** | **$ 100,885** | **$ 365** | **$ 182,000** | **$ 30,292** |
| **FUND BALANCE ENDING** | **$ 294,052** | **$ 16,865** | **$ 183,640** | **$ 92,034** |

**SPECIAL REVENUE FUNDS**
**SUMMARY**
**OPERATING BUDGET**
**FY 21**

| | APPROVED BUDGET FY 21 | APPROVED BUDGET FY 20 | INCREASE (DECREASE) | ACTUAL FY 19 |
|---|---|---|---|---|
| **FUND BALANCE - BEGINNING** | **$ 50,206,492** | **$ 46,219,357** | **$ 3,987,135** | **$ 58,465,805** |
| **REVENUE:** | | | | |
| TAXES | $ 21,839,836 | $ 20,642,138 | $ 1,197,698 | $ 20,786,317 |
| SPECIAL ASSESSMENTS | 24,787,211 | 23,491,176 | 1,296,035 | 23,392,873 |
| LICENSES & PERMITS | 1,738,675 | 1,459,350 | 279,325 | 1,805,192 |
| INTER-GOVERNMENTAL | 15,756,238 | 14,309,486 | 1,446,752 | 14,279,783 |
| CHARGES FOR SERVICE | 11,987,633 | 11,023,092 | 964,541 | 11,103,836 |
| FINES & FORFEITS | 214,020 | 172,432 | 41,588 | 479,021 |
| INVESTMENT EARNINGS | 724,689 | 532,878 | 191,811 | 1,258,421 |
| CONTRIBUTIONS / DONATIONS | 181,600 | 146,800 | 34,800 | 399,776 |
| INTERFUND TRANSFERS | 31,573,800 | 29,983,992 | 1,589,808 | 28,329,449 |
| DEBT PROCEEDS | - | 27,800,000 | (27,800,000) | 3,560,367 |
| MISCELLANEOUS | 485,202 | 535,280 | (50,078) | 1,099,520 |
| **TOTAL REVENUE** | **$ 109,288,904** | **$ 130,096,624** | **$ (20,807,720)** | **$ 106,494,554** |
| **EXPENDITURES:** | | | | |
| PERSONAL SERVICES | $ 50,657,045 | $ 48,780,872 | $ 1,876,173 | $ 47,506,405 |
| OPERATION & MAINTENANCE | 36,280,675 | 33,585,292 | 2,695,383 | 34,855,827 |
| CAPITAL | 15,873,013 | 46,038,876 | (30,165,863) | 21,025,872 |
| DEBT SERVICE | 2,321,195 | 2,001,554 | 319,641 | 1,954,433 |
| INTERFUND TRANSFERS | 5,096,508 | 4,165,218 | 931,290 | 4,301,518 |
| **TOTAL EXPENDITURES** | **$ 110,228,436** | **$ 134,571,812** | **$ (24,343,376)** | **$ 109,644,055** |
| **FUND BALANCE ENDING** | **$ 49,266,960** | **$ 41,744,169** | **$ 7,522,791** | **$ 55,316,304** |

**PUBLIC SAFETY FUND**
**OPERATING BUDGET**

FUND 1500

| | ACTUAL FY 18 | ACTUAL FY 19 | APPROVED FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 1,600,000** | **$ 2,190,588** | **$ 1,663,702** | **$ 1,471,733** | **$ 1,600,000** |
| **REVENUE:** | | | | | |
| TAXES-levy 1 | $ 4,261,629 | $ 4,544,649 | $ 4,844,663 | $ 4,600,000 | $ 4,943,856 |
| TAXES-levy 2 | 8,385,932 | 8,403,252 | 8,200,000 | 8,200,000 | 8,200,000 |
| LICENSES & PERMITS | 42,297 | 38,922 | 28,500 | 8,500 | 35,450 |
| INTER-GOVERNMENTAL | 2,771,250 | 3,095,247 | 3,149,574 | 3,149,000 | 3,263,382 |
| CHARGES FOR SERVICE | 1,578,319 | 1,778,084 | 1,598,256 | 1,940,000 | 2,301,727 |
| FINES & FORFEITS | 2,400 | 2,540 | 2,400 | 1,800 | 2,400 |
| INVESTMENT EARNINGS | 10,351 | 12,936 | 700 | 400 | 12,800 |
| INTERFUND TRANSFERS-SOUTH TIF PD | - | - | - | - | 250,000 |
| INTERFUND TRANSFERS-GENERAL FD | 25,999,387 | 25,666,599 | 27,316,978 | 27,219,594 | 28,168,949 |
| DEBT PROCEEDS | - | - | 2,800,000 | 2,800,000 | - |
| MISCELLANEOUS | 52,991 | 67,919 | 49,478 | 104,900 | 50,700 |
| **TOTAL REVENUE** | **$ 43,104,556** | **$ 43,610,148** | **$ 47,990,549** | **$ 48,024,194** | **$ 47,229,264** |
| **EXPENDITURES:** | | | | | |
| **POLICE:** | | | | | |
| ADMINISTRATION | $ 1,521,166 | $ 1,511,248 | $ 1,504,223 | $ 1,394,216 | $ 1,343,331 |
| OPERATIONS | 15,992,226 | 17,497,425 | 19,892,921 | 20,416,900 | 17,998,559 |
| INVESTIGATIONS | 2,598,144 | 2,499,150 | 2,574,963 | 2,385,540 | 3,268,293 |
| SUPPORT SERV. | 1,792,280 | 1,815,406 | 1,954,930 | 1,855,200 | 2,241,632 |
| ANIMAL CONTROL | 873,119 | 982,837 | 1,090,386 | 938,715 | 1,074,011 |
| **TOTAL POLICE** | **$ 22,776,935** | **$ 24,306,066** | **$ 27,017,423** | **$ 26,990,571** | **$ 25,925,826** |
| **FIRE:** | | | | | |
| ADMINISTRATION | $ 1,226,356 | $ 1,264,588 | $ 1,420,953 | $ 1,430,000 | $ 1,430,959 |
| PREVENTION/INVESTIGATIONS | 726,608 | 816,527 | 753,536 | 780,000 | 911,924 |
| TRAINING | 337,992 | 365,490 | 403,391 | 380,364 | 437,610 |
| EQUIPMENT/MAINTENANCE | 968,121 | 1,544,349 | 1,514,580 | 1,498,000 | 1,538,528 |
| SUPPRESSION | 13,512,602 | 12,842,216 | 13,399,476 | 13,542,492 | 13,629,012 |
| 9-1-1 EMERGENCY OP CENTER | 2,875,892 | 3,122,914 | 3,399,483 | 3,200,000 | 3,259,267 |
| COMMUNICATIONS EQUIPMENT | 89,462 | 66,853 | 81,707 | 74,500 | 96,138 |
| **TOTAL FIRE** | **$ 19,737,033** | **$ 20,022,937** | **$ 20,973,126** | **$ 20,905,356** | **$ 21,303,438** |
| **TOTAL EXPENDITURES** | **$ 42,513,968** | **$ 44,329,003** | **$ 47,990,549** | **$ 47,895,927** | **$ 47,229,264** |
| **FUND BALANCE-ENDING** | **$ 2,190,588** | **$ 1,471,733** | **$ 1,663,702** | **$ 1,600,000** | **$ 1,600,000** |
| **LESS:** | | | | | |
| RESTRICTED | 2,190,589 | 1,471,733 | 1,663,702 | 1,600,000 | 1,600,000 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**SOUTH TAX INCREMENT OPERATING FUND**
**OPERATING BUDGET**

FUND 1990

| | ACTUAL FY 18 | ACTUAL FY 19 | APPROVED FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 6,659,933** | **$ 7,666,169** | **$ 6,946,756** | **$ 6,920,173** | **$ 6,626,674** |
| **REVENUE:** | | | | | |
| TAXES | $ 3,137,106 | $ 3,184,108 | $ 3,112,177 | $ 3,520,628 | $ 3,565,000 |
| INTERGOVERMENTAL | 256,218 | 256,218 | 265,442 | 256,218 | 274,467 |
| INVESTMENT EARNINGS | 51,524 | 138,335 | 65,000 | 83,706 | 69,700 |
| PROCEEDS FROM DEBT | - | - | 25,000,000 | - | - |
| **TOTAL REVENUE** | **$ 3,444,848** | **$ 3,578,661** | **$ 28,442,619** | **$ 3,860,552** | **$ 3,909,167** |
| **EXPENDITURES:** | | | | | |
| OPERATION AND MAINTENANCE | | | | | |
| CHARGE FOR SERVICES | $ 48,444 | $ 201,754 | $ 45,429 | $ 45,429 | $ 55,558 |
| DEVELOPMENT INCENTIVES | 198,175 | 362,598 | 195,000 | 110,192 | 500,000 |
| SBURA OPERATING AGREEMENT | 163,815 | 163,690 | 166,790 | 150,395 | 162,090 |
| CAPITAL | 1,381,834 | 2,950,621 | 28,510,000 | 3,203,541 | 2,284,978 |
| DEBT SERVICE | 646,344 | 645,994 | 647,595 | 644,494 | 650,994 |
| TRANSFER TO OTHER FUNDS | - | - | - | - | 250,000 |
| **TOTAL EXPENDITURES** | **$ 2,438,612** | **$ 4,324,657** | **$ 29,564,814** | **$ 4,154,051** | **$ 3,903,620** |
| **FUND BALANCE ENDING** | **$ 7,666,169** | **$ 6,920,173** | **$ 5,824,561** | **$ 6,626,674** | **$ 6,632,221** |
| **LESS:** | | | | | |
| RESTRICTED | 7,666,169 | 6,920,173 | 5,824,561 | 6,626,674 | 6,632,221 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## 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 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 1,293,093** | **$ 1,209,807** | **$ 1,529,308** | **$ 1,710,424** | **$ 1,707,340** |
| **REVENUE:** | | | | | |
| TAXES | $ 807,661 | $ 730,149 | $ 704,520 | $ 728,565 | $ 750,700 |
| INTERGOVERNMENTAL | 146,654 | 146,654 | 151,256 | 146,654 | 156,400 |
| TAX INCREMENT BOND PROCEEDS | - | 3,560,367 | - | - | - |
| INVESTMENT EARNINGS | 9,376 | 52,982 | 15,000 | 19,282 | 14,300 |
| **TOTAL REVENUE** | **$ 963,691** | **$ 4,490,152** | **$ 870,776** | **$ 894,502** | **$ 921,400** |
| **EXPENDITURES:** | | | | | |
| OPERATIONS AND MAINTENANCE | | | | | |
| CHARGE FOR SERVICES | $ 14,627 | $ 41,805 | $ 69,320 | $ 30,520 | $ 41,857 |
| EBURD OPERATING AGREEMENT | 139,946 | 139,946 | 139,946 | 139,946 | 139,946 |
| DEVELOPMENT INCENTIVES | 185,549 | 305,831 | 273,000 | 205,844 | 140,000 |
| DEBT SERVICE | 209,538 | 360,098 | 404,805 | 451,941 | 470,917 |
| CAPITAL | 497,317 | 3,141,855 | - | 69,335 | - |
| **TOTAL EXPENDITURES** | **$ 1,046,977** | **$ 3,989,535** | **$ 887,071** | **$ 897,586** | **$ 792,720** |
| **FUND BALANCE ENDING** | **$ 1,209,807** | **$ 1,710,424** | **$ 1,513,013** | **$ 1,707,340** | **$ 1,836,020** |
| **LESS:** | | | | | |
| RESTRICTED | 1,209,807 | 1,710,424 | 1,513,013 | 1,707,340 | 1,836,020 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## 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 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 2,766,693** | **$ 2,523,093** | **$ 2,873,893** | **$ 2,927,295** | **$ 3,418,245** |
| **REVENUE:** | | | | | |
| TAXES | $ 2,576,015 | $ 2,282,884 | $ 2,128,000 | $ 2,344,505 | $ 2,675,000 |
| INTERGOVERNMENTAL | 211,821 | 211,821 | 219,447 | 211,821 | 226,908 |
| INVESTMENT EARNINGS | 8,540 | 21,050 | 11,000 | 14,820 | 13,300 |
| **TOTAL REVENUE** | **$ 2,796,376** | **$ 2,515,755** | **$ 2,358,447** | **$ 2,571,146** | **$ 2,915,208** |
| **EXPENDITURES:** | | | | | |
| OPERATION AND MAINTENANCE: | | | | | |
| CHARGE FOR SERVICES | $ 133,682 | $ 123,859 | $ 84,994 | $ 84,994 | $ 92,867 |
| DEVELOPMENT INCENTIVES | 1,361,590 | 659,912 | 2,043,333 | 663,000 | 1,850,000 |
| DBP OPERATING AGREEMENT | 271,302 | 279,441 | 279,441 | 279,441 | 279,441 |
| DEBT SERVICE | 950,073 | 948,341 | 948,454 | 952,761 | 949,284 |
| CAPITAL | - | - | - | - | - |
| INTERFUND TRANSFER TO PARKING | 323,329 | 100,000 | 100,000 | 100,000 | 147,000 |
| **TOTAL EXPENDITURES** | **$ 3,039,976** | **$ 2,111,553** | **$ 3,456,222** | **$ 2,080,196** | **$ 3,318,592** |
| **FUND BALANCE ENDING** | **$ 2,523,093** | **$ 2,927,295** | **$ 1,776,118** | **$ 3,418,245** | **$ 3,014,861** |
| **LESS:** | | | | | |
| RESTRICTED | 2,523,093 | 2,927,295 | 1,776,118 | 3,418,245 | 3,014,861 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## 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
## OPERATING BUDGET

FUND 2050 & 2060

| | ACTUAL FY18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 4,340,192** | **$ 5,711,963** | **$ 4,011,764** | **$ 6,316,447** | **$ 2,902,366** |
| **REVENUE:** | | | | | |
| STATE GAS TAX | $ 2,417,803 | $ 3,140,831 | $ 3,855,000 | $ 3,726,842 | $ 3,750,000 |
| COUNTY CONTRACT SERVICE | 94,815 | 91,475 | 98,302 | 70,965 | 80,599 |
| INTEREST ON INVESTMENTS | 45,632 | 101,677 | 40,000 | 88,000 | 80,000 |
| CONTRIBUTIONS/DONATIONS | 490,023 | 43,329 | - | 25,150 | - |
| TRANSFERS: | | | | | |
| STREET MAINT DISTRICTS | 1,500,000 | 1,318,000 | 1,325,000 | 1,325,000 | 1,700,000 |
| SALE OF FIXED ASSETS | - | 37,786 | - | - | - |
| **TOTAL REVENUE** | **$ 4,548,273** | **$ 4,733,098** | **$ 5,318,302** | **$ 5,235,957** | **$ 5,610,599** |
| **EXPENDITURES:** | | | | | |
| PERSONAL SERVICES | $ 68,025 | $ 66,070 | $ 73,571 | $ 73,290 | $ 80,599 |
| OPERATION & MAINTENANCE | 2,421,044 | 1,841,706 | 298,310 | 321,260 | 320,701 |
| CAPITAL PROJECTS | 687,433 | 2,129,338 | 4,185,000 | 8,248,659 | 4,215,000 |
| TRANSFERS | - | 91,500 | - | 6,829 | 106,800 |
| **TOTAL EXPENDITURES** | **$ 3,176,502** | **$ 4,128,614** | **$ 4,556,881** | **$ 8,650,038** | **$ 4,723,100** |
| **FUND BALANCE ENDING** | **$ 5,711,963** | **$ 6,316,447** | **$ 4,773,185** | **$ 2,902,366** | **$ 3,789,865** |
| **LESS:** | | | | | |
| RESTRICTED: | | | | | |
| INNER BELTLOOP | - | - | 4,507,684 | 2,046,265 | 3,046,265 |
| OTHER PROJECTS | 5,711,963 | 6,316,447 | 265,501 | 856,101 | 265,501 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**BUILDING INSPECTION FUND**
**OPERATING BUDGET**

FUND 2090

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 2,507,577** | **$ 2,475,386** | **$ 2,390,966** | **$ 2,463,242** | **$ 2,567,542** |
| **REVENUE:** | | | | | |
| LICENSES & PERMITS | $ 1,747,543 | $ 1,761,070 | $ 1,390,100 | $ 1,925,000 | $ 1,655,600 |
| INTEREST ON INVESTMENTS | 20,886 | 63,093 | 34,000 | 22,000 | 29,000 |
| MISCELLANEOUS | 4,508 | 9,360 | 2,500 | 2,300 | - |
| **TOTAL REVENUE** | **$ 1,772,937** | **$ 1,833,523** | **$ 1,426,600** | **$ 1,949,300** | **$ 1,684,600** |
| **EXPENDITURES:** | | | | | |
| PERSONAL SERVICES | $ 1,241,446 | $ 1,333,422 | $ 1,520,447 | $ 1,300,000 | $ 1,674,708 |
| OPERATIONS & MAINT. | 536,976 | 512,245 | 574,361 | 545,000 | 623,318 |
| CAPITAL | 26,706 | - | - | - | - |
| **TOTAL EXPENDITURES** | **$ 1,805,128** | **$ 1,845,667** | **$ 2,094,808** | **$ 1,845,000** | **$ 2,298,026** |
| **FUND BALANCE ENDING** | **$ 2,475,386** | **$ 2,463,242** | **$ 1,690,567** | **$ 2,567,542** | **$ 1,954,116** |
| **LESS:** | | | | | |
| RESTRICTED | 2,475,386 | 2,463,242 | 1,690,567 | 2,567,542 | 1,954,116 |
| **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 21 are $1,684,600, slightly more than the FY 20 budget of $1,426,600. FY 20 revenues were slightly above projected income due to increased construction costs. Indicators for FY 21 show another productive building season similar in activity levels to last year. Revenues can fluctuate a great deal besed on actual construction activity.

### Expenditures

No significant changes.

### Capital

None

## STREET AND TRAFFIC FUND
## OPERATING BUDGET

FUND 2110

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 4,471,137** | **$ 4,172,289** | **$ 2,126,741** | **$ 4,443,050** | **$ 1,997,181** |
| **REVENUE:** | | | | | |
| STATE REIMBURSEMENTS | $ 679,804 | $ 692,769 | $ 686,415 | $ 718,642 | $ 725,000 |
| FIRE SERVICES FEES | 11,000 | 11,000 | 11,000 | 11,000 | 11,000 |
| STREET LIGHT | 255,109 | 261,928 | 242,050 | 200,000 | 215,000 |
| STREET MAINTENANCE | 6,984,996 | 7,315,000 | 7,491,000 | 7,491,000 | 7,555,000 |
| SOLID WASTE | - | - | 100,000 | 100,000 | 100,000 |
| STORM SEWER MAINT. | 841,801 | 920,454 | 895,000 | 905,000 | 1,024,000 |
| BBWA LATERAL MAINT. | 4,500 | 4,500 | 4,500 | 4,500 | 4,500 |
| UTILITY CHG FOR SERVICES | 127,126 | 262,085 | 130,000 | 190,000 | 150,000 |
| ENGINEERING CHG FOR SERVICE | - | - | 1,000 | - | - |
| INTERDEPARTMENTAL CHGS | 1,633 | - | 1,000 | 100 | 1,000 |
| INVESTMENT EARNINGS | 29,428 | 75,872 | 30,000 | 60,000 | 50,000 |
| MISCELLANEOUS | 16,433 | 25,132 | 10,000 | 12,047 | 10,000 |
| **TOTAL REVENUE** | **$ 8,951,830** | **$ 9,568,740** | **$ 9,601,965** | **$ 9,692,289** | **$ 9,845,500** |
| **EXPENDITURES:** | | | | | |
| PERSONAL SERVICES | $ 3,983,814 | $ 4,117,915 | $ 4,292,027 | $ 4,283,200 | $ 4,358,813 |
| OPERATIONS AND MAINTENANCE | 3,825,312 | 4,018,708 | 4,007,447 | 4,009,027 | 4,282,319 |
| CAPITAL | 1,234,050 | 953,854 | 1,535,930 | 3,638,429 | 1,108,035 |
| TRANSFERS | 207,502 | 207,502 | 207,502 | 207,502 | 207,502 |
| **TOTAL EXPENDITURES** | **$ 9,250,678** | **$ 9,297,979** | **$ 10,042,906** | **$ 12,138,158** | **$ 9,956,669** |
| **FUND BALANCE ENDING** | **$ 4,172,289** | **$ 4,443,050** | **$ 1,386,952** | **$ 1,997,181** | **$ 1,886,012** |
| **LESS:** | | | | | |
| RESTRICTED | 4,172,289 | 4,443,050 | 1,386,952 | 1,997,181 | 1,886,012 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## FIRE PROGRAMS FUND
## OPERATING BUDGET

FUND 2190-2240

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 236,956** | **$ 260,403** | **$ 244,903** | **$ 260,741** | **$ 219,541** |
| **REVENUE:** | | | | | |
| INTER-GOVERNMENTAL-STATE | $ 403,023 | $ 309,264 | $ - | $ - | $ 375,000 |
| INTER-GOVERNMENTAL-FEDERAL | - | - | - | 5,000 | - |
| INVESTMENT EARNINGS | 2,144 | 5,710 | 2,239 | 2,800 | 3,027 |
| HAZARD MAT CHARGE FOR SERVICE | 6,021 | - | - | - | - |
| CONTRIBUTIONS / DONATIONS | 22,500 | 6,740 | 6,000 | - | 11,100 |
| MISCELLANEOUS | - | 31,500 | - | 6,000 | 4,000 |
| **TOTAL REVENUE** | **$ 433,688** | **$ 353,214** | **$ 8,239** | **$ 13,800** | **$ 393,127** |
| **EXPENDITURES:** | | | | | |
| PERSONAL SERVICES | $ 7,814 | $ 3,735 | $ 4,000 | $ - | $ 7,000 |
| OPERATION & MAINTENANCE | 402,427 | 289,141 | 83,100 | 55,000 | 333,950 |
| CAPITAL | - | 60,000 | - | - | - |
| **TOTAL EXPENDITURES** | **$ 410,241** | **$ 352,876** | **$ 87,100** | **$ 55,000** | **$ 340,950** |
| **FUND BALANCE ENDING** | **$ 260,403** | **$ 260,741** | **$ 189,489** | **$ 219,541** | **$ 271,718** |
| **LESS:** | | | | | |
| RESTRICTED | 260,403 | 260,741 | 189,489 | 219,541 | 271,718 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

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

FUND 2250, 2260

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 6,819,218** | **$ 3,094,942** | **$ 2,978,488** | **$ 2,979,005** | **$ 3,356,605** |
| **REVENUE:** | | | | | |
| STATE SHARED REVENUE | $ 1,104,570 | $ 1,085,619 | $ 1,080,900 | $ 1,064,600 | $ 1,064,460 |
| MISCELLANEOUS | 433 | 5,383 | - | 1,000 | - |
| INTEREST ON INVESTMENTS | 49,317 | 78,926 | 53,388 | 53,000 | 37,300 |
| **TOTAL REVENUE** | **$ 1,430,465** | **$ 1,169,928** | **$ 1,134,288** | **$ 1,118,600** | **$ 1,101,760** |
| **EXPENDITURES:** | | | | | |
| PERSONAL SERVICES | $ 31,390 | $ 32,466 | $ 133,138 | $ 96,000 | $ 178,941 |
| OPERATION & MAINTENANCE | 520,628 | 531,314 | 922,984 | 605,000 | 948,581 |
| CAPITAL | 4,326,578 | 722,085 | 44,996 | 40,000 | - |
| **TOTAL EXPENDITURES** | **$ 5,154,741** | **$ 1,285,865** | **$ 1,101,118** | **$ 741,000** | **$ 1,127,522** |
| **FUND BALANCE ENDING** | **$ 3,094,942** | **$ 2,979,005** | **$ 3,011,658** | **$ 3,356,605** | **$ 3,330,843** |
| LESS: | | | | | |
| RESTRICTED | 3,094,942 | 2,979,005 | 3,011,658 | 3,356,605 | 3,330,843 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## CITY-COUNTY PLANNING FUND
## OPERATING BUDGET

FUND 2380, 2390, 2400

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 511,180** | **$ 615,587** | **$ 460,245** | **$ 678,190** | **$ 566,543** |
| **REVENUE:** | | | | | |
| **CITY-COUNTY PLANNING:** | | | | | |
| COUNTY PROPERTY TAX | $ 480,175 | $ 501,298 | $ 490,400 | $ 495,385 | $ 513,000 |
| LICENSES & PERMITS | 33,900 | 34,622 | 30,750 | 30,750 | 43,625 |
| FEDERAL/ LOCAL GRANTS | 864,333 | 985,520 | 850,000 | 925,000 | 960,000 |
| CONTRIBUTION-COUNTY | 12,500 | 14,500 | - | - | - |
| CHARGES FOR SERVICE | 273,540 | 265,712 | 270,611 | 270,000 | 274,330 |
| INTEREST ON INVESTMENTS | 3,295 | 12,513 | 6,300 | 5,945 | 6,500 |
| TRANSFERS IN | 12,500 | 25,000 | - | - | - |
| MISCELLANEOUS | 2,172 | 1,411 | 1,500 | 1,375 | 1,500 |
| **HISTORIC PRESERVATION GRANT** | 5,500 | 5,500 | 6,969 | 5,500 | 11,969 |
| **TOTAL REVENUE** | **$ 1,687,915** | **$ 1,846,076** | **$ 1,656,530** | **$ 1,733,955** | **$ 1,810,924** |
| **EXPENDITURES:** | | | | | |
| **CITY-COUNTY PLANNING:** | | | | | |
| PERSONAL SERVICES | $ 946,873 | $ 1,066,906 | $ 1,115,202 | $ 1,120,000 | $ 1,158,922 |
| OPERATION & MAINTENANCE | 632,194 | 706,694 | 748,029 | 715,000 | 703,717 |
| TRANSFERS | 4,441 | 2,228 | 4,498 | 4,498 | 1,139 |
| **HISTORIC PRESERVATION GRANT** | - | 7,645 | 8,000 | 6,104 | 8,000 |
| **TOTAL EXPENDITURES** | **$ 1,583,508** | **$ 1,783,473** | **$ 1,875,729** | **$ 1,845,602** | **$ 1,871,778** |
| **FUND BALANCE ENDING** | **$ 615,587** | **$ 678,190** | **$ 241,046** | **$ 566,543** | **$ 505,689** |
| **LESS:** | | | | | |
| RESTRICTED | 615,587 | 678,190 | 241,046 | 566,543 | 505,689 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**CITY ATTORNEY GRANTS FUND**
**OPERATING BUDGET**

FUNDS 2410-2430

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 12,926** | **$ 3,352** | **$ 8,225** | **$ 4,585** | **$ 8,595** |
| **REVENUE:** | | | | | |
| INTER-GOVERNMENTAL-ATTORNEY VICTIM/WITNESS | $ 31,385 | $ - | $ - | $ - | $ - |
| INTER-GOVERNMENTAL-DOMESTIC VIOLENCE UNIT | 38,305 | 72,927 | 88,000 | 60,000 | 90,000 |
| FINES & FORFEITS | 56,722 | 53,789 | 50,000 | 43,000 | 50,000 |
| INVESTMENT EARNINGS | - | 97 | - | 60 | 66 |
| INTERFUND TRANSFERS-GENERAL FUND | 169,707 | 172,902 | 167,374 | 200,000 | 175,000 |
| **TOTAL REVENUE** | **$ 296,119** | **$ 299,715** | **$ 305,374** | **$ 303,060** | **$ 315,066** |
| **EXPENDITURES:** | | | | | |
| GRANT-ATTORNEY VICTIM/WITNESS | $ 63,797 | $ 20,979 | $ - | $ - | $ - |
| GRANT-DOMESTIC VIOLENCE UNIT | 109,898 | 155,610 | 207,461 | 204,550 | 214,101 |
| SURCHARGE-DOMESTIC VIOLENCE | 131,998 | 121,893 | 97,913 | 94,500 | 101,184 |
| **TOTAL EXPENDITURES** | **$ 305,693** | **$ 298,482** | **$ 305,374** | **$ 299,050** | **$ 315,285** |
| **FUND BALANCE ENDING** | **$ 3,352** | **$ 4,585** | **$ 8,225** | **$ 8,595** | **$ 8,376** |
| **LESS:** | | | | | |
| RESTRICTED | 3,352 | 4,585 | 8,225 | 8,595 | 8,376 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## 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

**MUNICIPAL COURT GRANTS**
**OPERATING BUDGET**

FUNDS 2450-2480, 7370-7380

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 33,138** | **$ (23,172)** | **$ 6,828** | **$ (54,483)** | **$ 18,917** |
| **REVENUE:** | | | | | |
| INTER-GOVERNMENTAL | $ 287,311 | $ 409,200 | $ 647,123 | $ 480,000 | $ 684,410 |
| INTEREST | - | - | - | 400 | 290 |
| **TOTAL REVENUE** | **$ 287,311** | **$ 409,200** | **$ 647,123** | **$ 480,400** | **$ 684,700** |
| **EXPENDITURES:** | | | | | |
| PERSONAL SERVICES | $ 170,288 | $ 161,379 | $ 210,438 | $ 192,000 | $ 275,024 |
| OPERATION & MAINTENANCE | 173,333 | 279,132 | 436,685 | 215,000 | 409,386 |
| **TOTAL EXPENDITURES** | **$ 343,621** | **$ 440,511** | **$ 647,123** | **$ 407,000** | **$ 684,410** |
| **FUND BALANCE ENDING** | **$ (23,172)** | **$ (54,483)** | **$ 6,828** | **$ 18,917** | **$ 19,207** |
| **LESS:** | | | | | |
| RESTRICTED | (23,172) | (54,483) | 6,828 | 18,917 | 19,207 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## 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 (PAGE 1 OF 5)**
**OPERATING BUDGET**

FUNDS 2490-2590,7080-7100, 7170-7200

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **MONTANA BOARD OF CRIME CONTROL (FUND 2490)** | | | | | |
| **FUND BALANCE BEGINNING** | **$ 130** | **$ 3,217** | **$ 22,217** | **$ 10,722** | **$ 17,397** |
| **REVENUE:** | | | | | |
| INTER-GOVERNMENTAL | $ 17,527 | $ 32,630 | $ 34,000 | $ 31,400 | $ 34,000 |
| INVESTMENT EARNINGS | - | 10 | - | 25 | - |
| **TOTAL REVENUE** | **$ 17,527** | **$ 32,640** | **$ 34,000** | **$ 31,425** | **$ 34,000** |
| **EXPENDITURES:** | | | | | |
| PERSONAL SERVICES | $ 4,956 | $ 16,003 | $ 14,485 | $ - | $ 10,000 |
| OPERATION & MAINTENANCE | 9,484 | 9,132 | 20,303 | 24,750 | 24,000 |
| **TOTAL EXPENDITURES** | **$ 14,440** | **$ 25,135** | **$ 34,788** | **$ 24,750** | **$ 34,000** |
| **FUND BALANCE ENDING** | **$ 3,217** | **$ 10,722** | **$ 21,429** | **$ 17,397** | **$ 17,397** |
| **INTERNET CRIMES AGAINST CHILDREN-LOCAL DONATION (FUND 2520)** | | | | | |
| **FUND BALANCE BEGINNING** | **$ 810,559** | **$ 613,463** | **$ 497,463** | **$ 353,111** | **$ 216,735** |
| **REVENUE:** | | | | | |
| INTER-GOVERNMENTAL | $ - | $ - | $ - | $ - | $ - |
| INVESTMENT EARNINGS | $ - | $ 11,352 | $ - | $ 7,000 | $ 5,300 |
| CONTRIBUTIONS / DONATIONS | $ 445 | $ - | $ - | $ - | $ - |
| **TOTAL REVENUE** | **$ 445** | **$ 11,352** | **$ -** | **$ 7,000** | **$ 5,300** |
| **EXPENDITURES:** | | | | | |
| PERSONAL SERVICES | $ - | $ - | $ - | $ - | $ - |
| OPERATION & MAINTENANCE | 197,541 | 271,704 | - | 143,376 | 215,000 |
| **TOTAL EXPENDITURES** | **$ 197,541** | **$ 271,704** | **$ -** | **$ 143,376** | **$ 215,000** |
| **FUND BALANCE ENDING** | **$ 613,463** | **$ 353,111** | **$ 497,463** | **$ 216,735** | **$ 7,035** |
| **INTERNET CRIMES AGAINST CHILDREN (FUND 2510)** | | | | | |
| **FUND BALANCE BEGINNING** | **$ (4,570)** | **$ (331)** | **$ 12,869** | **$ (12,510)** | **$ 4,915** |
| INVESTMENT EARNINGS | $ - | $ 134.00 | - | 1 | - |
| INTER-GOVERNMENTAL | 183,032 | $ 99,615.00 | - | 36,890 | 9,446 |
| **TOTAL REVENUE** | **$ 183,032** | **$ 99,749** | **$ -** | **$ 36,891** | **$ 9,446** |
| **EXPENDITURES:** | | | | | |
| PERSONAL SERVICES | $ 7,528 | $ 3,595 | $ - | $ 8,870 | $ - |
| OPERATION & MAINTENANCE | 171,265 | 108,333 | - | 10,596 | 9,446 |
| **TOTAL EXPENDITURES** | **$ 178,793** | **$ 111,928** | **$ -** | **$ 19,466** | **$ 9,446** |
| **FUND BALANCE ENDING** | **$ (331)** | **$ (12,510)** | **$ 12,869** | **$ 4,915** | **$ 4,915** |

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

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **TRAFFIC SAFETY (FUND 2540)** | | | | | |
| **FUND BALANCE BEGINNING** | **$ 10,437** | **$ 12,801** | **$ 15,451** | **$ 13,803** | **$ 18,983** |
| INVESTMENT EARNINGS | $ - | $ 360 | $ - | $ 180 | $ 180 |
| INTER-GOVERNMENTAL | 8,334 | 4,343 | 9,000 | 11,000 | 14,000 |
| **TOTAL REVENUE** | **$ 8,334** | **$ 4,703** | **$ 9,000** | **$ 11,180** | **$ 14,180** |
| **EXPENDITURES:** | | | | | |
| PERSONAL SERVICES | $ 5,970 | $ 3,701 | $ 9,518 | $ 6,000 | $ 14,000 |
| **TOTAL EXPENDITURES** | **$ 5,970** | **$ 3,701** | **$ 9,518** | **$ 6,000** | **$ 14,000** |
| **FUND BALANCE ENDING** | **$ 12,801** | **$ 13,803** | **$ 14,933** | **$ 18,983** | **$ 19,163** |
| **JUSTICE ASSISTANCE GRANTS (FUND 2500)** | | | | | |
| **FUND BALANCE BEGINNING** | **$ (3,365)** | **$ (23,656)** | **$ 246** | **$ (26,773)** | **$ -** |
| INVESTMENT EARNINGS | $ - | $ (144) | $ - | $ - | $ - |
| INTER-GOVERNMENTAL | - | 95,589 | - | 93,273 | 60,000 |
| **TOTAL REVENUE** | **$ 34,229** | **$ 95,445** | **$ 100,148** | **$ 93,273** | **$ 60,000** |
| **EXPENDITURES:** | | | | | |
| OPERATION & MAINTENANCE | $ 54,520 | $ 98,562 | $ 78,148 | $ 66,500 | 60,000 |
| **TOTAL EXPENDITURES** | **$ 54,520** | **$ 98,562** | **$ 78,148** | **$ 66,500** | **$ 60,000** |
| **FUND BALANCE ENDING** | **$ (23,656)** | **$ (26,773)** | **$ 22,246** | **$ -** | **$ -** |
| **HIDTA-ONDCP (FUND 2550)** | | | | | |
| **FUND BALANCE BEGINNING** | **$ 7,597** | **$ 26,565** | **$ 65,915** | **$ 19,593** | **$ 6,093** |
| INVESTMENT EARNINGS | $ - | $ 95 | $ - | $ - | $ 5 |
| INTER-GOVERNMENTAL | - | 230,299 | - | 293,000 | 540,733 |
| **TOTAL REVENUE** | **$ 205,598** | **$ 230,394** | **$ 231,796** | **$ 293,000** | **$ 540,738** |
| **EXPENDITURES:** | | | | | |
| PERSONAL SERVICES | $ 119,325 | $ 118,672 | $ 145,968 | $ 106,500 | $ 146,035 |
| OPERATION & MAINTENANCE | 67,305 | 118,694 | 90,141 | 200,000 | 394,698 |
| **TOTAL EXPENDITURES** | **$ 186,630** | **$ 237,366** | **$ 236,109** | **$ 306,500** | **$ 540,733** |
| **FUND BALANCE ENDING** | **$ 26,565** | **$ 19,593** | **$ 61,602** | **$ 6,093** | **$ 6,098** |

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

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **DOWNTOWN CENTRAL BEAT OFFICER (FUND 2560)** | | | | | |
| **FUND BALANCE BEGINNING** | **$ 9,607** | **$ 103** | **$ 10,103** | **$ 23,020** | **$ 5,370** |
| **REVENUE-CHARGES FOR SERVICE** | | | | | |
| CHARGES FOR SERVICE | $ 106,940 | $ 145,561 | $ 152,500 | $ 147,350 | $ 155,000 |
| **TOTAL REVENUE** | **$ 106,940** | **$ 145,561** | **$ 152,500** | **$ 147,350** | **$ 155,000** |
| **EXPENDITURES:** | | | | | |
| PERSONAL SERVICES | $ 116,444 | $ 122,644 | $ 79,436 | $ 165,000 | $ 155,000 |
| **TOTAL EXPENDITURES** | **$ 116,444** | **$ 122,644** | **$ 79,436** | **$ 165,000** | **$ 155,000** |
| **FUND BALANCE ENDING** | **$ 103** | **$ 23,020** | **$ 83,167** | **$ 5,370** | **$ 5,370** |
| **POLICE DONATIONS (FUNDS 2590, 7090, 7190, 7200)** | | | | | |
| **FUND BALANCE BEGINNING** | **$ 88,431** | **$ 76,734** | **$ 97,734** | **$ 119,326** | **$ 177,701** |
| **REVENUE:** | | | | | |
| CHARGES FOR SERVICE | $ 18,302 | $ 32,761 | $ 18,000 | $ 25,650 | $ 18,000 |
| INVESTMENT EARNINGS | 779 | 2,698 | 1,102 | 1,500 | 1,305 |
| CONTRIBUTIONS / DONATIONS | 50,051 | 39,308 | 20,000 | 67,175 | 40,000 |
| **TOTAL REVENUE** | **$ 69,132** | **$ 74,767** | **$ 39,102** | **$ 94,325** | **$ 59,305** |
| **EXPENDITURES:** | | | | | |
| OPERATION & MAINTENANCE | $ 38,812 | $ 32,175 | $ 6,500 | $ 35,950 | $ 38,500 |
| CAPITAL | 42,017 | - | - | - | - |
| **TOTAL EXPENDITURES** | **$ 80,829** | **$ 32,175** | **$ 6,500** | **$ 35,950** | **$ 38,500** |
| **FUND BALANCE ENDING** | **$ 76,734** | **$ 119,326** | **$ 130,336** | **$ 177,701** | **$ 198,506** |
| **SOCIAL HOST RESTITUTION (FUND 7080)** | | | | | |
| **FUND BALANCE BEGINNING** | **$ 3,498** | **$ 466** | **$ 466** | **$ 5** | **$ 95** |
| **REVENUE-FINES & FORFEITS** | **$ 1,240** | **$ 346** | **$ 500** | **$ 90** | **$ 350** |
| **EXPENDITURES-OPERATION & MAINTENANCE** | **$ 4,272** | **$ 807** | **$ 1,000** | **$ -** | **$ 445** |
| **FUND BALANCE ENDING** | **$ 466** | **$ 5** | **$ (34)** | **$ 95** | **$ -** |

**POLICE PROGRAMS (PAGE 4 OF 5)**
**OPERATING BUDGET**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **HOMELAND SECURITY (FUND 2580)** | | | | | |
| **FUND BALANCE BEGINNING** | **$ 23,192** | **$ 24,534** | **$ 24,534** | **$ 16,466** | **$ 15,571** |
| **REVENUE:** | | | | | |
| INTER-GOVERNMENTAL | $ 10,000 | $ 71,927 | $ 53,000 | $ 18,000 | $ 87,000 |
| INVESTMENT EARNINGS | - | 213 | - | 105 | 86 |
| **TOTAL REVENUE** | **$ 10,000** | **$ 72,140** | **$ 53,000** | **$ 18,105** | **$ 87,086** |
| **EXPENDITURES:** | | | | | |
| CAPITAL | $ - | $ 54,540 | $ - | $ - | $ 60,000 |
| OPERATION & MAINTENANCE | 8,658 | 25,668 | 53,000 | 19,000 | 27,000 |
| **TOTAL EXPENDITURES** | **$ 8,658** | **$ 80,208** | **$ 53,000** | **$ 19,000** | **$ 87,000** |
| **FUND BALANCE ENDING** | **$ 24,534** | **$ 16,466** | **$ 24,534** | **$ 15,571** | **$ 15,657** |
| **POLICE DRUG FORFEITURES (Funds 7170 & 7180)** | | | | | |
| **FUND BALANCE BEGINNING** | **$ 598,962** | **$ 649,697** | **$ 695,196** | **$ 847,052** | **$ 761,157** |
| **REVENUE:** | | | | | |
| FINES & FORFEITS | $ 205,859 | $ 357,958 | $ 50,000 | $ 125,000 | $ 100,000 |
| TRANSFER IN | - | 173 | - | - | |
| INVESTMENT EARNINGS | 5,029 | 17,405 | 6,300 | 9,105 | 9,400 |
| **TOTAL REVENUE** | **$ 210,888** | **$ 375,536** | **$ 56,300** | **$ 134,105** | **$ 109,400** |
| **EXPENDITURES:** | | | | | |
| OPERATION & MAINTENANCE | $ 160,153 | $ 178,181 | $ 118,589 | $ 220,000 | $ 152,357 |
| **TOTAL EXPENDITURES** | **$ 160,153** | **$ 178,181** | **$ 118,589** | **$ 220,000** | **$ 152,357** |
| **FUND BALANCE ENDING** | **$ 649,697** | **$ 847,052** | **$ 632,907** | **$ 761,157** | **$ 718,200** |
| **FUND 7100-POLICE SURCHARGE FOR TECHNOLOGY** | | | | | |
| **FUND BALANCE BEGINNING** | **$ -** | **$ 2,420** | **$ 9,420** | **$ 8,990** | **$ -** |
| **REVENUE-FINES & FORFEITS** | **$ 2,420** | **$ 6,570** | **$ -** | **$ 1,000** | **$ -** |
| **EXPENDITURES-OPERATION & MAINTENANCE** | **$ -** | **$ -** | **$ -** | **$ 9,990** | **$ -** |
| **FUND BALANCE ENDING** | **$ 2,420** | **$ 8,990** | **$ 9,420** | **$ -** | **$ -** |

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

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 1,544,478** | **$ 1,386,013** | **$ 1,451,614** | **$ 1,372,806** | **$ 1,224,018** |
| **REVENUE:** | | | | | |
| INTER-GOVERNMENTAL | $ 458,720 | $ 534,403 | $ 427,944 | $ 483,563 | $ 745,179 |
| CHARGES FOR SERVICE | 125,242 | 178,322 | 170,500 | 173,000 | 173,000 |
| FINES & FORFEITS | 209,519 | 364,874 | 50,500 | 126,090 | 100,350 |
| INVESTMENT EARNINGS | 5,808 | 32,124 | 7,402 | 17,916 | 16,276 |
| CONTRIBUTIONS / DONATIONS | 50,496 | 39,308 | 20,000 | 67,175 | 40,000 |
| INTERFUND TRANSFERS | - | 173 | - | - | - |
| **TOTAL REVENUE** | **$ 849,785** | **$ 1,149,204** | **$ 676,346** | **$ 867,744** | **$ 1,074,805** |
| **EXPENDITURES:** | | | | | |
| PERSONAL SERVICES | $ 254,223 | $ 264,615 | $ 249,407 | $ 286,370 | $ 325,035 |
| OPERATION & MAINTENANCE | 712,010 | 843,256 | 367,681 | 730,162 | 921,446 |
| CAPITAL | 42,017 | 54,540 | - | - | 60,000 |
| **TOTAL EXPENDITURES** | **$ 1,008,250** | **$ 1,162,411** | **$ 617,088** | **$ 1,016,532** | **$ 1,306,481** |
| **FUND BALANCE ENDING** | **$ 1,386,013** | **$ 1,372,806** | **$ 1,510,872** | **$ 1,224,018** | **$ 992,342** |
| **FUND BALANCE ENDING-CHECKING** | **1,386,013** | **1,372,806** | **1,510,872** | **1,224,018** | **992,342** |
| **LESS:** | | | | | |
| RESTRICTED | 1,386,013 | 1,372,806 | 1,510,872 | 1,224,018 | 992,342 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ 0** | **$ -** |

## CITY-COUNTY LIBRARY FUND
## OPERATING BUDGET

FUND 2600-2610, 2630

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 1,920,944** | **$ 2,212,739** | **$ 2,604,469** | **$ 2,939,243** | **$ 3,006,812** |
| **REVENUE:** | | | | | |
| CITY TAXES | $ 1,114,115 | $ 1,139,977 | $ 1,162,378 | $ 1,145,540 | $ 1,192,280 |
| COUNTY PROPERTY TAX | 917,917 | 1,313,755 | 965,000 | 1,003,900 | 1,025,000 |
| STATE GRANTS/AID | 1,496 | 2,040 | 1,500 | 50,133 | 52,000 |
| STATE REIMBURSEMENTS | 428,430 | 435,676 | 450,114 | 450,114 | 464,224 |
| CHARGES FOR SERVICE | 15,843 | 17,254 | 14,175 | 14,175 | 14,075 |
| FINES & FORFEITURES | 69,675 | 57,818 | 67,182 | 55,000 | 59,000 |
| INTEREST ON INVESTMENTS | 13,502 | 52,171 | 23,000 | 40,000 | 30,000 |
| DONATIONS/CONTRIBUTIONS | 66,859 | 65,160 | 69,000 | 65,000 | 73,000 |
| TRANSFER FR GENERAL FUND | 960,551 | 1,035,382 | 1,046,140 | 1,047,000 | 1,073,051 |
| SALE OF SURPLUS EQUIP | 2,481 | 2,401 | 1,850 | 3,500 | 1,850 |
| MISCELLANEOUS | 22,991 | 17,817 | 26,500 | 6,500 | 28,700 |
| **TOTAL REVENUE** | **$ 3,613,860** | **$ 4,139,451** | **$ 3,826,839** | **$ 3,880,862** | **$ 4,013,180** |
| **EXPENDITURES:** | | | | | |
| ADMINISTRATION | $ 550,999 | $ 548,642 | $ 640,850 | $ 596,670 | $ 617,833 |
| FACILITIES | 567,719 | 616,985 | 669,688 | 629,184 | 684,359 |
| CIRCULATION | 532,953 | 533,136 | 510,016 | 546,909 | 580,438 |
| REFERENCE | 405,252 | 421,867 | 511,299 | 530,500 | 532,061 |
| YOUTH SERVICES | 206,549 | 201,492 | 209,483 | 187,149 | 202,274 |
| TECHNICAL PROCESS | 236,637 | 244,157 | 258,586 | 256,916 | 263,735 |
| OUTREACH SERVICES | 197,345 | 219,716 | 243,021 | 242,585 | 252,745 |
| SYSTEM ADMINISTRATION | 348,342 | 334,663 | 490,651 | 466,930 | 457,073 |
| LIBRARY RESOURCES | 254,807 | 270,599 | 322,630 | 310,030 | 322,630 |
| LIBRARY BOARD | 967 | 985 | 5,020 | 5,020 | 5,020 |
| INTERFUND TRANSFERS | 20,495 | 20,705 | 41,377 | 41,400 | 40,945 |
| **TOTAL EXPENDITURES** | **$ 3,322,065** | **$ 3,412,947** | **$ 3,902,621** | **$ 3,813,293** | **$ 3,959,113** |
| **FUND BALANCE ENDING** | **$ 2,212,739** | **$ 2,939,243** | **$ 2,528,687** | **$ 3,006,812** | **$ 3,060,879** |
| **LESS:** | | | | | |
| RESTRICTED | 1,172,752 | 1,557,799 | 1,340,204 | 1,593,610 | 1,622,266 |
| COMMITTED | 1,039,987 | 1,381,444 | 1,188,483 | 1,413,202 | 1,438,613 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

FUNDS 2650-2990

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

| | | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|---|
| **COMMUNITY DEV BLOCK GRANTS(FUNDS 2900-2990)** | | | | | | |
| **FUND BALANCE BEGINNING** | | **$ 147,047** | **$ 92,377** | **$ 356,577** | **$ (42,772)** | **$ 24,599** |
| **REVENUE:** | | | | | | |
| | HUD GRANTS | $ 688,499 | $ 562,726 | $ 650,000 | $ 628,801 | $ 657,820 |
| | INTEREST ON LOANS | - | 3,697 | 1,500 | 6,380 | 1,500 |
| | PROGRAM INCOME | 245,812 | 243,354 | 100,000 | 37,500 | 100,000 |
| | SALE OF FIXED ASSETS | 100,871 | 62,210 | - | 104,522 | - |
| | MISCELLANEOUS | - | - | - | 107,703 | - |
| **TOTAL REVENUE** | | **$ 1,035,182** | **$ 871,987** | **$ 751,500** | **$ 884,906** | **$ 759,320** |
| **EXPENDITURES:** | | | | | | |
| | PROJECTS | $ 875,741 | $ 876,113 | $ 460,229 | $ 469,933 | $ 437,820 |
| | ADMINISTRATION | 155,108 | 79,453 | 130,000 | 219,862 | 203,689 |
| | REHAB ADMINISTRATION | 59,003 | 51,570 | 59,771 | 127,739 | 33,646 |
| **TOTAL EXPENDITURES** | | **$ 1,089,852** | **$ 1,007,136** | **$ 650,000** | **$ 817,535** | **$ 675,155** |
| **FUND BALANCE ENDING** | | **$ 92,377** | **$ (42,772)** | **$ 458,077** | **$ 24,599** | **$ 108,764** |
| **HOME PROGRAM (FUNDS 2800-2890)** | | | | | | |
| **FUND BALANCE BEGINNING** | | **$ 184,974** | **$ 78,801** | **$ 243,850** | **$ 276,194** | **$ 222,880** |
| **REVENUE:** | | | | | | |
| | HUD GRANTS | $ 170,319 | $ 537,850 | $ 346,500 | $ 337,050 | $ 349,874 |
| | HUD GRANTS-REPROGRAMMED | 12,055 | - | - | 120,340 | - |
| | PROGRAM INCOME | 299,743 | 279,978 | 100,000 | 115,131 | 100,000 |
| | CHARGE FOR SERVICE | - | 2,074 | - | - | - |
| **TOTAL REVENUE** | | **$ 482,117** | **$ 819,902** | **$ 446,500** | **$ 572,521** | **$ 449,874** |
| **EXPENDITURES:** | | | | | | |
| | AFFORDABLE HOUSING PROJ | $ 484,939 | $ 553,822 | $ 228,410 | $ 502,694 | $ 52,372 |
| | ADMINISTRATION | 19,000 | 18,991 | 20,000 | $32,738 | 37,105 |
| | FIRST TIME HOME BUYER ADM | 84,351 | 49,696 | 96,590 | $90,403 | 270,516 |
| **TOTAL EXPENDITURES** | | **$ 588,290** | **$ 622,509** | **$ 345,000** | **$ 625,835** | **$ 359,993** |
| **FUND BALANCE ENDING** | | **$ 78,801** | **$ 276,194** | **$ 345,350** | **$ 222,880** | **$ 312,761** |

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

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **VISTA ADMINISTRATION (FUND 2650)** | | | | | |
| **FUND BALANCE BEGINNING** | **$ 44,018** | **$ 41,532** | **$ 31,532** | **$ 39,589** | **$ 10,542** |
| **REVENUE** | | | | | |
| GRANT | $ - | $ - | $ - | $ - | $ 362,546 |
| CHARGES FOR SERVICE | $ 31,211 | $ 23,467 | $ 20,000 | $ 58,012 | $ 20,000 |
| **TOTAL REVENUE** | **$ 31,211** | **$ 23,467** | **$ 20,000** | **$ 58,012** | **$ 382,546** |
| **EXPENDITURES-OPERATIONS & MAINTENANCE** | **$ 33,697** | **$ 25,410** | **$ 20,000** | **$ 87,059** | **$ 353,203** |
| **FUND BALANCE ENDING** | **$ 41,532** | **$ 39,589** | **$ 31,532** | **$ 10,542** | **$ 39,885** |
| **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 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **COMMUNITY DEVELOPMENT RENT (FUND 2740)** | | | | | |
| FUND BALANCE BEGINNING | $ 1,695 | $ 1,698 | $ 1,698 | $ 13,462 | $ 14,103 |
| REVENUE-TRANSFERS (RENT) | $ 59,114 | $ 62,004 | $ 63,500 | $ 63,160 | $ 65,000 |
| EXPENDITURES-OPERATIONS & MAINT (RENT) | $ 59,111 | $ 50,240 | $ 63,500 | $ 62,520 | $ 65,000 |
| FUND BALANCE ENDING | $ 1,698 | $ 13,462 | $ 1,698 | $ 14,103 | $ 14,103 |
| **GRANT WRITING/ ENVIRON REVIEW (FUND 2780)** | | | | | |
| FUND BALANCE BEGINNING | $ 408 | $ 408 | $ 408 | $ 818 | $ 818 |
| REVENUE | $ - | $ 410 | $ - | $ - | $ 85 |
| EXPENDITURES-TRANSFER | $ - | $ - | $ - | $ - | $ - |
| FUND BALANCE ENDING | $ 408 | $ 818 | $ 408 | $ 818 | $ 903 |

**COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 4 OF 5)**
**OPERATING BUDGET**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **COUNCIL REVOLVING HOME LOAN FUND (FUND 2770)** | | | | | |
| FUND BALANCE BEGINNING | $ (13,479) | $ 22,346 | $ 32,346 | $ 24,948 | $ 44,073 |
| MISCELLANEOUS | $ 83,800 | $ 25,000 | $ - | $ 20,207 | $ - |
| EXPENDITURES-PROJECTS | $ 47,975 | $ 22,398 | $ - | $ 1,082 | $ - |
| FUND BALANCE ENDING | $ 22,346 | $ 24,948 | $ 32,346 | $ 44,073 | $ 44,073 |
| **BILLINGS MVP VISTA SUPPORT(FUND 2690)** | | | | | |
| FUND BALANCE BEGINNING | $ 4,475 | $ 11,592 | $ 13,726 | $ 49,961 | $ 21,095 |
| REVENUE-CORP NAT COMMUNITY SERVICE | $ 358,156 | $ 371,114 | $ 370,000 | $ 48,599 | $ - |
| EXPENDITURES-OPERATIONS & MAINTENANCE | $ 351,039 | $ 332,745 | $ 368,933 | $ 77,465 | $ - |
| FUND BALANCE ENDING | $ 11,592 | $ 49,961 | $ 14,793 | $ 21,095 | $ 21,095 |

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

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **TOTAL OF COMMUNITY DEVELOPMENT GRANT FUNDS** | | | | | |
| **FUND BALANCE BEGINNING** | **$ 372,623** | **$ 252,239** | **$ 682,755** | **$ 365,685** | **$ 341,595** |
| **REVENUE:** | | | | | |
| INTER-GOVERNMENTAL | $ 1,216,974 | $ 1,471,690 | $ 1,366,500 | $ 1,014,450 | $ 1,370,240 |
| CHARGE FOR SERVICES | 31,211 | 25,541 | 20,000 | 58,012 | 20,000 |
| INTEREST ON INVESTMENTS | - | 4,107 | 1,500 | 6,380 | 1,585 |
| CONTRIBUTIONS / DONATIONS | - | - | - | - | - |
| SALE OF FIXED ASSETS | 100,871 | 62,210 | - | 104,522 | - |
| MISCELLANEOUS | 641,410 | 548,332 | 200,000 | 400,881 | 200,000 |
| TRANSFERS | 59,114 | 62,004 | 63,500 | 63,160 | 65,000 |
| **TOTAL REVENUE** | **$ 2,049,580** | **$ 2,173,884** | **$ 1,651,500** | **$ 1,647,405** | **$ 1,656,825** |
| **EXPENDITURES:** | | | | | |
| PROJECTS | 1,408,655 | 1,452,333 | 688,639 | 973,709 | 490,192 |
| ADMINISTRATION | 258,459 | 148,140 | 246,590 | 343,003 | 511,310 |
| REHAB ADMINISTRATION | 59,003 | 51,570 | 59,771 | 127,739 | 33,646 |
| OPERATIONS & MAINTENANCE | 443,847 | 408,395 | 452,433 | 227,044 | 418,203 |
| **TOTAL EXPENDITURES** | **$ 2,169,964** | **$ 2,060,438** | **$ 1,447,433** | **$ 1,671,495** | **$ 1,453,351** |
| **FUND BALANCE - ENDING** | **$ 252,239** | **$ 365,685** | **$ 886,822** | **$ 341,595** | **$ 545,069** |
| **LESS:** | | | | | |
| RESTRICTED | 252,239 | 365,685 | 886,822 | 341,595 | 545,069 |
| **UNASSIGNED** | - | - | - | - | - |

**PARKS PROGRAMS**
**OPERATING BUDGET**

FUND 7690-7750, 7770

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 2,292,123** | **$ 2,337,115** | **$ 2,412,115** | **$ 2,110,452** | **$ 2,242,252** |
| **REVENUE:** | | | | | |
| **PARK ACQUISITION & IMPROVEMENTS** | | | | | |
| INVESTMENT EARNINGS | $ 19,125 | $ 60,285 | $ 26,650 | $ 23,500 | $ 26,280 |
| CONTRIBUTIONS-MISC | 49,718 | 82,329 | 51,000 | 44,000 | 56,000 |
| TRANSFER | 26,957 | 19,389 | 5,000 | 3,000 | 5,000 |
| SWORDS PARK-LAND RENTAL | - | - | - | - | - |
| PAY IN LIEU PARK DEDICATION | - | 91,649 | 50,000 | 72,000 | 70,000 |
| SONGBIRD GARDEN | 2,030 | 9,888 | 10,000 | 9,500 | 10,000 |
| SALE OF LAND | 6,760 | 100 | - | - | - |
| **DEHLER PARK SCOREBOARD** | - | - | - | - | - |
| **KIWANIS-LICENSE PLATES** | - | - | 3,000 | 1,700 | 1,500 |
| **TRASH FOR TREES** | 16,455 | 8,641 | 4,000 | 11,500 | 10,000 |
| **TOTAL REVENUE** | **$ 121,045** | **$ 272,281** | **$ 149,650** | **$ 165,200** | **$ 178,780** |
| **EXPENDITURES:** | | | | | |
| **PARK ACQUISITION & IMPROVEMENTS** | | | | | |
| OPERATIONS & MAINTENANCE | $ 56,127 | $ 38,944 | $ 44,315 | $ 31,000 | $ 34,721 |
| CAPITAL | - | - | - | 2,400 | - |
| BATTING CAGE FUND | - | - | - | - | - |
| TRANSFER TO PARK CONSTRUCTION | - | 460,000 | - | - | - |
| **DEHLER PARK SCOREBOARD** | | | | | |
| DEBT SERVICE | 19,926 | - | - | - | - |
| **SONGBIRD GARDEN** | - | - | 3,000 | - | - |
| **TRASH FOR TREES** | - | - | 7,000 | - | 14,500 |
| **TOTAL EXPENDITURES** | **$ 76,053** | **$ 498,944** | **$ 54,315** | **$ 33,400** | **$ 49,221** |
| **FUND BALANCE ENDING** | **$ 2,337,115** | **$ 2,110,452** | **$ 2,507,450** | **$ 2,242,252** | **$ 2,371,811** |
| **LESS:** | | | | | |
| RESTRICTED | 2,337,115 | 2,110,452 | 2,507,450 | 2,242,252 | 2,371,811 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**DOWNTOWN REVOLVING LOAN PROGRAM**
**OPERATING BUDGET**

FUND 7230

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 784,671** | **$ 570,753** | **$ 506,450** | **$ 553,528** | **$ 262,788** |
| **REVENUE:** | | | | | |
| INVESTMENT EARNINGS: | | | | | |
| INTEREST ON LOANS | $ 9,014 | $ 79,731 | $ 55,000 | $ 78,000 | $ 75,000 |
| INTEREST ON INVESTMENTS | 46,427 | - | - | 60 | - |
| MISCELLANEOUS-REPAYMENT OF LOANS | 249,234 | 136,400 | 175,000 | 100,000 | 97,000 |
| **TOTAL REVENUE** | **$ 304,675** | **$ 216,131** | **$ 230,000** | **$ 178,060** | **$ 172,000** |
| **EXPENDITURES:** | | | | | |
| OPERATION & MAINTENANCE: | | | | | |
| CHARGES FOR SERVICE | $ 53,593 | $ 9,202 | $ 19,480 | $ 18,650 | $ 26,247 |
| LOANS | 465,000 | 224,154 | 400,000 | 450,150 | 200,000 |
| **TOTAL EXPENDITURES** | **$ 518,593** | **$ 233,356** | **$ 419,480** | **$ 468,800** | **$ 226,247** |
| **FUND BALANCE ENDING** | **$ 570,753** | **$ 553,528** | **$ 316,970** | **$ 262,788** | **$ 208,541** |
| **LESS:** | | | | | |
| RESTRICTED | 570,753 | 553,528 | 316,970 | 262,788 | 208,541 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## DOWNTOWN REVOLVING LOAN PROGRAM BUDGET NARRATIVE

The Downtown Revolving Loan was established to spur development downtown. The program was established in 1976 with a contribution from the Tax Increment Fund of approximately $600,000. Loans are provided for eligible projects up to $250,000.

### 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 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE - BEGINNING** | **$ 167,522** | **$ 167,771** | **$ 158,769** | **$ 167,396** | **$ 141,071** |
| **REVENUE:** | | | | | |
| SALE OF LOTS | $ 13,595 | $ 21,526 | $ 12,000 | $ 24,700 | $ 14,000 |
| INTEREST ON INVESTMENTS | 1,404 | 4,099 | 2,100 | - | 1,900 |
| **TOTAL REVENUE** | **$ 14,999** | **$ 25,625** | **$ 14,100** | **$ 24,700** | **$ 15,900** |
| **EXPENDITURES:** | | | | | |
| OPERATION & MAINTENANCE | $ 14,750 | $ 26,000 | $ 25,000 | $ 15,975 | $ 48,000 |
| CAPITAL | - | - | 41,950 | 35,050 | - |
| **TOTAL EXPENDITURES** | **$ 14,750** | **$ 26,000** | **$ 66,950** | **$ 51,025** | **$ 48,000** |
| **FUND BALANCE - ENDING** | **$ 167,771** | **$ 167,396** | **$ 105,919** | **$ 141,071** | **$ 108,971** |
| **LESS:** | | | | | |
| RESTRICTED | 167,771 | 167,396 | 105,919 | 141,071 | 108,971 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## 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 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 37,905** | **$ 38,220** | **$ 38,420** | **$ 39,170** | **$ 39,570** |
| **REVENUE:** | | | | | |
| INTEREST ON INVESTMENTS | $ 315 | $ 950 | $ 250 | $ 400 | $ 370 |
| DONATIONS: | | | | | |
| GENERAL | - | - | 500 | - | - |
| **TOTAL REVENUE** | **$ 315** | **$ 950** | **$ 750** | **$ 400** | **$ 370** |
| **EXPENDITURES:** | | | | | |
| OPERATION AND MAINTENANCE | | | | | |
| GENERAL | - | - | 6,000 | - | - |
| **TOTAL EXPENDITURES** | **$ -** | **$ -** | **$ 6,000** | **$ -** | **$ -** |
| **FUND BALANCE ENDING** | **$ 38,220** | **$ 39,170** | **$ 33,170** | **$ 39,570** | **$ 39,940** |
| **LESS:** | | | | | |
| COMMITTED | 38,220 | 39,170 | 33,170 | 39,570 | 39,940 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## STREET MAINTENANCE DISTRICTS FUND
## OPERATING BUDGET

FUND 8010 & 8020

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 3,559,541** | **$ 3,707,922** | **$ 3,816,917** | **$ 4,089,791** | **$ 4,304,578** |
| **REVENUE:** | | | | | |
| SPECIAL ASSESSMENTS | $ 8,692,848 | $ 8,999,136 | $ 9,063,000 | $ 9,100,000 | $ 9,143,000 |
| INTEREST ON INVESTMENTS | 30,787 | 107,146 | 20,600 | 76,000 | 55,800 |
| **TOTAL REVENUE** | **$ 8,723,635** | **$ 9,106,282** | **$ 9,083,600** | **$ 9,176,000** | **$ 9,198,800** |
| **EXPENDITURES:** | | | | | |
| OPERATION & MAINTENANCE | $ 7,075,254 | $ 7,406,413 | $ 7,636,213 | $ 7,636,213 | $ 7,655,498 |
| TRANSFER TO GAS TAX FUND | 1,500,000 | 1,318,000 | 1,325,000 | 1,325,000 | 1,700,000 |
| **TOTAL EXPENDITURES** | **$ 8,575,254** | **$ 8,724,413** | **$ 8,961,213** | **$ 8,961,213** | **$ 9,355,498** |
| **FUND BALANCE ENDING** | **$ 3,707,922** | **$ 4,089,791** | **$ 3,939,304** | **$ 4,304,578** | **$ 4,147,880** |
| **LESS:** | | | | | |
| RESTRICTED | 3,707,922 | 4,089,791 | 3,939,304 | 4,304,578 | 4,147,880 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**STREET LIGHT MAINTENANCE DISTRICTS FUND**
**OPERATING BUDGET**

FUND 8100

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE - BEGINNING** | **$ 1,619,590** | **$ 1,654,078** | **$ 1,663,052** | **$ 1,740,942** | **$ 1,713,617** |
| **REVENUE:** | | | | | |
| INTEREST EARNINGS | $ 13,042 | $ 36,174 | $ 10,000 | $ 30,000 | $ 30,000 |
| SPECIAL ASSESSMENTS | 2,394,921 | 2,452,312 | 2,478,000 | 2,415,000 | 2,500,000 |
| REFUNDS/REIMBURSEMENTS | 26,385 | 32,010 | - | 11,901 | - |
| **TOTAL REVENUE** | **$ 2,434,348** | **$ 2,520,496** | **$ 2,488,000** | **$ 2,456,901** | **$ 2,530,000** |
| **EXPENDITURES:** | | | | | |
| OPERATIONS & MAINTENANCE | $ 2,399,860 | $ 2,433,632 | $ 2,923,276 | $ 2,484,226 | $ 2,988,232 |
| TOTAL EXPENDITURES | **$ 2,399,860** | **$ 2,433,632** | **$ 2,923,276** | **$ 2,484,226** | **$ 2,988,232** |
| FUND BALANCE - ENDING | **$ 1,654,078** | **$ 1,740,942** | **$ 1,227,776** | **$ 1,713,617** | **$ 1,255,385** |
| **LESS:** | | | | | |
| RESTRICTED | 1,654,078 | 1,740,942 | 1,227,776 | 1,713,617 | 1,255,385 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## STREET LIGHT MAINTENANCE BUDGET NARRATIVE

The Street Light Maintenance Fund is used to pay light bills, assessments, administration, and maintenance on City-owned and Northwestern Energy owned street light districts. 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 2021 revenues are budgeted at $2,530,000, which is an increase of $42,000 from the FY 2020 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 2021 expenditures are estimated at $2,988,232, which is an increase of $64,956. This increase is due to an estimated increase in electricity costs and replacing aging light poles.

### Capital

None

**STORM SEWER FUND**
**OPERATING BUDGET**

FUND 8400 & 2070

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 5,982,421** | **$ 6,401,544** | **$915,416** | **$ 2,036,137** | **$1,768,764** |
| **REVENUE:** | | | | | |
| SPECIAL ASSESSMENTS | $ 4,216,969 | $ 4,442,418 | $ 4,536,000 | $ 4,500,000 | $ 4,520,000 |
| INTEREST ON INVESTMENTS | 52,812 | 108,435 | 46,000 | 60,800 | 55,800 |
| LICENSES & PERMITS | 5,200 | 5,200 | 10,000 | 1,500 | 4,000 |
| SALE OF FIXED ASSETS | 82,155 | 63,076 | - | - | - |
| OTHER | 2,152 | - | 1,452 | 2,904 | 1,452 |
| **TOTAL REVENUE** | **$ 4,359,288** | **$ 4,619,129** | **$ 4,593,452** | **$ 4,565,204** | **$ 4,581,252** |
| **EXPENDITURES:** | | | | | |
| OPERATIONS & MAINTENANCE | $ 1,484,319 | $ 1,474,182 | $ 1,765,517 | $ 1,824,167 | $ 2,088,632 |
| CAPITAL | 1,442,346 | 6,497,854 | 1,890,000 | 1,993,410 | 2,680,000 |
| TRANSFERS TO BOND AND INTEREST | 1,013,500 | 1,012,500 | 1,015,000 | 1,015,000 | 1,015,000 |
| **TOTAL EXPENDITURES** | **$ 3,940,165** | **$ 8,984,536** | **$ 4,670,517** | **$ 4,832,577** | **$ 5,783,632** |
| **FUND BALANCE ENDING** | **$ 6,401,544** | **$ 2,036,137** | **$ 838,351** | **$ 1,768,764** | **$ 566,384** |
| **LESS:** | | | | | |
| RESTRICTED | 6,401,543 | 2,036,137 | 838,351 | 1,768,764 | 566,384 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**PARK MAINTENANCE DISTRICTS FUNDS**
**OPERATING BUDGET**

FUND 8720

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE** | **$ 431,791** | **$ 654,342** | **$ 632,728** | **$ 1,029,717** | **$ 1,257,717** |
| **REVENUE:** | | | | | |
| SPECIAL ASSESSMENTS | $ 1,086,860 | $ 1,174,459 | $ 1,091,301 | $ 1,180,000 | $ 1,166,336 |
| INTEREST EARNINGS | 3,104 | 14,275 | 4,000 | 11,000 | 9,800 |
| **TOTAL REVENUE** | **$ 1,089,964** | **$ 1,188,734** | **$ 1,095,301** | **$ 1,191,000** | **$ 1,176,136** |
| **EXPENDITURES:** | | | | | |
| OPERATIONS & MAINTENANCE | $ 867,413 | $ 813,359 | $ 992,608 | $ 963,000 | $ 855,923 |
| **TOTAL EXPENDITURES** | **$ 867,413** | **$ 813,359** | **$ 992,608** | **$ 963,000** | **$ 855,923** |
| **FUND BALANCE ENDING** | **$ 654,342** | **$ 1,029,717** | **$ 735,421** | **$ 1,257,717** | **$ 1,577,930** |
| **LESS:** | | | | | |
| RESTRICTED | 654,342 | 1,029,717 | 735,421 | 1,257,717 | 1,577,930 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## 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 21.

### Capital

None

**PARK DISTRICT 1**
**OPERATING BUDGET**

FUND 8730

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE** | **$ 3,591,360** | **$ 2,451,108** | **$ 2,551,108** | **$ 3,582,687** | **$ 4,817,687** |
| **REVENUE:** | | | | | |
| SPECIAL ASSESSMENTS | $ 2,016,283 | $ 2,004,637 | $ 2,000,000 | $ 2,010,000 | $ 3,000,000 |
| STATE GRANTS | - | - | - | 170,000 | 437,000 |
| TRANSFER IN REVENUE | - | - | - | - | - |
| MISCELLANEOUS | 81,500 | 26,000 | - | - | - |
| INTEREST EARNINGS | 25,484 | 69,342 | 32,100 | 35,000 | 38,400 |
| **TOTAL REVENUE** | **$ 2,123,267** | **$ 2,099,979** | **$ 2,032,100** | **$ 2,215,000** | **$ 3,475,400** |
| **EXPENDITURES:** | | | | | |
| PERSONAL SERVICES | $ 303,867 | $ 281,446 | $ 330,769 | $ 290,000 | $ 333,439 |
| OPERATIONS & MAINTENANCE | 171,226 | 182,519 | 364,857 | 190,000 | 1,353,181 |
| CAPITAL | 1,093,558 | 504,435 | 1,225,000 | 500,000 | 1,300,000 |
| TRANSFER OUT | - | - | - | - | 68,500 |
| TRANSFER TO ROSE PARK | 1,694,868 | - | - | - | - |
| **TOTAL EXPENDITURES** | **$ 3,263,519** | **$ 968,400** | **$ 1,920,626** | **$ 980,000** | **$ 3,055,120** |
| **FUND BALANCE ENDING** | **$ 2,451,108** | **$ 3,582,687** | **$ 2,662,582** | **$ 4,817,687** | **$ 5,237,967** |
| **LESS:** | | | | | |
| RESTRICTED | 2,451,108 | 3,582,687 | 2,662,582 | 4,817,687 | 5,237,967 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## 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 21 are anticipated at $3,055,120. This number is a large increase from FY 20 because the City moved the Parks and Forestry Department's O&M expenditures from the General Fund to Park District 1 Fund in FY21.

### Capital

Capital projects for FY 21 include numerous projects throughout Billings, repairing and replacing items that have reached the end of their useful life.

## ARTERIAL STREET FEES FUND
## OPERATING BUDGET

FUND 8450

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 4,307,159** | **$ 5,934,448** | **$ 2,725,575** | **$ 4,584,191** | **$ 3,238,898** |
| **REVENUE:** | | | | | |
| SPECIAL ASSESSMENTS | $ 4,136,895 | $ 4,317,064 | $ 4,320,000 | $ 4,380,000 | $ 4,395,000 |
| INTEREST ON INVESTMENTS | 41,133 | 105,537 | 40,000 | 80,000 | 60,000 |
| MISCELLANEOUS | - | 5,325 | - | - | - |
| GRANTS-DOT | 1,728 | 4,674 | - | - | - |
| **TOTAL REVENUE** | **$ 4,179,756** | **$ 4,432,600** | **$ 4,360,000** | **$ 4,460,000** | **$ 4,455,000** |
| **EXPENDITURES:** | | | | | |
| OPERATION & MAINTENANCE | $ 163,416 | $ 1,537,907 | $ 175,767 | $ 175,767 | $ 161,925 |
| CAPITAL | 2,389,051 | 4,244,950 | 5,491,000 | 5,629,526 | 4,050,000 |
| **TOTAL EXPENDITURES** | **$ 2,552,467** | **$ 5,782,857** | **$ 5,666,767** | **$ 5,805,293** | **$ 4,211,925** |
| **FUND BALANCE ENDING** | **$ 5,934,448** | **$ 4,584,191** | **$ 1,418,808** | **$ 3,238,898** | **$ 3,481,973** |
| **LESS:** | | | | | |
| NONSPENDABLE | - | - | - | - | - |
| RESTRICTED | - | - | - | - | - |
| COMMITTED | 5,934,448 | 4,584,191 | 1,418,808 | 3,238,898 | 3,481,973 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**AMEND PARK FUND**
**OPERATING BUDGET**

FUND 7580

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 213,472** | **$ 231,150** | **$ 232,749** | **$ 242,777** | **$ 238,783** |
| **REVENUE:** | | | | | |
| PARK SERVICES | $ 18,274 | $ 7,808 | $ 2,000 | $ 3,000 | $ 55,000 |
| INTEREST ON INVESTMENTS | 1,891 | 5,938 | 3,000 | 3,000 | 2,800 |
| **TOTAL REVENUE** | **$ 20,165** | **$ 13,746** | **$ 5,000** | **$ 6,000** | **$ 57,800** |
| **EXPENDITURES:** | | | | | |
| OPERATIONS & MAINT. | $ 597 | $ 2,119 | $ 181,270 | $ 1,056 | $ 56,214 |
| TRANSFER-GENERAL FUND | 1,890 | - | 1,000 | 8,938 | 4,000 |
| **TOTAL EXPENDITURES** | **$ 2,487** | **$ 2,119** | **$ 182,270** | **$ 9,994** | **$ 60,214** |
| **FUND BALANCE ENDING** | **$ 231,150** | **$ 242,777** | **$ 55,479** | **$ 238,783** | **$ 236,369** |
| **LESS:** | | | | | |
| COMMITTED | 231,150 | 242,777 | 55,479 | 238,783 | 236,369 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## 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 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 483,460** | **$ 527,385** | **$ 522,562** | **$ 268,729** | **$ 329,137** |
| **REVENUE:** | | | | | |
| **PARK REPAIRS AND MAINTENANCE** | | | | | |
| INTEREST ON INVESTMENTS | $ 4,197 | $ 13,575 | $ 6,000 | $ 6,200 | $ 5,800 |
| LEASE - MUSTANGS | 60,000 | 79,680 | 60,000 | 60,000 | 60,000 |
| TRANSFERS | - | - | - | - | - |
| CONTRIBUTIONS | 100 | 410 | 300 | - | - |
| **TOTAL REVENUE** | **$ 64,297** | **$ 93,665** | **$ 66,300** | **$ 66,200** | **$ 65,800** |
| **EXPENDITURES:** | | | | | |
| **PARK REPAIRS AND MAINTENANCE** | | | | | |
| OPERATIONS & MAINTENANCE | $ 20,372 | $ 352,321 | $ 100,789 | $ 5,792 | $ 100,885 |
| **TOTAL EXPENDITURES** | **$ 20,372** | **$ 352,321** | **$ 100,789** | **$ 5,792** | **$ 100,885** |
| **FUND BALANCE ENDING** | **$ 527,385** | **$ 268,729** | **$ 488,073** | **$ 329,137** | **$ 294,052** |
| **LESS:** | | | | | |
| COMMITTED | 527,385 | 268,729 | 488,073 | 329,137 | 294,052 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## 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 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 5,749** | **$ 8,571** | **$ 11,359** | **$ 11,524** | **$ 14,250** |
| **REVENUE:** | | | | | |
| SPECIAL ASSESSMENTS | $ 2,839 | $ 2,847 | $ 2,875 | $ 2,800 | $ 2,875 |
| INTEREST ON INVESTMENT | - | 214 | - | 90 | 105 |
| **TOTAL REVENUE** | **$ 2,839** | **$ 3,061** | **$ 2,875** | **$ 2,890** | **$ 2,980** |
| **EXPENDITURES:** | | | | | |
| **TOTAL EXPENDITURES** | **$ 17** | **$ 108** | **$ 164** | **$ 164** | **$ 365** |
| **FUND BALANCE ENDING** | **$ 8,571** | **$ 11,524** | **$ 14,070** | **$ 14,250** | **$ 16,865** |
| **LESS:** | | | | | |
| RESTRICTED | 8,571 | 11,524 | 14,070 | 14,250 | 16,865 |
| **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 $102.68 each.

### Revenues
No significant changes.

### Expenditures
No significant changes.

### Capital
None

**SIDEWALK HAZARD**
**OPERATING BUDGET**

FUND 2080

| | ACTUAL FY18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ -** | **$ -** | **$ -** | **$ 91,346** | **$ 183,640** |
| **REVENUE:** | | | | | |
| SPECIAL ASSESSMENTS | $ - | $ 2,304 | $ - | $ 27,634 | $ 60,000 |
| CHARGE FOR SERVICES | - | 830 | - | 5,540 | 15,000 |
| INTEREST ON INVESTMENTS | - | - | - | 776 | 200 |
| TRANSFERS | - | 91,500 | 90,000 | 91,500 | 106,800 |
| **TOTAL REVENUE** | **$ -** | **$ 94,634** | **$ 90,000** | **$ 125,450** | **$ 182,000** |
| **EXPENDITURES:** | | | | | |
| OPERATION & MAINTENANCE | - | 3,288 | 160,702 | 33,156 | 182,000 |
| CAPITAL PROJECTS | - | - | - | - | - |
| TRANSFERS | - | - | - | - | - |
| **TOTAL EXPENDITURES** | **$ -** | **$ 3,288** | **$ 160,702** | **$ 33,156** | **$ 182,000** |
| **FUND BALANCE ENDING** | **$ -** | **$ 91,346** | **$ (70,702)** | **$ 183,640** | **$ 183,640** |
| **LESS:** | | | | | |
| RESTRICTED: | | | | | |
| INNER BELTLOOP | - | - | - | - | - |
| OTHER PROJECTS | - | 91,346 | - | 46,346 | 265,501 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**BALLPARK REPAIR FUND**
**OPERATING BUDGET**

FUNDS 7670

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ -** | **$ 30,000** | **$ 60,900** | **$ 61,128** | **$ 91,766** |
| **REVENUE:** | | | | | |
| **PARK REPAIRS AND MAINTENANCE** | | | | | |
| TRANSFERS | $ 30,000 | $ 30,000 | $ 30,000 | $ 30,000 | $ 30,000 |
| INTEREST EARNINGS | - | 1,128 | - | 650 | 560 |
| **TOTAL REVENUE** | **$ 30,000** | **$ 31,128** | **$ 30,000** | **$ 30,650** | **$ 30,560** |
| **EXPENDITURES:** | | | | | |
| **PARK REPAIRS AND MAINTENANCE** | | | | | |
| OPERATIONS & MAINTENANCE | $ - | $ - | $ 30,000 | $ 12 | $ 30,292 |
| **TOTAL EXPENDITURES** | **$ -** | **$ -** | **$ 30,000** | **$ 12** | **$ 30,292** |
| **FUND BALANCE ENDING** | **$ 30,000** | **$ 61,128** | **$ 60,900** | **$ 91,766** | **$ 92,034** |
| **LESS:** | | | | | |
| COMMITTED | 30,000 | 61,128 | 60,900 | 91,766 | 92,034 |
| **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.

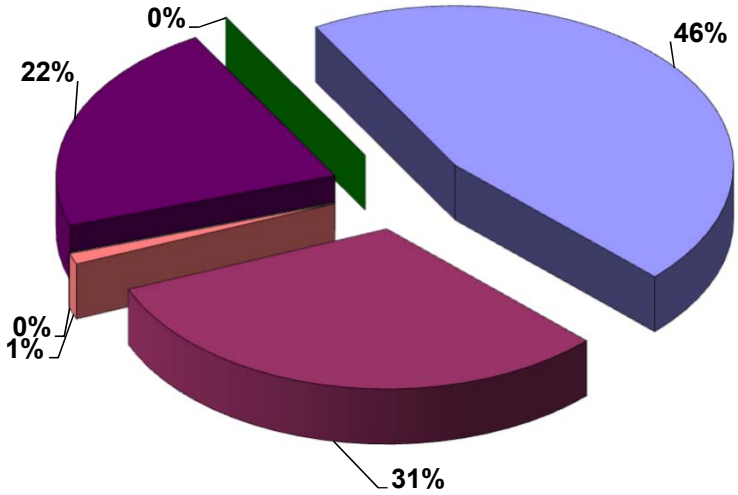
- The **Sidewalk and Curb Districts Fund** accounts for the payment of debt used for the construction of sidewalks and curbs.

- 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.

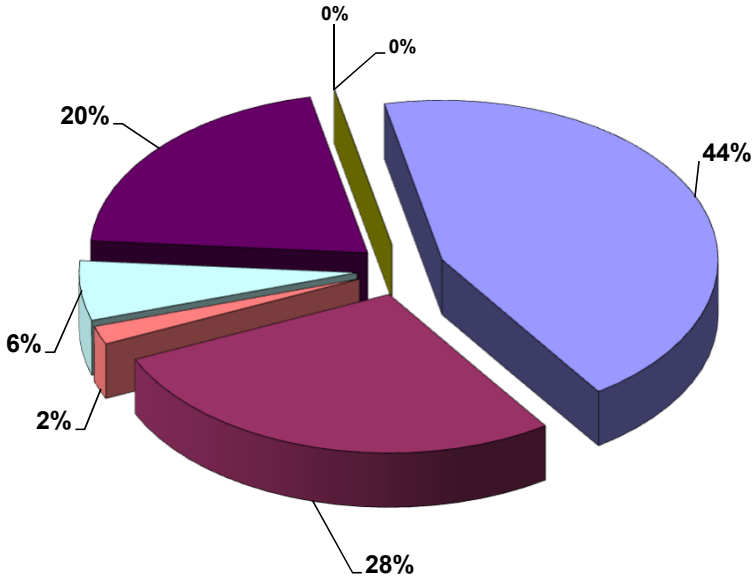
- The **2012 Series Library Fund** accounts for the payment of debt issued for the construction of the new library building.

# Debt Service Funds
# Summary of Revenues

| | FY 21 | | | FY 20 |
|---|---|---|---|---|
| $ | 2,129,613 | | TAXES | $ 2,174,725 |
| | 1,470,000 | | SPECIAL ASSESSMENTS | 1,380,000 |
| | 51,260 | | INVESTMENT EARNINGS | 92,160 |
| | - | | DONATIONS | 300,000 |
| | 1,015,000 | | INTERFUND TRANSFERS | 1,015,000 |
| | - | | DEBT PROCEEDS | - |
| | - | | MISCELLANEOUS | - |
| $ | 4,665,873 | | TOTAL | $ 4,961,885 |



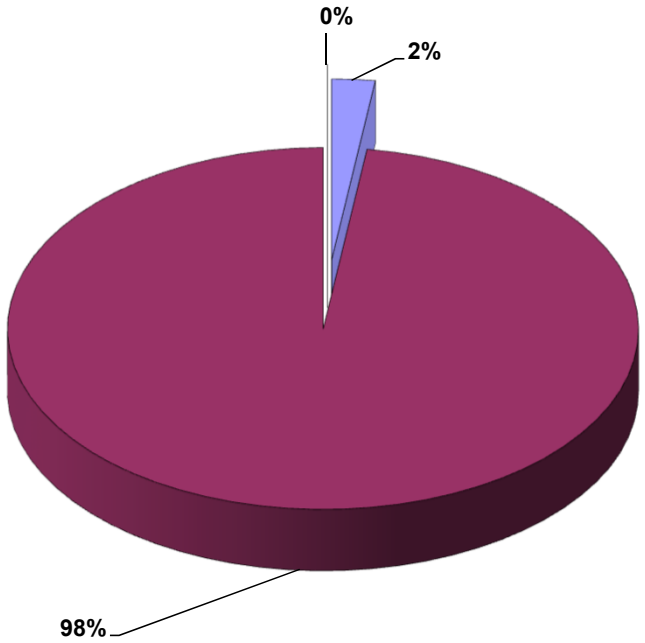

Fiscal Year 2021



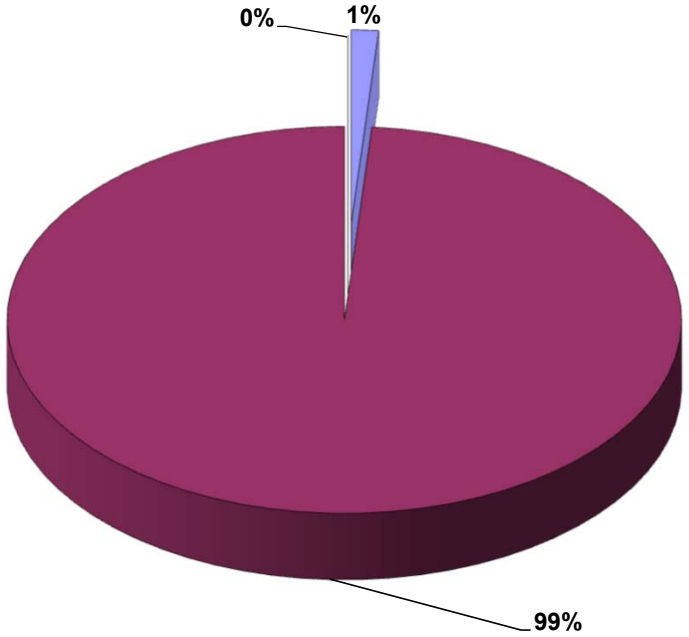

Fiscal Year 2020

# Debt Service Funds
# Summary of Expenditures

| FY 21 | | FY 20 |
|---|---|---|
| $ 105,441 | OPERATION & MAINTENANCE | $ 64,283 |
| 4,653,401 | DEBT SERVICE | 4,889,769 |
| - | INTERFUND TRANSFERS | - |
| $ 4,758,842 | TOTAL | $ 4,954,052 |




Fiscal Year 2021




Fiscal Year 2020

**DEBT SERVICE FUNDS**
**SUMMARY**
**OPERATING BUDGET**
**FY 21**

| | SPECIAL IMPROVEMENT DISTRICTS | SERIES 2010 PARKS | SERIES 2004A STREET IMPROVEMENTS | STORM SEWER | SIDEWALK & CURB DISTRICTS | SERIES 2015 BASEBALL FIELD REFUNDING | SERIES 2012 LIBRARY |
|---|---|---|---|---|---|---|---|
| **FUND BALANCE - BEGINNING** | **$ 3,313,482** | **$ 123,551** | **$ 403,089** | **$ 1,838,434** | **$ 477,871** | **$ 720,061** | **$ 1,139,685** |
| **REVENUE:** | | | | | | | |
| TAXES | $ - | $ - | $ 323,334 | $ - | $ - | $ 700,557 | $ 1,105,722 |
| SPECIAL ASSESSMENTS | 945,000 | - | - | - | 525,000 | - | - |
| INVESTMENT EARNINGS | 27,000 | - | 860 | 11,900 | 8,000 | 2,000 | 1,500 |
| DONATIONS | - | - | - | - | - | - | - |
| INTERFUND TRANSFERS | - | - | - | 1,015,000 | - | - | - |
| DEBT PROCEEDS | - | - | - | - | - | - | - |
| **TOTAL REVENUE** | **$ 972,000** | **$ -** | **$ 324,194** | **$ 1,026,900** | **$ 533,000** | **$ 702,557** | **$ 1,107,222** |
| **EXPENDITURES:** | | | | | | | |
| OPERATION & MAINTENANCE | $ 57,500 | $ 6,826 | $ 8,157 | $ 13,525 | $ 8,900 | $ 10,183 | $ 350 |
| DEBT SERVICE | 800,000 | 116,725 | 343,650 | 1,000,070 | 454,000 | 752,850 | 1,186,106 |
| INTERFUND TRANSFERS | - | - | - | - | - | - | - |
| **TOTAL EXPENDITURES** | **$ 857,500** | **$ 123,551** | **$ 351,807** | **$ 1,013,595** | **$ 462,900** | **$ 763,033** | **$ 1,186,456** |
| **FUND BALANCE ENDING** | **$ 3,427,982** | **$ -** | **$ 375,476** | **$ 1,851,739** | **$ 547,971** | **$ 659,585** | **$ 1,060,451** |

**DEBT SERVICE FUNDS**
**SUMMARY**
**OPERATING BUDGET**
**FY 21**

| | APPROVED BUDGET FY 21 | APPROVED BUDGET FY 20 | INCREASE (DECREASE) | ACTUAL FY 19 |
|---|---|---|---|---|
| **FUND BALANCE - BEGINNING** | **$ 8,016,173** | **$ 7,733,967** | **$ 282,206** | **$ 7,138,040** |
| **REVENUE:** | | | | |
| TAXES | $ 2,129,613 | $ 2,174,725 | $ (45,112) | $ 2,154,455 |
| SPECIAL ASSESSMENTS | 1,470,000 | 1,380,000 | 90,000 | 1,478,412 |
| INVESTMENT EARNINGS | 51,260 | 92,160 | (40,900) | 126,216 |
| DONATIONS | - | 300,000 | (300,000) | 300,000 |
| INTERFUND TRANSFERS | 1,015,000 | 1,015,000 | - | 1,014,544 |
| DEBT PROCEEDS | - | - | - | - |
| **TOTAL REVENUE** | **$ 4,665,873** | **$ 4,961,885** | **$ (296,012)** | **$ 5,073,627** |
| **EXPENDITURES:** | | | | |
| OPERATION & MAINTENANCE | $ 105,441 | $ 64,283 | $ 41,158 | $ 87,210 |
| DEBT SERVICE | 4,653,401 | 4,889,769 | (236,368) | 4,542,625 |
| INTERFUND TRANSFERS | - | - | - | 2,044 |
| **TOTAL EXPENDITURES** | **$ 4,758,842** | **$ 4,954,052** | **$ (195,210)** | **$ 4,631,879** |
| **FUND BALANCE ENDING** | **$ 7,923,204** | **$ 7,741,800** | **$ 181,404** | **$ 7,579,788** |

**SPECIAL IMPROVEMENT DISTRICTS FUNDS**
**OPERATING BUDGET**

FUND 2300, & 8200-8340

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 4,845,910** | **$ 2,774,517** | **$ 3,032,417** | **$ 3,023,682** | **$ 3,313,482** |
| **REVENUES:** | | | | | |
| SPECIAL ASSESSMENTS | $ 1,411,393 | $ 953,736 | $ 1,000,000 | $ 950,000 | $ 945,000 |
| INTEREST ON INVESTMENTS | 1,768 | 60,778 | 65,000 | 50,000 | 27,000 |
| TRANSFER | - | 2,044 | - | - | - |
| **TOTAL REVENUE** | **$ 1,413,161** | **$ 1,016,558** | **$ 1,065,000** | **$ 1,000,000** | **$ 972,000** |
| **EXPENDITURES:** | | | | | |
| ARBITRAGE COST | $ - | $ 54,700 | $ - | $ 3,100 | $ 54,700 |
| PRINCIPAL | $ 1,351,466 | $ 565,327 | $ 880,000 | $ 550,000 | $ 650,000 |
| INTEREST AND FISCAL CHARGES | 174,498 | 144,916 | 196,000 | 155,000 | 150,000 |
| TRANSFER | 1,956,490 | - | - | - | - |
| PAYING AGENT FEE | 2,100 | 2,450 | 2,800 | 2,100 | 2,800 |
| **TOTAL EXPENDITURES** | **$ 3,484,554** | **$ 767,393** | **$ 1,078,800** | **$ 710,200** | **$ 857,500** |
| **FUND BALANCE ENDING** | **$ 2,774,517** | **$ 3,023,682** | **$ 3,018,617** | **$ 3,313,482** | **$ 3,427,982** |
| **LESS:** | | | | | |
| RESTRICTED | 2,774,517 | 3,023,682 | 3,018,617 | 3,313,482 | 3,427,982 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## SPECIAL IMPROVEMENT DISTRICTS FUNDS

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

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

### Revenues and Expenditures

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

## SERIES 2010 PARKS FUND BUDGET NARRATIVE

These General Obligation Bonds were approved by the voters in 1999 and issued in April 2000. The proceeds are being used for park improvements and for bicycle and pedestrian trails.

In FY 11, the City issued bonds totalling $1,080,000 for the refunding of Series 2000 parks bonds. The bonds will retire on July 1, 2020.

Principal payments are due July 1st, which requires that taxes be levied the preceding tax year to be on hand for the principal payment.

Below is the debt service schedule for the General Obligation Bonds.

| FISCAL YEAR | PRINCIPAL | INTEREST | TOTAL |
|---|---|---|---|
| 2021 | 115,000 | 1,725 | 116,725 |
| | $ 115,000 | $ 1,725 | $ 116,725 |

**Revenues and Expenditures**

Revenues are dependent upon required debt payments.

## SERIES 2010 PARKS FUND
## OPERATING BUDGET

FUND 3110

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 138,637** | **$ 130,366** | **$ 123,691** | **$ 125,425** | **$ 123,551** |
| **REVENUE:** | | | | | |
| PROPERTY TAXES | $ 115,103 | $ 115,032 | $ 114,667 | $ 116,262 | $ - |
| INTEREST ON INVESTMENTS | 546 | 1,298 | 300 | 395 | - |
| **TOTAL REVENUE** | **$ 115,649** | **$ 116,330** | **$ 114,967** | **$ 116,657** | **$ -** |
| **EXPENDITURES:** | | | | | |
| PRINCIPAL | | | | | |
| SERIES 2010 | $ 110,000 | $ 110,000 | $ 110,000 | $ 110,000 | $ 115,000 |
| INTEREST | | | | | |
| SERIES 2010 | 10,738 | 8,125 | 5,100 | 5,100 | 1,725 |
| OPERATION & MAINTENCE | 2,832 | 2,796 | 3,450 | 528 | 6,476 |
| CHARGE FOR SERVICES | 350 | 350 | 2,903 | 2,903 | 350 |
| **TOTAL EXPENDITURES** | **$ 123,920** | **$ 121,271** | **$ 121,453** | **$ 118,531** | **$ 123,551** |
| **FUND BALANCE ENDING** | **$ 130,366** | **$ 125,425** | **$ 117,205** | **$ 123,551** | **$ -** |
| **LESS:** | | | | | |
| RESTRICTED | 130,366 | 125,425 | 117,205 | 123,551 | - |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## 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.

| FISCAL YEAR | PRINCIPAL | INTEREST | TOTAL |
|---|---|---|---|
| 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 |
| | $ 1,605,000 | $ 123,675 | $ 1,728,675 |

**Revenues and Expenditures**

Revenues are dependent upon required debt payments.

## 2004A SERIES STREET IMPROVEMENTS
## OPERATING BUDGET

FUND 3130

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 347,524** | **$ 346,932** | **$ 378,801** | **$ 386,081** | **$ 403,089** |
| **REVENUE:** | | | | | |
| PROPERTY TAXES | $ 341,069 | $ 375,545 | $ 365,749 | $ 365,000 | $ 323,334 |
| INTEREST ON INVESTMENTS | 1,279 | 3,673 | 760 | 1,450 | 860 |
| **TOTAL REVENUE** | **$ 342,348** | **$ 379,218** | **$ 366,509** | **$ 366,450** | **$ 324,194** |
| **EXPENDITURES:** | | | | | |
| PRINCIPAL 2012 REFUNDING | $ 270,000 | $ 275,000 | $ 290,000 | $ 290,000 | $ 300,000 |
| FISCAL CHARGES | 460 | - | 3,100 | 3,100 | 3,600 |
| INTEREST 2012 REFUNDING | 69,150 | 60,974 | 52,500 | 52,500 | 43,650 |
| FISCAL AGENT FEES | 350 | 350 | 350 | 350 | 350 |
| COST ALLOCATION PLAN | 2,980 | 3,745 | 3,486 | 3,492 | 4,207 |
| **TOTAL EXPENDITURES** | **$ 342,940** | **$ 340,069** | **$ 349,436** | **$ 349,442** | **$ 351,807** |
| **FUND BALANCE ENDING** | **$ 346,932** | **$ 386,081** | **$ 395,874** | **$ 403,089** | **$ 375,476** |
| **LESS:** | | | | | |
| RESTRICTED | 346,932 | 386,081 | 395,874 | 403,089 | 375,476 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## 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.

| FISCAL YEAR | PRINCIPAL | INTEREST | TOTAL |
|---|---|---|---|
| 2021 | 575,000 | 425,070 | 1,000,070 |
| 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 | 660,000 | 11,138 | 671,138 |
| | $ 11,525,000 | $ 3,735,254 | $ 13,921,125 |

**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 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 1,779,779** | **$ 1,790,968** | **$ 1,801,590** | **$ 1,816,083** | **$ 1,838,434** |
| **REVENUE:** | | | | | |
| INTEREST ON INVESTMENTS | $ 5,917 | $ 25,696 | $ 13,300 | $ 21,000 | $ 11,900 |
| TRANS.STORM SEW. OPER. | 1,013,500 | 1,012,500 | 1,015,000 | 1,015,000 | 1,015,000 |
| **TOTAL REVENUE** | **$ 1,019,417** | **$ 1,038,196** | **$ 1,028,300** | **$ 1,036,000** | **$ 1,026,900** |
| **EXPENDITURES:** | | | | | |
| PRINCIPAL | | | | | |
| 2013 STORM SEWER | $ 170,000 | $ 175,000 | $ 180,000 | $ 180,000 | $ 185,000 |
| 2015 STORM SEWER | 360,000 | 370,000 | 380,000 | 380,000 | 390,000 |
| INTEREST | | | | | |
| 2013 STORM SEWER | 157,350 | 152,175 | 146,850 | 146,850 | 141,375 |
| 2015 STORM SEWER | 315,643 | 306,494 | 295,244 | 295,244 | 283,695 |
| FISCAL AGENT FEES | 650 | 700 | 700 | 700 | 700 |
| OPERATION AND MAINTENANCE | 1,700 | 4,800 | 6,200 | 6,200 | 7,200 |
| COST ALLOCATION PLAN | 2,885 | 3,912 | 4,655 | 4,655 | 5,625 |
| **TOTAL EXPENDITURES** | **$ 1,008,228** | **$ 1,013,081** | **$ 1,013,649** | **$ 1,013,649** | **$ 1,013,595** |
| **FUND BALANCE ENDING** | **$ 1,790,968** | **$ 1,816,083** | **$ 1,816,241** | **$ 1,838,434** | **$ 1,851,739** |
| **LESS:** | | | | | |
| RESTRICTED | 1,790,968 | 1,816,083 | 1,816,241 | 1,838,434 | 1,851,739 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**SIDEWALK AND CURB DISTRICTS FUND**
**OPERATING BUDGET**

FUND 8500-8690 & 8800-8990

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 316,983** | **$ 291,832** | **$ 377,432** | **$ 409,571** | **$ 477,871** |
| **REVENUE:** | | | | | |
| SPECIAL ASSESSMENTS | $ 359,895 | $ 524,676 | $ 380,000 | $ 500,000 | $ 525,000 |
| INTEREST ON INVESTMENTS | 1,042 | 12,370 | 5,000 | 1,500 | 8,000 |
| TRANSFER | 32,064 | - | - | - | - |
| **TOTAL REVENUE** | **$ 393,001** | **$ 537,046** | **$ 385,000** | **$ 501,500** | **$ 533,000** |
| **EXPENDITURES:** | | | | | |
| PRINCIPAL | $ 335,000 | $ 306,000 | $ 315,000 | $ 320,000 | $ 350,000 |
| INTEREST AND FISCAL CHAR | 82,102 | 95,913 | 105,000 | 105,000 | 104,000 |
| OTHER CONTRACT SERVICES | | 14,300 | | 7,150 | 7,150 |
| FEES | 1,050 | 1,050 | 1,750 | 1,050 | 1,750 |
| TRANSFERS OUT | - | 2,044 | - | - | - |
| **TOTAL EXPENDITURES** | **$ 418,152** | **$ 419,307** | **$ 421,750** | **$ 433,200** | **$ 462,900** |
| **FUND BALANCE ENDING** | **$ 291,832** | **$ 409,571** | **$ 340,682** | **$ 477,871** | **$ 547,971** |
| **LESS:** | | | | | |
| RESTRICTED | 291,832 | 409,571 | 340,682 | 477,871 | 547,971 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## SIDEWALK AND CURB DISTRICTS FUND BUDGET NARRATIVE

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

### Revenues and Expenditures

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

## SERIES 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.

| FISCAL YEAR | PRINCIPAL | INTEREST | TOTAL |
|---|---|---|---|
| 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 | 730,000 | 12,775 | 742,775 |
| | $5,150,000 | $802,525 | $5,952,525 |

**Revenues and Expenditures**

Revenues are dependent upon required debt service payments.

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

FUND 3120

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 7,546,447** | **$ 704,120** | **$ 929,781** | **$ 716,211** | **$ 720,061** |
| **REVENUE:** | | | | | |
| PROPERTY TAXES | $ 710,796 | $ 758,909 | $ 761,154 | $ 762,000 | $ 700,557 |
| INTEREST ON INVESTMENTS | 871 | 8,980 | 2,500 | 3,500 | 2,000 |
| **TOTAL REVENUE** | **$ 711,667** | **$ 767,889** | **$ 763,654** | **$ 765,500** | **$ 702,557** |
| **EXPENDITURES:** | | | | | |
| PRINCIPAL | $ 6,945,000 | $ 555,000 | $ 565,000 | $ 565,000 | $ 580,000 |
| INTEREST | 603,588 | 195,500 | 184,300 | 184,300 | 172,850 |
| PAYING AGENT FEE | 350 | 350 | 350 | 350 | 350 |
| FISCAL CHARGES | 5,056 | 4,948 | 14,034 | 12,000 | 9,833 |
| **TOTAL EXPENDITURES** | **$ 7,553,994** | **$ 755,798** | **$ 763,684** | **$ 761,650** | **$ 763,033** |
| **FUND BALANCE ENDING** | **$ 704,120** | **$ 716,211** | **$ 929,751** | **$ 720,061** | **$ 659,585** |
| **LESS:** | | | | | |
| RESTRICTED | 704,120 | 716,211 | 929,751 | 720,061 | 659,585 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## 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.

| FISCAL YEAR | PRINCIPAL | INTEREST | TOTAL |
|---|---|---|---|
| 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 | 860,000 | 13,975 | 873,975 |
| | $9,915,000 | $2,309,850 | $12,224,850 |

**Revenues and Expenditures**

Revenues are dependent upon required debt service payments.

**2012 SERIES LIBRARY**
**OPERATING BUDGET**

FUND 3040

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 1,106,331** | **$ 1,099,305** | **$ 1,090,255** | **$ 1,102,735** | **$ 1,139,685** |
| **REVENUE:** | | | | | |
| PROPERTY TAXES | $ 904,736 | $ 904,969 | $ 933,155 | $ 934,000 | $ 1,105,722 |
| DONATIONS | 300,000 | 300,000 | 300,000 | 300,000 | - |
| INTEREST ON INVESTMENTS | 4,699 | 13,421 | 5,300 | 3,300 | 1,500 |
| **TOTAL REVENUE** | **$ 1,209,435** | **$ 1,218,390** | **$ 1,238,455** | **$ 1,237,300** | **$ 1,107,222** |
| **EXPENDITURES:** | | | | | |
| PRINCIPAL | $ 795,000 | $ 810,000 | $ 825,000 | $ 825,000 | $ 840,000 |
| INTEREST AND FISCAL CHARGES | 421,111 | 404,610 | 379,930 | 375,000 | 346,106 |
| FISCAL AGENT FEES | 350 | 350 | 350 | 350 | 350 |
| **TOTAL EXPENDITURES** | **$ 1,216,461** | **$ 1,214,960** | **$ 1,205,280** | **$ 1,200,350** | **$ 1,186,456** |
| **FUND BALANCE ENDING** | **$ 1,099,305** | **$ 1,102,735** | **$ 1,123,430** | **$ 1,139,685** | **$ 1,060,451** |
| **LESS:** | | | | | |
| RESTRICTED | 1,099,305 | 1,102,735 | 1,123,430 | 1,139,685 | 1,060,451 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

# 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.

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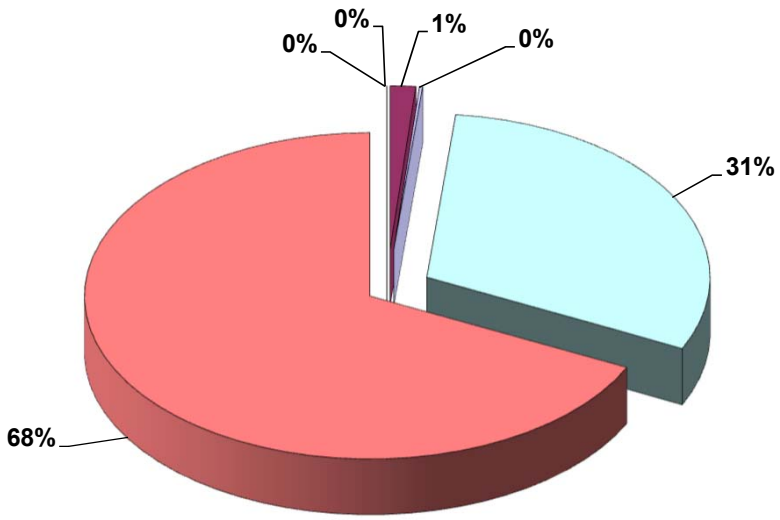
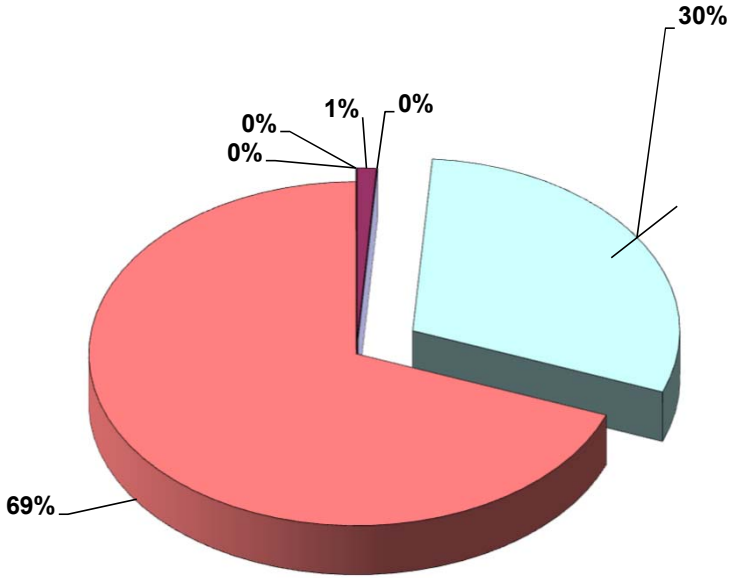
# Capital Project Funds
# Summary of Revenues

| FY 21 | | FY 20 |
|---|---|---|
| $ - | INTER-GOVERNMENTAL | $ - |
| 81,400 | INVESTMENT EARNINGS | 65,900 |
| 10,000 | DONATIONS | 500 |
| 1,725,585 | INTERFUND TRANSFERS | 1,674,404 |
| 3,827,660 | DEBT PROCEEDS | 3,912,300 |
| - | MISCELLANEOUS | 1,060 |
| $ 5,644,645 | TOTAL | $ 5,654,164 |



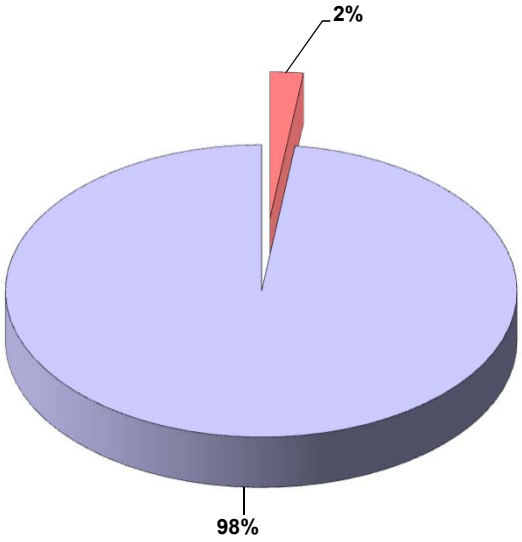

Fiscal Year 2021



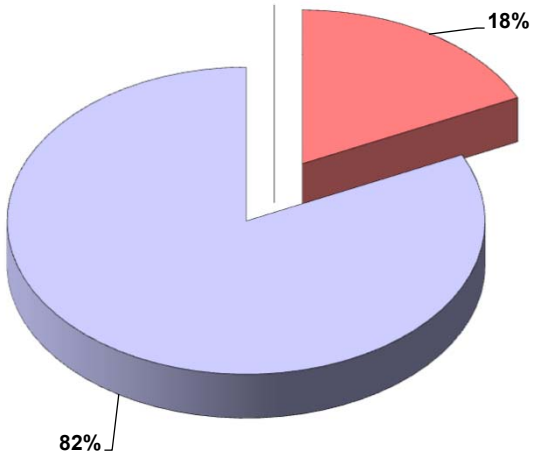

Fiscal Year 2020

# Capital Project Funds
# Summary of Expenditures

| FY 21 | | FY 20 |
|---|---|---|
| $ 125,184 | OPERATION & MAINTENANCE | $ 1,011,379 |
| 5,865,179 | CAPITAL | 4,631,150 |
| - | TRANSFERS | - |
| $ 5,990,363 | TOTAL | $ 5,642,529 |




Fiscal Year 2021




Fiscal Year 2020

**CAPITAL PROJECT FUNDS**
**SUMMARY**
**OPERATING BUDGET**
**FY 21**

| | URBAN RENEWAL PROP. ACQUIST. | SIDEWALK AND CURB DISTRICTS | SPECIAL IMPROVEMENT DISTRICTS | CAPITAL REPLACEMENT | DOG PARK CONSTRUCTION FUND |
|---|---|---|---|---|---|
| **FUND BALANCE - BEGINNING** | **$ 188,196** | **$ (191,607)** | **$ 53,947** | **$ 6,965,388** | **$ 16,829** |
| **REVENUE:** | | | | | |
| INVESTMENT EARNINGS | $ 1,000 | $ - | $ - | $ 80,400 | $ - |
| DONATIONS | - | - | - | - | 10,000 |
| INTERFUND TRANSFERS | - | - | - | 1,725,585 | - |
| DEBT PROCEEDS | - | 1,401,607 | 2,426,053 | - | - |
| MISCELLANEOUS | - | - | - | - | - |
| **TOTAL REVENUE** | **$ 1,000** | **$ 1,401,607** | **$ 2,426,053** | **$ 1,805,985** | **$ 10,000** |
| **EXPENDITURES:** | | | | | |
| OPERATION & MAINTENANCE | $ 12,809 | $ 30,000 | $ 80,000 | $ 2,375 | $ - |
| CAPITAL | 50,000 | 1,180,000 | 2,400,000 | 2,225,179 | 10,000 |
| DEBT SERVICE | - | - | - | - | - |
| INTERFUND TRANSFERS | - | - | - | - | - |
| **TOTAL EXPENDITURES** | **$ 62,809** | **$ 1,210,000** | **$ 2,480,000** | **$ 2,227,554** | **$ 10,000** |
| **FUND BALANCE ENDING** | **$ 126,387** | **$ -** | **$ -** | **$ 6,543,819** | **$ 16,829** |

**CAPITAL PROJECT FUNDS**
**SUMMARY**
**OPERATING BUDGET**
**FY 21**

| | APPROVED BUDGET FY 21 | APPROVED BUDGET FY 20 | INCREASE (DECREASE) | ACTUAL FY 19 |
|---|---|---|---|---|
| **FUND BALANCE - BEGINNING** | **$ 7,032,753** | **$ 8,952,338** | **$ (1,919,585)** | **$ 8,780,657** |
| **REVENUE:** | | | | |
| INVESTMENT EARNINGS | $ 81,400 | $ 65,900 | $ 15,500 | $ 211,128 |
| DONATIONS | 10,000 | 500 | 9,500 | 16,670 |
| INTERFUND TRANSFERS | 1,725,585 | 1,674,404 | 51,181 | 4,035,191 |
| DEBT PROCEEDS | 3,827,660 | 3,912,300 | (84,640) | 1,625,000 |
| MISCELLANEOUS | - | 1,060 | (1,060) | 53,468 |
| **TOTAL REVENUE** | **$ 5,644,645** | **$ 5,654,164** | **$ (9,519)** | **$ 5,941,457** |
| **EXPENDITURES:** | | | | |
| OPERATION & MAINTENANCE | $ 125,184 | $ 1,011,379 | $ (886,195) | $ 666,297 |
| CAPITAL | 5,865,179 | 4,631,150 | 1,234,029 | 4,803,880 |
| DEBT SERVICE | - | - | - | 75,300 |
| INTERFUND TRANSFERS | - | - | - | - |
| **TOTAL EXPENDITURES** | **$ 5,990,363** | **$ 5,642,529** | **$ 347,834** | **$ 5,545,477** |
| **FUND BALANCE ENDING** | **$ 6,687,035** | **$ 8,963,973** | **$ (2,276,938)** | **$ 9,176,637** |

**URBAN RENEWAL PROPERTY ACQUISTION FUND**
**OPERATING BUDGET**

FUND 4280

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 259,868** | **$ 251,485** | **$ 247,285** | **$ 244,030** | **$ 188,196** |
| **REVENUE:** | | | | | |
| INTEREST ON INVESTMENTS | $ 580 | 1,502 | $ 900 | $ 750 | $ 1,000 |
| MISCELLANEOUS | 1,850 | - | - | - | - |
| **TOTAL REVENUE** | **$ 2,430** | **$ 1,502** | **$ 900** | **$ 750** | **$ 1,000** |
| **EXPENDITURES:** | | | | | |
| OPERATIONS & MAINTENANCE | $ 10,813 | $ 8,957 | $ 12,742 | $ 6,584 | $ 12,809 |
| LAND & IMPROVEMENTS | - | - | 50,000 | 50,000 | 50,000 |
| **TOTAL EXPENDITURES** | **$ 10,813** | **$ 8,957** | **$ 62,742** | **$ 56,584** | **$ 62,809** |
| **FUND BALANCE ENDING** | **$ 251,485** | **$ 244,030** | **$ 185,443** | **$ 188,196** | **$ 126,387** |
| **LESS:** | | | | | |
| RESTRICTED | 251,485 | 244,030 | 185,443 | 188,196 | 126,387 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## URBAN RENEWAL PROPERTY ACQUISITION FUND BUDGET NARRATIVE

This fund is used to account for Tax Increment assets primarily related to property on South 27th Street. As the City sells property previously acquired through the Tax Increment Program the funds are deposited in Fund 4280, making them available for additional Tax Increment-related activities or for on-going operating and maintenance costs associated with the property previously acquired, such as snow removal and weed control.

### Revenues
No significant changes.

### Expenditures
No significant changes.

### Capital
None

**SIDEWALK AND CURB DISTRICTS FUND**
**OPERATING BUDGET**

FUNDS 4340

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ (117,733)** | **$ 997,160** | **$ -** | **$ (191,607)** | **$ (191,607)** |
| **REVENUE:** | | | | | |
| INTEREST EARNINGS | $ - | $ 5,235 | $ - | $ 1,200 | $ - |
| PRIVATE CONTRIBUTIONS | 78,139 | 16,640 | - | - | - |
| SALE OF BONDS | 1,415,000 | - | 1,221,300 | 1,561,052 | 1,401,607 |
| **TOTAL REVENUE** | **$ 1,493,139** | **$ 21,875** | **$ 1,221,300** | **$ 1,562,252** | **$ 1,401,607** |
| **EXPENDITURES:** | | | | | |
| OPERATIONS & MAINTENANCE | $ 102,118 | $ 209,249 | $ - | $ - | $ - |
| BOND ISSUANCE COSTS | 28,500 | - | 41,300 | 38,000 | 30,000 |
| CONST-SIDEWALK BY CITY | 221,940 | 1,001,393 | 1,180,000 | 1,524,097 | 1,180,000 |
| TRANSFER OTHER FUNDS | 25,688 | - | - | 155 | - |
| **TOTAL EXPENDITURES** | **$ 378,246** | **$ 1,210,642** | **$ 1,221,300** | **$ 1,562,252** | **$ 1,210,000** |
| **FUND BALANCE ENDING** | **$ 997,160** | **$ (191,607)** | **$ -** | **$ (191,607)** | **$ -** |
| **LESS:** | | | | | |
| RESTRICTED | 997,160 | (191,607) | - | (191,607) | - |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## 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 $30,000 for FY 2021 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 DISTRICT FUNDS
## OPERATING BUDGET

FUND 4500

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ -** | **$ 424,425** | **$ -** | **$ 53,947** | **$ 53,947** |
| **REVENUE:** | | | | | |
| INTEREST EARNINGS | $ 1 | $ 14,447 | $ - | $ - | $ - |
| PRIVATE CONTRIBUTIONS | 988,505 | - | - | 150,000 | - |
| SALE OF BONDS | - | 1,625,000 | 2,691,000 | 2,366,447 | 2,426,053 |
| **TOTAL REVENUE** | **$ 988,506** | **$ 1,639,447** | **$ 2,691,000** | **$ 2,516,447** | **$ 2,426,053** |
| **EXPENDITURES:** | | | | | |
| BOND ISSUANCE COSTS | $ - | $ 75,300 | $ 91,000 | $ 36,500 | $ 80,000 |
| REFUNDS | - | 58,627 | - | - | - |
| CONST-ROADS/STREET/PARKING | 564,081 | 1,875,998 | 2,600,000 | 2,426,000 | 2,400,000 |
| TRANSFER OTHER FUNDS | - | - | - | 53,947 | - |
| **TOTAL EXPENDITURES** | **$ 564,081** | **$ 2,009,925** | **$ 2,691,000** | **$ 2,516,447** | **$ 2,480,000** |
| **FUND BALANCE ENDING** | **$ 424,425** | **$ 53,947** | **$ -** | **$ 53,947** | **$ -** |
| **LESS:** | | | | | |
| RESTRICTED | 424,425 | 53,947 | - | 53,947 | - |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**CAPITAL REPLACEMENT FUND**
**OPERATING BUDGET**

FUND 6400 - 6410

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE - BEGINNING** | **$ 5,718,185** | **$ 7,074,972** | **$ 6,607,408** | **$ 6,937,914** | **$ 6,965,388** |
| **REVENUES:** | | | | | |
| TRANSFERS IN | $ 1,855,732 | $ 1,575,191 | $ 1,674,404 | $ 1,674,404 | $ 1,725,585 |
| INTEREST EARNINGS | 50,016 | 167,875 | 65,000 | 65,000 | 80,400 |
| REFUNDS/REIMBURSEMENTS | 1,101 | 35,905 | 1,060 | 1,060 | - |
| SALE OF EQUIPMENT | 31,850 | 17,563 | - | - | - |
| **TOTAL REVENUE** | **$ 1,938,699** | **$ 1,796,534** | **$ 1,740,464** | **$ 1,740,464** | **$ 1,805,985** |
| **EXPENDITURES:** | | | | | |
| CHARGE FOR SERVICES | $ 1,885 | $ 1,284 | $ 1,990 | $ 1,990 | $ 2,375 |
| TECHNOLOGY EQUIPMENT | - | 388,180 | 864,347 | 747,000 | - |
| CAPITAL | 580,027 | 1,544,128 | 800,650 | 964,000 | 2,225,179 |
| **TOTAL EXPENDITURES** | **$ 581,912** | **$ 1,933,592** | **$ 1,666,987** | **$ 1,712,990** | **$ 2,227,554** |
| **FUND BALANCE - ENDING** | **$ 7,074,972** | **$ 6,937,914** | **$ 6,680,885** | **$ 6,965,388** | **$ 6,543,819** |
| **LESS:** | | | | | |
| COMMITTED | 7,074,972 | 6,937,914 | 6,680,885 | 6,965,388 | 6,543,819 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## CAPITAL REPLACEMENT FUND BUDGET NARRATIVE

This fund is used for equipment replacement for all governmental fund departments. The equipment budgeted in FY 2021 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, in FY19 technology equipment that is unique to the Public Safety Fund began to be funded and purchased through a separate ERP.

### Revenues
No significant changes.

### Capital
Equipment is scheduled to be replaced in FY 2021 in the amount of $2,225,179 which is a increase from FY 2020. There are no anticipated expenditures from the Public Safety Technology Equipment Replacement for FY21.

**DOG PARK CONSTRUCTION FUND**
**OPERATING BUDGET**

FUND 4990

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE - BEGINNING** | **$ 4,299** | **$ 4,599** | **$ 4,629** | **$ 4,629** | **$ 16,829** |
| **REVENUES:** | | | | | |
| LOCAL CONTRIBUTIONS | $ 300 | $ 30 | $ 500 | $ 12,200 | $ 10,000 |
| CENTENNIAL PK CONTR | - | - | - | - | - |
| **TOTAL REVENUE** | **$ 300** | **$ 30** | **$ 500** | **$ 12,200** | **$ 10,000** |
| **EXPENDITURES:** | | | | | |
| CAPITAL OUTLAY | $ - | $ - | $ 500 | $ - | $ 10,000 |
| **TOTAL EXPENDITURES** | **$ -** | **$ -** | **$ 500** | **$ -** | **$ 10,000** |
| **FUND BALANCE - ENDING** | **$ 4,599** | **$ 4,629** | **$ 4,629** | **$ 16,829** | **$ 16,829** |
| **LESS:** | | | | | |
| RESTRICTED | 4,599 | 4,629 | 4,629 | 16,829 | 16,829 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## DOG PARK CONSTRUCTION FUND BUDGET NARRATIVE

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

### Revenues
Estimated contributions for FY 21 are $10,000.

### Expenditures
Estimated Dog Park expenditures for FY 21 are $10,000.

**PARK CONSTRUCTION FUND**
**OPERATING BUDGET**

FUND 4240

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE - BEGINNING** | **$ 151,897** | **$ 28,016** | **$ 2,093,016** | **$ 2,127,724** | **$ -** |
| **REVENUES:** | | | | | |
| INTERFUND TRANSFERS | $ 1,694,868 | $ 2,460,000 | $ - | $ - | - |
| CONTRIBUTIONS-DONATIONS | - | - | - | 80,000 | |
| INTEREST EARNINGS | - | 22,069 | - | 20,000 | - |
| **TOTAL REVENUE** | **$ 1,694,868** | **$ 2,482,069** | **$ -** | **$ 100,000** | **$ -** |
| **EXPENDITURES:** | | | | | |
| CAPITAL OUTLAY | $ 1,818,749 | $ 382,361 | $ - | $ 2,227,724 | $ - |
| **TOTAL EXPENDITURES** | **$ 1,818,749** | **$ 382,361** | **$ -** | **$ 2,227,724** | **$ -** |
| **FUND BALANCE - ENDING** | **$ 28,016** | **$ 2,127,724** | **$ 2,093,016** | **$ -** | **$ -** |
| **LESS:** | | | | | |
| RESTRICTED | 28,016 | 2,127,724 | 2,093,016 | - | - |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## 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 2021.

### Expenditures
No Expenses are estimated for FY 2021.

# Enterprise Funds

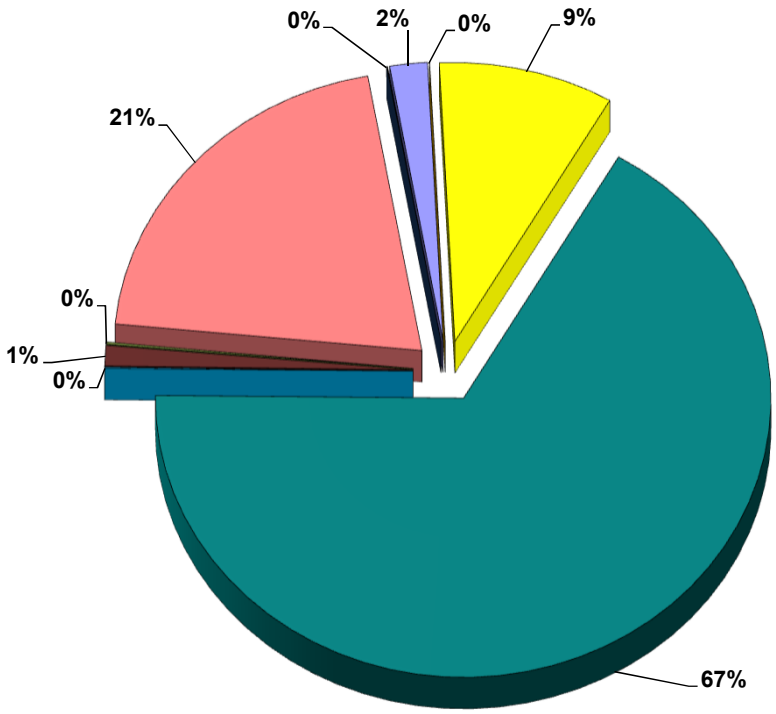
# ENTERPRISE FUNDS

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:

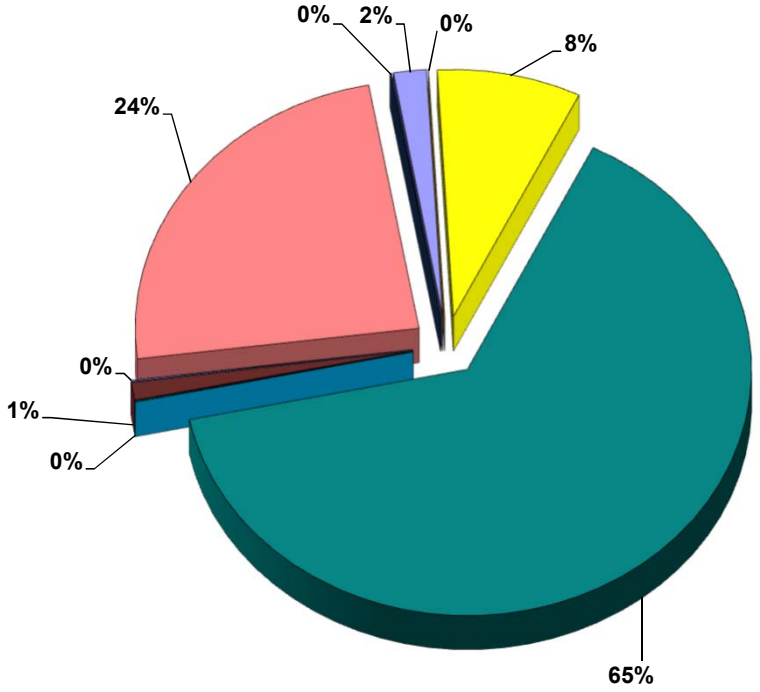
- The **Water Fund** accounts for the operations of the City water system.
- The **Wastewater Fund** accounts for the operations of the City wastewater system.
- The **Parking Fund** accounts for the operations of the City parking operation.
- The **Solid Waste Fund** accounts for the operations of the 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 of Revenues

| FY 21 | | FY 20 |
|---|---|---|
| $ 2,384,185 | TAXES | $ 2,324,429 |
| - | SPECIAL ASSESSMENTS | - |
| 11,119,500 | INTER-GOVERNMENTAL | 10,210,088 |
| 80,789,577 | CHARGES FOR SERVICE | 80,123,201 |
| 90,000 | FINES & FORFEITS | 80,000 |
| 1,425,652 | INVESTMENT EARNINGS | 1,424,947 |
| 147,000 | INTERFUND TRANSFERS | 100,000 |
| 25,000,000 | DEBT PROCEEDS | 30,000,000 |
| 47,978 | MISCELLANEOUS | 87,530 |
| $ 121,003,892 | TOTAL | $ 124,350,195 |



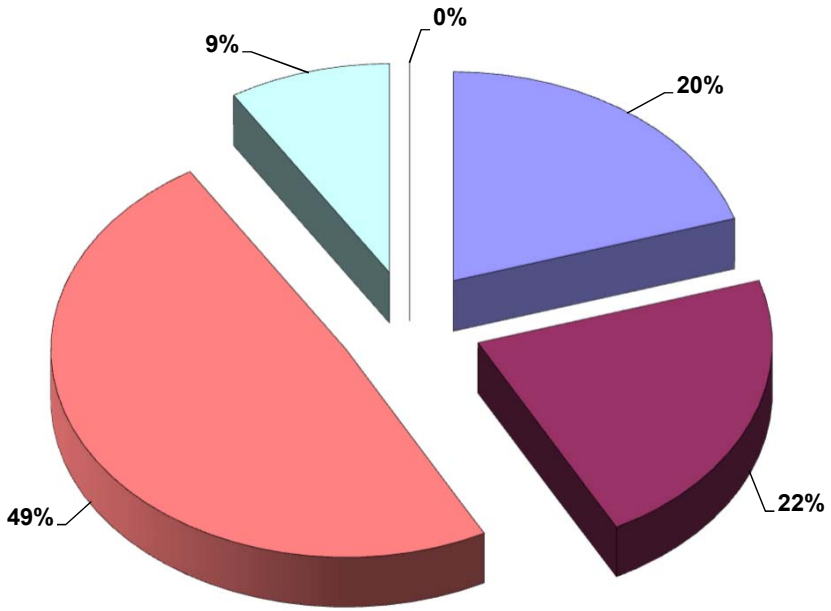

Fiscal Year 2021



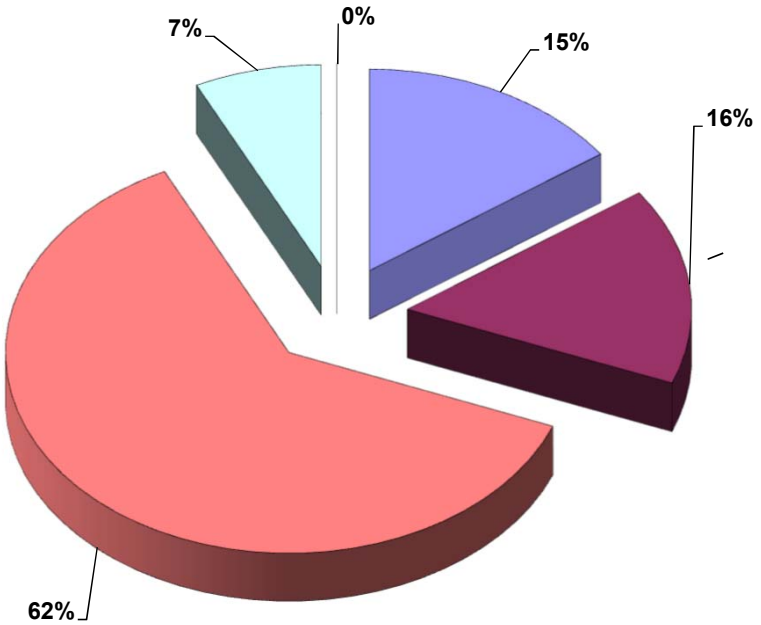

Fiscal Year 2020

# Enterprise Funds
# Summary of Expenses

| FY 21 | | FY 20 |
|---|---|---|
| $ 24,686,084 | PERSONAL SERVICES | $ 24,104,016 |
| 26,965,041 | OPERATION & MAINTENANCE | 25,023,856 |
| 59,828,049 | CAPITAL | 98,089,162 |
| 10,838,502 | DEBT SERVICE | 11,497,838 |
| - | INTERFUND TRANSFERS | - |
| $ 122,317,676 | TOTAL | $ 158,714,872 |




Fiscal Year 2021




Fiscal Year 2020

**ENTERPRISE FUNDS**
**SUMMARY**
**OPERATING BUDGET**
**FY 21**

| | WATER | WASTE-WATER | PARKING | SOLID WASTE | AIRPORT | TRANSIT |
|---|---|---|---|---|---|---|
| **WORKING CAPITAL -BEGINNING** | **$ 20,184,541** | **$ 16,510,685** | **$ 266,811** | **$ 7,937,711** | **$ 17,349,311** | **$ 3,167,051** |
| **REVENUE:** | | | | | | |
| TAXES | $ - | $ - | $ - | $ - | $ - | $ 2,384,185 |
| INTER-GOVERNMENTAL | - | - | - | - | 5,925,400 | 5,194,100 |
| CHARGES FOR SERVICE | 29,289,200 | 21,770,290 | 1,818,549 | 16,498,000 | 10,678,938 | 734,600 |
| FINES & FORFEITS | - | - | 90,000 | - | - | - |
| INVESTMENT EARNINGS | 534,500 | 425,000 | 4,000 | 225,000 | 216,152 | 21,000 |
| DONATIONS | - | - | - | - | - | - |
| INTERFUND TRANSFERS | - | - | 147,000 | - | - | - |
| DEBT PROCEEDS | - | - | - | - | 25,000,000 | - |
| MISCELLANEOUS | 7,200 | - | - | - | 36,128 | 4,650 |
| **TOTAL REVENUE** | **$ 29,830,900** | **$ 22,195,290** | **$ 2,059,549** | **$ 16,723,000** | **$ 41,856,618** | **$ 8,338,535** |
| **EXPENSES:** | | | | | | |
| PERSONAL SERVICES | $ 5,009,012 | $ 4,123,310 | $ 868,883 | $ 5,843,090 | $ 4,659,668 | $ 4,182,121 |
| OPERATION & MAINTENANCE | 8,281,748 | 6,835,509 | 830,713 | 5,685,851 | 3,725,152 | 1,606,068 |
| CAPITAL | 11,077,706 | 10,711,510 | - | 3,855,307 | 32,494,380 | 1,689,146 |
| DEBT SERVICE | 2,770,000 | 5,329,100 | 255,783 | 1,561,775 | 921,844 | - |
| **TOTAL EXPENSES** | **$ 27,138,466** | **$ 26,999,429** | **$ 1,955,379** | **$ 16,946,023** | **$ 41,801,044** | **$ 7,477,335** |
| WORKING CAPITAL NOT BUDGETED | | | | | | |
| **WORKING CAPITAL - ENDING** | **$ 22,876,975** | **$ 11,706,546** | **$ 370,981** | **$ 7,714,688** | **$ 17,404,885** | **$ 4,028,251** |
| **LESS OPERATING RESERVE** | **3,588,000** | **1,972,000** | **272,000** | **5,070,000** | **1,383,000** | **983,000** |
| **LESS BOND/LOAN RESERVE REQUIREMENTS** | **1,385,000** | **1,445,000** | **-** | **-** | **2,671,044** | **-** |
| **AVAILABLE WORKING CAPITAL** | **$ 17,903,975** | **$ 8,289,546** | **$ 98,981** | **$ 2,644,688** | **$ 13,350,841** | **$ 3,045,251** |

**ENTERPRISE FUNDS**
**SUMMARY**
**OPERATING BUDGET**
**FY 21**

| | APPROVED BUDGET FY 21 | APPROVED BUDGET FY 20 | INCREASE (DECREASE) | ACTUAL FY 19 |
|---|---|---|---|---|
| **WORKING CAPITAL -BEGINNING** | **$ 65,416,110** | **$ 70,967,981** | **$ (5,551,871)** | **$ 133,778,060** |
| **REVENUE:** | | | | |
| TAXES | $ 2,384,185 | $ 2,324,429 | $ 59,756 | $ 2,264,225 |
| INTER-GOVERNMENTAL | 11,119,500 | 10,210,088 | 909,412 | 3,884,518 |
| CHARGES FOR SERVICE | 80,789,577 | 80,123,201 | 666,376 | 79,941,218 |
| FINES & FORFEITS | 90,000 | 80,000 | 10,000 | 96,342 |
| INVESTMENT EARNINGS | 1,425,652 | 1,424,947 | 705 | 3,470,996 |
| DONATIONS | - | - | - | - |
| INTERFUND TRANSFERS | 147,000 | 100,000 | 47,000 | 123,511 |
| DEBT PROCEEDS | 25,000,000 | 30,000,000 | (5,000,000) | - |
| MISCELLANEOUS | 47,978 | 87,530 | (39,552) | 522,699 |
| **TOTAL REVENUE** | **$ 121,003,892** | **$ 124,350,195** | **$ (3,346,303)** | **$ 90,303,509** |
| **EXPENSES:** | | | | |
| PERSONAL SERVICES | $ 24,686,084 | $ 24,104,016 | $ 582,068 | $ 23,754,590 |
| OPERATION & MAINTENANCE | 26,965,041 | 25,023,856 | 1,941,185 | 22,735,063 |
| CAPITAL | 59,828,049 | 98,089,162 | (38,261,113) | 48,062,938 |
| DEBT SERVICE | 10,838,502 | 11,497,838 | (659,336) | 4,158,197 |
| **TOTAL EXPENSES** | **$ 122,317,676** | **$ 158,714,872** | **$ (36,397,196)** | **$ 98,710,788** |
| WORKING CAPITAL NOT BUDGETED | | | | 16,876,086 |
| **WORKING CAPITAL - ENDING** | **$ 64,102,326** | **$ 36,603,304** | **$ 27,499,022** | **$ 142,246,867** |
| **LESS OPERATING RESERVE** | **13,268,000** | **12,195,029** | **1,072,971** | **11,884,865** |
| **LESS BOND/LOAN RESERVE REQUIREMENTS** | **5,501,044** | **5,501,294** | **(250)** | **5,519,206** |
| **AVAILABLE WORKING CAPITAL** | **$ 45,333,282** | **$ 18,906,981** | **$ 26,426,301** | **$ 124,842,796** |

**WATER FUND**
**OPERATING BUDGET**

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

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **WORKING CAPITAL - BEGINNING** | **$ 36,455,186** | **$ 42,659,566** | **$ 14,745,851** | **$ 45,028,333** | **$ 20,184,541** |
| **REVENUES:** | | | | | |
| WATER SALES | $ 24,518,744 | $ 22,583,021 | $ 25,381,700 | $ 22,482,300 | $ 26,807,200 |
| FIRE HYDRANT CHARGES | 378,764 | 394,226 | 375,000 | 394,000 | 395,000 |
| WATER SERVICE LINE INS. | 440,108 | 470,732 | 450,000 | 425,000 | 425,000 |
| OTHER CHARGES FOR SERV. | 602,309 | 645,754 | 497,070 | 416,800 | 400,000 |
| FRANCHISE FEE REVENUE | 1,012,946 | - | - | - | - |
| LATE PAYMENT CHARGES | 33,652 | 30,620 | 35,000 | 35,000 | 35,000 |
| SYSTEM DEVELOPMENT FEE | 998,762 | 1,182,588 | 1,226,000 | 800,000 | 1,200,000 |
| STATE FEE | 61,878 | 62,475 | 62,000 | 62,162 | 62,000 |
| CONTRIBUTIONS-DONATIONS | 8,000 | - | - | 188,782 | - |
| MISCELLANEOUS | 3,459 | 86,907 | 7,200 | 27,276 | 7,200 |
| TRANSFERS IN | - | 8,450 | - | - | - |
| SALE OF EQUIPMENT/LAND | 13,195 | 143,564 | - | - | - |
| SRF LOAN REVENUE | - | - | - | - | - |
| INTEREST ON INVESTMENTS | 299,990 | 1,059,045 | 262,300 | 729,693 | 499,500 |
| **TOTAL REVENUE** | **$ 28,371,807** | **$ 26,667,382** | **$ 28,296,270** | **$ 25,561,013** | **$ 29,830,900** |
| **EXPENSES:** | | | | | |
| ADMINISTRATION | $ 1,925,939 | $ 1,094,635 | $ 2,776,955 | $ 2,226,501 | $ 2,892,911 |
| FISCAL SERVICES | 2,892,923 | 2,468,699 | 304,999 | 199,682 | 307,593 |
| TREATMENT PLANT | 5,552,530 | 5,669,197 | 5,780,134 | 5,586,792 | 5,797,874 |
| DISTRIB/COLLECT/METERS | 2,387,772 | 2,653,184 | 4,373,789 | 4,211,556 | 3,942,382 |
| CAPITAL | 6,486,699 | 9,109,525 | 20,904,254 | 34,636,644 | 11,077,706 |
| WATER SERVCE INS. PROG | 461,986 | 370,174 | 350,000 | 773,130 | 350,000 |
| BOND PRINCIPAL | - | - | 2,000,000 | 2,000,000 | 2,100,000 |
| BOND INTEREST ** | 689,881 | 671,650 | 770,500 | 770,500 | 670,000 |
| **TOTAL EXPENSES** | **$ 20,397,730** | **$ 22,037,064** | **$ 37,260,631** | **$ 50,404,805** | **$ 27,138,466** |
| W.C. CHANGES NOT BUDGETED | (1,769,697) | (2,261,551) | - | - | - |
| **WORKING CAPITAL - ENDING** | **$ 42,659,566** | **$ 45,028,333** | **$ 5,781,490** | **$ 20,184,541** | **$ 22,876,975** |
| **LESS OPERATING RESERVE** | **3,832,000** | **3,417,000** | **3,668,000** | **3,509,368** | **3,588,000** |
| **LESS SRF LOAN RESERVE** | **1,386,571** | **1,386,571** | **1,385,250** | **1,385,250** | **1,385,000** |
| **AVAILABLE WORKING CAPITAL** | **$ 37,440,995** | **$ 40,224,762** | **$ 728,240** | **$ 15,289,923** | **$ 17,903,975** |

** Interest Expense of $35,045 was capitalized in the CAFR in FY18. No Interest Expense was capitalized in FY19.

**WASTEWATER FUND**
**OPERATING BUDGET**

FUNDS 5120,5130,5180,5190,4210

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **WORKING CAPITAL - BEGINNING** | **$ 84,329,091** | **$ 61,015,270** | **$ 23,719,366** | **$ 44,535,860** | **$ 16,510,685** |
| **REVENUES:** | | | | | |
| WASTEWATER CHARGES | $ 17,298,080 | $ 18,921,033 | $ 18,950,550 | $ 19,757,400 | $ 20,285,500 |
| PERMITS | 49,633 | 45,190 | 50,000 | 50,000 | 50,000 |
| OTHER CHARGES FOR SERV. | 328,901 | 353,185 | 301,100 | 301,000 | 299,790 |
| FRANCH FEES & WHOLESALE CH( | 759,741 | 65,312 | 45,000 | 80,000 | 90,000 |
| LATE PAYMENT CHARGES | 35,280 | 42,773 | 35,000 | 55,000 | 45,000 |
| SYSTEM DEVELOPMENT FEE | 981,007 | 4,537,016 | 1,000,000 | 900,000 | 1,000,000 |
| STATE FEE | 33,662 | 46,437 | 37,000 | 46,000 | 45,000 |
| CONTRIBUTIONS/DONATIONS | - | - | - | 169,580 | - |
| MISCELLANEOUS | 7,895 | 71,448 | - | 5,477 | - |
| SALE OF EQUIPMENT | - | 2,078 | - | - | - |
| INTEREST ON INVESTMENTS | 846,701 | 1,396,551 | 450,000 | 873,793 | 380,000 |
| **TOTAL REVENUE** | **$ 20,340,900** | **$ 25,481,023** | **$ 20,868,650** | **$ 22,238,250** | **$ 22,195,290** |
| **EXPENSES:** | | | | | |
| ADMINISTRATION | $ 1,554,889 | $ 1,153,497 | $ 2,066,915 | $ 1,917,264 | $ 2,557,946 |
| FISCAL SERVICES | 814,411 | 637,301 | 80,652 | 68,428 | 66,998 |
| TREATMENT PLANT | 4,331,774 | 5,021,487 | 5,070,266 | 5,679,430 | 6,213,905 |
| COLLECTION SYSTEM | 1,409,049 | 1,477,981 | 1,599,330 | 1,497,699 | 1,609,088 |
| ENVIRONMENTAL AFFAIRS | 472,890 | 486,213 | 512,444 | 510,674 | 510,882 |
| REPLACEMENT EXPEND. | 29,877,341 | 27,816,217 | 20,870,535 | 35,259,930 | 10,711,510 |
| BOND PRINCIPAL | - | - | 2,423,000 | 2,423,000 | 2,673,700 |
| BOND INTEREST ** | 1,973,021 | 2,401,544 | 2,907,000 | 2,907,000 | 2,655,400 |
| **TOTAL EXPENSES** | **$ 40,433,375** | **$ 38,994,240** | **$ 35,530,142** | **$ 50,263,425** | **$ 26,999,429** |
| W.C. CHANGES NOT BUDGETED | (3,221,346) | (2,966,193) | - | - | - |
| **WORKING CAPITAL - ENDING** | **$ 61,015,270** | **$ 44,535,860** | **$ 9,057,874** | **$ 16,510,685** | **$ 11,706,546** |
| **LESS OPERATING RESERVE** | **1,440,000** | **1,575,000** | **1,679,000** | **1,741,229** | **1,972,000** |
| **LESS SRF LOAN RESERVE** | **1,444,291** | **1,444,291** | **1,445,000** | **1,445,000** | **1,445,000** |
| **AVAILABLE WORKING CAPITAL** | **$ 58,130,979** | **$ 41,516,569** | **$ 5,933,874** | **$ 13,324,456** | **$ 8,289,546** |

** Interest Expense of $534,968 was capitalized in the CAFR in year FY18. No interest Expense was capitalized in FY19.

## PARKING FUND
## OPERATING BUDGET

FUND 5210

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **WORKING CAPITAL - BEGINNING** | **$ 475,607** | **$ 389,928** | **$ 201,248** | **$ 200,811** | **$ 266,811** |
| **REVENUES:** | | | | | |
| PARKING METER INCOME | $ 403,100 | $ 448,000 | $ 450,030 | $ 377,642 | $ 476,700 |
| VIOLATIONS | 79,610 | 96,342 | 80,000 | 75,000 | 90,000 |
| SURFACE LOTS | 40,110 | 39,876 | 43,500 | 36,700 | 42,205 |
| PARK 1 - GARAGE | 251,258 | 269,159 | 265,560 | 277,900 | 291,400 |
| PARK 1 - STORE RENTAL | 55,160 | 55,900 | 56,544 | 56,544 | 56,544 |
| PARK 2 | 495,181 | 473,236 | 476,850 | 474,500 | 504,500 |
| PARK 3 | 154,376 | 150,053 | 191,560 | 207,200 | 237,000 |
| EMPIRE PARKING GARAGE | 178,741 | 196,830 | 204,630 | 192,800 | 210,200 |
| INVESTMENT EARNINGS | 5,528 | 12,230 | 8,500 | 8,714 | 4,000 |
| TIF TRANSFER | 323,329 | 100,000 | 100,000 | 100,000 | 147,000 |
| MISC. REVENUE | 10,149 | 14,058 | - | - | - |
| **TOTAL REVENUE** | **$ 1,996,542** | **$ 1,855,684** | **$ 1,877,174** | **$ 1,807,000** | **$ 2,059,549** |
| **EXPENSES:** | | | | | |
| ADMINISTRATION | $ 207,506 | $ 231,548 | $ 248,535 | $ 235,518 | $ 250,188 |
| ENFORCEMENT | 236,442 | 242,344 | 253,597 | 242,782 | 258,167 |
| METER COLLECT. & MAINT. | 290,707 | 218,807 | 239,384 | 245,000 | 226,827 |
| SURFACE LOTS | 15,516 | 38,615 | 17,129 | 17,000 | 24,800 |
| PARK 1 - GARAGE | 150,201 | 128,001 | 150,728 | 150,000 | 155,269 |
| PARK 1 - STORE RENTAL | 38,493 | 23,005 | 18,680 | 15,700 | 22,180 |
| PARK 2 | 324,678 | 325,223 | 349,222 | 341,000 | 373,661 |
| PARK 3 | 174,018 | 180,151 | 188,182 | 152,000 | 254,573 |
| EMPIRE PARKING GARAGE | 119,686 | 111,464 | 117,334 | 141,000 | 133,931 |
| DEBT SERVICE-PRINCIPAL | - | - | 148,476 | - | 155,164 |
| DEBT SERVICE-INTEREST | 116,096 | 109,806 | 107,304 | 102,000 | 100,619 |
| CONSTRUCTION & CAPITAL | 338,332 | 285,416 | 5,000 | 99,000 | - |
| **TOTAL EXPENSES** | **$ 2,011,675** | **$ 1,894,380** | **$ 1,843,571** | **$ 1,741,000** | **$ 1,955,379** |
| WORKING CAP. CHANGES NOT BUDGETED | (70,546) | (150,421) | **$ -** | **-** | **$ -** |
| **WORKING CAPITAL - ENDING** | **$ 389,928** | **$ 200,811** | **$ 234,851** | **$ 266,811** | **$ 370,981** |
| **LESS OPERATING RESERVE** | **249,160** | **239,865** | **253,000** | **253,000** | **272,000** |
| **AVAILABLE WORKING CAPITAL** | **$ 140,768** | **$ (39,054)** | **$ (18,149)** | **$ 13,811** | **$ 98,981** |

**SOLID WASTE FUND**
**OPERATING BUDGET**

FUNDS 5410,5420,5440,5450

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **WORKING CAPITAL - BEGINNING** | **$ 12,389,375** | **$ 11,896,237** | **$ 12,764,275** | **$ 34,933,405** | **$ 7,937,711** |
| **REVENUES:** | | | | | |
| GARBAGE COLLECTION-RES | $ 5,064,899 | $ 5,368,315 | $ 5,459,000 | $ 5,550,000 | $ 5,570,000 |
| GARBAGE COLLECTION-COMM | 3,876,437 | 4,179,442 | 4,326,000 | 4,380,000 | 4,400,000 |
| COLLECTION-BILLED | 853,908 | 939,845 | 961,700 | 1,008,000 | 1,055,000 |
| LANDFILL CHARGES | 4,787,102 | 4,834,530 | 5,047,038 | 5,339,650 | 5,393,000 |
| MISC CHARGE FOR SERVICES | 69,970 | 58,976 | 56,500 | 67,000 | 67,000 |
| FRAN FEES & WHOLESALE CHARGE | 757,925 | 11,742 | 12,360 | 12,360 | 13,000 |
| INTEREST ON INVSTMNT/LOANS | 112,669 | 500,981 | 174,000 | 362,086 | 225,000 |
| SALE OF SURPLUS EQUIP/LAND | 5,551 | 10,800 | - | 3,500 | - |
| BOND REVENUE | - | - | - | - | - |
| REFUNDS/REIMBURSEMENTS | 11,426 | 90,522 | - | 1,800 | - |
| **TOTAL REVENUE** | **$ 15,539,887** | **$ 15,995,153** | **$ 16,036,598** | **$ 16,724,396** | **$ 16,723,000** |
| **EXPENSES:** | | | | | |
| ADMINISTRATION | $ 1,844,163 | $ 1,383,056 | $ 1,608,780 | $ 1,618,905 | $ 1,734,060 |
| COLLECTION | 9,345,791 | 7,529,699 | 7,799,291 | 11,769,569 | 9,102,586 |
| LANDFILL | 5,309,432 | 7,473,367 | 12,229,482 | 30,331,616 | 6,109,377 |
| **TOTAL EXPENSES** | **$ 16,499,386** | **$ 16,386,122** | **$ 21,637,553** | **$ 43,720,090** | **$ 16,946,023** |
| WORKING CAP. CHANGES NOT BUDGETED | 466,361 | 23,428,137 | - | - | - |
| **WORKING CAPITAL - ENDING** | **$ 11,896,237** | **$ 34,933,405** | **$ 7,163,320** | **$ 7,937,711** | **$ 7,714,688** |
| **LESS OPERATING RESERVE** | **4,377,000** | **4,377,000** | **4,854,000** | **5,051,280** | **5,070,000** |
| **LESS DEBT RESERVE** | **-** | **-** | **-** | **-** | **-** |
| **AVAILABLE WORKING CAPITAL** | **$ 7,519,237** | **$ 30,556,405** | **$ 2,309,320** | **$ 2,886,431** | **$ 2,644,688** |

**AIRPORT FUND**
**OPERATING BUDGET**

FUNDS 5600-5690 & 4050-4090

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **WORKING CAPITAL - BEGINNING** | **$ 11,593,957** | **$ 14,327,325** | **$ 15,540,816** | **$ 15,711,073** | **$ 17,349,311** |
| **REVENUES:** | | | | | |
| CHARGE FOR SERVICES | $ 10,327,971 | $ 10,740,431 | $ 10,779,839 | $ 10,613,143 | $ 8,093,345 |
| FEDERAL/STATE GRANT REVENUE | 2,640,264 | 2,864,247 | 5,311,557 | 10,026,377 | 5,925,400 |
| PFC REVENUE | 1,094,685 | 1,161,426 | 1,813,070 | 1,605,403 | 1,785,593 |
| CFC REVENUE | 857,601 | 881,223 | 875,000 | 817,000 | 800,000 |
| CONTRIBUTIONS | 533,801 | - | - | - | - |
| INVESTMENT INTEREST | 112,485 | 368,376 | 425,147 | 254,109 | 216,152 |
| SALE OF EQUIPMENT/LAND | - | 1,683 | - | - | - |
| BOND REVENUE | - | - | 25,000,000 | - | 25,000,000 |
| SHORT-TERM BORROWING | - | - | 5,000,000 | - | - |
| REFUNDS/REIMBURSEMENTS | 100,394 | 170,189 | 75,580 | 62,905 | 36,128 |
| **TOTAL REVENUE** | **$ 15,667,201** | **$ 16,187,575** | **$ 49,280,193** | **$ 23,378,937** | **$ 41,856,618** |
| **EXPENSES:** | | | | | |
| ADMINISTRATION | $ 1,696,911 | $ 1,684,686 | $ 1,785,050 | $ 1,440,122 | $ 1,837,409 |
| BUILDING MAINTENANCE | 1,903,157 | 1,897,327 | 1,949,398 | 2,013,712 | 1,962,327 |
| AIRFIELD MAINTENANCE | 1,346,842 | 1,232,282 | 1,436,605 | 1,364,492 | 1,437,003 |
| AIRPORT POLICE | 807,891 | 894,088 | 826,556 | 870,375 | 955,042 |
| AIRCRAFT RESCUE FIREFIGHTING | 1,031,464 | 1,075,626 | 1,061,207 | 1,140,846 | 1,163,849 |
| BUSINESS PARK | 161,763 | 157,552 | 193,357 | 180,665 | 186,835 |
| CAR RENTAL FUELING | 395,286 | 406,131 | 443,684 | 380,714 | 388,567 |
| CAR WASH FACILITY O&M | 169,435 | 178,482 | 205,363 | 230,062 | 203,398 |
| AIRPORT AIP GRANT PROJECTS | 2,339,972 | 3,006,873 | 43,536,000 | 12,060,386 | 32,000,000 |
| AIRPORT SCASDP GRANT PROJECTS | 1,105,636 | - | - | - | - |
| AIRPORT PFC PROJECTS | 9,669 | 1,601,260 | - | - | - |
| AIRPORT CFC PROJECTS | - | 12,005 | - | 96,688 | - |
| CAPITAL OUTLAY | 521,746 | 1,092,744 | 340,277 | 633,243 | 494,380 |
| BOND ISSUE COSTS | - | - | 250,390 | - | 250,390 |
| DEBT SERVICE-PRINCIPAL | - | - | 1,080,403 | 1,080,403 | 429,943 |
| DEBT SERVICE-INTEREST | 377,530 | 325,716 | 248,991 | 248,991 | 491,901 |
| **TOTAL EXPENSES** | **$ 11,867,302** | **$ 13,564,772** | **$ 53,357,281** | **$ 21,740,699** | **$ 41,801,044** |
| WORKING CAPITAL CHANGES NOT BUDGETED: | (1,066,531) | (1,239,055) | - | - | - |
| **WORKING CAPITAL - ENDING** | **$ 14,327,325** | **$ 15,711,073** | **$ 11,463,728** | **$ 17,349,311** | **$ 17,404,885** |
| **LESS OPERATING RESERVE** | **1,344,000** | **1,372,000** | **1,343,000** | **1,295,568** | **1,383,000** |
| **LESS REVENUE BOND RESERVE** | **2,671,044** | **2,688,344** | **2,671,044** | **2,671,044** | **2,671,044** |
| **AVAILABLE WORKING CAPITAL** | **$ 10,312,281** | **$ 11,650,729** | **$ 7,449,684** | **$ 13,382,699** | **$ 13,350,841** |

**TRANSIT FUND**
**OPERATING BUDGET**

FUNDS 5710,5720,4110,4120,2040

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **WORKING CAPITAL - BEGINNING** | **$ 3,088,160** | **$ 3,489,734** | **$ 3,996,425** | **$ 1,837,383** | **$ 3,167,051** |
| **REVENUES:** | | | | | |
| STATE AND FEDERAL GRANTS | $ 2,109,836 | $ 297,199 | $ 2,125,029 | $ 3,990,530 | $ 3,290,474 |
| FTA CAPITAL GRANT | 436,609 | 174,350 | 2,296,370 | 3,058,011 | 1,411,524 |
| TAX REVENUE | 2,230,151 | 2,264,225 | 2,324,429 | 2,367,604 | 2,384,185 |
| INTER GOVERNMENTAL | 454,137 | 461,815 | 477,132 | 477,132 | 492,102 |
| OPERATING REVENUES | 724,684 | 734,743 | 728,600 | 727,450 | 734,600 |
| INTEREST ON INVESTMENTS | 18,278 | 60,420 | 35,000 | 35,000 | 21,000 |
| MISCELLANEOUS | 28,352 | 108,879 | 750 | 19,000 | 650 |
| SALE SURPLUS EQUIP | 6,000 | 15,061 | 4,000 | 4,000 | 4,000 |
| **TOTAL REVENUE** | **$ 6,008,047** | **$ 4,116,692** | **$ 7,991,310** | **$ 10,678,727** | **$ 8,338,535** |
| **EXPENSES:** | | | | | |
| ADMINISTRATION | $ 516,553 | $ 678,064 | $ 580,179 | $ 544,328 | $ 697,083 |
| OPERATIONS/DRIVERS | 1,932,650 | 2,007,928 | 2,087,272 | 2,001,745 | 2,059,396 |
| OPERATIONS/NON-DRIVERS | 601,704 | 581,168 | 715,200 | 672,749 | 747,647 |
| MAINTENANCE | 878,774 | 857,650 | 945,223 | 900,327 | 901,095 |
| MARKETING | 35,179 | 29,422 | 43,930 | 32,000 | 41,000 |
| PARATRANSIT | 1,359,770 | 1,376,121 | 1,309,260 | 1,311,605 | 1,332,768 |
| DOWNTOWN TRANSFER CNTR | 7,262 | 5,471 | 15,200 | 6,200 | 9,200 |
| CAPITAL-LOCAL | - | 8,580 | - | - | - |
| CAPITAL - FEDERAL | 493,280 | 289,808 | 3,389,463 | 3,880,105 | 1,689,146 |
| O & M - LOCAL | - | - | - | - | - |
| **TOTAL EXPENSES** | **$ 5,825,172** | **$ 5,834,212** | **$ 9,085,727** | **$ 9,349,059** | **$ 7,477,335** |
| WORKING CAP. CHANGES NOT BUDGETED | 218,699 | 65,169 | - | - | - |
| **WORKING CAPITAL - ENDING** | **$ 3,489,734** | **$ 1,837,383** | **$ 2,902,008** | **$ 3,167,051** | **$ 4,028,251** |
| **LESS OPERATING RESERVE** | **904,000** | **904,000** | **968,000** | **896,000** | **983,000** |
| **AVAILABLE WORKING CAPITAL** | **$ 2,585,734** | **$ 933,383** | **$ 1,934,008** | **$ 2,271,051** | **$ 3,045,251** |

# 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.

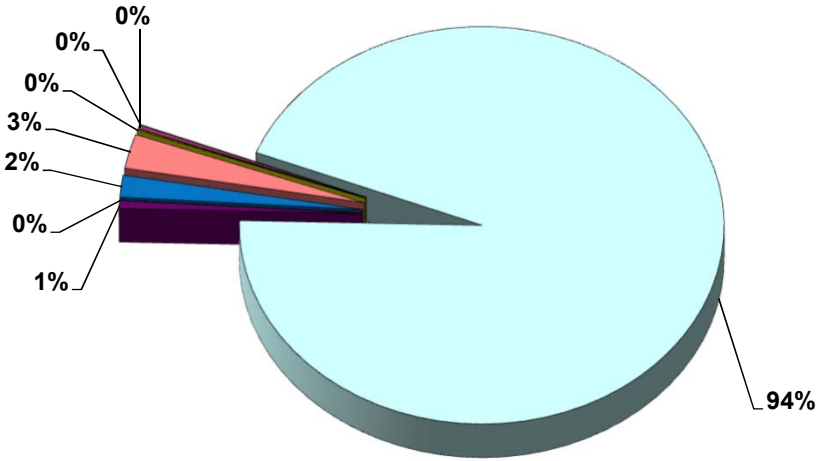
- The **Facilities Management Fund** provides operating and maintenance services to the City Hall and Billings Operations Center buildings and provides project management, project specifications, and/or advice to all City departments by request.

- The **Public Works Administration Fund** provides administration services to the Public Works operational divisions.

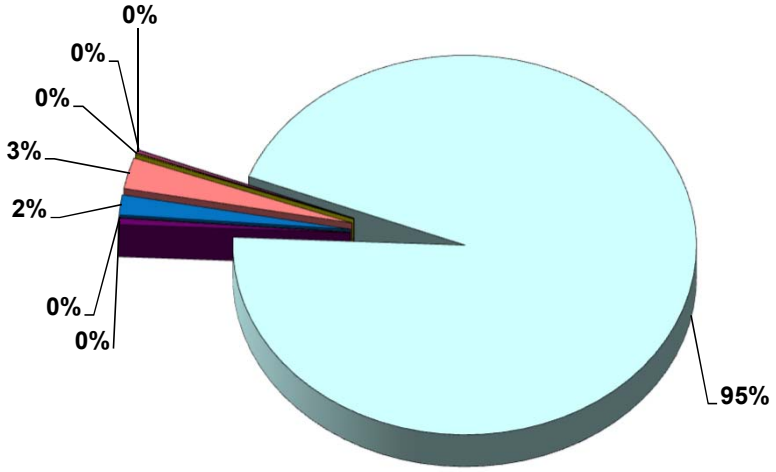
- The **Public Works Engineering Fund** provides engineering services to the Public Works projects.

# Internal Service Fund
# Summary of Revenues

| FY 21 | | FY 20 |
|---|---|---|
| $ 26,000 | SPECIAL ASSESSMENTS | $ 24,000 |
| 95,900 | LICENSES AND PERMITS | 73,000 |
| - | INTER-GOVERNMENTAL | - |
| 28,210,978 | CHARGES FOR SERVICE | 27,658,030 |
| 184,250 | INVESTMENT EARNINGS | 159,600 |
| 532,057 | INTERFUND TRANSFERS | 493,795 |
| 830,181 | MISCELLANEOUS | 773,062 |
| $ 29,879,366 | TOTAL | $ 29,181,487 |



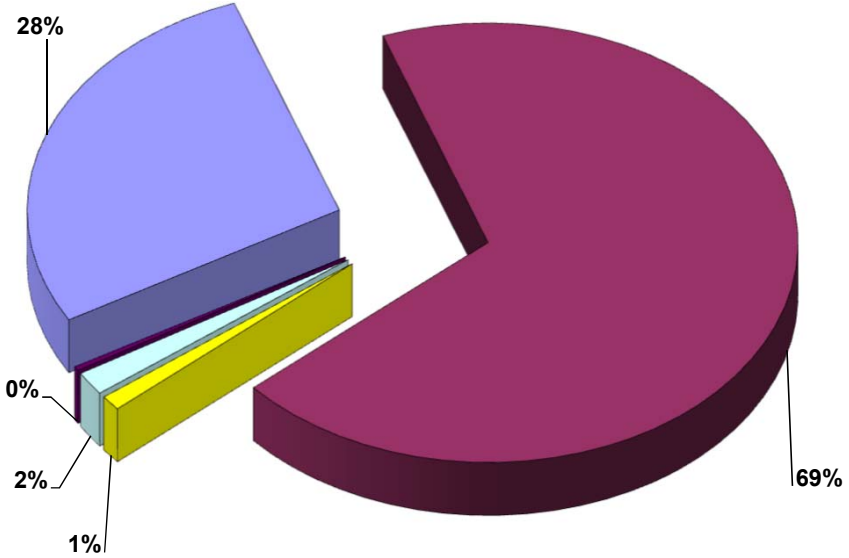

Fiscal Year 2021



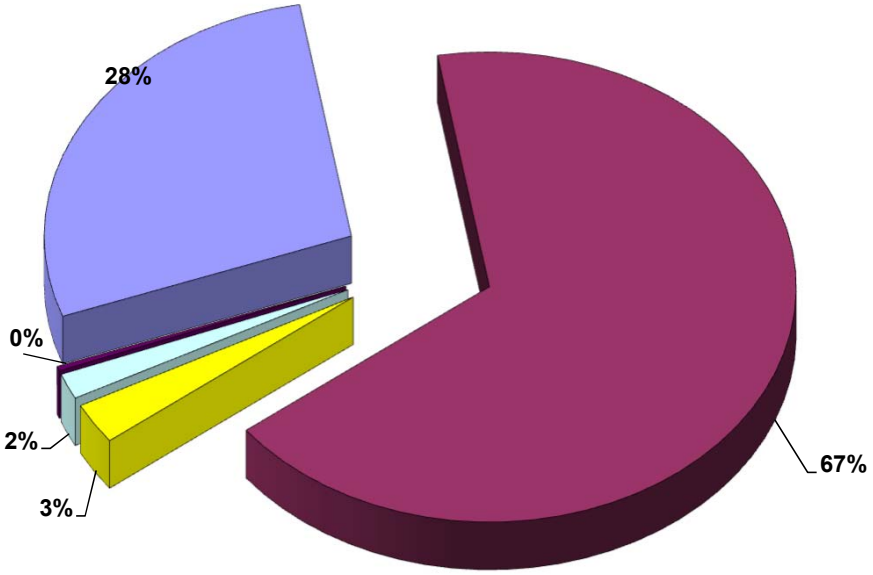

Fiscal Year 2020

# Internal Service Fund
# Summary of Expenses

| FY 21 | | FY 20 |
|---|---|---|
| $ 8,584,217 | PERSONAL SERVICES | $ 8,403,922 |
| 21,263,653 | OPERATION & MAINTENANCE | 20,292,102 |
| 338,418 | CAPITAL | 850,364 |
| 532,056 | DEBT SERVICE | 532,056 |
| 95,770 | INTERFUND TRANSFERS | 95,770 |
| $ 30,814,114 | TOTAL | $ 30,174,214 |




Fiscal Year 2021




Fiscal Year 2020

**INTERNAL SERVICE FUNDS**
**SUMMARY**
**OPERATING BUDGET**
**FY 21**

| | FLEET SERVICES | CENTRAL SERVICES | INFORMATION TECHNOLOGY | CITY HEALTH BENEFITS | CENTRAL TELEPHONE | RADIO COMMUNICATIONS | PROPERTY INSURANCE | FACILITIES MANAGEMENT |
|---|---|---|---|---|---|---|---|---|
| **WORKING CAPITAL - BEGINNING** | **$ 1,411,492** | **$ 213,171** | **$ 597,722** | **$ 9,188,776** | **$ 381,953** | **$ 612,877** | **$ 1,534,718** | **$ 1,184,602** |
| **REVENUE:** | | | | | | | | |
| SPECIAL ASSESSMENTS | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| LICENSES & PERMITS | - | - | - | - | - | - | - | - |
| INTER-GOVERNMENTAL | - | - | - | - | - | - | - | - |
| CHARGES FOR SERVICE | 1,942,065 | 111,174 | 2,610,274 | 14,089,500 | 432,352 | 310,893 | 2,066,500 | 593,289 |
| INVESTMENT EARNINGS | 13,000 | 2,300 | 11,200 | 104,000 | 7,600 | 6,900 | 12,850 | 16,400 |
| INTERFUND TRANSFERS | - | - | - | - | - | - | - | 532,057 |
| MISCELLANEOUS | 17,500 | - | - | - | - | - | - | 812,681 |
| **TOTAL REVENUE** | **$ 1,972,565** | **$ 113,474** | **$ 2,621,474** | **$ 14,193,500** | **$ 439,952** | **$ 317,793** | **$ 2,079,350** | **$ 1,954,427** |
| **EXPENSES:** | | | | | | | | |
| PERSONAL SERVICES | $ 1,543,660 | $ - | $ 1,943,466 | $ 50,000 | $ 162,105 | $ - | $ 110,409 | $ 450,463 |
| OPERATION & MAINTENANCE | 463,283 | 63,949 | 759,240 | 14,483,439 | 269,438 | 279,534 | 2,470,418 | 734,358 |
| CAPITAL | 28,936 | - | - | - | 70,000 | - | - | 210,000 |
| DEBT SERVICE | - | - | - | - | - | - | - | 532,056 |
| INTERFUND TRANSFERS | 95,770 | - | - | - | - | - | - | - |
| **TOTAL EXPENSES** | **$ 2,131,649** | **$ 63,949** | **$ 2,702,706** | **$ 14,533,439** | **$ 501,543** | **$ 279,534** | **$ 2,580,827** | **$ 1,926,877** |
| **WORKING CAPITAL- ENDING** | **$ 1,252,408** | **$ 262,696** | **$ 516,490** | **$ 8,848,837** | **$ 320,362** | **$ 651,136** | **$ 1,033,241** | **$ 1,212,152** |
| WORKING CAPITAL NOT BUDGETED | | - | - | - | - | - | - | - |
| **LESS RESERVED/DESIGNATED** | **742,569** | **-** | **675,677** | **-** | **34,523** | **-** | **825,865** | **154,150** |
| **UNDESIGNATED WORKING CAPITAL BALANCE ENDING** | **$ 509,839** | **$ 262,696** | **$ (159,187)** | **$ 8,848,837** | **$ 285,839** | **$ 651,136** | **$ 207,376** | **$ 1,058,002** |

**INTERNAL SERVICE FUNDS**
**SUMMARY**
**OPERATING BUDGET**
**FY 21**

| | PUBLIC WORKS ADMINISTRATION | PUBLIC WORKS ENGINEERING | APPROVED BUDGET FY 21 | APPROVED BUDGET FY 20 | INCREASE (DECREASE) | ACTUAL FY 19 |
|---|---|---|---|---|---|---|
| **WORKING CAPITAL - BEGINNING** | **$ 316,707** | **$ 238,573** | **$ 15,680,591** | **$ 14,677,088** | **$ 1,003,503** | **$ 12,760,559** |
| **REVENUE:** | | | | | | |
| SPECIAL ASSESSMENTS | $ - | $ 26,000 | $ 26,000 | $ 24,000 | $ 2,000 | $ 25,127 |
| LICENSES & PERMITS | - | 95,900 | 95,900 | 73,000 | 22,900 | - |
| INTER-GOVERNMENTAL | - | - | - | - | - | 7,889 |
| CHARGES FOR SERVICE | 2,888,600 | 3,166,331 | 28,210,978 | 27,658,030 | 552,948 | 25,315,903 |
| INVESTMENT EARNINGS | 4,000 | 6,000 | 184,250 | 159,600 | 24,650 | 390,442 |
| INTERFUND TRANSFERS | - | - | 532,057 | 493,795 | 38,262 | 491,320 |
| MISCELLANEOUS | - | - | 830,181 | 773,062 | 57,119 | 58,015 |
| **TOTAL REVENUE** | **$ 2,892,600** | **$ 3,294,231** | **$ 29,879,366** | **$ 29,181,487** | **$ 697,879** | **$ 26,288,696** |
| **EXPENSES:** | | | | | | |
| PERSONAL SERVICES | $ 1,886,799 | $ 2,437,315 | $ 8,584,217 | $ 8,403,922 | $ 180,295 | $ 8,046,886 |
| OPERATION & MAINTENANCE | 1,031,837 | 708,157 | 21,263,653 | 20,292,102 | 971,551 | 15,747,015 |
| CAPITAL | - | 29,482 | 338,418 | 850,364 | (511,946) | 512,648 |
| DEBT SERVICE | - | - | 532,056 | 532,056 | - | - |
| INTERFUND TRANSFERS | - | - | 95,770 | 95,770 | - | 106,745 |
| **TOTAL EXPENSES** | **$ 2,918,636** | **$ 3,174,954** | **$ 30,814,114** | **$ 30,174,214** | **$ 639,900** | **$ 24,413,294** |
| **WORKING CAPITAL- ENDING** | **$ 290,671** | **$ 357,850** | **$ 14,745,843** | **$ 13,684,361** | **$ 1,061,482** | **$ 14,635,960** |
| WORKING CAPITAL NOT BUDGETED | - | - | - | - | - | (8,219) |
| **LESS RESERVED/DESIGNATED** | **233,491** | **314,547** | **2,980,822** | **2,811,034** | **169,788** | **2,526,046** |
| **UNDESIGNATED WORKING CAPITAL BALANCE ENDING** | **$ 57,180** | **$ 43,303** | **$ 11,765,021** | **$ 10,873,327** | **$ 891,694** | **$ 12,101,695** |

## FLEET SERVICES FUND
## OPERATING BUDGET

FUND 6010

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **WORKING CAPITAL - BEGINNING** | **$ 1,215,717** | **$ 1,221,561** | **$ 1,182,827** | **$ 1,319,932** | **$ 1,411,492** |
| **REVENUES:** | | | | | |
| FLEET SERVICES | $ 1,655,113 | $ 1,779,941 | $ 1,850,202 | $ 1,833,500 | $ 1,902,095 |
| COURIER | 36,570 | 37,764 | 38,821 | 38,830 | 39,970 |
| INTEREST EARNINGS | 10,872 | 30,574 | 11,800 | 20,000 | 13,000 |
| MISCELLANEOUS | 20,726 | 19,263 | 16,000 | 15,000 | 17,500 |
| **TOTAL REVENUE** | **$ 1,723,281** | **$ 1,867,542** | **$ 1,916,823** | **$ 1,907,330** | **$ 1,972,565** |
| **EXPENSES:** | | | | | |
| PERSONAL SERVICES | $ 1,493,665 | $ 1,488,352 | $ 1,537,006 | $ 1,390,000 | $ 1,543,660 |
| OPERATION & MAINTENANCE | 298,784 | 256,739 | 300,309 | 295,000 | 463,283 |
| CAPITAL | - | 5,209 | 42,039 | 35,000 | 28,936 |
| TRANSFERS OUT | 95,770 | 99,770 | 95,770 | 95,770 | 95,770 |
| **TOTAL EXPENSES** | **$ 1,888,219** | **$ 1,850,070** | **$ 1,975,124** | **$ 1,815,770** | **$ 2,131,649** |
| WORKING CAP. CHANGES NOT BUDGETED | 170,782 | 80,899 | - | - | - |
| **WORKING CAPITAL - ENDING** | **$ 1,221,561** | **$ 1,319,932** | **$ 1,124,526** | **$ 1,411,492** | **$ 1,252,408** |
| LESS OPERATING RESERVE | $ 663,206 | $ 645,684 | $ 679,807 | $ 623,450 | $ 742,569 |
| **AVAILABLE WORKING CAPITAL** | **$ 558,355** | **$ 674,248** | **$ 444,719** | **$ 788,042** | **$ 509,839** |

## CENTRAL SERVICES FUND
## OPERATING BUDGET

FUND 6050

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **WORKING CAPITAL-BEGINNING** | **$ 167,908** | **$ 172,409** | **$ 207,994** | **$ 200,071** | **$ 213,171** |
| **REVENUES:** | | | | | |
| MAIL SERVICE | $ 63,246 | $ 63,398 | $ 58,000 | $ 55,000 | $ 60,000 |
| DUPLICATION | 51,979 | 50,717 | 41,915 | 40,000 | 51,174 |
| INTEREST EARNINGS | 1,439 | 4,900 | 2,700 | 2,600 | 2,300 |
| **TOTAL REVENUE** | **$ 116,664** | **$ 119,015** | **$ 102,615** | **$ 97,600** | **$ 113,474** |
| **EXPENSES:** | | | | | |
| MAIL SERVICE | $ 63,185 | $ 63,397 | $ 58,000 | $ 59,500 | $ 60,000 |
| DUPLICATION | 48,978 | 27,956 | 3,689 | 25,000 | 3,949 |
| **TOTAL EXPENSES** | **$ 112,163** | **$ 91,353** | **$ 61,689** | **$ 84,500** | **$ 63,949** |
| **WORKING CAPITAL-ENDING** | **$ 172,409** | **$ 200,071** | **$ 248,920** | **$ 213,171** | **$ 262,696** |

## INFORMATION TECHNOLOGY FUND
## OPERATING BUDGET

FUND 6200

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **WORKING CAPITAL-BEGINNING** | **$ 701,228** | **$ 684,117** | **$ 682,292** | **$ 587,147** | **$ 597,722** |
| **REVENUES:** | | | | | |
| CHARGE FOR SERVICES | $ 2,315,421 | $ 2,339,036 | $ 2,616,309 | $ 2,469,702 | $ 2,610,274 |
| INTEREST EARNINGS | 8,306 | 23,937 | 13,800 | 12,000 | 11,200 |
| OTHER | 2,103 | 1,630 | - | - | - |
| **TOTAL REVENUE** | **$ 2,325,830** | **$ 2,364,603** | **$ 2,630,109** | **$ 2,481,702** | **$ 2,621,474** |
| **EXPENSES:** | | | | | |
| PERSONAL SERVICES | $ 1,914,774 | $ 1,983,615 | $ 1,888,074 | $ 1,761,127 | $ 1,943,466 |
| OPERATIONS & MAINTENANCE | 534,868 | 430,624 | 631,347 | 660,000 | 759,240 |
| CAPITAL | 63,799 | 117,557 | 153,500 | 50,000 | - |
| TRANSFER OUT | - | 3,975 | - | - | - |
| **TOTAL EXPENSES** | **$ 2,513,441** | **$ 2,535,771** | **$ 2,672,921** | **$ 2,471,127** | **$ 2,702,706** |
| WORKING CAP. CHANGES NOT BUDGETED | 170,500 | 74,198 | - | - | - |
| **WORKING CAPITAL - ENDING** | **$ 684,117** | **$ 587,147** | **$ 639,480** | **$ 597,722** | **$ 516,490** |
| LESS OPERATING RESERVE | 612,411 | 603,560 | 629,855 | 605,282 | 675,677 |
| **AVAILABLE WORKING CAPITAL** | **$ 71,706** | **$ (16,413)** | **$ 9,625** | **$ (7,560)** | **$ (159,187)** |

## CITY HEALTH BENEFITS FUND
## OPERATING BUDGET

FUND 6270

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **WORKING CAPITAL - BEGINNING** | **$ 4,916,924** | **$ 6,189,608** | **$ 8,295,104** | **$ 8,579,048** | **$ 9,188,776** |
| **REVENUES:** | | | | | |
| INVESTMENT EARNINGS | $ 50,994 | $ 207,509 | $ 80,000 | $ 100,000 | $ 104,000 |
| CHARGES FOR SERVICE: | | | | | |
| CITY CONTRIBUTION HEALTH | 8,923,305 | 9,091,480 | 9,521,000 | 9,175,000 | 9,700,000 |
| CITY CONTRIBUTION LIFE $10,000 | 35,093 | 35,366 | 34,000 | 35,500 | 35,000 |
| CITY CONTRIBUTION LIFE $15,000 | 9,872 | 11,225 | 12,000 | 11,500 | 12,000 |
| CITY CONTRIBUTION DENTAL | 123,188 | 123,432 | 125,000 | 123,600 | 125,000 |
| EMPLOYEE CONTRIBUTION LIFE | 72,859 | 79,021 | 75,000 | 80,000 | 75,000 |
| EMPLOYEE FLEX CONTRIB. | 457,146 | 466,056 | 590,000 | 475,000 | 590,000 |
| EMPLOYEE DENTAL CONTRIB | 456,602 | 470,032 | 350,000 | 490,000 | 350,000 |
| EMPLOYEE HEALTH CONTRIB. | 1,350,337 | 1,371,469 | 1,700,000 | 1,392,000 | 1,780,000 |
| RETIREE/COBRA CONTRIB | 853,657 | 871,625 | 850,000 | 892,000 | 892,500 |
| CLAIM OVERPAYMENTS | 24,332 | 59,204 | 55,000 | 52,650 | 55,000 |
| PRESCRIPTION DRUG REBATE | 245,460 | 469,759 | 275,000 | 400,000 | 275,000 |
| STOP LOSS REIMBURSEMENTS | 419,275 | - | 200,000 | 200 | 200,000 |
| OTHER | 5,169 | 1,477 | - | - | - |
| **TOTAL REVENUE** | **$ 13,027,289** | **$ 13,257,655** | **$ 13,867,000** | **$ 13,227,450** | **$ 14,193,500** |
| **EXPENSES:** | | | | | |
| PERSONAL SERVICES: | | | | | |
| HEALTH INCENTIVES | $ 32,525 | $ 38,700 | $ 50,000 | $ 51,000 | $ 50,000 |
| OPERATION AND MAINTENANCE: | | | | | |
| HEALTH CLAIMS | 9,083,665 | 8,149,417 | 10,918,132 | 9,850,000 | 11,350,000 |
| LIFE INSURANCE PREMIUMS | 117,311 | 125,249 | 140,000 | 25,000 | 140,000 |
| DENTAL CLAIMS | 540,451 | 600,746 | 550,000 | 625,000 | 650,000 |
| FLEX PLAN CLAIMS | 457,146 | 466,055 | 590,000 | 475,000 | 590,000 |
| 125K FLEX ADMIN. CHGS. | 17,910 | 17,430 | 27,300 | 17,500 | 27,300 |
| HEALTH/DENTAL ADMIN. CHGS. | 309,151 | 317,910 | 333,000 | 315,000 | 333,000 |
| EMPLOYEE ASSISTANCE PROGRAM | - | 10,575 | - | 15,000 | 10,000 |
| FIDUCIARY LIABILITY INS. | - | 3,595 | - | 5,000 | 5,000 |
| ACA ADMIN. CHGS | 22,494 | 21,518 | 27,000 | 20,000 | 27,000 |
| STOP LOSS PREMIUM | 641,719 | 651,859 | 754,000 | 670,000 | 791,700 |
| H.S.A. ADMIN. FEES | 8,771 | 10,255 | 9,000 | 12,000 | 10,000 |
| WELLNESS EVENTS | 7,167 | 10,769 | 10,000 | 9,000 | 10,000 |
| CONSULTANT SERVICES | 128,736 | 120,015 | 174,000 | 134,000 | 140,000 |
| NURSE/SCREENING PROGRAM | 124,420 | 60,290 | 110,000 | 139,500 | 130,000 |
| CARE LINK SERVICES | 53,899 | 55,724 | 65,000 | 52,700 | 60,000 |
| AFFORDABLE CARE ACT FEE | - | - | - | - | - |
| COST ALLOCATION / OTHER | 209,240 | 208,108 | 202,022 | 202,022 | 209,439 |
| **TOTAL EXPENSES** | **$ 11,754,605** | **$ 10,868,215** | **$ 13,959,454** | **$ 12,617,722** | **$ 14,533,439** |
| **WORKING CAPITAL - ENDING** | **$ 6,189,608** | **$ 8,579,048** | **$ 8,202,650** | **$ 9,188,776** | **$ 8,848,837** |

## CENTRAL TELEPHONE SERVICES FUND
## OPERATING BUDGET

FUND 6060

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **WORKING CAPITAL-BEGINNI** | **$ 490,589** | **$ 577,126** | **$ 593,634** | **$ 636,953** | **$ 381,953** |
| **REVENUES:** | | | | | |
| CHARGE FOR SERVICES | $ 404,041 | $ 417,858 | $ 430,681 | $ 431,000 | $ 432,352 |
| STATE REIMBURSEMENTS | 88 | 2,516 | - | - | - |
| INTEREST EARNINGS | 4,545 | 14,978 | 8,000 | 9,000 | 7,600 |
| OTHER INCOME | - | - | - | - | - |
| **TOTAL REVENUE** | **$ 408,674** | **$ 435,352** | **$ 438,681** | **$ 440,000** | **$ 439,952** |
| **EXPENSES:** | | | | | |
| PERSONAL SERVICES | $ 121,181 | $ 134,765 | $ 126,998 | $ 120,000 | $ 162,105 |
| OPERATIONS & MAINTENAI | 212,139 | 209,410 | 271,471 | 250,000 | 269,438 |
| CAPITAL | - | 31,350 | 400,000 | 325,000 | 70,000 |
| **TOTAL EXPENSES** | **$ 333,320** | **$ 375,525** | **$ 798,469** | **$ 695,000** | **$ 501,543** |
| WORKING CAP. CHANGES NO | 11,183 | - | - | - | - |
| **WORKING CAPITAL-ENDING** | **$ 577,126** | **$ 636,953** | **$ 233,846** | **$ 381,953** | **$ 320,362** |
| LESS OPERATING RESERVE | 26,666 | 27,534 | 31,878 | 29,600 | 34,523 |
| **AVAILABLE WORKING CAPIT/** | **$ 539,277** | **$ 609,419** | **$ 201,968** | **$ 352,353** | **$ 285,839** |

### STAFFING AUTHORIZATION

| POSITION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | APPROVED FY 21 |
|---|---|---|---|---|
| TELECOMMUNICATIONS SYSTEM MANAGER | 1.0 | 1.0 | 1.0 | 1.00 |
| IT DIRECTOR | - | 0.1 | 0.1 | 0.14 |
| IT SECURITY ENGINEER | - | 0.1 | 0.1 | 0.15 |
| IT ADMINISTRATIVE SUPPORT II | - | - | - | 0.25 |
| **TOTAL** | **1.0** | **1.2** | **1.2** | **1.5** |

**RADIO COMMUNICATIONS FUND**
**OPERATING BUDGET**

FUND 6070

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **WORKING CAPITAL-BEGINNING** | **$ 384,230** | **$ 521,979** | **$ 514,485** | **$ 590,613** | **$ 612,877** |
| **REVENUES:** | | | | | |
| CHARGES FOR SERVICE | $ 340,020 | $ 288,006 | $ 278,269 | $ 270,264 | $ 310,893 |
| INTEREST EARNINGS | 3,904 | 13,804 | - | 8,000 | 6,900 |
| OTHER | - | 76 | - | - | - |
| **TOTAL REVENUE** | **$ 343,924** | **$ 301,886** | **$ 278,269** | **$ 278,264** | **$ 317,793** |
| **EXPENSES** | | | | | |
| OPERATIONS & MAINTEN | $ 206,175 | $ 233,252 | $ 271,915 | $ 256,000 | $ 279,534 |
| **TOTAL EXPENSES** | **$ 206,175** | **$ 233,252** | **$ 271,915** | **$ 256,000** | **$ 279,534** |
| **WORKING CAPITAL-ENDING** | **$ 521,979** | **$ 590,613** | **$ 520,839** | **$ 612,877** | **$ 651,136** |

## 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

### Revenues
No significant changes.

### Expenses
No significant changes

### Capital
None

**PROPERTY INSURANCE FUND**
**OPERATING BUDGET**

FUND 6300

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **WORKING CAPITAL-BEGINNING** | **$ 2,422,237** | **$ 2,483,010** | **$ 1,896,187** | **$ 1,937,854** | **$ 1,534,718** |
| **REVENUES:** | | | | | |
| CHARGE FOR SERVICES | $ 2,089,717 | $ 1,506,826 | $ 1,786,764 | $ 1,786,764 | $ 2,066,500 |
| INTEREST EARNINGS | 19,327 | 44,215 | 16,300 | 12,000 | 12,850 |
| OTHER | 1,321 | 4,814 | - | 100 | - |
| **TOTAL REVENUE** | **$ 2,110,365** | **$ 1,555,855** | **$ 1,803,064** | **$ 1,798,864** | **$ 2,079,350** |
| **EXPENSES:** | | | | | |
| PERSONAL SERVICES | $ 114,585 | $ 109,766 | $ 107,564 | $ 102,000 | $ 110,409 |
| OPERATIONS & MAINTENANCE | 1,925,712 | 2,020,023 | 2,317,460 | 2,100,000 | 2,470,418 |
| INTERFUND TRANSFERS | - | - | - | - | - |
| **TOTAL EXPENSES** | **$ 2,040,297** | **$ 2,129,789** | **$ 2,425,024** | **$ 2,202,000** | **$ 2,580,827** |
| WORKING CAP. CHANGES NOT BUDGETED | (9,295) | 28,778 | - | - | - |
| **WORKING CAPITAL - ENDING** | **$ 2,483,010** | **$ 1,937,854** | **$ 1,274,227** | **$ 1,534,718** | **$ 1,033,241** |
| LESS OPERATING RESERVE | 652,895 | 681,532 | 776,008 | 704,640 | 825,865 |
| **AVAILABLE WORKING CAPITAL** | **$ 1,839,410** | **$ 1,227,544** | **$ 498,219** | **$ 830,078** | **$ 207,376** |

## PROPERTY INSURANCE BUDGET NARRATIVE

The property insurance fund is a City-wide internal service fund that accounts for revenues and expenditures associated with property and liability insurance. Each department receives charges for their share of the insurance.

## FACILITIES MANAGEMENT FUND
## OPERATING BUDGET

FUND 6500

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **WORKING CAPITAL-BEGINNING** | **$ 813,416** | **$ 713,128** | **$ 917,526** | **$ 509,799** | **$ 1,184,602** |
| **REVENUES:** | | | | | |
| CHARGE FOR SERVICES - ADMIN | $ 31,530 | $ 32,776 | $ 33,405 | $ 33,405 | $ 33,405 |
| RENTS - BOC | 670,854 | 677,583 | 757,062 | 757,062 | 782,681 |
| CHARGE FOR SERVICES - CITY HALL | 509,576 | 566,586 | 559,884 | 559,884 | 559,884 |
| GRANT INCOME | 31,942 | 7,889 | - | 33,396 | - |
| MISCELLANEOUS | 1,496 | 30,755 | - | 30,000 | 30,000 |
| INTEREST EARNINGS | 8,357 | 34,428 | 20,000 | 19,000 | 16,400 |
| TRANSFER IN | 383,081 | 491,320 | 493,795 | 532,056 | 532,057 |
| **TOTAL REVENUE** | **$ 1,636,836** | **$ 1,841,337** | **$ 1,864,146** | **$ 1,964,803** | **$ 1,954,427** |
| **EXPENSES:** | | | | | |
| ADMINISTRATION | $ 188,401 | $ 181,136 | $ 179,083 | $ 170,000 | $ 171,747 |
| BOC | 680,160 | 939,257 | 1,203,850 | 765,000 | 1,243,673 |
| CITY HALL | 470,142 | 459,950 | 487,361 | 320,000 | 481,457 |
| BABCOCK THEATRE | - | 28,489 | - | 35,000 | 30,000 |
| **TOTAL EXPENSES** | **$ 1,338,703** | **$ 1,608,832** | **$ 1,870,294** | **$ 1,290,000** | **$ 1,926,877** |
| WORKING CAP. CHANGES NOT BUDGETED | (398,421) | (435,834) | - | - | - |
| **WORKING CAPITAL-ENDING** | **$ 713,128** | **$ 509,799** | **$ 911,378** | **$ 1,184,602** | **$ 1,212,152** |
| LESS OPERATING RESERVE | 107,096 | 128,707 | 149,624 | 103,200 | 154,150 |
| **AVAILABLE WORKING CAPITAL** | **$ 606,032** | **$ 381,092** | **$ 761,754** | **$ 1,081,402** | **$ 1,058,002** |

## PUBLIC WORKS ADMINISTRATION
## OPERATING BUDGET

FUND 6600

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **WORKING CAPITAL-BEGINNING** | **$ 173,623** | **$ 142,381** | **$ 157,306** | **$ 122,619** | **$ 316,707** |
| **REVENUES:** | | | | | |
| CHARGE FOR SERVICES | 1,271,488 | 1,481,632 | 2,996,154 | 2,996,154 | 2,888,600 |
| INVESTMENT EARNINGS | 2,832 | 8,144 | 3,000 | 6,500 | 4,000 |
| **TOTAL REVENUE** | **$ 1,274,320** | **$ 1,489,776** | **$ 2,999,154** | **$ 3,002,654** | **$ 2,892,600** |
| **EXPENSES:** | | | | | |
| PERSONAL SERVICES | $ 1,140,284 | $ 1,384,290 | $ 1,778,141 | $ 1,701,620 | $ 1,886,799 |
| OPERATIONS & MAINTENANCE | 265,685 | 266,667 | 1,127,300 | 1,093,655 | 1,031,837 |
| CAPITAL | - | - | 16,000 | 13,291 | - |
| **TOTAL EXPENSES** | **$ 1,405,969** | **$ 1,650,957** | **$ 2,921,441** | **$ 2,808,566** | **$ 2,918,636** |
| WORKING CAP. CHANGES NOT BUDGETED | 100,407 | 141,419 | - | - | - |
| **WORKING CAPITAL-ENDING** | **$ 142,381** | **$ 122,619** | **$ 349,287** | **$ 316,707** | **$ 290,671** |
| LESS OPERATING RESERVE | 112,478 | 132,077 | 232,435 | 223,622 | 233,491 |
| **AVAILABLE WORKING CAPITAL** | **$ 29,903** | **$ (9,458)** | **$ 32,199** | **$ 93,085** | **$ 57,180** |

**PUBLIC WORKS ENGINEERING**
**OPERATING BUDGET**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **WORKING CAPITAL-BEGINNING** | **$ 146,746** | **$ 55,240** | **$ 285,543** | **$ 153,218** | **$ 238,573** |
| **REVENUES:** | | | | | |
| SPECIAL ASSESSMENTS | $ 26,145 | $ 25,127 | $ 24,000 | $ 26,000 | $ 26,000 |
| LICENSES & PERMITS | 63,919 | 104,424 | 73,000 | 86,300 | 95,900 |
| CHARGE FOR SERVICES | 2,530,552 | 2,918,171 | 3,180,626 | 2,929,620 | 3,166,331 |
| INVESTMENT EARNINGS | 1,761 | 7,953 | 4,000 | 8,000 | 6,000 |
| MISCELLANEOUS | 934 | - | - | 500 | - |
| **TOTAL REVENUE** | **$ 2,623,311** | **$ 3,055,675** | **$ 3,281,626** | **$ 3,050,420** | **$ 3,294,231** |
| **EXPENSES:** | | | | | |
| PERSONAL SERVICES | $ 2,194,096 | $ 2,442,641 | $ 2,443,439 | $ 2,246,872 | $ 2,437,315 |
| OPERATIONS & MAINTENANCE | 571,136 | 626,889 | 727,443 | 718,193 | 708,157 |
| CAPITAL | 26,706 | - | 47,000 | - | 29,482 |
| **TOTAL EXPENSES** | **$ 2,791,938** | **$ 3,069,530** | **$ 3,217,882** | **$ 2,965,065** | **$ 3,174,954** |
| WORKING CAP. CHANGES NOT BUDGETED | 77,121 | 111,833 | - | - | - |
| **WORKING CAPITAL-ENDING** | **$ 55,240** | **$ 153,218** | **$ 349,287** | **$ 238,573** | **$ 357,850** |
| LESS OPERATING RESERVE | 276,523 | 306,953 | 317,088 | 296,507 | 314,547 |
| **AVAILABLE WORKING CAPITAL** | **$ (221,283)** | **$ (153,735)** | **$ 32,199** | **$ (57,934)** | **$ 43,303** |

# Permanent Fund

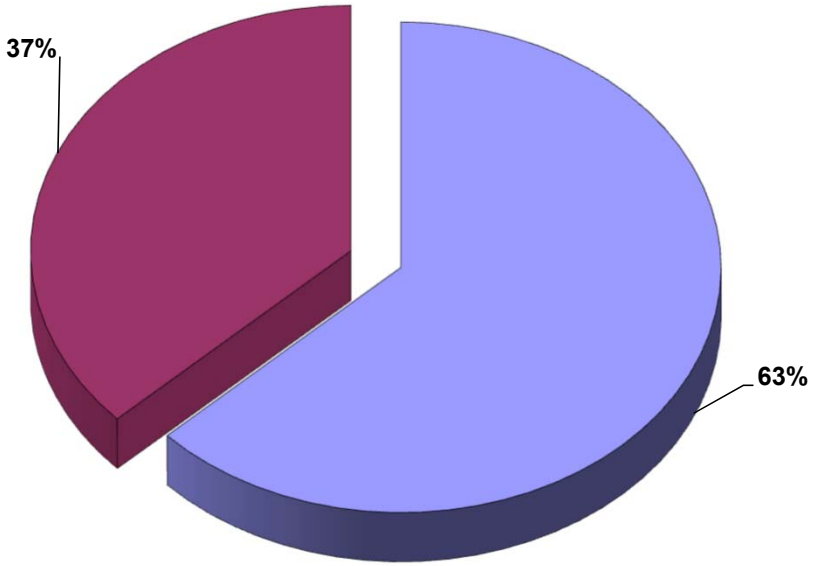
# PERMANENT FUND

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.

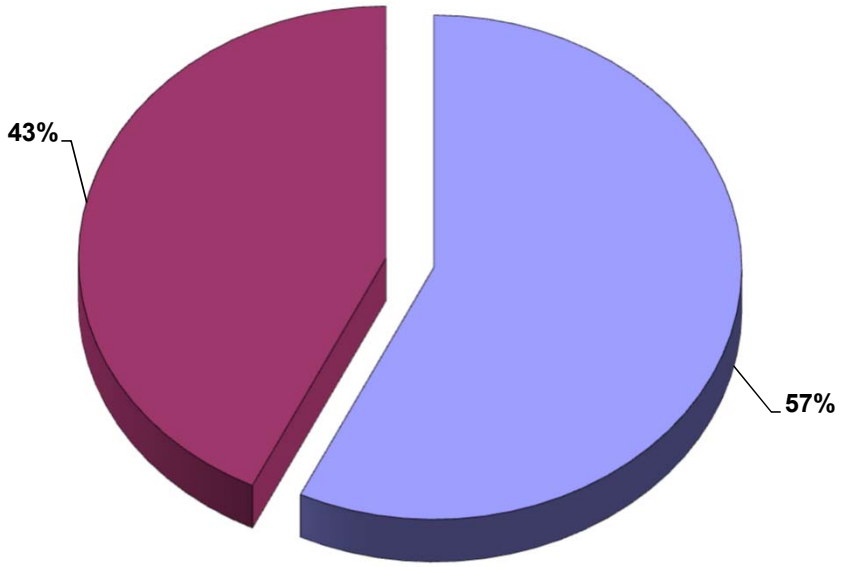
- The **Cemetery Perpetual Care Fund** accounts for private contributions to the cemetery.

# Permanent Fund
# Summary of Revenues

| FY 21 | | FY 20 |
|---|---|---|
| $ 14,750 | CHARGES FOR SERVICE | $ 12,000 |
| 8,660 | INVESTMENT EARNINGS | 9,000 |
| $ 23,410 | TOTAL | $ 21,000 |




Fiscal Year 2021




Fiscal Year 2020

**PERMANENT FUND**
**SUMMARY**
**OPERATING BUDGET**
**FY 21**

| | CEMETERY PERPETUAL CARE | APPROVED BUDGET FY 21 | APPROVED BUDGET FY 20 | INCREASE (DECREASE) | ACTUAL FY 19 |
|---|---|---|---|---|---|
| **FUND BALANCE - BEGINNING** | **$ 743,254** | **$ 743,254** | **$ 726,551** | **$ 16,703** | **$ 708,551** |
| **REVENUE:** | | | | | |
| CHARGES FOR SERVICE | $ 14,750 | $ 14,750 | $ 12,000 | $ 2,750 | $ 19,725 |
| INVESTMENT EARNINGS | 8,660 | 8,660 | 9,000 | (340) | 18,075 |
| **TOTAL REVENUE** | **$ 23,410** | **$ 23,410** | **$ 21,000** | **$ 2,410** | **$ 37,800** |
| **EXPENDITURES:** | | | | | |
| INTERFUND TRANSFERS | $ 5,600 | $ 5,600 | $ 5,600 | $ - | $ 2,022 |
| **TOTAL EXPENDITURES** | **$ 5,600** | **$ 5,600** | **$ 5,600** | **$ -** | **$ 2,022** |
| **FUND BALANCE ENDING** | **$ 761,064** | **$ 761,064** | **$ 741,951** | **$ 19,113** | **$ 744,329** |

**CEMETERY PERPETUAL CARE FUND**
**OPERATING BUDGET**

FUNDS 7010 & 7030

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 691,572** | **$ 708,551** | **$ 726,551** | **$ 744,329** | **$ 743,254** |
| **REVENUE:** | | | | | |
| PERPETUAL CARE FEES | $ 14,957 | $ 19,725 | $ 12,000 | $ 17,000 | $ 14,750 |
| INTEREST ON INVESTMENTS | 5,862 | 18,075 | 9,000 | 16,000 | 8,660 |
| **TOTAL REVENUE** | **$ 20,819** | **$ 37,800** | **$ 21,000** | **$ 33,000** | **$ 23,410** |
| **EXPENDITURES:** | | | | | |
| TRANSFER-GENERAL FUND | $ 3,840 | $ 2,022 | $ 5,600 | $ 34,075 | $ 5,600 |
| **TOTAL EXPENDITURES** | **$ 3,840** | **$ 2,022** | **$ 5,600** | **$ 34,075** | **$ 5,600** |
| **FUND BALANCE ENDING** | **$ 708,551** | **$ 744,329** | **$ 741,951** | **$ 743,254** | **$ 761,064** |
| **LESS:** | | | | | |
| NONSPENDABLE | 708,551 | 744,329 | 741,951 | 743,254 | 761,064 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## 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.

# Business Improvement Districts

# Downtown Billings Business Improvement District

# Work Plan FY 2021

## Mission Statement

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

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

## 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
- In-house CPTED program (Smart Design + Safer Space) in partnership with Billings Police Department and Billings Chamber.

**Public Art Program**

- Community Murals
- Sculpture installation and display
- Alley Activation

**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

Public Art Director – Molly Schiltz

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.

# Spring CLEANING

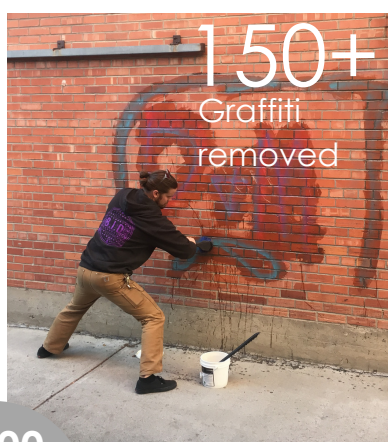
From left to right: James Chandler, Jerrid Gray, Joe Stout.
Not pictured: Kylar Broderius

The Downtown Billings BID (Business Improvement District) Street Team, comprised of four individuals often seen wearing purple and riding four wheelers, handles all street duties in the 18 block downtown district including but not limited to trash and litter removal, graffiti removal, sidewalk sweeping, snow removal, pressure washing, planter and flower basket maintenance, event operations, bike rack installations, downtown Christmas decoration installation, and more.

## A year in the life

of the BID Street Team
2018 stats

**52,000**
Pounds of sidewalk litter



**150+**
Graffiti removed

**2,080**
Bags of trash

**2,200**
Hours of cleaning

**4** BID Street Team members

**120**
**Flower baskets installed**

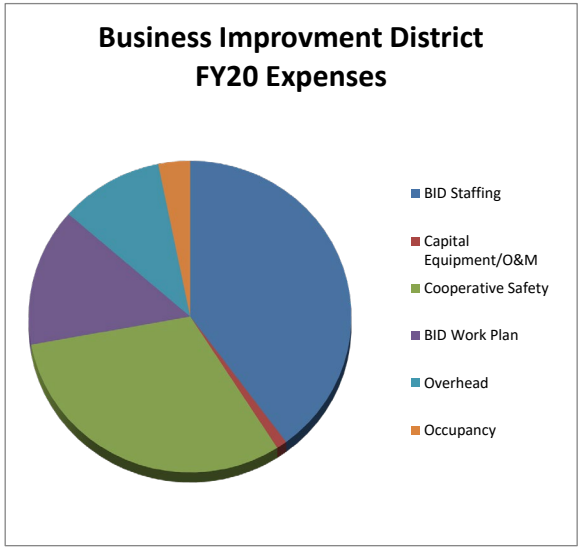
**1,000**
Miles of sidewalk swept

**2 Million**
Steps taken

downtown Billings
downtownbillings.com

**Business Improvement District FY21**
**Budget**

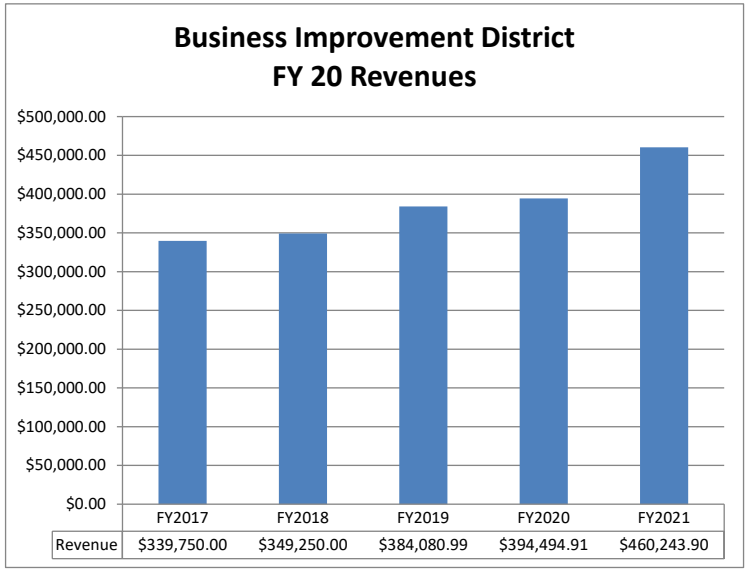
| | | | Final Budget | Final Budget | Final Budget | Final Budget | Final Budget |
|---|---|---|---|---|---|---|---|
| Revenue | | | FY2017 | FY2018 | FY2019 | FY2020 | FY2021 |
| Property Assessments | per assmt formula | | $320,000.00 | $330,000.00 | $357,867.00 | $368,603.00 | $436,385.46 |
| DBP Assistance | | annual | $35,000.00 | $35,000.00 | $36,200.00 | $36,200.00 | $36,200.00 |
| Investment Income | | variable | $750.00 | $750.00 | $750.00 | $750.00 | $750.00 |
| Delinquent Assmts | | | -$16,000.00 | -$16,500.00 | -$10,736.01 | -$11,058.09 | -$13,091.56 |
| | Total Revenue | | **$339,750.00** | **$349,250.00** | **$384,080.99** | **$394,494.91** | **$460,243.90** |
| | | | | | | | |
| | | | | | | | |
| Expenses | | | | | | | |
| BID Staffing | | | $152,750.00 | $162,000.00 | $172,850.00 | $188,293.00 | $196,223.90 |
| Capital Equipment/O&M | | | $15,599.00 | $10,000.00 | $3,100.00 | $5,000.00 | $5,000.00 |
| Cooperative Safety | | | | | $143,776.00 | $147,340.00 | $147,740.00 |
| BID Work Plan | | | $153,000.00 | $155,000.00 | $71,600.00 | $67,600.00 | $60,285.00 |
| Overhead | | | $59,400.00 | $62,000.00 | $48,793.00 | $49,098.00 | $31,750.00 |
| Occupancy | | | $20,000.00 | $21,000.00 | $19,904.00 | $15,034.00 | $19,245.00 |
| | Total Expense | | **$400,749.00** | **$410,000.00** | **$460,023.00** | **$472,365.00** | **$460,243.90** |




**Downtown Billings Business Improvement District**
**Assessment Formula**
**FY20**

| | | |
|---|---|---|
| All Square Footage | $ | 0.045000 |
| Admin cost per parcel | $ | 50.00 |
| 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% |



# 2020 - 2021 TBID BUDGET

VisitBillings.com

## VISIT BILLINGS - A DESTINATION MARKETING ORGANIZATION

Visit Billings is a leading brand comprised of the Billings Tourism Business Improvement District and the Billings Convention and Visitors Bureau and is managed by the Billings Chamber of Commerce.

Together with the Billings Chamber of Commerce/Convention and Visitors Bureau (BCC/CVB) and Billings Tourism Business Improvement District (BTBID) boards, the Visit Billings team is committed to growing visitation at Montana's Trailhead. The staff is an extension of its stakeholders (lodging partners) working to provide sales, services, and marketing support to the hospitality industry which boosts the local economy as a whole.

Visit Billings is funded primarily through the BTBID and through a portion of the State Lodging Facility Use Tax. The BTBID assesses $2.00 per occupied room per night on all hotels and motels in the city of Billings with six (6) or more sleeping rooms. The BTBID funds stay local for the marketing and promotion of the city as a destination. This marketing helps grow visitation and supports businesses at the destination.

Additionally, there are two Montana taxes imposed on users of an overnight lodging facility (such as a hotel, motel, campground, dude ranch, and guest ranch), which are collected by the facility and remitted to the Montana Department of Revenue. These two taxes are a 4% Lodging Facility Use Tax and a 4% Lodging Facility Sales Tax, for a combined 8% state lodging tax. As a destination marketing organization (DMO), Visit Billings is charged with representing Billings as a tourism destination, helping with the development of the industry through promotion of the city.

## MISSION STATEMENT

**The mission of Visit Billings is to generate room nights for lodging facilities in the city of Billings by effectively marketing the region as a preferred travel destination.**

## BILLINGS IS "MONTANA'S CITY"

Shaped by the Yellowstone River and sheltered by the sandstone Rimrocks, Billings is a place of forever views and forever memories, where urban amenities and modern conveniences meet. Where the adventure of the untamed wilderness and history are out your door.

Conveniently positioned in southeast Montana as the largest city between Calgary and Denver, Spokane and Minneapolis, Billings proudly serves a trade area of more than 500,000 residents with diverse shopping, award-winning cuisine, arts and culture.

Warm, genuine people take the time to welcome you and greet you with a smile. Billings offers unparalleled access to some of the most breathtaking, natural, and historic wonders in the United States including Yellowstone National Park, the Beartooth Scenic Byway, Bighorn Canyon, Little Bighorn Battlefield, and Pompeys Pillar making the region an idyllic destination for connecting to the best that Montana offers.

## ABOUT BILLINGS

Billings, population 110,000, is the county seat of Yellowstone County and the largest city in the state. As Montana's Trailhead it's the region's economic hub. Major industries including agriculture, energy, healthcare, finance, education, and tourism - drive the local economy.

Popular attractions locally include the Rimrocks or rock formations which surround much of the community and offer space to take in incredible views of the region. The city also boasts a walkable brewery district in historic downtown Billings, Montana's only zoo and Botanical Park, contemporary and western museums, galleries, several theaters, music venues, a state-of-the-art public library, and a number of outdoor community venues and festivals. Billings offers nearly 50 miles of multi-use trails and 24 miles of bike lanes. From the Rimrocks to the Yellowstone River, which is the longest free-flowing river in the lower 48, residents of Billings invite visitors to experience the magic of Montana's Trailhead. Billings sits near the intersection of Interstates 90 & 94 and offers a first-class airport with numerous daily flights to major U.S. cities via Delta, United, American Airlines, Allegiant, Frontier, and Alaska Airlines. Regional carrier CapeAir, also plays a crucial role in air travel and connectivity in the state.

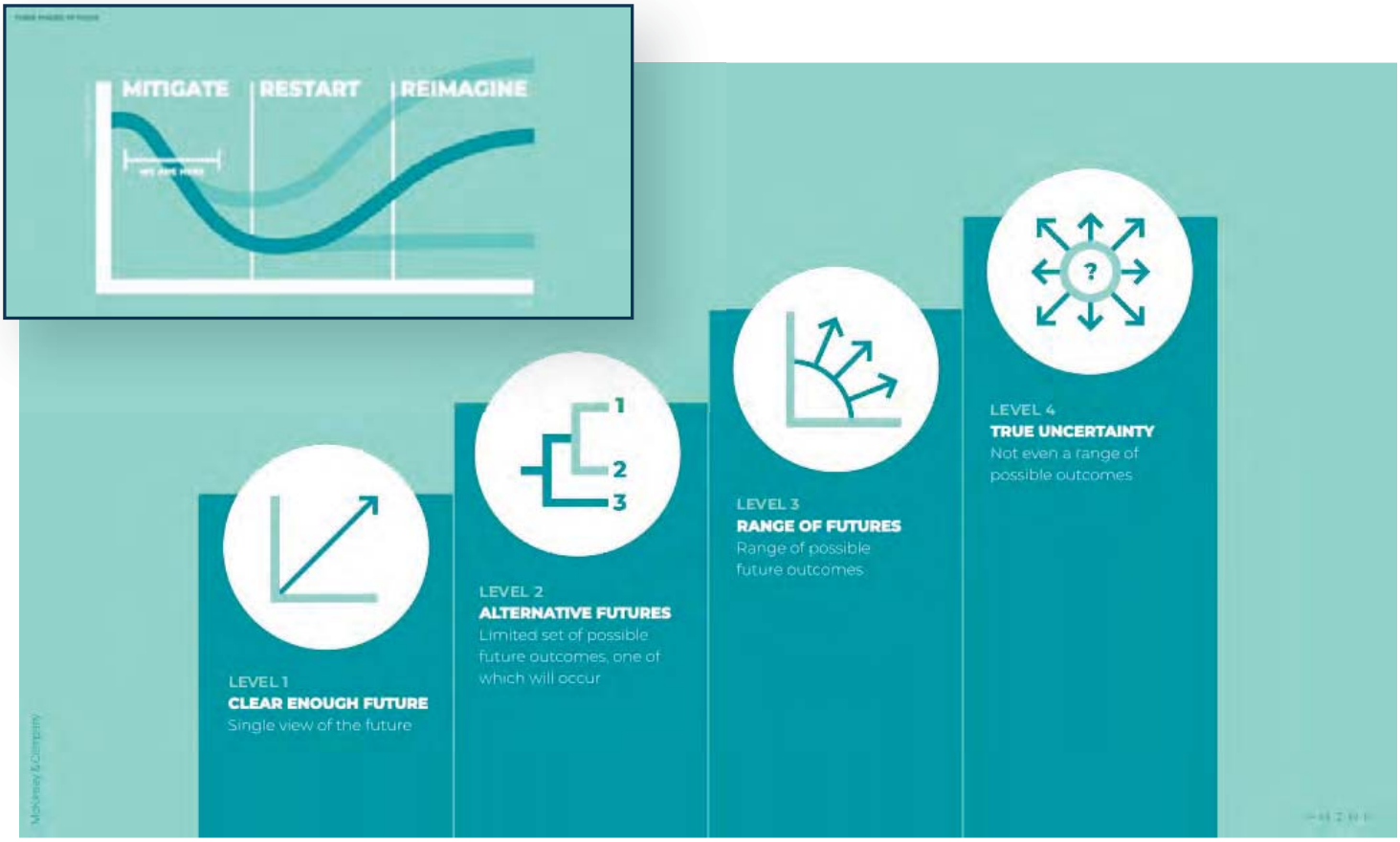
Amazing summer weather and snowy winters with blue-bird days offer ample opportunity for outdoor enthusiasts to experience all four seasons and the accompanying adventures. Nearly 4,500 hotel rooms as well as numerous retail and restaurant offerings (Billings offers an incredible food scene), flexible meeting space, and sports venues are ready to accommodate any traveler or planner's needs and preferences.

## VISIT BILLINGS, MONTANA'S TRAILHEAD, & COVID-19

Travel and tourism at Montana's Trailhead thrives on recreation, competition, exploration, learning, and networking. Travel restrictions and social distancing have left many people confused and unsure of travel, with much data showing Americans being less likely to resume travel until a vaccine is available. The Visit Billings staff and boards (Chamber/CVB and Billings Tourism Business Improvement District boards) are committed to scalable solutions for FY21 as a vast majority of budget impacts to the non-profit organization will be realized in the future depending on multiple economic recovery scenarios. That being said, there is a mission to meet and stakeholders to assist, which remain the top priorities for Visit Billings in transition from FY20 to FY21.

Visit Billings staff will adjust budgets as well as marketing and sales strategies continually, as it has since March 2020, in response to the COVID-19 crisis. At the same time, Visit Billings is preparing to regain momentum in visitor growth with innovation and ingenuity. Looking at a continuum of three phases of focus, Visit Billings is working through the following phases of the COVID-19 pandemic: Mitigate, Restart, and Reimagine - all aligning with resiliency.

At the writing of this document, the organization, and Billings' community in general, is towards the end of the mitigation phase of the Destination THINK! reference. Re-normalizing life with COVID-19 by working through the pandemic and its impacts is challenging. Staff will continue to adapt programming and finances in order to continue to meet mission. This is all part of the Restart phase. As travel resumes in a new normal, and hotel occupancy increases, tourism marketing with messaging of safety, responsibility, and wide-open space under Montana's big sky, will be relevant.




*Destination THINK! - Range of Futures*

Additionally, since the onset of the COVID-19 pandemic, the Visit Billings team has worked off of a strong structure based on responsibility and resiliency. Today the Visit Billings staff is actively managing the organization with its boards and helping the destination through a crisis by offering positive messaging, staying active on social channels which speak to repeat visitors and potential visitors in a #VisitBillingsLater tone, and preparing for tourism's role(s) in a recovery. Tourism management is key for today, tomorrow, and the weeks, months, and years, ahead. As we work to anchor the organization, new perspectives will be applied and strategies adjusted. Visit Billings' staff members are focused on:

## RESPONSIBILITY, RELATIONSHIPS, RESOURCES, REEDUCATION, RECOVERY, AND RESILIENCY

**Responsibility** – From Governor Steve Bullock's first directive, Visit Billings staff and board members have met the demands of the mandates and regulations. Leadership at the federal, state, and local levels continue to be key to best curb the spread of this virus and soften concerns pertaining to the so-called second wave. At the writing of this document, Visit Billings marketing efforts are not encouraging people to visit the community. Travel awaits and we encourage people to be responsible and prepare to Visit Billings later. In the meantime, looking at past trips, dreaming, and planning for the next adventure are all important actions for the traveler's mind and soul. Visit Billings wants to play a responsible role in that planning.

**Relationships** – Staff have made it a priority to communicate with stakeholders, tourism partners, and volunteers in a show of support. It's also important for staff to support peers, colleagues, and neighbors. After all, Billings is Strong - #HospitalityStrong. During the first week of the first closure directive from the Governor, Visit Billings executed a board request to create positive messaging, and created the HospitalityStrong message that was available via digital graphic, sticker, storefront posters, and window clings. Additionally, staff have communicated and accommodated meeting planners, sports tournament directors, and other colleagues who either cancelled or postponed events in Billings.

**Resources** – Communicating resources to potential visitors in the best way we can, including the COVID-19 section at VisitBillings.com, has been a priority. Staff are still fulfilling traveler information requests to grow visitation appropriately. If a person asks for Billings' travel information via mail, email, website, call, or text, that request has been fulfilled. The organization remains a resource for travel planning. Also, the Billings Chamber of Commerce, which manages Visit Billings, has hosted Chamber Town Hall Meetings via Zoom, offering a wealth of information to colleagues and stakeholders. A specific tourism meeting allowed Visit Billings to communicate with stakeholders, peers, and colleagues, locally and regionally.

**Reeducate** – There will be an appropriate time to begin re-educating the traveling public about choosing Billings as a destination to visit. The team is ready for this reemergence of the brand – once appropriate. Marketing strategies are strong with a regional focus supporting data that shows people will travel less by air and more by road opting for trips closer to their home. Staff are prepared to attract visitors in the drive-market when it is responsible to do so. Social channels are active now and will continue to be used responsibly even beyond the mitigation phase. How Visit Billings staff conducted business a month ago or yesterday no longer applies. Habits have and will continue to change. Business plans and strategies have been, and will continue to be, adjusted. Innovation is key.

**Recovery** – Assessing and reassessing the pandemic's impact on the Visit Billings' budget, on the industry locally and in the future, is a constant task. The organization's role in recovery, and in helping reset the economy, is relevant. Adapting the budget was a first priority and remains such. Strength in leisure traveling in a recovery will be key and funds are poised to help execute leisure marketing efforts accordingly. How does Visit Billings help rebuild visitor volume in a recovery? Operating effectively and communicating with visitors sensitively may help drive short-term hospitality business. However, there are many surrounding communities where residents are concerned about travel resuming. They don't want transient business in order to protect the health of their residents. These communities are partners to Visit Billings and with Montana Office of Tourism and Business Development (MOTBD) and local leadership, concerns will be addressed and Billings will be positioned as 'an open for business' destination.

During the 2008 recession, recovery efforts focused heavily on booking sports and hobbies, concerts and festivals and gradually growing from staycations to wider-market visits. Recovery from this crisis will likely be quite different and dependent on shifting attitudes toward travel and public gatherings, respecting social distancing until a vaccine is available. Being funded by hotel tax and assessments, travel reports like Smith Travel Research's occupancy reports will allow staff to monitor growth and potential budget increases which may allow the organization to invest in additional marketing and sales efforts and possibly additional personnel.

**Resiliency** – Visit Billings, with tourism partners and community leadership, will get through this collectively by supporting each other – together.

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According to HVS Advisors, the COVID-19 pandemic will have two types of impacts on the lodging industry. The first impact is from the travel restrictions the United States is slowly beginning to emerge from (domestically only at the writing of this document), which have been necessary to save lives. Billings has felt the impact of these restrictions with cancellations or postponements of sporting events, group business, meetings, and leisure trips.

The loss of transient lodging demand and at least three temporary hotel closures in Yellowstone County have harshly impacted funding for Visit Billings. After travel restrictions are lifted, the second impact will occur as the economy struggles to regain its footing. This is what is difficult for DMO's like Visit Billings. Projecting the lodging tax revenue and TBID assessments in order to protect mission, is, and will be, a task as there will be uncertainty from the Mitigate to the Restart phases and ultimately into the Reimagine phase where a recovery is in process.

BILLINGS IS STRONG

#HospitalityStrong

# STRATEGIC GOALS

## FOSTER VISITOR GROWTH

Tourism remains a leading industry in Billings and will be important as the COVID-19 curve settles and people become more mobile in the region. Prior to the COVID-19 pandemic, the industry generated economic impact that was crucial to local businesses. Nearly $500 million was injected into the economy between out-of-state and in-state visitation to Yellowstone County in 2018 (ITRR).

As Visit Billings works to reeducate potential visitors and the economy begins a recovery, the investment in tourism marketing by Visit Billings will be key. Appropriate marketing and sale efforts will elevate stakeholders once again as well as tourism partners including retailers, restaurants, and attractions. Tourism supports thousands of jobs within Yellowstone County and enhances the overall quality of life in Billings.

## THE VISITOR EXPERIENCE

During FY20, Visit Billings successfully executed a new program, Billings Trail Guides, focused on fostering a sense of pride and place for residents by educating them about all Billings has to offer as a community and tourism destination. In Billings, research has previously reflected a weakness in civic pride among Billings' area residents. It will be the goal of the Visit Billings team to not lose momentum in this programming despite COVID-19 impacts to the tourism industry and community. Gains were made in FY20 by presenting to groups, large and small, the importance of residents playing a role in the positive visitor experience in Billings by welcoming out-of-towners and facilitating any questions or needs they may have.

Even as we deal with the pandemic and its impacts, Billings' residents have the capacity to elevate Billings which can significantly impact visitor growth and the visitor experience. Staff will work to strategize ways to appropriately convey the highlights of the Trail Guides program digitally or possibly in small group settings that support social distancing prior to vaccine availability.

## INCREASE LEISURE VISITATION

Visit Billings' marketing and sales efforts aim to position Billings and the surrounding area as a preferred destination for leisure visitation. Destination Analysts research during COVID-19 'shelter in place' directives across the country in March and April, showed once restrictions were lifted, but prior to there being a vaccine for the virus, people would stay close to home, road trip, and/or enjoy a Staycation. Visit Billings' staff, together with its boards and agency, believe this close-to-home, regional travel mindset will be key in re-building visitation to Billings and southeast Montana in the future.

Leisure tourism marketing strategies will remain the highest priority for the organization as leisure visitation supports all Visit Billings stakeholders (hotels and motels owners) as well as partners including restaurants, retailers, and attractions. Regional marketing campaigns will focus on road trip itineraries and partnerships with attractions like ZooMontana where social distancing is feasible. Safety will also be key in all marketing efforts.

## MEETING/CONVENTION SALES AND SERVICING

Even with the COVID-19 pandemic impacts to business travel, Billings is a desirable meeting destination. By marketing, promoting, and selling Billings as a meetings destination, Visit Billings can generate room nights and revenue for stakeholders which can eventually help in a recovery for the community's economy overall. Visit Billings staff will work to be innovative in how to meet the needs of meeting planners during this time. Staff will continue to inspire and orient meeting professionals with thoughtful sales strategies in a time of meeting cancellations and postponements. This segment can continue to have a strong economic impact on the community. Assisting planners through this by facilitating their needs and re-orienting them with our offerings should they need to adjust attendee numbers, digital needs, etc.

FY20 saw continued declines in meeting and convention recruitment. In 2010, such business accounted for nearly 25% of total visitation to Billings. That number, according to HVS Advisors, has decreased closer to 17%. With the closure of the Red Lion Hotel and Convention Center in Billings in 2019, Billings now offers five convention hotels. However, the market segment is still viable to the destination and despite COVID-19 expense reductions and adjustments in sales strategies, meeting recruitment will be a priority. It will be more important as ever for staff to help facilitate this segment by providing planners with assistance and services that benefit and enhance events meeting social distance needs and calming concerns of attendees.

## BILLINGS: SPORTS TOURISM

Strong gains in sports tourism in FY20 continued to position Billings as a sports events destination. With COVID-19 impacts, sports recruitment efforts will be adjusted. Positioning Billings as a sports events destination will remain a priority for Visit Billings in FY21, with staff looking at new technologies and innovations that will shape the future of sports events and sports tourism at Montana's Trailhead. At the writing of this document, Visit Billing had partnered with Montana State University Billings (MSUB) for NCAA bids as well as MetraPark for Montana High School Association (MHSA) bids. 2020 brings the execution of major sporting events like the NCAA DII West Region Cross Country Championships. Strategizing with NCAA officials to meet the needs of protecting athletes, officials, fans, and volunteers from COVID-19, during this event, for example, will be key. Meanwhile, staff will continue to foster growth in this segment by supporting partners like the MHSA, MSUB, Rocky Mountain College, area school districts, local tournament directors, as well as the City of Billings and Yellowstone County.

## THE INTERNATIONAL MARKETPLACE

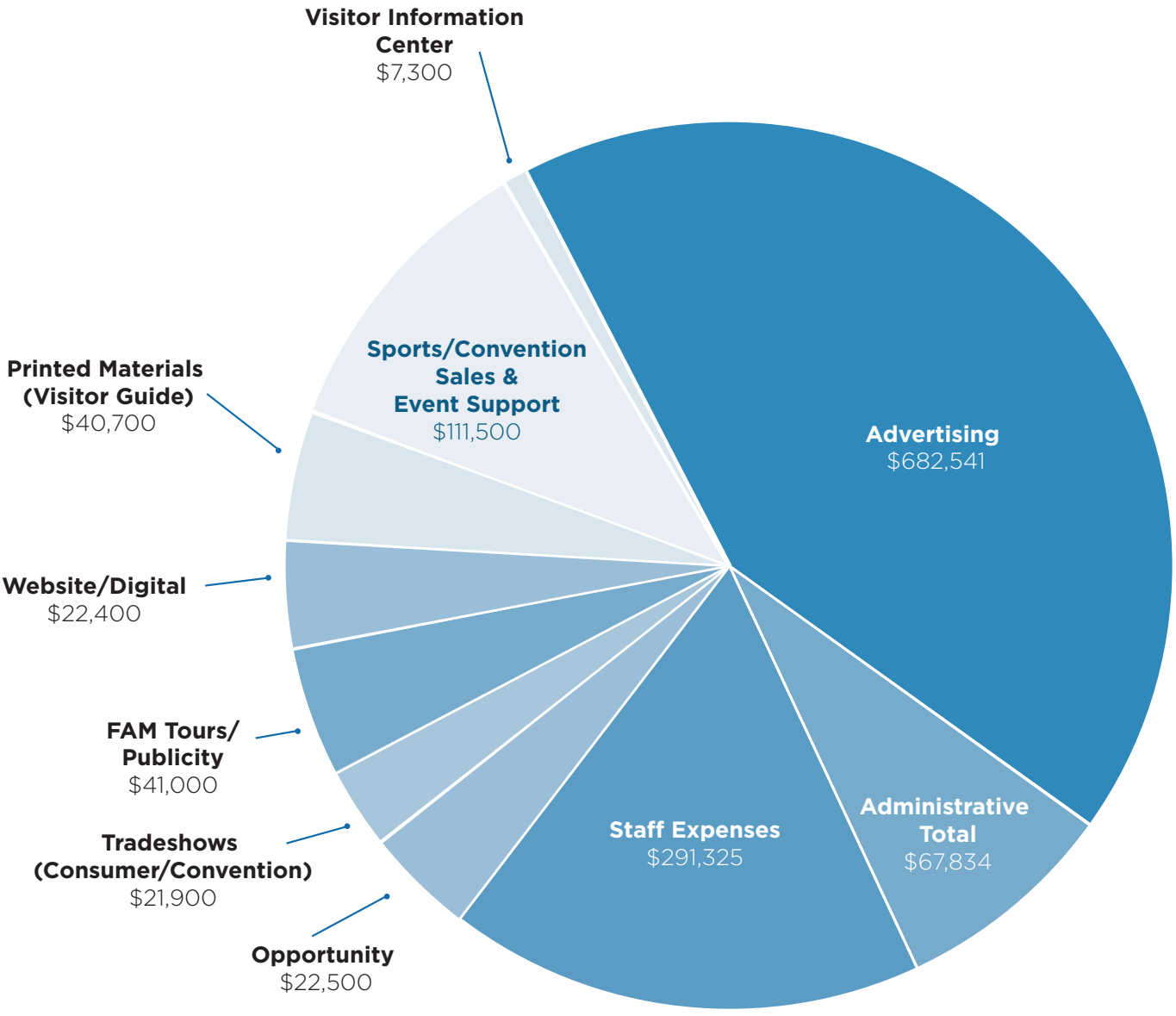
Together with tourism partners, Visit Billings has made strong gains in growing international travel to southeast Montana in recent years. The impacts of this travel segment due to COVID-19 and accompanying international travel restrictions are substantial. However, it is important for Visit Billings to maintain relationships with international tour operators so overseas visitors who have ranked sightseeing, fine dining, and national parks/monuments as major draws in deciding where to spend time while visiting the United States, keep Billings top of mind as new travel habits emerge. Visit Billings will continue to work with the Montana Office of Tourism and Business Development and partners like Visit Southeast Montana and Rocky Mountain International to remain relevant in travel recovery to the international market.

*This document is an abridged version of the full FY21 Marketing Plan for Visit Billings. The complete plan will be mailed and emailed for review in early May 2020 to Montana Department of Commerce and Tourism Advisory Council officials as well as leadership with the City of Billings.*

## BILLINGS TOURISM BUSINESS IMPROVEMENT DISTRICT (BTBID) BUDGET

| **REVENUES TOTAL** | **$1,309,000** |
|---|---|
| Projected Revenue | $1,309,000 |
| **MARKETING & SALES TOTAL** | **$949,841** |
| Advertising | $682,541 |
| Opportunity | $22,500 |
| Printed Materials (Visitor Guide) | $40,700 |
| Sports/Convention Sales & Event Support | $111,500 |
| Tradeshows (Consumer/Convention) | $21,900 |
| FAM Tours/Publicity | $41,000 |
| Website/Digital | $22,400 |
| Visitor Information Center | $7,300 |
| **STAFF & ADMINISTRATIVE TOTAL** | **$359,159** |
| Staff Expenses | $291,325 |
| Administrative Total | $67,834 |
| **BTBID TOTAL EXPENSES** | **$1,309,000** |

## BILLINGS TOURISM BUSINESS IMPROVEMENT DISTRICT (BTBID) DOLLARS – BUDGET FY21




**BTBID TOTAL EXPENSES: $1,309,000**

REVENUES TOTAL $1,309,000

VISIT Billings®
MONTANA'S TRAILHEAD

# Department Budget Overview

# Administration

# City Administration

**Current Year Department Budgeted Expense Total**: $1,028,702

**Change from Prior Year**: $121,856

## Overall Budget Justification:

City Administration's office includes the City Administrator, Assistant City Administrator, City Clerk and support staff. The department serves the role of coordination of overall city activity, consistent communication with City Council, and presentation of a balanced budget and its quarterly status. The FY21 operating budget for City Administration will be $1,028,702 with an increase over the prior year of $121,856.

Increases in the FY21 budget are related to the 2.9% COLA for current staff.

## Additional Notes:

The City Administration is considering future implementation of a Lean Six Sigma program that may include up to three additional positions to facilitate the Lean Six Sigma program throughout the city. The program would identify excess expenditures and increased performance. Additionally, the city has determined the need for increased citizen interaction and information accessibility and is considering a prospective need for a new position of Public Information Officer. The new and expanded programs are on the City Council's high priority list, but was not included due to Coronavirus budgetary concerns.

## Budgeted Revenues:

**CITY ADMINISTRATOR**
**DEPARTMENT REVENUE**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| GENERAL FUND | $ 28 | $ 18 | $ - | $ 17,500 | - |
| **TOTAL REVENUES** | **$ 28** | **$ 18** | **$ -** | **$ 17,500** | **$ -** |

**CITY ADMINISTRATOR**
**DEPARTMENT ALL FUNDS**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| CHARGES FOR SERVICE | $ - | $ 18 | $ - | $ - | $ - |
| MISCELLANEOUS | 28 | - | - | 17,500 | - |
| **TOTAL REVENUES** | **$ 28** | **$ 18** | **$ -** | **$ 17,500** | **$ -** |

## Budgeted Expenditures:

**CITY ADMINISTRATOR**
**DEPARTMENT EXPENSE**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| GENERAL FUND | $ 706,147 | $ 771,940 | $ 906,846 | $ 859,500 | $ 1,028,702 |
| **TOTAL EXPENDITURES** | **$ 706,147** | **$ 771,940** | **$ 906,846** | **$ 859,500** | **$ 1,028,702** |

**CITY ADMINISTRATOR**
**OPERATING BUDGET**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY20 | ESTIMATE FY20 | APPROVED FY21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 474,030 | $ 635,067 | $ 637,429 | $ 649,500 | $ 668,977 |
| OPERATIONS AND MAINTENANCE | 232,117 | 136,873 | 269,417 | 210,000 | 359,725 |
| **TOTAL EXPENDITURES** | **$ 706,147** | **$ 771,940** | **$ 906,846** | **$ 859,500** | **$ 1,028,702** |

**STAFFING AUTHORIZATION**

| POSITION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY20 | APPROVED FY21 |
|---|---|---|---|---|
| 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 | 1.0 | 1.0 | 1.0 | 1.0 |
| **TOTAL** | **5.0** | **5.0** | **5.0** | **5.0** |

# Administration – City Clerk's Office

**Current Year Department Budgeted Expense Total:** $182,299

**Change from Prior Year:** $4,539

**Overall Budget Justification:**

The FY21 budget for the City Clerk's office is $182,299, this is an increase in costs of $4,539 over the prior year This amount is included in the overall City Administration budget of $1.9 million.

Services and support provided in the past will continue for the coming fiscal year, which includes Council agendas and minutes preparation, resolutions and ordinances preparation and indexing, records management and maintenance, elections, bid openings, acceptance of service of process for summons, subpoenas and tort claims on behalf of the City of Billings, and management of public records requests. In addition to the new or expanded programs and staff discussed below, increases in the FY21 budget are related to the 2.9% COLA that was approved in prior negotiations ($9,018); an increase in duplication expenses due to new equipment and increased copies of agenda packets ($2,129); an increase for the recodification of Section 27 of the Billings, Montana City Code ($15,000); and a requested increase to upgrade technologies ($11,800). With the upgrade and replacement of technologies, the repair and maintenance of software is removed for the current year decreasing the request by ($31,100). There is a small reduction in other services, memberships, training, and other operating expenses by ($2,308).

**New or Expanded Programs:**

The City Clerk's office depends on automated agenda management software to efficiently create and manage agendas for Council meetings. The current software, AgendaQuick, was acquired 11 years ago and was placed on the Technology Replacement Program (TRP) for possible replacement last fiscal year. Technologies change rapidly and it is important to keep current with the latest technologies that may enhance user experience and simplify processes more. A clerk may spend 50% to 75% of their time managing agendas and transcribing minutes, and that appears to be an accurate statement in this office.

Other departments and boards that benefit from this agenda management software are: Bicycle Pedestrian Advisory Committee, City Zoning Commission, City Board of Adjustment, County Board of Adjustment, Planning Board, Policy Coordinating

Committee, and the Yellowstone Historical Preservation Board. They all utilize this software under the same license for a mere $3,200/yr. It is a goal of the City Clerk's office to bring more boards and commissions into the system for standardization and public access purposes.

Along with locating an upgraded agenda management system, the City Clerk's office will seek a program that will streamline minute preparation. The present manual method takes approximately 3-4 hours to transcribe every hour of actual meeting time.

The clerk's office also needs to add an automated FOIA (Freedom of Information Act) program to be implemented for all departments to route, track, and disseminate information to the public more efficiently. There are software companies available that can achieve all three of these goals with one provider. The estimated cost to implement all three of these upgraded agendas and minutes management and public records management module is $10,000.

Contained within the TRP is the replacement of a Microsoft SurfacePro, that the City Clerk's office utilizes during Council meetings and Tactical Leadership meetings. The estimated cost of replacement is $1,800. It is necessary to keep the technology fleet current.

**Additional Comments:**

In February of 2016, Councilmember Sullivan made an initiative for City staff to review all of its Ordinances, essentially the entire 1,800 page City Code, for duplication of State laws, inconsistencies or contradictions, etc. In June of 2017, the City entered into a Consultant Agreement with Municipal Code Corporation (Municode) the codification company that publishes the Billings, Montana City Code (BMCC), to conduct a legal review, chapter-by-chapter of the code. The City agreed to pay $8,800 for this service, plus $150/hr. for teleconferences or web-based conferences with the Municode attorney. Municode provided their findings on October 31, 2017. Since that time the various departments have been working toward amending those sections of the code that need to be changed. The Planning Department is prepared to bring to Council an amendment to Section 27 of the BMCC that will completely replace what exists today. The estimated cost to recodify that section, which contains tables, text and graphs, is $15,000.

**Department Goals:**

- Standardization of Boards and Commissions Agendas and Minutes through utilizing same Agenda Management software.
- Recodify Section 27, BMCC, to meet the Council's overall goals of updating the entire City Code.

# Facilities Management

**Current Year Department Budgeted Expense Total: $1,926,877**

**Change from Prior year: $56,583**

## Overall Budget Justification:

The Facilities Division FY21 budget is $1.93 million. This is a $56,583 increase from last year, primarily due to salary increases, and increased costs for ongoing maintenance and services. The Facilities Division is also increasing the square-footage that it cleans and maintains with the new Police Evidence Building addition. The revenues for the Division have increased from $1,864,146 in FY20 to $1,954,427. The increase is approximately 0.5% overall. BOC rents increased to support the site improvement projects and the evidence building expansion. City Hall charges did not increase. Facilities services that have been provided in the past will continue for the coming fiscal year.

## Budgeted Revenues:

**FACILITIES MANAGEMENT FUND**
**REVENUES**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **REVENUES:** | | | | | |
| CHARGE FOR SERVICES - ADMIN | $ 31,530 | $ 32,776 | $ 33,405 | $ 33,405 | $ 33,405 |
| RENTS - BOC | 670,854 | 677,583 | 757,062 | 757,062 | 782,681 |
| CHARGE FOR SERVICES - CITY HALL | 509,576 | 566,586 | 559,884 | 559,884 | 559,884 |
| GRANT INCOME | 31,942 | 7,889 | - | 33,396 | - |
| MISCELLANEOUS | 1,496 | 30,755 | - | 30,000 | 30,000 |
| INTEREST EARNINGS | 8,357 | 34,428 | 20,000 | 19,000 | 16,500 |
| TRANSFER IN | 383,081 | 491,320 | 493,795 | 532,056 | 532,057 |
| **TOTAL REVENUE** | **$ 1,636,836** | **$ 1,841,337** | **$ 1,864,146** | **$ 1,964,803** | **$ 1,954,527** |

## Budgeted Expenditures:

**FACILITIES MANAGEMENT FUND**
**EXPENDITURES BY AREA**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY21 |
|---|---|---|---|---|---|
| **EXPENSES:** | | | | | |
| ADMINISTRATION | $ 188,401 | $ 181,136 | $ 179,083 | $ 170,000 | $ 171,747 |
| BOC | 680,160 | 939,257 | 1,203,850 | 765,000 | 1,243,673 |
| CITY HALL | 470,142 | 459,950 | 487,361 | 320,000 | 481,457 |
| BABCOCK THEATRE | - | 28,489 | - | 35,000 | 30,000 |
| **TOTAL EXPENSES** | **$ 1,338,703** | **$ 1,608,832** | **$ 1,870,294** | **$ 1,290,000** | **$ 1,926,877** |

**FACILITIES MANAGEMENT FUND**
**EXPENDITURES BY CLASSIFICATION**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **EXPENSES:** | | | | | |
| PERSONAL SERVICES | $ 452,850 | $ 464,756 | $ 472,699 | $ 420,000 | $ 450,463 |
| OPERATIONS AND MAINTENANCE | 793,489 | 740,224 | 673,714 | 550,000 | 734,358 |
| CAPITAL OUTLAY | 37,795 | 358,533 | 191,825 | 270,000 | 210,000 |
| DEBT SERVICES | 54,569 | 42,319 | 532,056 | 50,000 | 532,056 |
| TRANSFERS OUT | - | 3,000 | - | - | - |
| **TOTAL EXPENSES:** | **$ 1,338,703** | **$ 1,608,832** | **$ 1,870,294** | **$ 1,290,000** | **$ 1,926,877** |

## New or Expanded Programs:

- The Facilities Division will expend more resources to clean and maintain the expanded Police Evidence Facility. The proposed budget reflects an addition of 11,000 square feet of building and 30,000 square feet of additional improved site area to maintain.
- To maintain and improve the Billings Operations Center, the budget includes funds for installing an emergency generator and continuation of a project to install concrete aprons and repair damaged and degraded asphalt that will start this summer.

## Staffing:

| | STAFFING AUTHORIZATION | | | |
|---|---|---|---|---|
| POSITION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY20 | APPROVED FY21 |
| FACILITIES MANAGER | 1.0 | 1.0 | 1.0 | 1.0 |
| FACILITIES MAIN SUPPORT I | 2.0 | 2.0 | 2.0 | 2.0 |
| FACILITIES MAIN SUPPORT II | 3.0 | 3.0 | 3.0 | 3.0 |
| **TOTAL** | **6.0** | **6.0** | **6.0** | **6.0** |

## Additional Comments:

In the coming fiscal year, the Facilities Division will work to achieve cost-savings whenever possible. We are currently researching facilities management software to track repairs, maintenance, and expenses to improve efficiencies and identify opportunities for cost-savings across our division.

## Department Goals:

The Facilities Division strives to provide valuable and cost-effective services to the city departments it serves. The addition of the Project Manager position, along with implementing facility management software, will be a significant step taken this coming fiscal year to achieve that goal.

# Fleet Services

**Current Year Department Budgeted Expense Total: $2,131,649**

**Change from Prior year: $156,525**

**Overall Budget Justification:**

The FY21 budget for the Fleet Services Division is $2,016,649; this represents an increase of $156,525 (8%) from the previous year. Services provided by the Fleet Services Division include the maintenance and repair of City vehicles and equipment; preventive maintenance programs; parts and fuel inventory management; fleet inventory; equipment replacement (ERP); fleet computer module operation and maintenance; processing competitive bids for equipment procurement; assisting departments with vehicle specifications and vehicle disposal; preparing vehicles for service; maintenance activity reporting and City mail courier services. The increase in costs for FY21 are related to the 2.9% COLA that was approved in prior negotiations and employee step increases($6,654); increase in the Cost Allocation, IT, Building Rent charges & Liability Insurance($10,182): a requested increase for the replacement of our shop tire changing machine and air conditioning machine($16,000); a budget increase for mechanic tool allowances ($5,600); an increase in mechanic standby/on-call pay necessary to support winter snow removal operations $3,738 and an increase of ($15,607) for Fleet & Inventory software. A portion of the O&M increases is offset by the reduction in capital expenditures (-$13,103). Additional charges are expected for Fleet Software ($115,000)

Capital expenditures for FY21 are budgeted at $28,936 for the transfer of three used pool pickups from Public Works as approved in the FY21 ERP.

Fleet Services revenues are generated from user departments for services provided, including revenues from mechanic labor; parts, tires and fuel markup; courier services; pool vehicle rental and interest on investments. The total projected revenue for FY21 is $1,972,565, an increase of $55,742(2.9%) from the prior year.

## Budgeted Revenues:

**FLEET SERVICES FUND**
**OPERATING BUDGET**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **REVENUES:** | | | | | |
| FLEET SERVICES | $ 1,655,113 | $ 1,779,941 | $ 1,850,202 | $ 1,833,500 | $ 1,902,095 |
| COURIER | 36,570 | 37,764 | 38,821 | 38,830 | 39,970 |
| INTEREST EARNINGS | 10,872 | 30,574 | 11,800 | 20,000 | 13,000 |
| MISCELLANEOUS | 20,726 | 19,263 | 16,000 | 15,000 | 17,500 |
| **TOTAL REVENUE** | **$ 1,723,281** | **$ 1,867,542** | **$ 1,916,823** | **$ 1,907,330** | **$ 1,972,565** |

## Budgeted Expenditures:

**FLEET SERVICES FUND**
**OPERATING BUDGET**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 1,493,665 | $ 1,488,352 | $ 1,537,006 | $ 1,390,000 | $ 1,543,660 |
| OPERATIONS AND MAINTENANCE | 273,532 | 256,739 | 300,309 | 295,000 | 463,283 |
| CAPITAL | - | 5,209 | 42,039 | 40,000 | 28,936 |
| TRANSFERS | 95,770 | 99,770 | 95,770 | 95,770 | 95,770 |
| **TOTAL EXPENSES** | **$ 1,862,967** | **$ 1,850,070** | **$ 1,975,124** | **$ 1,820,770** | **$ 2,131,649** |

## New or Expanded Programs:

We have increased the Contract Software Maintenance line item by $15,607 from the previous year for a total of $60,000 for the procurement of a new Fleet & Inventory Management software program.

## Staffing Changes:

No staffing changes for FY21.

**FLEET SERVICES FUND**
**STAFFING AUTHORIZATION**

| POSITION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | APPROVED FY 21 |
|---|---|---|---|---|
| FLEET SERVICES MANAGER | 1.0 | 1.0 | 1.0 | 1.0 |
| MECHANIC II | 9.0 | 9.0 | 6.0 | 6.0 |
| MECHANIC III | - | - | 2.0 | 2.0 |
| MECHANIC IV | - | - | 1.0 | 1.0 |
| FLEET SERV SHOP FOREMAN | 1.0 | 1.0 | 1.0 | 1.0 |
| ADMINISTRATIVE SUPPORT II | 1.0 | 1.0 | 1.0 | 1.0 |
| STORES CLERK | 1.0 | 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 | 1.0 | 1.0 | 1.0 | 1.0 |
| **TOTAL** | **18.0** | **18.0** | **18.0** | **18.0** |

## Additional Comments:

The projected FY21 expenditures exceed revenues by $159,084. Reserves will be used for one-time expenditures including three used transfer pickups approved through the FY21 ERP, shop A/C and tire machines and Fleet/Inventory software.

## Department Goals:

Vehicle and equipment technology advances rapidly each year. We strive to provide the necessary training and equipment for our technicians in order to keep them updated on the new technology. We continue to subscribe to the necessary diagnostic software required to troubleshoot equipment problems and keep our shop tools and equipment updated.

We will develop an RFP for the procurement of a new Fleet and Inventory Management software program that will provide our staff, user departments and administration with the latest trending information necessary to efficiently manage the City fleet.

We will continue to support user department operations by providing increased after hours call out service.

The Fleet Services FY21 budget includes requested funding to replace and update shop equipment; procure a new fleet software system and additional pay for increased mechanic on-call hours.

# Mayor and City Council

**Current Year Department Budgeted Expense Total:** $264,919

**Change from Prior year:** $3,877

**Overall Budget Justification:**

The Mayor and City Council are funded through the General Fund. The Mayor is elected at large, and two councilpersons are elected in each of the five wards. The Mayor and Councilors serve four year terms and are limited to two consecutive terms. Members must reside within the Ward from which they are elected and must be qualified voters of the city.

The Mayor and City Council budget includes wages of $800 per month for the Mayor, $600 per month for each Council member, benefits, and operating expenses. The increase from the prior years' budget is due to an increase in benefits of $6,507 and a decrease in operating expenses totaling $2,630.

**Budget Expenditures:**

**MAYOR AND CITY COUNCIL**

**DEPARTMENT EXPENSE**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| GENERAL FUND | $ 198,235 | $ 210,784 | $ 261,042 | $ 263,550 | $ 264,919 |
| **TOTAL EXPENDITURES** | **$ 198,235** | **$ 210,784** | **$ 261,042** | **$ 263,550** | **$ 264,919** |

## MAYOR AND CITY COUNCIL
## OPERATING BUDGET

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 121,624 | $ 134,398 | $ 159,505 | $ 155,800 | $ 166,012 |
| OPERATIONS AND MAINTENANCE | 76,611 | 76,386 | 101,537 | 107,750 | 98,907 |
| **TOTAL EXPENDITURES** | **$ 198,235** | **$ 210,784** | **$ 261,042** | **$ 263,550** | **$ 264,919** |

## STAFFING AUTHORIZATION

| POSITION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | APPROVED FY 21 |
|---|---|---|---|---|
| MAYOR | 1.0 | 1.0 | 1.0 | 1.0 |
| COUNCIL MEMBERS | 10.0 | 10.0 | 10.0 | 10.0 |
| **TOTAL** | **11.0** | **11.0** | **11.0** | **11.0** |

# Non-Departmental – General Fund

**Current Year Department Budgeted Expense Total:** $30,064,846

**Change from Prior year:** $883,812

## Overall Budget Justification:

The non-departmental budget consists of items that do not fit within a specific department/division budget. This includes transfers for Public Safety, Library, strategic planning initiatives and various other expenditures. The increases are a result of an increased transfer to the Public Safety Fund.

## Budgeted Expenditures:

| GENERAL FUND | NON-DEPARTMENTAL | | | | |
|---|---|---|---|---|---|
| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
| PERSONAL SERVICES | $ 114,460 | $ 115,192 | $ 106,890 | $ 105,000 | $ 110,000 |
| OPERATIONS AND MAINTENANCE | 746,093 | 866,720 | 648,156 | 620,000 | 647,846 |
| CAPITAL | 136,183 | - | - | - | - |
| TRANSFERS | 27,031,552 | 26,788,985 | 28,426,618 | 28,426,618 | 29,307,000 |
| **TOTAL EXPENDITURES** | **$ 28,028,288** | **$ 27,770,897** | **$ 29,181,664** | **$ 29,151,618** | **$ 30,064,846** |

| GENERAL FUND | NON-DEPARTMENTAL | | | | |
|---|---|---|---|---|---|
| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
| SICK AND VACATION PAYOFF | $ 114,460 | $ 115,192 | $ 106,890 | $ 105,000 | $ 110,000 |
| LIABILITY INSURANCE | 184,241 | 85,686 | 140,256 | 140,256 | 173,884 |
| PROFESSIONAL SERVICES | 685,520 | 771,767 | 488,400 | 462,244 | 451,962 |
| SPECIAL ASSESSMENTS | 25,016 | 34,267 | 19,500 | 17,500 | 22,001 |
| TRANSFERS TO OTHER FUNDS | | | | | |
| LIBRARY | 960,550 | 1,035,382 | 1,046,140 | 1,070,000 | 1,073,051 |
| COMMUNITY DEVELOPMENT | 59,114 | 62,004 | 63,500 | 63,500 | 65,000 |
| PUBLIC SAFETY | 25,999,387 | 25,666,599 | 27,316,978 | 27,293,118 | 28,168,948 |
| **TOTAL EXPENDITURES** | **$ 28,028,288** | **$ 27,770,897** | **$ 29,181,664** | **$ 29,151,618** | **$ 30,064,846** |

# Parking Division

**Current Year Department Budgeted Expense Total:** $1,955,379

**Change from Prior year:** $111,808

**Overall Budget Justification:**

The FY21 budget for the Parking Department is $1,955,379, with an increase in costs of $111,808 compared to the prior year. Previous year services will continue for FY21. The Parking Division services include both on-street parking and off-street parking in downtown Billings as well as being the clearinghouse for all citywide parking citations. The Division operates and maintains four parking structures, three city-owned parking lots and approximately 830 parking meters. Increases in the FY21 budget are associated with the following: Increase in Salary, Wages, and benefits of $48,436. Operations and Maintenance will have the following increases: Other Professional Services, Enforcement Equipment upgrades, Empire Condo Association Fees and Maintenance Services, Special Assessments, Liability Insurance, Phone/Radio and Facilities Management for a total of $68,369.

**New or Expanded Programs:**

The Parking Division is not proposing any new programs or expansion of existing programs.

## Staffing Changes:

The Parking Division is not proposing any changes in staffing.

**PARKING FUND**
**STAFFING AUTHORIZATION**

| POSITION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY20 | APPROVED FY21 |
|---|---|---|---|---|
| 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 | 1.0 | 1.0 | 1.0 | 1.0 |
| **TOTAL** | **12.5** | **12.5** | **12.5** | **12.5** |

## Additional Comments:

The Other Professional Services increase is due to the need of an engineering consultant for a Park Two Garage repair. The enforcement equipment upgrade is included in the TRP for FY21 and the enforcement vehicle is included in the ERP for FY21. The Parking Division has invested a significant amount of time with the enforcement equipment company attempting to achieve proper operational status with the enforcement handhelds. The company's response is that the equipment needs an upgrade. The Parking Division is currently short one enforcement vehicle due to the previous vehicle requiring extensive repair work that was not worth the investment. The new equipment upgrade and vehicle will increase the violation revenue improving the yearly revenue.

## Department Goals:

**Goal:** Continue to address the financial status of the Parking Division.

Action:

- Research and potentially implement programs that would improve parking revenues.
- Explore options to reduce expenses.

Outcome(s):

- Progression to a more self-sustaining operation reducing the reliance for TIF.
- Improves parking operations by staying current on Capital Projects and required operational equipment.

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

Action:

- Continue to explore financing options for parking garage access and revenue control systems that are fully integrated, web-based that will meet the needs of the city for the next decade.

Outcome(s):

- Improve parking garage operations and revenues.
- Provides improvements with accessibility and increases efficiency.
- Enhances security involving the server through continuous updates for system.
- Supports current and future technology options.

**Goal:** Enhance Parking Facilities Environment

Action:

- Improve cleaning procedures.
- Enhance signage and way-finding.
- Upgrade lighting.
- Boost security measures with installation of additional cameras.
- Continue to investigate ways to improve security.
- Increase Maintenance Reserve Fund.

Outcome(s):

- Improves public perception.
- Visiting patrons encounter a positive experience.
- Expands downtown utilization.

## Budgeted Expenditure:

**PARKING**
**DIVISION EXPENSE**

| EXPENSE BY FUND | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PARKING FUND | $ 2,840,127 | $ 2,715,557 | $ 1,843,571 | $ 1,741,000 | $ 1,955,379 |
| **TOTAL EXPENDITURES** | **$ 2,840,127** | **$ 2,715,557** | **$ 1,843,571** | **$ 1,741,000** | **$ 1,955,379** |

**PARKING**
**DIVISION ALL FUNDS**

| EXPENSE BY CLASSIFICATION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 818,840 | $ 782,944 | $ 820,447 | $ 805,000 | $ 868,883 |
| OPERATIONS AND MAINTENANCE | 738,408 | 716,213 | 762,344 | 735,000 | 830,713 |
| CAPITAL | 338,331 | 285,416 | 5,000 | 99,000 | - |
| DEBT SERVICE | 116,096 | 109,806 | 255,780 | 102,000 | 255,783 |
| DEPRECIATION (NOT BUDGETED) | 828,452 | 821,178 | - | - | - |
| **TOTAL EXPENDITURES** | **$ 2,840,127** | **$ 2,715,557** | **$ 1,843,571** | **$ 1,741,000** | **$ 1,955,379** |

## Budgeted Revenue:

**PARKING**
**DIVISION REVENUE**

| REVENUE BY FUND | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PARKING FUND | $ 1,996,542 | $ 1,855,685 | $ 1,877,174 | $ 1,628,000 | $ 1,628,000 |
| **TOTAL REVENUE** | **$ 1,996,542** | **$ 1,855,685** | **$ 1,877,174** | **$ 1,628,000** | **$ 1,628,000** |

**PARKING**
**DIVISION ALL FUNDS**

| REVENUE BY CLASSIFICATION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| CHARGE FOR SERVICE | $ 1,577,926 | $ 1,633,055 | $ 1,688,674 | $ 1,450,000 | $ 1,450,000 |
| FINES AND FORFEITURES | 80,699 | 96,655 | 80,000 | 70,000 | 70,000 |
| INVESTMENT EARNINGS | 5,527 | 12,230 | 8,500 | 8,000 | 8,000 |
| OTHER REVENUE | 9,061 | 13,745 | - | - | - |
| TRANSFERS IN | 323,329 | 100,000 | 100,000 | 100,000 | 100,000 |
| **TOTAL REVENUE** | **$ 1,996,542** | **$ 1,855,685** | **$ 1,877,174** | **$ 1,628,000** | **$ 1,628,000** |

# Aviation/Transit

# Aviation & Transit Department

## Airport

**Current Year Department Budgeted Expense Total:** $41,801,044

**Change from Prior Year:** -$11,556,237

**Overall Budget Justification:**

The Aviation Division of the Aviation and Transit Department operates and maintains the City of Billings Logan International Airport, providing the facilities for commercial service airline operators to offer transportation for 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 2021 budgeted revenues total $41,856,618, which is a decrease of $7,423,575 over the FY 2020 budget. The decrease is primarily due to the Terminal Building Expansion Project (Terminal Project) caused by moving the bond funding of $25,000,000 to FY 2021. PFC collections are expected to drop due to less passenger traffic because of COVID-19. Charges for services revenues decreased $2,686,494, also due to COVID-19 impacts. While lease rates increase due to CPI-U adjustments that are written into most ground, building, and hangar leases, those increases will be superseded by reduced concession revenues resulting from lower passenger numbers during the COVID-19 pandemic.

**Expenses:**

The Airport's Personnel Services FY 2021 budget is $239,621 more than the FY 2020 budget, which is due to increases in wages and benefits related to step increases and cost of living adjustments. The Airport's FY 2021 Operations and Maintenance budget is $117,589 more than that of FY 2020.

**Capital:**

The FY 2021 capital projects include the following:

- The $50,000,000 Terminal Project will have annual AIP contributions applied to the cost of the project. For FY 2021 that amount is approximately $7,000,000. The additional funding for the Terminal Project is described in the revenues section above. Other projects to be funded with AIP grant funds include replacing airfield lights with LED lights ($250,000) and Runway 7/25 design costs ($300,000).
- PFC funds are dedicated to the Terminal Project as stated above.
- There are no CFC funded projects budgeted for FY 2021.
- Projects budgeted using Airport operating revenues total $494,380; the replacement of the first of three parking attendant booths ($100,000), replacement of the west airfield road ($200,000), new badging system ($5,000), CCTV system for front and interior of Terminal including a new CCTV server ($121,000), and a new access control server ($21,000). Other equipment replacements include a new service pickup for Building Maintenance ($28,590) and two commercial riding mowers for Airfield Maintenance ($18,790).

**Debt Service:**

The Airport's debt service payments consist of principal and interest payments on the Airport's Series 2010B Revenue Bonds as well as a capital financing loan. The FY 2021 Debt Service Principal and Debt Service Interest budgets are less than the FY 2020 budgets by $531,550. This is because the Series 2010A Bonds will be paid off on July 1, 2020.

**New or Expanded Programs:**

Continued Airport Expansion Project, Phase II.

## Staffing Changes:

There are no requested changes for FY21 in staffing.

**STAFFING AUTHORIZATION**

| POSITION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | APPROVED FY 21 |
|---|---|---|---|---|
| AVIATION & TRANSIT DIRECTOR | 0.6 | 0.6 | 0.6 | 0.8 |
| ASSISTANT AVIATION DIRECTOR | 0.8 | 0.8 | 0.8 | 0.9 |
| AVIATION & TRANS BUSINESS MGR | 1.0 | 1.0 | 1.0 | 1.0 |
| ADMINISTRATIVE SUPPORT II | 1.0 | 1.0 | 1.0 | 1.0 |
| 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. | - | - | - | - |
| ARFF/AIRFIELD MAINT. WORKER | 14.0 | 14.0 | 14.0 | 14.0 |
| EQUIPMENT OPER/MAINT. WORKER | 1.0 | 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 | 1.0 | 1.0 | 1.0 | 1.0 |
| **TOTAL** | **54.4** | **54.4** | **54.4** | **54.7** |

## Budgeted Expenditures:

**AIRPORT FUND**
**OPERATING BUDGET**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 4,442,104 | $ 4,555,634 | $ 4,420,047 | $ 4,539,146 | $ 4,659,668 |
| OPERATIONS AND MAINTENANCE | 3,070,645 | 2,970,541 | 3,481,173 | 3,081,842 | 3,598,762 |
| O&M - AIR SERVICE DEVELOPMEMT | 1,105,636 | - | - | | |
| CAPITAL | 2,871,387 | 5,712,882 | 43,876,277 | 12,790,317 | 32,494,380 |
| DEBT SERVICE | 377,530 | 325,715 | 1,579,784 | 1,329,394 | 1,048,234 |
| **TOTAL EXPENSES** | **$ 11,867,302** | **$ 13,564,772** | **$ 53,357,281** | **$ 21,740,699** | **$ 41,801,044** |

## AIRPORT GOALS:

**Goal:** **Advance Airport Expansion Project – Completion Target 2023**

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

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

Action(s): Continue to work with the FAA to secure additional grant funding to help finance the project.

Outcome: To reduce the amount of debt that will need to be taken on to complete the project.

Action(s) Develop a plan for customer safety and comfort during the three-year construction project.

Outcome: Smooth construction project without significant inconvenience to the traveling public.

# MET Transit

**Current Year Department Budgeted Expense Total:** $7,477,355

**Change from Prior Year:** -$1,608,392

**Overall Budget Justification:**

The Transit Division of the Aviation and Transit Department is responsible for providing Fixed Route bus and Paratransit van transportation service for the City's citizens. This service meets a significant percentage of the mobility needs for those citizens without access to private transportation (referred to as transit-dependent citizens), particularly young, elderly, low income, or citizens with disabilities.

**Revenues:**

The budget for Transit revenues totals $8,338,535 for FY 2021, which is an increase of $347,225 from the FY 2020 budget. This increase is mainly the net result of the $1,146,971 increase in the Federal Transportation Administration (FTA) Subsidy Grant line, and a decrease of $884,846 in the FTA Capital Grants. There is also an increase of $59,756 in the State and Federal Grants line related to FTA grants for operating assistance and planning support.

**Expenses:**

Total FY 2021 budgeted operating expenses reflect an increase of $91,925 from FY 2020. Personnel services increased $56,218, due to cost of living increases for all employees and step increases for those employees with six years of service or less. Operating and maintenance costs decreased $4,008.

**Capital:**

Transit's FY 2021 capital expenditure budget totals $1,689,146. This is a decrease from the prior year of $1,700,317 and consists of two Transit buses ($1,124,946), one Paratransit van ($79,200), bus wash improvements ($300,000), parapet wall repairs ($50,000), replace/repair of the skylights over the garage area ($100,000), and repair/replacement of the radiant heating pad for the bus wash exit area ($35,000). A $67,320 Section 5310 Grant will fund approximately 85% of the allowed costs for the one Paratransit van. A Section 5339 grant, which can be used for bus purchase and facility enhancements, will fund 85% of the two new buses, and 80% of bus wash improvements, the parapet wall repair, and the replacement of the skylights.

## New or Expanded Programs:

None

## Budgeted Expenditures:

**TRANSIT FUND**
**OPERATING BUDGET**

FUND 5710,5720,4110,4120,2040

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 4,012,975 | $ 4,170,530 | $ 4,086,188 | $ 4,021,039 | $ 4,182,121 |
| OPERATIONS AND MAINTENANCE | 1,318,917 | 1,365,294 | 1,610,076 | 1,447,915 | 1,606,068 |
| CAPITAL | 493,280 | 298,388 | 3,389,463 | 3,880,105 | 1,689,146 |
| **TOTAL EXPENSES** | **$ 5,825,172** | **$ 5,834,212** | **$ 9,085,727** | **$ 9,349,059** | **$ 7,477,335** |

## Staffing Changes:

There are no new staffing changes requested in FY21.

**STAFFING AUTHORIZATION**

| POSITION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | APPROVED FY 21 |
|---|---|---|---|---|
| AVIATION & TRANSIT DIRECTOR | 0.4 | 0.4 | 0.4 | 0.2 |
| ASSISTANT AVIATION DIRECTOR | 0.2 | 0.2 | 0.2 | 0.1 |
| TRANSIT MANAGER | 1.0 | 1.0 | 1.0 | 1.0 |
| TRANSIT OPERATIONS SUPR. | 2.0 | 2.0 | 2.0 | 3.0 |
| 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 | 2.0 |
| MECHANIC I | - | - | 1.0 | 1.0 |
| ADMINISTRATIVE SUPPORT I | 1.0 | 1.0 | 1.0 | 1.0 |
| VEHICLE SERVICE TECHNICIAN | 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 | 2.0 | 2.0 | 2.0 | 2.0 |
| **TOTAL** | **55.9** | **55.9** | **55.9** | **55.6** |

**MET GOALS:**

**Goal:** **Add Technologies to MET for Customers**

Action(s): Explore additional FTA grants to support the cost and implementation of Transit technology such as paperless ticketing, ticket purchasing via an app.

Outcome: Enhanced customer experience and providing tools that the younger riders prefer.

**Goal:** **Add Technologies to MET Fleet That Will Enhance Bus Safety**

Action(s): Pursue enhanced camera technology to provide the drivers with a 360-degree view surrounding the bus.

Outcome: Reduction in the number of bus accidents and providing better driver tools to do their job.

**Goal:** **Continue to Find Ways to Keep the Workforce Safe During the COVID-19 Outbreak**

Action(s): Research best practices taking place across the country to ensure MET is providing the best possible driver safety from this contagion.

Outcome: Healthier workforce.

## AVIATION AND TRANSIT:

## Budgeted Expenses:

**AVIATION AND TRANSIT FUNDS**
**OPERATING BUDGET**

EXPENSES BY CLASSIFICATION

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 8,455,079 | $ 8,726,164 | $ 8,506,235 | $ 8,560,185 | $ 8,841,789 |
| OPERATIONS AND MAINTENANCE | 4,389,562 | 4,335,835 | 5,091,249 | 4,529,757 | 5,204,830 |
| O&M - AIR SERVICE DEVELOPMEMT | 1,105,636 | - | - | | |
| CAPITAL | 3,364,667 | 6,011,270 | 47,265,740 | 16,670,422 | 34,183,526 |
| DEBT SERVICE | 377,530 | 325,715 | 1,579,784 | 1,329,394 | 1,048,234 |
| **TOTAL EXPENSES** | **$17,692,474** | **$19,398,984** | **$ 62,443,008** | **$31,089,758** | **$49,278,379** |

**AVIATION AND TRANSIT FUNDS**
**OPERATING BUDGET**

EXPENSES BY FUND

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| AVIATION | $11,867,302 | $13,564,772 | $ 53,357,281 | $21,740,699 | $41,801,044 |
| TRANSIT | 5,825,172 | 5,834,212 | 9,085,727 | 9,349,059 | 7,477,335 |
| **TOTAL EXPENSES** | **$17,692,474** | **$19,398,984** | **$ 62,443,008** | **$31,089,758** | **$49,278,379** |

## Budgeted Revenues:

**AVIATION AND TRANSIT FUNDS**
**OPERATING BUDGET**

REVENUE BY CLASSIFICATION

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| TAX REVENUE | $ 2,230,151 | $ 2,264,225 | $ 2,324,429 | $ 2,367,604 | $ 2,384,185 |
| CHARGE FOR SERVICES | 10,327,971 | 10,740,431 | 10,779,839 | 10,613,143 | 8,093,345 |
| INTERGOVERNMENTAL | 454,137 | 461,815 | 477,132 | 477,132 | 492,102 |
| OPERATING REVENUE | 724,684 | 734,743 | 728,600 | 727,450 | 734,600 |
| FEDERAL/STATE GRANT REVENUE | 5,186,709 | 3,335,796 | 9,732,956 | 17,074,918 | 10,627,398 |
| PFC REVENUE | 1,094,685 | 1,161,426 | 1,813,070 | 1,605,403 | 1,785,593 |
| CFC REVENUE | 857,601 | 881,223 | 875,000 | 817,000 | 800,000 |
| CONTRIBUTIONS | 533,801 | - | - | - | - |
| INVESTMENT INTEREST | 130,763 | 428,796 | 460,147 | 289,109 | 237,152 |
| MISCELLANEOUS | 34,352 | 125,623 | 4,750 | 23,000 | 4,650 |
| BOND REVENUE | - | - | 25,000,000 | - | 25,000,000 |
| SHORT-TERM BORROWING | - | - | 5,000,000 | - | - |
| REFUNDS/REIMBURSEMENTS | 100,394 | 170,189 | 75,580 | 62,905 | 36,128 |
| **TOTAL REVENUES** | **$ 21,675,248** | **$ 20,304,267** | **$ 57,271,503** | **$ 34,057,664** | **$ 50,195,153** |

**AVIATION AND TRANSIT FUNDS**
**OPERATING BUDGET**

REVENUE BY FUND

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| AVIATION | $ 15,667,201 | $ 16,187,575 | $ 49,280,193 | $ 23,378,937 | $ 41,856,618 |
| TRANSIT | 6,008,047 | 4,116,692 | 7,991,310 | 10,678,727 | 8,338,535 |
| **TOTAL REVENUES** | **$ 21,675,248** | **$ 20,304,267** | **$ 57,271,503** | **$ 34,057,664** | **$ 50,195,153** |

# Finance

# Finance Department

**Current Year Department Budgeted Expense Total:** $6,377,329

**Change from Prior year:** - $167,463

**Overall Budget Justification:**

The FY21 operating budget for the Finance Department is $1.6 million, this is an increase in costs of $25,102 over the prior year. The finance department fills many roles at the City including Purchasing, Accounts Payable, Business Licenses, Debt and Investment Management, Property Tax and Assessment Administration, Accounting, Budgeting, and Financial Reporting. Increases in the FY21 budget are related to the 2.9% COLA that was approved in prior negotiations ($26,426) and an 8% increase is anticipated for accounting software costs, combined with decreases in computer equipment replacement make up the other changes.

Additionally, the Finance Department oversees the payment of many debt obligations at the City. Total Debt Service payments for the FY21 Finance Department budget are anticipated to be $4.65M, a decrease of $300,000 from FY20.

**New or Expanded Programs:**

The Finance Department does not anticipate any new or expanded programs for FY21. Existing programs will be monitored to identify areas for improvement in efficiency and customer service.

**Staffing Changes:**

No additional staffing requests are included in the Finance Department's FY21 budget. However, the Finance Department has identified a need for additional resources within the Purchasing Division. Currently the division has one FTE. The need for additional resources would allow for a more centralized purchasing process. This would allow the City to participate in bulk purchasing, reducing purchasing costs of supplies. This position will be requested in the future when resources are available, along with office space, both which are currently lacking.

## Department Goals:

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

Action:

- Provide long-range financial projections and recommendations on how to develop a long-range plan.

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

**Goal**: Expand Purchasing assistance to staff Citywide.

Action:

- 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: Improved purchasing process to the highest attainable efficiency level.

## Budgeted Expenditure:

**FINANCE**

**DEPARTMENT ALL FUNDS**

| EXPENSE BY CLASSIFICATION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 839,604 | $ 894,135 | $ 1,024,583 | $ 895,000 | $ 1,051,009 |
| OPERATIONS AND MAINTENANCE | 568,883 | 708,507 | 676,040 | 636,873 | 675,925 |
| CAPITAL | 16,869 | 14,593 | - | 43,000 | - |
| DEBT SERVICE | 12,357,597 | 4,531,774 | 4,844,169 | 4,844,169 | 4,650,395 |
| TRANSFERS | 7,897,187 | 177,878 | - | - | - |
| **TOTAL EXPENDITURES** | **$ 21,680,140** | **$ 6,326,887** | **$ 6,544,792** | **$ 6,419,042** | **$ 6,377,329** |

## FINANCE

EXPENSE BY FUND

## DEPARTMENT EXPENSE

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| GENERAL FUND | $ 1,282,578 | $ 1,426,538 | $ 1,527,061 | $ 1,398,000 | $ 1,552,163 |
| CENTRAL SERVICES FUND | 112,163 | 91,353 | 61,689 | 65,000 | 63,949 |
| CAPITAL REPLACEMENT FUND | 1,885 | 1,284 | 1,990 | 1,990 | 2,375 |
| SPECIAL IMPROVEMENT DISTRICT BONDS | 2,990,251 | 724,715 | 1,078,800 | 1,078,800 | 857,500 |
| SIDEWALK DISTRICT BONDS | 418,153 | 419,307 | 421,750 | 421,750 | 462,900 |
| STORM SEWER DEBT SERVICE | 1,008,228 | 1,013,081 | 1,013,649 | 1,013,649 | 1,013,595 |
| *GENERAL OBLIGATION DEBT* | | | | | |
| LIBRARY G.O. | 1,216,462 | 1,214,960 | 1,205,280 | 1,205,280 | 1,186,456 |
| PARKS G.O. SERIES 2000 | 123,920 | 121,271 | 121,453 | 121,453 | 123,551 |
| STREET IMPROVEMENTS G.O. 2004A | 342,940 | 340,069 | 349,436 | 349,436 | 351,807 |
| BALLPARK G.O. 2015 REFUNDING | 14,183,560 | 974,309 | 763,684 | 763,684 | 763,033 |
| **TOTAL EXPENDITURES** | **$ 21,680,140** | **$ 6,326,887** | **$ 6,544,792** | **$ 6,419,042** | **$ 6,377,329** |

## FINANCE

## OPERATING BUDGET

GENERAL FUND

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 839,604 | $ 894,136 | $ 1,024,583 | $ 895,000 | $ 1,051,009 |
| OPERATIONS AND MAINTENANCE | 442,973 | 517,809 | 502,478 | 460,000 | 501,154 |
| CAPITAL | - | 14,593 | - | 43,000 | - |
| **TOTAL EXPENDITURES** | **$ 1,282,577** | **$ 1,426,538** | **$ 1,527,061** | **$ 1,398,000** | **$ 1,552,163** |

## STAFFING AUTHORIZATION

| POSITION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | APPROVED FY 21 |
|---|---|---|---|---|
| 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 | - | - | - |
| ACCOUNTANT II | 2.0 | 3.0 | 3.0 | 3.0 |
| ACCOUNTING TECHNICIAN | 1.0 | 1.0 | 1.0 | 1.0 |
| ACCOUNT CLERK II | 3.0 | 3.0 | 3.0 | 3.0 |
| DEBT/INVESTMENT COORDINATOR | 1.0 | 1.0 | 1.0 | 1.0 |
| PURCHASING AGENT | 1.0 | 1.0 | 1.0 | 1.0 |
| **TOTAL** | **11.0** | **11.0** | **11.0** | **11.0** |

## Revenue:

**FINANCE**
**DEPARTMENT ALL FUNDS**

REVENUE BY TYPE

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| TAXES | $ 30,503,556 | $ 31,949,059 | $ 32,421,476 | $ 32,921,476 | $ 32,917,838 |
| SPECIAL ASSESSMENTS | 1,771,287 | 1,478,601 | 1,380,000 | 1,380,000 | 1,470,000 |
| LICENSES & PERMITS | 4,616,711 | 2,226,825 | 2,184,363 | 2,184,363 | 2,081,038 |
| INTERGOVERNMENTAL | 12,997,244 | 13,223,853 | 13,597,222 | 13,597,222 | 14,019,261 |
| CHARGES FOR SERVICE | 3,304,590 | 3,192,390 | 2,928,358 | 2,928,358 | 3,003,888 |
| INVESTMENT EARNINGS | 298,220 | 810,989 | 450,560 | 450,560 | 379,760 |
| CONTRIBUTIONS/DONATIONS | 350,000 | 300,000 | 300,000 | 300,000 | - |
| DEBT PROCEEDS | 31,850 | 17,563 | - | - | - |
| INTERFUND TRANSFERS | 36,093,663 | 28,432,168 | 30,006,382 | 30,006,382 | 30,909,534 |
| MISCELLANEOUS | 4,444 | 263,001 | 1,060 | 1,060 | - |
| **TOTAL REVENUE** | **$ 89,971,565** | **$ 81,894,449** | **$ 83,269,421** | **$ 83,769,421** | **$ 84,781,319** |

**FINANCE**
**DEPARTMENT REVENUE**

REVENUE BY FUND

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| GENERAL FUND | $ 36,236,740 | $ 34,243,291 | $ 34,177,688 | $ 34,677,688 | $ 34,881,873 |
| PUBLIC SAFETY FUND | 40,483,307 | 40,486,306 | 42,286,769 | 42,286,769 | 43,314,114 |
| CENTRAL SERVICES FUND | 116,664 | 119,015 | 102,615 | 102,615 | 113,474 |
| CAPITAL REPLACEMENT FUND | 1,938,700 | 1,796,534 | 1,740,464 | 1,740,464 | 1,805,985 |
| SPECIAL IMPROVEMENT DISTRICT BONDS | 918,850 | 973,880 | 1,065,000 | 1,065,000 | 972,000 |
| SIDEWALK DISTRICT BONDS | 393,002 | 537,046 | 385,000 | 385,000 | 533,000 |
| STORM SEWER DEBT SERVICE | 1,019,417 | 1,038,196 | 1,028,300 | 1,028,300 | 1,026,900 |
| *GENERAL OBILGATION DEBT* | | | | | |
| LIBRARY G.O. | 1,209,435 | 1,218,391 | 1,238,455 | 1,238,455 | 1,107,222 |
| PARKS G.O. SERIES 2000 | 115,650 | 116,330 | 114,967 | 114,967 | - |
| STREET IMPROVEMENTS G.O. 2004A | 342,350 | 379,217 | 366,509 | 366,509 | 324,194 |
| BALLPARK G.O. 2015 REFUNDING | 7,197,450 | 986,243 | 763,654 | 763,654 | 702,557 |
| **TOTAL REVENUE** | **$ 89,971,565** | **$ 81,894,449** | **$ 83,269,421** | **$ 83,769,421** | **$ 84,781,319** |

# Urban Renewal Districts

# Urban Renewal Districts – Tax Increment Funds

**Current Year Department Budgeted Expense Total:** $8,014,932

**Change from Prior year:** Reduced by $25,893,175

**Overall Budget Justification:**

The Tax Increment Funds are used to account for the Tax Increment Districts in Billings. The three districts are the South Billings Boulevard Urban Renewal District, North 27th Street Urban Renewal District and East Billings Urban Renewal District. Revenues include property taxes paid by the district property owners and earnings on cash and investments. Expenditures are used for development incentives within the associated district and costs allocated are for the administration of the district.

Administration of the districts are handled by their respective advisory boards. Each board is governed by a Memorandum of Understanding with the City and functions as a non-profit advisory board to the City Council. The City Council is the ultimate decision maker for expenditures of urban renewal district funds. Administrative fees are used by the boards for implementation and planning of district projects. The budget also includes cost allocation within each fund to cover the expenses for city time and resources from the Planning, Finance, and Administration Departments.

The Tax Increment Districts will continue to provide developmental incentives for business and city infrastructure improvement based on City Council approval.

## Budgeted Revenues:

**ALL TAX INCREMENT OPERATING FUNDS**
**URBAN RENEWAL DEVELOPMENT BY CLASSIFICATION**

| | ACTUAL FY 18 | ACTUAL FY 19 | APPROVED FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| Contributions/Donations | $ - | $ 12,000 | $ - | $ - | $ - |
| Intergovernmental | 614,693 | 614,693 | 636,145 | 614,693 | 657,775 |
| Investment Earnings | 69,441 | 200,365 | 91,000 | 117,808 | 97,300 |
| Other Financing | - | 3,560,367 | 25,000,000 | - | - |
| Taxes | 6,520,781 | 6,197,141 | 5,944,697 | 6,593,699 | 6,990,700 |
| **TOTAL REVENUE** | **$ 7,204,915** | **$ 10,584,566** | **$ 31,671,842** | **$ 7,326,200** | **$7,745,775** |

**ALL TAX INCREMENT OPERATING FUNDS**
**URBAN RENEWAL DEVELOPMENT BY FUND**

| | ACTUAL FY 18 | ACTUAL FY 19 | APPROVED FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| South TIF | $ 3,444,848 | $ 3,578,659 | $ 28,442,619 | $ 3,860,552 | $3,909,167 |
| East TIF | 963,690 | 4,490,154 | 870,776 | 894,502 | 921,400 |
| N. 27th TIF | 2,796,376 | 2,515,753 | 2,358,447 | 2,571,146 | 2,915,208 |
| **TOTAL REVENUE** | **$ 7,204,914** | **$ 10,584,566** | **$ 31,671,842** | **$ 7,326,200** | **$7,745,775** |

## Budgeted Expenditures:

**ALL TAX INCREMENT OPERATING FUNDS**
**URBAN RENEWAL DEVELOPMENT BY CLASSIFICATION**

| | ACTUAL FY 18 | ACTUAL FY 19 | APPROVED FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| Bond Issuance Costs | $ - | $ 100,009 | $ - | | $ - |
| Capital Outlay | 1,879,151 | 6,092,476 | 28,510,000 | 3,272,876 | 2,284,978 |
| Interest and Fiscal Charges | 1,100,954 | 1,124,423 | 1,146,554 | 1,168,042 | 1,166,195 |
| Operation and Maintenance | 2,517,131 | 2,278,837 | 3,296,553 | 1,709,761 | 3,261,759 |
| Principal | 705,000 | 730,000 | 855,000 | 881,154 | 905,000 |
| Transfers Out | 323,329 | 100,000 | 100,000 | 100,000 | 397,000 |
| **TOTAL EXPENDITURES** | **$ 6,525,565** | **$ 10,425,746** | **$ 33,908,107** | **$ 7,131,833** | **$ 8,014,932** |

**ALL TAX INCREMENT OPERATING FUNDS**
**URBAN RENEWAL DEVELOPMENT BY FUND**

| | ACTUAL FY 18 | ACTUAL FY 19 | APPROVED FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| South TIF | $ 2,438,612 | $ 4,324,657 | $ 29,564,814 | $ 4,154,051 | $ 3,903,620 |
| East TIF | 1,046,977 | 3,989,535 | 887,071 | 968,175 | 792,720 |
| N. 27th TIF | 3,039,975 | 2,111,553 | 3,456,222 | 2,080,196 | 3,318,592 |
| **TOTAL EXPENDITURES** | **$ 6,525,564** | **$ 10,425,745** | **$ 33,908,107** | **$ 7,202,422** | **$ 8,014,932** |

# South Billings Urban Renewal District

**Current Year Budgeted Expense Total:** $3,903,620

**Change from Prior year:** -$25,661,194

**Additional Comments:**

The South Billings Urban Renewal District (SBURD) will reduce their proposed administrative costs by $4,700 for reduced travel expenses and other internal changes. The administrative fee will be $134,000 in fiscal year 2021, down from $138,700 in the prior fiscal year.

Expenses in fiscal year 2021 for cost allocation are $9,577 specifically to cover Planning Department employee time and $45,981 for additional city time and resources. Cost allocation expense has increased by $10,129 from the prior year due to more time commitment by the city.

Capital projects this year will include improvements to King Avenue East, Hallowell Lane improvements, and beginning the specific planning and design strategy for the Aquatics and Recreation Facility. The decrease in expenses in Fiscal Year 2021 are related to the construction of the Aquatics and Recreation Center being moved out to a future year based on preliminary financial, planning and design efforts to be completed in FY21. Additional details for these projects can be found in the Capital Improvement Plan (CIP).

The Police Evidence Center will be finishing out construction in August of 2021 and the South Tax Increment Fund will provide $250,000 for Debt Service payments from its construction.

## East Billings Urban Renewal District

**Current Year Budgeted Expense Total:** $794,396

**Change from Prior year:** -$94,351

**Additional Comments:**

The East Billings Urban Renewal District (EBURD) will maintain the same amount for their proposed administrative costs in fiscal year 2021. The administrative fee will still be $139,946 in fiscal year 2021.

Expenses in fiscal year 2021 for cost allocation are $6,917 specifically to cover Planning Department employee time and $31,840 for additional city time and resources. Cost allocation expense has increased by $8,237 from the prior year due to more time commitment by the city. Capital projects are not planned in fiscal year 2021 for the East Billings Urban Renewal District.

## North 27th Street Urban Renewal District

**Current Year Budgeted Expense Total:** $3,318,592

**Change from Prior year:** -$137,630

**Additional Comments:**

Downtown Urban Renewal District reimburses the Police Department for two foot patrol officers in the downtown area. The City receives $41,200 per year from the Downtown Billings Partnership, Inc. for this program.

The Downtown Billings Partnership, Inc. will not be changing their proposed administrative costs from the prior year. The administrative fee will still be $279,441 in fiscal year 2021.

Expenses in fiscal year 2021 for cost allocation are $5,719 specifically to cover Planning Department employee time and $42,848 for additional city time and resources. Cost allocation expense has increased by $10,128 from the prior year due to more time commitment by the city. No capital projects are currently planned in fiscal year 2021 for the Downtown Urban Renewal District.

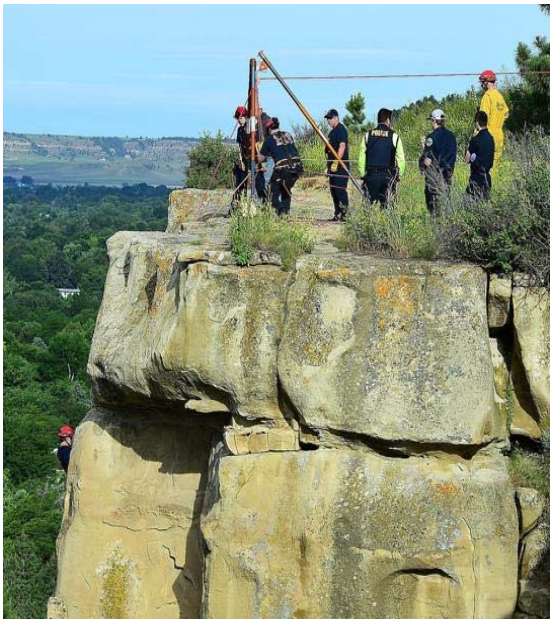
The decrease in the budget is due to the expected amount of developmental incentives given to finished projects within the Downtown District. The projects expected to be funded in FY21 will be for the renovation of the Stillwater Building ($500,000), the refurbishment of the Alberta Bair Theater ($750,000), the completion of the Arthouse Phase II ($350,000), and additional funds of ($250,000) for use of Tax Increment Fund Projects approved by the City Council in FY21.

# Fire

# Fire Department

**Current Year Department Budgeted Expense Total:** $24,470,747

- Fire: $21,303,438
- 911: $1,127,522
- Radio: $279,534
- Grants: $340,950
- Capital Replacement: $1,418,938
- Road Maintenance District: $365



**Change from Prior Year:** $1,859,953

- Fire: $330,312
- 911: $26,404
- Radio: $7,619
- Grants: $253,850
- Capital Replacement: $1,241,567
- Road Maintenance District: $201

**Overall Budget Justification:**

The Fire Department's primary duty is to provide fire, emergency medical, hazardous materials, rescue and service assists, as well as fire and arson investigation, to the citizens of Billings and those Yellowstone County residents residing within the BUFSA (Billings Urban Fire Service Area). In addition, Fire is responsible for the maintenance of 11 separate facilities, including the new 911 Center. Funds associated within the Fire group are Public Safety Fire, 911 Center, Radio Communication Fund, Fire Grants and Road Maintenance funds.

Fire & 911 Center proposed personnel costs show an overall increase of $145,495 for all the fire funds.

The O&M proposed budget shows an overall increase of $584,246 for FY2021, which includes an increase of $223,544 for costs associated with utilities (electricity, gas, water); internal service charges (ITD, Fleet, Courier, liability insurance, taxes, phones) and software maintenance agreements which are provided to us. Of the remaining $360,702, $251,852 are increases in the line items for protective clothing, equipment (turnouts, boots, hand tools, saws, PPV fans, etc.) training, and recruitment.

The Fire Prevention / Investigations Division oversees a program whereby donated funds are used to purchase smoke and carbon monoxide alarms and replacement batteries for existing units. These detectors are then provided and installed by Fire Prevention personnel at no charge.

The Montana Regional HazMat Team in Billings is one of six teams whose function is to coordinate response with entities outside their local government jurisdiction, provide HazMat awareness level outreach training with their response areas and for the maintenance and update of assigned state equipment used in hazardous materials responses.

**HMEP Grant:**

This is a three (3) year emergency preparedness grant. Total Federal funds awarded $66,800 plus $16,700 soft match funds for a project total of $83,500. The grant is under the administration of Montana State DES.

***Homeland Security Grant*:** The total award for this grant is $250,000. Of that total award, $220,000 will be used to cover personnel costs (backfill/overtime) for the six (6) State Regional HazMat Teams to participate in training/exercises. The remaining $30,000 will be used by the Billings Team to replace equipment under the sustainment portion of the grant request. This grant has a two (2) year performance period, ending September 30, 2021. The City of Billings is not required to match this award with any amount of non-Federal funds.

**800 MHz:**

The 800 MHz Radio Systems budget is an internal service fund comprised of all City Departments utilizing the 800 MHz system.
User departments: Street/Traffic, Police, Fire, Solid Waste, Utilities, Transit, Airport and Parking. User departments fund the operational and maintenance expenses for the base system using a formula based upon their use of the system.
The increase in expenditures is due to the projected increase in the costs of electricity and propane for each site.

## City-County 9-1-1 Center:

The Joint City-County 9-1-1 Center processes and dispatches 9-1-1 calls for all of the City of Billings and Yellowstone County, excluding Laurel.

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 FY2021 is estimated at $1,072,860.00, a reduction of $8,428 from FY2020.

The operational budget for FY2021 is $1,152,486.00, which includes $153,941 salary and benefits for the Assistant Director and Public Safety Radio Technician positions an increase of $20,803 from the previous year. However, most of this increase is because of an under estimation of the dollar amounts projected for longevity, health insurance, FICA and PERS retirement in FY2020.

9-1-1 telephone related charges totaling $338,344. Annual maintenance fees for the Tyler Tech CAD (Computer Aided Dispatching) system and 24-hr recorder maintenance agreements. 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 being estimated at $314,509.00.

Internal charges from the City's IT Department to support the computer network for the Joint City/County 9-1-1 Center is $223,429 an increase of $6,331 or 2.9% over the FY2020 charges.

The FY2021 O&M items identified above also includes $27,500 paid to Yellowstone County for GIS related service, $9,773 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.

## Budgeted Revenues All Funds:

**FIRE DEPARTMENT**
**REVENUE BY CLASSIFICATION**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **REVENUE:** | | | | | |
| LICENSES & PERMITS | 1,161 | 3,650 | 3,300 | 3,450 | 3,450 |
| INTER-GOVERNMENTAL | 2,115,880 | 2,028,593 | 1,722,554 | 1,719,600 | 2,443,012 |
| CHARGES FOR SERVICE | 1,671,370 | 1,692,400 | 1,697,495 | 1,690,264 | 1,911,277 |
| SPECIAL ASSESSMENTS | 2,839 | 2,847 | 2,875 | 2,800 | 2,875 |
| MISCELLANEOUS | 84,297 | 160,822 | 68,105 | 158,890 | 68,432 |
| **TOTAL REVENUE** | **$ 3,875,547** | **$ 3,888,312** | **$ 3,494,329** | **$ 3,575,004** | **$ 4,429,046** |

**FIRE DEPARTMENT**
**REVENUE BY FUND**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **REVENUE:** | | | | | |
| FIRE PUBLIC SAFETY | 1,664,631 | 2,060,223 | 2,070,658 | 2,161,450 | 2,613,386 |
| 911 EMERGENCY OPS | 1,430,465 | 1,169,928 | 1,134,288 | 1,118,600 | 1,101,760 |
| FIRE GRANTS | 433,688 | 353,214 | 8,239 | 13,800 | 393,127 |
| RADIO COMMUNICATIONS | 343,924 | 301,886 | 278,269 | 278,264 | 317,793 |
| ROAD MAINTENANCE | 2,839 | 3,061 | 2,875 | 2,890 | 2,980 |
| **TOTAL REVENUE** | **$ 3,875,547** | **$ 3,888,312** | **$ 3,494,329** | **$ 3,575,004** | **$ 4,429,046** |

## Budgeted Expenditures Public Safety Fund:

PUBLIC SAFETY FUND

**FIRE DEPARTMENT**
**OPERATING BUDGET**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| ADMINISTRATION | $ 1,226,356 | $ 1,264,588 | $ 1,420,953 | $ 1,430,000 | $ 1,430,959 |
| PREVENTION/INVESTIGATIONS | 726,608 | 816,527 | 753,536 | 780,000 | 911,924 |
| TRAINING | 337,992 | 365,490 | 403,391 | 380,364 | 437,610 |
| EQUIPMENT/MAINTENANCE | 968,121 | 1,544,349 | 1,514,580 | 1,498,000 | 1,538,528 |
| SUPPRESSION | 13,512,602 | 12,842,216 | 13,399,476 | 13,542,492 | 13,629,012 |
| 9-1-1 EMERGENCY OP CENTER | 2,875,892 | 3,122,914 | 3,399,483 | 3,200,000 | 3,259,267 |
| COMMUNICATIONS EQUIPMENT | 89,462 | 66,853 | 81,707 | 74,500 | 96,138 |
| **TOTAL FIRE** | **$ 19,737,033** | **$ 20,022,937** | **$ 20,973,126** | **$ 20,905,356** | **$ 21,303,438** |

PUBLIC SAFETY FUND

**FIRE DEPARTMENT**
**OPERATING BUDGET**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 16,078,261 | $ 17,614,325 | $ 17,991,130 | $ 17,905,000 | $ 18,087,822 |
| OPERATIONS AND MAINTENANCE | 1,932,866 | 1,976,684 | 2,010,832 | 2,059,192 | 2,310,811 |
| CAPITAL | 1,223,230 | 375,257 | 280,000 | 250,000 | 155,000 |
| DEBT SERVICE | - | - | - | | |
| TRANSFERS | 502,676 | 56,671 | 691,164 | 691,164 | 749,805 |
| **TOTAL EXPENDITURES** | **$ 19,737,033** | **$ 20,022,937** | **$ 20,973,126** | **$ 20,905,356** | **$ 21,303,438** |

## Budgeted Expenditures All Funds:

**FIRE DEPARTMENT**
**OPERATING BUDGET BY FUND**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| FIRE DEPT GEN FUND | $ 19,737,033 | $ 20,022,937 | $ 20,973,126 | $ 20,905,356 | $ 21,303,438 |
| 911 EMERGENCY OPS | 5,154,741 | 1,285,865 | 1,101,118 | 741,000 | 1,127,522 |
| FIRE GRANTS | 410,241 | 352,876 | 87,100 | 55,000 | 340,950 |
| RADIO COMMUNICATIONS | 206,175 | 233,252 | 271,915 | 256,000 | 279,534 |
| CAPITAL REPLACEMENT | 9,699 | 1,095,573 | 177,371 | 170,000 | 1,418,938 |
| ROAD MAINTENANCE | 17 | 108 | 164 | 164 | 365 |
| **TOTAL EXPENDITURES** | **$ 25,517,906** | **$ 22,990,611** | **$ 22,610,794** | **$ 22,127,520** | **$ 24,470,747** |

**FIRE DEPARTMENT**
**OPERATING BUDGET BY CLASS**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 16,393,610 | $ 17,650,526 | $ 18,128,268 | $ 18,001,000 | 18,273,763 |
| OPERATIONS AND MAINTENANCE | 3,062,113 | 3,030,499 | 3,288,995 | 2,975,356 | $ 3,873,241 |
| CAPITAL | 5,559,507 | 2,252,915 | 502,367 | 460,000 | 1,573,938 |
| TRANSFERS | 502,676 | 56,671 | 691,164 | 691,164 | 749,805 |
| **TOTAL EXPENDITURES** | **$ 25,517,906** | **$ 22,990,611** | **$ 22,610,794** | **$ 22,127,520** | **$ 24,470,747** |

## Staffing Changes:

No new staffing is requested at this time.

**STAFFING AUTHORIZATION**
**FIRE AND 911 DEPARTMENTS**

| POSITION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | APPROVED FY 21 |
|---|---|---|---|---|
| FIRE CHIEF | 1.0 | 1.0 | 1.0 | 1.0 |
| ASSISTANT FIRE CHIEF | 1.0 | 2.0 | 2.0 | 2.0 |
| ADMINISTRATION SUPPORT I | - | - | 1.0 | 1.0 |
| ADMINISTRATION SUPPORT II | 1.0 | 1.0 | 1.0 | 1.0 |
| SR ADMINISTRATION SUPPORT IV | 1.0 | 1.0 | 1.0 | 1.0 |
| FIRE MARSHAL | 1.0 | 1.0 | 1.0 | 1.0 |
| ASSISTANT FIRE MARSHAL | 1.0 | 1.0 | 1.0 | 1.0 |
| DEPUTY FIRE MARSHAL | 3.0 | 3.0 | 3.0 | 3.0 |
| FIRE TRAINING OFFICER | 1.0 | 1.0 | 1.0 | 1.0 |
| ASST FIRE TRAINING OFFICER | 1.0 | 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 | 17.0 | 17.0 | 17.0 |
| FIREFIGHTER (PROBATIONARY) | - | 6.0 | 6.0 | 6.0 |
| FIREFIGHTER 1 | 7.0 | 6.0 | 6.0 | 6.0 |
| FIREFIGHTER 2 | 26.0 | 17.0 | 17.0 | 17.0 |
| COMMUNICATIONS CNTR MANAGER | 1.0 | 1.0 | 1.0 | 1.0 |
| EMERGENCY SERV. DISPATCHER III | 18.5 | 19.5 | 19.5 | 19.5 |
| EMERGENCY SERV. DISPATCHER II | 6.0 | 3.0 | 3.0 | 3.0 |
| EMERGENCY SERV. DISPATCHER I | 2.0 | 4.0 | 4.0 | 4.0 |
| EMERGENCY SERV OPERATOR-TRAIN | 2.0 | 3.0 | 3.0 | 3.0 |
| EMERGENCY SERVICES OPERATOR | 3.0 | 2.0 | 2.0 | 2.0 |
| EMERG.SERV.DISPATCH SHIFT SUPR. | 3.0 | 4.0 | 4.0 | 4.0 |
| **FIRE SUBTOTAL** | **156.8** | **158.8** | **159.8** | **159.8** |
| PUBLIC SAFETY TECHNICIAN | - | 0.3 | 0.3 | 0.3 |
| COMM CENTER ASST MGER | - | - | 1 | 1.0 |
| **911 SUBTOTAL** | **-** | **0.3** | **1.3** | **1.3** |
| **TOTAL FIRE** | **156.8** | **159.1** | **161.1** | **161.1** |

**Department Goals:**

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

Objective: Work with Fire Management Team to rank which existing documents are priorities for review.

Action(s): Updated plan in place to direct future operational needs.

**Goal: Succession planning and performance for Fire and 911 Center personnel**

Objective: Provide the cross training and skills necessary to have individual capable of assuming the duties and responsibilities of each position and/or rank.

Action(s): Continue programs designed to train and mentor fire personnel.

**Goal: Three, Five and ten-year facility maintenance plan.**

Objective: Develop a plan to address current repair needs, fire facilities expansions and/or relocations.

Action(s): Produce plan that will identify current repair needs, plus on-going maintenance of fire facilities.

**Goal: Enhanced Training for Fire and 911 Personnel**

Objective: Maintain essential skills necessary to ensure the safety of firefighters and the community with technology, hands-on, virtual simulators.

Action(s): Prioritize essential training with an emphasis on safety for not only fire personnel, but also the community we serve.

**Goal: Enhance Fire Prevention/Investigation**

Objective: Use technology to improve efficiency and accessibility of routine information to fire personnel and the public.

Action(s): Address software issues that interface with Tyler Technology programs.

**Goal: Smoke and Carbon Monoxide Alarms/Detectors available to anyone who needs one.**

Objective: To have a working smoke detector in every home in City of Billings and the BUFSA.

Action(s): Continue to work with the American Red Cross and our generous donors to purchase smoke and carbon monoxide alarms and batteries and install them in homes throughout the City and BUFSA.

**Goal: Maintain level of training for the Billings Regional HazMat Team**

Objective: To have trained HazMat Technicians and Tox-Medics on the department who can respond to hazardous materials incidents within the City of Billings, Yellowstone County and teams' regional response area of eastern Montana.

Action(s): Continue to provide highly technical and specialize training for Technicians and Tox-Medics.

**Goal: Provide Public Safety dispatching services that meet the changing needs and expectations of public safety responders and the community.**

Objective: Identify disparities between public safety responders and the community's expectations and the 9-1-1 Center's ability to provide them.

Action(s): Identify current and future gaps in public safety service delivery, and prioritize service delivery needs in order to better serve and meet the changing needs of the community.

**Goal: Next-Gen 911 preparation**

Objective: While call taking-equipment in the Billings 911 Center is 'Next-Gen' capable, the network is not.

Action(s): Applying for and securing available grant money from the State 911 fund will allow the 911 Center to proceed with the migration from analog phone services to a Next-Gen ready ESINet IP solution.

**Goal: Implementation of Standardized Interrogation Program**

Objective: Reduce call times by streamlining the method of obtaining information from callers when calling 911.

Action(s): Acquire software offered by the International Academy of Emergency Dispatch that offers standardized Police & Fire interrogation protocols and would interface with the Emergency Medical Dispatching Protocols [EMD] already in use in the 9-1-1 Center.

**Goal: Site Acquisition for Additional Parking**

Objective: Secured employee parking for the new 911 facility only meets current needs. Projected further growth will require additional employee parking.

Action(s): Identifying and acquiring a site in 2021 assures continuity with the current facility site plan and potentially reduces future expenses.

**Goal**: **Standby Generators.**

Objective: Minimize the impact upon the City in the event of a planned or unplanned power outage.

Action(s): Replace standby generator at Fox and Landfill tower sites.

**Goal**: **Communication via Microwave.**

Objective: Move to a more stable method of communication.

Action(s): Migrate from a T1 telephone line to a microwave at the northeast Billings site.

## Capital

Proposed capital purchases include replacement of two (2) 2003 fire pumpers, units #4061 and #4062; a 2007 Suburban unit #4079 and deferred fire station maintenance.

# Human Resources

# Human Resources Department

**Current Year Department Budgeted Expense Total:**

Human Resources: $825,565

City Health Benefits: $14,533,439

Property Insurance: $2,580,827

**Change from Prior Year:**

Human Resources: ($640)

City Health Benefits: $573,985

Property Insurance: $155,803

**Overall Budget Justification:**

The FY21 budget for the Human Resources Department is $17,939,831, this is a increase in costs of $729,148, over the prior year. The increases are in the City Health Benefits fund and the Property Insurance fund. Increases come from small increases in health and dental claims in the Health Benefits fund and an approximate 6% increase in premiums for property and liability insurance in the Property Insurance fund. Services that have been provided in the past will continue for the coming fiscal year. This includes Benefits and FMLA Administration, Timekeeping and Payroll, Workers' Compensation, Property and Liability Insurance Administration, Employee Recruitment, Workplace Investigations, Drug and Alcohol Program Administration, Collective Bargaining Agreements Administration, and Grievance and Arbitration Procedures.

In addition to the new timekeeping program discussed below, increases in the FY21 budget are related to the 2.9% COLA that was approved in prior negotiations and step increases, a $4,000 increase in our advertising charges; however, consultant services were reduced $4,000 to accommodate this increase. Retirement benefits also increased $1,613.

## Budgeted Revenues:

**HUMAN RESOURCES**
**REVENUE BY FUND**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| HUMAN RESOURCES | $ - | $ - | $ - | $ - | $ - |
| HEALTH BENEFITS | 13,027,289 | 13,257,655 | 13,867,000 | 13,227,450 | 14,193,500 |
| PROPERTY INSURANCE | 2,110,365 | 1,555,855 | 1,803,064 | 1,798,864 | 2,079,350 |
| **TOTAL EXPENDITURES** | **$ 15,137,654** | **$ 14,813,510** | **$ 15,670,064** | **$ 15,026,314** | **$ 16,272,850** |

**HUMAN RESOURCES**
**REVENUE BY CLASSIFICATION**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| CHARGE FOR SERVICES | $ 15,066,012 | $ 14,556,972 | $ 15,573,764 | $ 14,914,214 | $ 16,156,000 |
| INVESTMENT EARNINGS | 70,321 | 251,724 | 96,300 | 112,000 | 116,850 |
| MISCELLANEOUS | 1,321 | 4,814 | - | 100 | - |
| **TOTAL EXPENDITURES** | **$ 15,137,654** | **$ 14,813,510** | **$ 15,670,064** | **$ 15,026,314** | **$ 16,272,850** |

## Budgeted Expenditures:

**HUMAN RESOURCES**
**OPERATING BUDGET BY FUND**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| HUMAN RESOURCES | $ 678,464 | $ 709,118 | $ 826,205 | $ 710,500 | $ 825,565 |
| HEALTH BENEFITS | 11,754,605 | 10,868,215 | 13,959,454 | 12,617,722 | 14,533,439 |
| PROPERTY INSURANCE | 2,040,297 | 2,129,789 | 2,425,024 | 2,202,000 | 2,580,827 |
| **TOTAL EXPENDITURES** | **$ 14,473,366** | **$ 13,707,122** | **$ 17,210,683** | **$ 15,530,222** | **$ 17,939,831** |

**HUMAN RESOURCES**
**OPERATING BUDGET BY CLASSIFICATION**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 648,733 | $ 666,407 | $ 703,127 | $ 668,500 | $ 728,545 |
| OPERATIONS AND MAINTENANCE | 13,824,633 | 13,040,715 | 16,507,556 | 14,861,722 | 17,211,286 |
| **TOTAL EXPENDITURES** | **$ 14,473,366** | **$ 13,707,122** | **$ 17,210,683** | **$ 15,530,222** | **$ 17,939,831** |

## New Ongoing Program:

- In FY20, the City purchased timekeeping software to make hours entry more efficient for departments. A Supplemental Budget request of $50,000 was added in FY20, and the ongoing cost of this software is approximately $44,000 to be shared with the users.

## Additional Changes and Comments:

Due to the low unemployment rate, it has become more difficult to attract and retain employees. Therefore, the City is recruiting employees through the City's website, Social Media, television, job fairs, and professional websites. As a result, an additional $4,000 is requested for additional advertising.

**HUMAN RESOURCES**
**STAFFING AUTHORIZATION**

| POSITION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | APPROVED FY 21 |
|---|---|---|---|---|
| **HUMAN RESOURCES** | | | | |
| 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 | 1.0 | 1.0 | 1.0 | 1.0 |
| **TOTAL** | **5.0** | **5.0** | **5.0** | **5.0** |
| **PROPERTY INSURANCE** | | | | |
| RISK/SAFETY OFFICER | 1.0 | 1.0 | 1.0 | 1.0 |
| **TOTAL** | **1.0** | **1.0** | **1.0** | **1.0** |
| **TOTAL HUMAN RESOURCES** | **6.0** | **6.0** | **6.0** | **6.0** |

# Information Technology

# Information Technology Fund

**Current Year Department Budgeted Expense Total:**

Information Technology**:** $ 2,702,706

Central Telephone: $501,543

**Change from Prior Year:**

Information Technology**:** $ 30,415

Central Telephone: ($296,926)

**Overall Budget Justification:**

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

The Information Technology Budget is $ 2,702,706 which is $ 30,415 or 1.1% more than last year's budget. The FY21 is most heavily impacted by security related network and software enhancements required by the Montana Department of Justice and the Federal Government.

In FY21, the budget has an increase of $ 55,392 in Personnel costs which represents a 2.9 % increase. This increase includes the approved 2.9% COLA for all staff and a few step increases. Operating expenses have increased by $ 127,893 caused by an increase in the Parking ($ 4,581), Cost Allocation charges ($9,304), Property Insurance ($2,544), and New Requests ($ 124,076 – see details below). Capital expenses for FY21 are $ 0 which is $ 153,500 less than last year.

Information Technology is an internal support function with revenues of $ 2,610,274 generated primarily by charges for service. The ITD charges for each department/division are based on the previous calendar year's usage of PC and Network resources/support time, application resources/staff support time, virtual server services, data storage management, and GIS resources/support time. The number of PC's, the amount of disk space allocated, the number of virtual servers, and the number of E-mail accounts are all examples of resources used to calculate annual charges. FY21 total revenues are $ 92,432 below total expenses. The budget includes system security upgrades mandated by the State of Montana for the handling of sensitive Criminal Justice data. We plan to

use budget reserves to help keep internal costs down while meeting the mandated requirements.

The Central Telephone Budget is $501,543 which is $296,926 less than last year's budget. The FY20 budget included a one-time large capital expense of $400,000 which inflated the annual expenses for last year.

In FY21, the budget has an increase of $35,107 in Personnel costs which includes the approved 2.9% COLA. A majority of the increased Personnel costs are the result of an adjustment in the existing salary cost sharing between the IT Budget and the Central Telephone Budget for the IT Director, IT Administrative Support, and the IT Security Engineer positions. These adjustments are made periodically to align budgets with changes in work loads and responsibilities. Operating expenses are $2,033 less and Capital expenses are $330,000 less than FY21.

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 12 remote sites, 538 landline phones, 57 Centrex phone lines, and 353 Smartphones/cell phones/Push-to-Talk radio/phones.

The Central Telephone Service (fund 6060) is an internal support function with revenues of $439,952 derived predominately from phone services, with additional revenue from Centrex lines and interest income. Revenues for FY21 are $439,952 which represents a 0.3% increase ($1,271) over FY20. Revenues are lower than Expenses in FY21 due to the allocation of reserve funds to install a fiber backbone from City Hall to the Billings Logan International Airport.

## Budgeted Revenues:

**INFORMATION TECHNOLOGY DEPARTMENT REVENUE**

| REVENUE BY FUND | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| INFORMATION RESOURCES | $ 2,325,830 | $ 2,364,604 | $ 2,630,109 | $ 2,481,702 | $2,621,474 |
| TELEPHONE | 408,674 | 435,352 | 438,681 | 440,000 | 439,952 |
| **TOTAL REVENUE** | **$ 2,734,504** | **$ 2,799,956** | **$ 3,068,790** | **$ 2,921,702** | **$3,061,426** |

**INFORMATION TECHNOLOGY**
**DEPARTMENT ALL FUNDS**

| REVENUE BY CLASSIFICATION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| CHARGE FOR SERVICE | $ 2,718,079 | $ 2,719,349 | $ 3,046,990 | $ 2,900,702 | $3,042,626 |
| OTHER | 3,574 | 41,692 | - | - | - |
| INVESTMENT EARNINGS | 12,851 | 38,915 | 21,800 | 21,000 | 18,800 |
| **TOTAL REVENUE** | **$ 2,734,504** | **$ 2,799,956** | **$ 3,068,790** | **$ 2,921,702** | **$3,061,426** |

## Budgeted Expenditures:

**INFORMATION TECHNOLOGY**
**DEPARTMENT EXPENSE**

| EXPENSE BY FUND | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| INFORMATION RESOURCES | $ 2,708,068 | $ 2,706,970 | $ 2,672,921 | $ 2,471,127 | $2,702,706 |
| TELEPHONE | 357,019 | 403,403 | 798,469 | 695,000 | 501,543 |
| **TOTAL EXPENDITURES** | **$ 3,065,087** | **$ 3,110,373** | **$ 3,471,390** | **$ 3,166,127** | **$3,204,249** |

**INFORMATION TECHNOLOGY**
**DEPARTMENT ALL FUNDS**

| EXPENSE BY CLASSIFICATION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 2,035,955 | $ 2,118,380 | $ 2,015,072 | $ 1,881,127 | $2,105,571 |
| OPERATIONS AND MAINTENANCE | 747,007 | 640,033 | 902,818 | 910,000 | 1,028,678 |
| CAPITAL | 63,799 | 148,907 | 553,500 | 375,000 | - |
| TRANSFERS OUT | - | 3,975 | - | - | - |
| DEPRECIATION (NOT BUDGETED) | 218,326 | 199,078 | - | - | 70,000 |
| **TOTAL EXPENDITURES** | **$ 3,065,087** | **$ 3,110,373** | **$ 3,471,390** | **$ 3,166,127** | **$3,204,249** |

## New or Expanded Programs:

- The Montana Department of Justice & Federal Government has defined mandatory requirements for all networks supporting public safety with access to the Criminal Justice Information Network. The FY21 IT Budget requests to increase our annual budget by a total of $ 63,000 for the following security solutions and related annual costs:
    - Multi-Factor Authentication (MFA) for all users on the network. This project includes purchasing MFA licenses for every staff member that accesses our

internal network. This will include working with outside vendors which access our systems for implementation and support of critical systems. The IT Budget requests $ 45,000 to support implementation and annual on-going costs of MFA licenses.

- Annual license renewal for a new Palo Alto FireWall. The budget requests $ 18,000 for annual on-going license renewal. The MT DOJ requires that we log all traffic on our firewall and on all endpoint (anti-virus) protection software. MT DOJ also requires that our network have an intrusion detection solution in place to detect vulnerability exploits against a target application or computer. We need to adjust our budget to support the annual $ 18,000 cost of the Palo Alto Firewall solution.

- Migrate the City of Billings to a Microsoft Cloud Based Exchange Server and Office 365 (O365). We are requesting an increase of $ 61,000 in the first year to support the move to an O365 environment. The Microsoft Cloud Exchange Server comes at no cost to the organization but requires staff to utilize O365 licenses rather than the traditional Office Standard or Professional software we have always purchased.

  - License Versions:

    - The requested budget provides an O365 Email Only license for each staff member and full cloud-based backups. This will replace the need for our on-site Exchange Server, storage, and our daily backups. This will eliminate the need to upgrade our existing Exchange license ($60,000 upgrade) and save us valuable backup and D/R storage resources.

    - Departments will have the option to upgrade to a Level 1 or Level 3 license when they upgrade to a new computer or they can choose to do so at anytime before.

    - Level 1 (cloud-based only) and Level 3 (cloud and locally installed) licenses of O365 provide additional functionality such as using Teams for Departments, committees, work groups, etc. to collaborate on a shared group of documents, staff will be able to share documents easily both inside and outside of the organization, staff can store documents in the One Drive cloud file server and access these documents from anywhere, secure and logged chat, and more.

  - Funding:

    - We are requesting to increase our annual expenses by $ 61,000 to purchase Email Only licenses for all department end-users and fund an on-going cloud-based backup of our Exchange Server including all Emails, Calendars, Teams data, chat logs, and One-Drive storage.

    - Departments will be charged for their selected licensing levels in the annual IT charges. Departments will eventually move to level 1 and level 3 O365 licensing. IT will include the cost of the licensing in our

annual budget starting in FY22. Upgrading of licenses by departments will result in future increases in the annual maintenance costs required to support O365.

We are requesting a $70,000 capital budget amount to fund the installation of a fiber backbone from City Hall to the Billings Logan International Airport. The funding for this project will come from reserves and be repaid by the Airport in increased annual charge for services. The fiber will be installed along 27th Street in fiber conduit available through a Memorandum of Agreement signed in November of 2019 with the Montana Department of Transportation.

## Staffing:

**INFORMATION TECHNOLOGY FUND**
**STAFFING AUTHORIZATION**

| POSITION | ACTUAL FY18 | ACTUAL FY19 | BUDGET FY 20 | APPROVED FY21 |
|---|---|---|---|---|
| INFORMATION TECHNOLOGY DIRECTOR | 1.0 | 1.0 | 1.0 | 1.0 |
| APPLICATION DEVELOPER | 3.0 | 3.0 | 3.0 | 3.0 |
| OPERATION SUPPORT SPECIALIST | 1.0 | 1.0 | 1.0 | 1.0 |
| GIS SPECIALIST | 1.0 | 1.0 | 1.0 | 1.0 |
| GIS COORDINATOR | 1.0 | 1.0 | 1.0 | 1.0 |
| LAND MANAGEMENT COORDINATOR | 1.0 | 1.0 | 1.0 | 1.0 |
| SENIOR APPLICATION DEVELOPER | 1.0 | 1.0 | 1.0 | 1.0 |
| IT MANAGER | 1.0 | 1.0 | 1.0 | 1.0 |
| PUBLIC SAFETY TECH SUPPORT | 1.0 | 1.0 | 1.0 | 1.0 |
| P. C. SUPPORT SPECIALIST | 2.0 | 2.0 | 2.0 | 2.0 |
| NETWORK ADMINISTRATOR | 1.0 | 1.0 | 1.0 | 1.0 |
| ASST. NETWORK ADMINISTRATOR | 1.0 | 1.0 | 1.0 | 1.0 |
| ADMINISTRATIVE SUPPORT II | 1.0 | 1.0 | 1.0 | 1.0 |
| IT SECURITY ENGINEER | 1.0 | 1.0 | 1.0 | 1.0 |
| GIS TECHNICIAN | 2.0 | 2.0 | 2.0 | 2.0 |
| TELECOMMUNICATIONS SYSTEM MANAGER | 1.0 | 1.0 | 1.0 | 1.0 |
| **INFORMATION TECHNOLOGY** | **20.0** | **20.0** | **20.0** | **20.0** |

## Department Goals:

### HIGH PRIORITY

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

**Objective: Overhaul City Website**

Action(s): Lead a City Website Committee tasked with the on-going updates and enhancements to our City Website.

Outcome(s):

- The City Website Committee will meet periodically to review the City Website, discuss new ideas and areas that need improvement. The committee will focus on continuing to enhance the user experience 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 website.

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

Action(s): Provide a leadership role in the implementation of our Centralized Document Management System including project management, installation, end-user training, backups, and building overall organization awareness of the benefits of the new system.

Outcome(s):

- A strong understanding by the staff on how to use the new document management system will enhance their ability to access and share documents, to reduce paper and document storage, develop automated workflows to improve efficiency, and follow the city's records retention policies. Initial focus will be on Administration, Planning, and all Innoprise documents.

Action(s): Continue to provide a leadership role in implementation, training, support, and upgrading of our Innoprise Software Systems

Outcome(s):

- Through the combined efforts of the Information Technology staff and the wealth of experience found in each department, we will work together to utilize our Innoprise software to its full potential, work with vendors on new interfaces to the system, manage enhancement requests, and support on-going production.

Action(s): Continue to provide a leadership role in implementation, training, support, and upgrading Public safety software.

Outcome(s):

- The Information Technology staff works together with multiple Public Safety agencies to ensure the software and infrastructure run smoothly in the 24/7 operation. Help agencies explore and implement additional software options like electronic ticket writing, mobile fire inspections, and civil papers.

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

Action(s): Move the organization to a cloud-based Microsoft Exchange (E-mail) server and the migration of end-users to Office 365.

Outcome(s):

- Moving the Exchange Server to the Microsoft cloud is the initial step in migrating to an Office 365 user platform. A cloud-based Exchange Server will eliminate the cost of hosting three (3) in-house servers, provide for larger Email capacity per user, support transfer of larger files, and free up valuable local backup and disaster/recovery resources.
- Microsoft Office 365 (O365) will benefit the organization by providing the tools for collaboration, simplifying communications and document/file sharing, providing access to user data from anywhere, standardizing Office applications across the organization, and enhanced business intelligence tools all delivered in a secure environment available across multiple devices for each licensed user.

Action(s): Improve network/system security to meet all State & Federal Regulations and protect the organization's valuable resources & data.

Outcome(s):

- Compliance with Montana Department of Justice regulations both strengthens our security and ensures our organization can continue to access the Criminal Justice Information Network (CJIN) which is critical for all City of Billings and Yellowstone County Public Safety Agencies.
- Adherence to industry standards in system security 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): Assist with Public Works initiated GIS Needs Assessment by providing insight to the current GIS systems and the existing workflows.

Outcome(s):

- All GIS data/resources will be uniform in data creation and maintenance therefore supporting the sharing of GIS data across the entire organization and enhancing our ability to share with the citizens of Billings.

Action(s): Provide support for Cityworks, our GIS Centric Asset & Work Order Management System. This includes supporting departments already using the

system and assisting departments new to the system on implementing the technology to meet their goals.

Outcome(s):

- Improved utilization of the Cityworks system will improve our ability to manage assets, the allocation of staff resources through work orders, to share data throughout the organization, access data from our mobile devices, and generate informative reports.

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.

# Legal

# Legal

**Current Year Department Budgeted Expense Total:** $2,407,815

**Change from Prior year:** $210,642

## Overall Budget Justification:

The FY21 budget for the City Attorney funds is $2,407,815 which includes an increase of about $175,688 in Personal Services. This includes a new prosecutor position as well as a 2.9% COLA adjustment. There was a $9,705 increase in O&M due to regular monthly charges (IT, Telephone, Facilities, Parking). Additionally surface travel increased by $1,000 to reimburse for expected travel to Helena, MT for testimony before various Senate and House committees the 2021 Legislative Session, Technical Training/Tuition increased by $13,800 for anticipated additional tuition costs and bar dues increase of about $300. There are no requests for new programming.

## Budgeted Revenues:

**CITY ATTORNEY**
**DEPARTMENT REVENUE**

| REVENUE BY FUND | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| GENERAL FUND | $ 2,270 | $ 2,546 | $ - | $ - | $ - |
| CITY ATTORNEY GRANTS | 296,119 | 299,571 | 305,374 | 303,060 | 315,066 |
| **TOTAL REVENUE** | **$ 298,389** | **$ 302,117** | **$ 305,374** | **$ 303,060** | **$ 315,066** |

**CITY ATTORNEY**
**DEPARTMENT ALL FUNDS**

| REVENUE BY CLASSIFICATION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| CHARGE FOR SERVICE | $ 2,270 | $ 2,546 | $ - | $ - | $ - |
| FINES AND FORFEITURE | 56,722 | 53,789 | 50,000 | 43,000 | 50,000 |
| INTERGOVERNMENTAL | 69,694 | 72,927 | 88,000 | 60,000 | 90,000 |
| INVESTMENT EARNINGS | (4) | (49) | - | 60 | 66 |
| TRANSFER IN | 169,707 | 172,904 | 167,374 | 200,000 | 175,000 |
| **TOTAL REVENUE** | **$ 298,389** | **$ 302,117** | **$ 305,374** | **$ 303,060** | **$ 315,066** |

## Budgeted Expenditures:

**CITY ATTORNEY**
**DEPARTMENT EXPENSE**

| EXPENSE BY FUND | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| GENERAL FUND | $ 1,757,290 | $ 2,045,840 | $ 1,891,799 | $ 1,895,000 | $ 2,092,530 |
| CITY ATTORNEY GRANTS | 305,694 | 298,482 | 305,374 | 299,050 | 315,285 |
| **TOTAL EXPENDITURES** | **$ 2,062,984** | **$ 2,344,322** | **$ 2,197,173** | **$ 2,194,050** | **$ 2,407,815** |

**CITY ATTORNEY**
**DEPARTMENT ALL FUNDS**

| EXPENSE BY CLASSIFICATION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 1,458,356 | $ 1,548,209 | $ 1,607,953 | $ 1,554,050 | $ 1,783,641 |
| OPERATIONS AND MAINTENAN | 434,921 | 623,210 | 421,846 | 440,000 | 449,174 |
| TRANSFERS | 169,707 | 172,903 | 167,374 | 200,000 | 175,000 |
| **TOTAL EXPENDITURES** | **$ 2,062,984** | **$ 2,344,322** | **$ 2,197,173** | **$ 2,194,050** | **$ 2,407,815** |

## New or Expanded Programs:

None proposed for FY 2021

## Staffing:

**CITY ATTORNEY**
**STAFFING AUTHORIZATION**

| CITY ATTORNEY POSITION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | APPROVED FY 21 |
|---|---|---|---|---|
| CITY ATTORNEY | 1.0 | 1.0 | 1.0 | 1.0 |
| ASSISTANT CITY ATTORNEY | 1.0 | 1.0 | 1.0 | 1.0 |
| DEPUTY CITY ATTORNEY | 3.8 | 3.8 | 3.8 | 4.8 |
| 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 |
| ADMINISTRATIVR SUPPORT II | 2.0 | 2.0 | 2.0 | 2.0 |
| **TOTAL** | **10.8** | **9.8** | **9.8** | **10.8** |
| **LEGAL GRANT POSITION** | | | | |
| VICTIM WITNESS SPECIALIST | 1.5 | 3.0 | 3.0 | 3.0 |
| VICTIM WITNESS PRG COORDINATOR | 0.8 | - | - | - |
| ADMINISTRATIVE ASSISTANT | - | 0.5 | 0.5 | 0.5 |
| ATTORNEY-DOMESTIC VIOLENCE | 1.0 | 1.0 | 1.0 | 1.0 |
| **TOTAL** | **3.3** | **4.5** | **4.5** | **4.5** |
| **TOTAL CITY ATTORNEY** | **14.1** | **14.3** | **14.3** | **15.3** |

## Department Goals for FY 2021:

**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 21.

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:** Provide research, drafts, and other assistance in the update to the existing City ordinances based on the Municipal Code Corporation (Municode) review of the City Code. Complete a tentative internal staff review phase by end of calendar year 2020.

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 Mill Levy** during calendar year 2020.

Action(s):

- Provide information and advice on ordinances/resolutions necessary to comply with State statutes in the amendment of the City Charter and the required ballot language for the required voter approval..
- Identify public safety resource needs and support specific funding alternatives in cooperation with Planning, Municipal Court, Billings Police, and Billings Fire Department.
- Provide legal research/advice to City Administrator and Department Heads on record keeping required by the Montana Commission on Political Practices concerning mill levy staff time and work.

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: Assist in Enacting a Spa/Massage Business License Ordinance**

Action(s):

- Provide legal research/editing of current second draft of the proposed ordinance in progress.
- Assist in outreach to affected local stakeholders for comment on draft and impacts.

Outcome(s)

- Sustainable/defensible final draft that will impact quality of life, health and safety of citizens and discourage human trafficking and related crimes.

**Goal: Successful 2021 Legislative Session**

Action(s):

- Assist the Billings' City Council, City Administrator, City Lobbyist, and Department Heads in the review and analysis of proposed legislation during the 2021 Montana Legislature.
- Testify before legislative committees and submit written support or opposition as needed/directed on proposed bills.
- Implementation of laws adopted by the 2021 Montana Legislature by reviewing, summarizing, and reporting on new adopted legislation affecting City operations, and assisting in implementation as requested/needed.

Outcome(s):

- Maximize accurate communication of legislation impacts and confirm Council's position on such.
- Informed/prepared transition into new laws.

# Library

# Library Department

**Current Year Department Budgeted Expense Total:** $3,959,113

**Change from Prior Year:** $56,492

**Overall Budget Justification:**

The FY21 operating budget for the Library Department is $3.95 million. This is an increase of $56,492 over the prior year. Services that have been provided in the past will continue for the coming fiscal year, including the most up-to-date reading experiences available, programs for all ages, and Bookmobile and Senior Outreach services, to name a few. Increases in the FY21 Operations and Maintenance budget are related an increase in overall cost allocation charges of $8,760, as well as IT charge for services increase of $3,044.

Further, the Library Department is in need of updating its HVAC software in order to have it perform at peak performance. An increase of $13,500 has been added into the budget to account for this. Additionally, in prior years, the Parking Division has been responsible for the upkeep and snow removal of the library parking lot. Beginning in FY21, in increments of 25% over four years, the Library will begin incorporating this cost into its budget. Therefore, an estimated $1,045 has been added to the corresponding fund. Changes in the TRP and uncontrollable costs, such as insurance, make up the majority of the rest of the difference from FY20.

**New or Expanded Programs:**

The Library Department will not add additional programs in FY21. Due to the Coronavirus pandemic, service offerings and programming need to be evaluated to ensure the safety of staff, patrons, and community partners.

Operational procedures will be evaluated in every unit of the Library. Based on health restrictions, County Health Officer guidance, and independent research, the Billings

Public Library will implement service strategies, programming alternatives, and collection development strategies that best serve all residents of Yellowstone County.

New, revised, or discontinued strategies will be articulated to Council by the Library Director.

## Expenditures:

**CITY-COUNTY LIBRARY FUND**
**OPERATING BUDGET**

| EXPENSE BY CLASSIFICATION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 2,233,478 | $ 2,298,984 | $ 2,459,091 | $ 2,450,302 | $ 2,517,435 |
| OPERATIONS AND MAINTENANCE | 1,068,092 | 1,093,257 | 1,402,153 | 1,322,046 | 1,400,733 |
| CAPITAL | - | - | - | | |
| TRANSFERS | 20,495 | 20,705 | 41,377 | 40,945 | 40,945 |
| **TOTAL EXPENDITURES** | **$ 3,322,065** | **$ 3,412,946** | **$ 3,902,621** | **$ 3,813,293** | **$ 3,959,113** |

## Staffing Changes:

Staffing levels will remain the same for FY21.

**STAFFING AUTHORIZATION**

| POSITION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | APPROVED FY 21 |
|---|---|---|---|---|
| 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 | 2.0 | 2.0 | 2.0 | 2.0 |
| **TOTAL** | **32.8** | **32.8** | **32.8** | **32.8** |

**Department Goals:**

**Goal**: Address changing service modalities based on restrictions, insight, and health orders stemming from COVID-19.

Action: Create, revise, and/or discontinue current service models to all demographics in order to implement best practices to ensure safety, serviceability, and fiscal stewardship during this time of pandemic.

Outcome: Continuation of servicing all residents of Yellowstone County.

**Goal**: Increase technological offerings in the Billings Public Library's Royal Johnson Community Room.

Action: Partner with Community 7 and AVI Systems to install and/or upgrade current technology in the Royal Johnson Community Room.

Outcome: Creation of versatility of meeting space to be used as both physical and digital modalities.

## Budgeted Expenditure:

**LIBRARY DEPARTMENT**
**OPERATING BUDGET**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **EXPENDITURES:** | | | | | |
| ADMINISTRATION | $ 550,999 | $ 548,642 | $ 640,850 | $ 596,670 | $ 617,833 |
| FACILITIES | 567,719 | 616,985 | 669,688 | 629,184 | 684,359 |
| CIRCULATION | 532,953 | 533,136 | 510,016 | 546,909 | 580,438 |
| REFERENCE | 405,252 | 421,867 | 511,299 | 530,500 | 532,061 |
| YOUTH SERVICES | 206,549 | 201,492 | 209,483 | 187,149 | 202,274 |
| TECHNICAL PROCESS | 236,637 | 244,157 | 258,586 | 256,916 | 263,735 |
| OUTREACH SERVICES | 197,345 | 219,716 | 243,021 | 242,585 | 252,745 |
| LIBRARY RESOURCES | 254,807 | 270,599 | 322,630 | 310,030 | 322,630 |
| LIBRARY BOARD | 967 | 985 | 5,020 | 5,020 | 5,020 |
| GRANT EXPENDITURES | - | - | - | - | - |
| INTERFUND TRANSFERS | 20,495 | 20,705 | 41,377 | 41,400 | 40,945 |
| **TOTAL EXPENDITURES** | **$3,322,065** | **$3,412,947** | **$3,902,621** | **$3,813,293** | **$3,959,113** |

## Budgeted Revenue:

**LIBRARY DEPARTMENT**
**OPERATING BUDGET**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **REVENUE:** | | | | | |
| CITY TAXES | $1,114,115 | $1,139,977 | $1,162,378 | $1,145,540 | $1,192,280 |
| FEDERAL GRANT | | | | | |
| COUNTY PROPERTY TAX | 917,917 | 1,313,755 | 965,000 | 1,003,900 | 1,025,000 |
| STATE GRANTS/AID | 1,496 | 2,040 | 1,500 | 50,133 | 52,000 |
| CHARGES FOR SERVICE | 15,843 | 17,254 | 14,175 | 14,175 | 14,075 |
| FINES & FORFEITURES | 69,675 | 57,818 | 67,182 | 55,000 | 59,000 |
| INTEREST ON INVESTMENTS | 13,502 | 52,171 | 23,000 | 40,000 | 30,000 |
| DONATIONS/CONTRIBUTIONS | 66,859 | 65,160 | 69,000 | 65,000 | 73,000 |
| TRANSFER FR GENERAL FUND | 960,551 | 1,035,382 | 1,046,140 | 1,047,000 | 1,073,051 |
| SALE OF SURPLUS EQUIP | 2,481 | 2,401 | 1,850 | 3,500 | 1,850 |
| MISCELLANEOUS | 22,991 | 17,817 | 26,500 | 6,500 | 28,700 |
| **TOTAL REVENUE** | **$3,613,860** | **$4,139,451** | **$3,826,839** | **$3,880,862** | **$4,013,180** |

# Municipal Court

# Municipal Court

**Current Year Department Budgeted Expense Total:**

Municipal Court: $1,479,095

Court Grants: $684,410

**Change from Prior year:**

Municipal Court: ($14,048)

Court Grants: $37,577

**Overall Budget Justification:**

The Billings Municipal Court is a Court of Limited Jurisdiction and processes misdemeanor cases within the City of Billings. The court processes over 17,000 citations per year and over 30,000 hearings per year, making it one of the largest courts in the State of Montana.

Billings Adult Misdemeanor Treatment Court (BAMTC) consists of three specialty courts: Drug Treatment Court, DUI Treatment Court, and Co-Occurring Treatment Court. These courts are 100% funded by Federal Grants and secured by the Billings Municipal Court. The grants are reflected below under inter-governmental and grants. 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.

The Municipal Court budget consists 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/Collections Clerk, and Municipal Infraction Clerk. The grant budget funds four positions at 32 hours per week.

The personnel proposed budget shows an overall decrease of $14,048 for FY 21. Decrease is due to retirement of higher-level staff. O&M proposed budget shows a very slight increase of $305. Slight increase is due to internal services reducing their costs. The court is projected to come in under FY 20 budget with a decrease of $146,143. The court did not request any supplemental budget requests.

## Budget Revenues:

**MUNICIPAL COURT**
**REVENUE BY CLASSIFICATION**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| CHARGES FOR SERVICES | $ 1,517 | $ 1,462 | $ 2,060 | $ 1,850 | $ - |
| FINES AND FORFEITURES | 1,499,620 | 1,271,808 | 1,513,333 | 1,075,000 | 1,511,877 |
| INTER-GOVERNMENTAL | 287,311 | 409,200 | 647,123 | 480,000 | 684,410 |
| INVESTMENT EARNINGS | - | - | - | 400 | 290 |
| **TOTAL REVENUES** | **$ 1,788,448** | **$ 1,682,470** | **$ 2,162,516** | **$ 1,557,250** | **$ 2,196,577** |

**MUNICIPAL COURT**
**REVENUE BY FUND**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| MUNICIPAL COURT | $ 1,501,137 | $ 1,273,270 | $ 1,515,393 | $ 1,076,850 | $ 1,511,877 |
| COURT GRANTS | 287,311 | 409,200 | 647,123 | 480,400 | 684,700 |
| **TOTAL REVENUES** | **$ 1,788,448** | **$ 1,682,470** | **$ 2,162,516** | **$ 1,557,250** | **$ 2,196,577** |

## Budgeted Expenditures:

**MUNICIPAL COURT**
**OPERATING BUDGET BY CLASSIFICATION**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 1,223,126 | $ 1,237,531 | $ 1,363,406 | $ 1,267,000 | $ 1,413,639 |
| OPERATIONS AND MAINTENANCE | 455,209 | 552,463 | 776,860 | 487,000 | 749,866 |
| **TOTAL EXPENDITURES** | **$ 1,678,335** | **$ 1,789,994** | **$ 2,140,266** | **$ 1,754,000** | **$ 2,163,505** |

**MUNICIPAL COURT**
**OPERATING BUDGET BY FUND**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| MUNICIPAL COURT | $ 1,334,714 | $ 1,349,483 | $ 1,493,143 | $ 1,347,000 | $ 1,479,095 |
| COURT GRANTS | 343,621 | 440,511 | 647,123 | 407,000 | 684,410 |
| **TOTAL EXPENDITURES** | **$ 1,678,335** | **$ 1,789,994** | **$ 2,140,266** | **$ 1,754,000** | **$ 2,163,505** |

**STAFFING AUTHORIZATION**

| POSITION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | APPROVED FY 21 |
|---|---|---|---|---|
| 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 |
| ADMININSTRATIVE 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 | 2.0 | 1.0 | 1.0 | 1.0 |
| COLLECTION CLERK | 1.0 | 1.0 | 1.0 | 1.0 |
| **SUBTOTAL MUNICIPAL COURT** | 16.5 | 15.5 | 15.5 | 15.5 |
| **GRANT POSITION:** | | | | |
| MENTAL HEALTH COORD | 0.8 | 0.8 | 0.8 | 0.8 |
| DUI COORD | 1.0 | 0.8 | 0.8 | 0.8 |
| TREATMENT COURT SUPPORT SPEC | 1.0 | 0.8 | 0.8 | 0.8 |
| DRUG COURT COORD | 1.0 | 0.8 | 0.8 | 0.8 |
| **TOTAL MUNICIPAL COURT** | **20.3** | **18.7** | **18.7** | **18.7** |

# Planning, Building, Community Development, Zoning, and Code Enforcement

# Planning and Community Services Department (PCSD)

The PCSD focuses on Quality of Life, Safety, Fairness/Equity, Community Voice, Communication and Education. Our Department initials in our approach to our work also stand for: P-Planning, C-Community, S-Solutions, D-Delivery. As we further develop our Department's goals and strategic roadmap, we must engage our customers and the community.

**Current Year Department Budgeted Expense Total**: $6,262,597

**Change from Prior year:** $165,603

**Overall Budget Justification:**

The Planning and Community Services Department (PCSD) FY21 budget is $6,262,597; this is an increase in expenses from FY20 of $165,603. The Department anticipates spending about $674,354 in reserves, mostly in the Building Division, in FY 21.

In addition to the new programs and staff changes discussed below, increases in areas of the FY21 budget are related to the 2.9% COLA ($133,325) that was approved in prior negotiations, increases in our IT and GIS charges, and an increase in the Traffic Tech Position costs passed through from Public Works to the Planning Division's MPO program ($6,603). There was an overall increase ($17,067) in liability insurance contribution into the City insurance program across divisions. There will be a slight reduction in other Operations and Maintenance of ($29,969) and a reduction in transfers for future purchases of equipment of ($8,001). Additionally, the prior year budgeted ($50,889) for transportation equipment replacement to be reduced to zero in FY21 Budget. An additional position in the Building division increases the budget by ($97,467).

The PCSD utilizes multiple revenue sources to deliver the services it provides to its customers. These varied sources means that there are limits to revenue sharing and mixing across the four PCSD divisions – Building, Code Enforcement, Community Development, and Planning. Department level oversight and management costs are distributed across the four divisions as discussed in the New or Expanded Programs section below. Revenue is expected to increase by about ($437,000) mainly in license income, grants, and taxes.

## New or Expanded Programs:

**Electronic and Permit Review Process – CitySuite:**
The PCSD will implement a new electronic plan review process in 2020 by utilizing new software developed by the City's current core system developed by Harris (CitySuite). The Department has been working for several years to enable customers to apply for and have permits and development applications processed electronically. There will be some additional costs to complete this software deployment, but the Department currently believes the costs can be absorbed through FY20 and FY21 budgets in coordination with the IT Department.

## Department and City Council Priorities and Goals:

**Goal: Improve the safety of Billings** *(City Council)*
- Implement Code Enforcement strategies to improve safety and keep neighborhoods clean by increasing the Abatement Budget and passing the Public Safety Mill Levy.
- Continue improving "Safe Routes to Schools" with continued funding in the FY21 Planning Division Budget for the Active Transportation Planner and Traffic Technician positions and conducting planning studies and outreach efforts to prioritize future pedestrian safety projects.

**Goal: Complete Project Re-Code** *(City Council and Department) (Funded/Scheduled for 2020)*

**Goal: Complete Airport Terminal Reconstruction Project** *(City Council)*
- Reclassify Senior Combination Inspector and add a Plumbing Inspector in the Building Division for processing large commercial projects.

**Goal: Improve Communication with our citizens** *(City Council and Department)*
- Improve public support and engagement with Neighborhood Task Forces
- Create PCSD Annual and Quarterly Reports, Application of Social Media Tools, Implementation of Public Participation Plan in Land Use, Zoning and Transportation Planning Projects

**Goal: Improve city parks and trails system** *(quality and quantity) (City Council and Department)*
- Increase trails investments in partnership with City Public Works, PRPL, Billings TrailNet, Big Sky Economic Development, Healthy By Design, and others to seek and support non-motorized transportation investments.

**Goal: Excel Downtown Revitalization** *(City Council and Department)*
- Implement one-way conversion
- Adjust cost allocation for Tax Increment Finance District to support program
- Continue transportation improvements throughout downtown area

**Goal: Transportation/Land-Use System Improvements (City Council and Department)**

- Perform a corridor study of Billings Bypass project
- Inner Belt Loop - The IBL Corridor Study will be completed in FY20 with implementation beginning in FY21.

## Non-Department Related Items:

Municode Costs for Section 27 Updates of Zoning Code – Codification of entire new Zoning Code (Section 27 of the Billings Municipal Code) will require a budget allocation from the GF to cover this code revision. An estimate of $15,000 for this project is included in the City Clerk budget using the General Fund.

## Staffing:

Salary, benefits, and expenses of the Director and Department Receptionist should both be allocated across the Department Divisions. The Receptionist position's salary and benefits are divided in thirds across Building, Planning and Code Enforcement. However, the Director's position is financially attached to the Planning Division, with the only significant contribution provided by the Building Division as an inter-fund transfer. The imbalance in the way this position is funded is an ongoing issue the Department, Finance and Administration are working to address. If each of the PCSD's Divisions were contributing to fund the Director position, and other costs like Neighborhood Task Force Support were factored in as well, a breakdown of funding the position would match up with how it is distributed in the Staffing Authorization table on the following page.

**STAFFING AUTHORIZATION - ALL DEPARTMENTS**

| POSITION | DIVISION FUNDING | ACTUAL FY 18 | ACTUAL FY19 | BUDGET FY20 | APPROVED FY21 |
|---|---|---|---|---|---|
| PLANNING/COMM SERV DIRECTOR | BUILDING | 0.25 | 0.25 | 0.25 | 0.22 |
| | CDBG | 0.10 | 0.10 | 0.12 | 0.12 |
| | CODE ENFORCEMENT | 0.25 | 0.25 | 0.25 | 0.25 |
| | PLANNING | 0.38 | 0.38 | 0.34 | 0.30 |
| | TIF | 0.02 | 0.02 | 0.04 | 0.11 |
| | **TOTAL** | **1.00** | **1.00** | **1.00** | **1.00** |
| ADMINISTRATIVE SUPPORT I | BUILDING | 0.33 | 0.33 | 0.33 | 0.33 |
| | CODE ENFORCEMENT | 0.33 | 0.33 | 0.33 | 0.33 |
| | PLANNING | 0.34 | 0.34 | 0.34 | 0.34 |
| | **TOTAL** | **1.00** | **1.00** | **1.00** | **1.00** |
| CODE ENFORCEMENT OFFICER | BUILDING | 0.3 | 0.3 | 0.3 | **** |
| | CODE ENFORCEMENT | 2.8 | 2.0 | 2.0 | 3.0 |
| | **TOTAL** | **3.1** | **2.3** | **2.3** | **3.0** |
| BUILDING OFFICIAL | BUILDING | 1.0 | 1.0 | 1.0 | 1.0 |
| DEPUTY BUILDING OFFICIAL | BUILDING | 1.0 | 1.0 | 1.0 | 1.0 |
| ADMINISTRATIVE SUPPORT II | BUILDING | 1.0 | 1.0 | 1.0 | 1.0 |
| BUILDING PERMIT TECH | BUILDING | 1.0 | 1.0 | 1.0 | 1.0 |
| COMBINATION INSPECTOR I | BUILDING | 1.0 | 1.0 | 1.0 | 1.0 |
| COMBINATION INSPECTOR II | BUILDING | 1.0 | 1.0 | 1.0 | 2.0 |
| COMBINATION INSPECTOR III | BUILDING | 3.0 | 3.0 | 3.0 | 2.0 |
| ELECTRICAL INSPECTOR I | BUILDING | 1.0 | 1.0 | 1.0 | 1.0 |
| ELECTRICAL INSPECTOR II | BUILDING | 1.0 | 1.0 | 1.0 | 1.0 |
| PLANS EXAMINER | BUILDING | 3.0 | 3.0 | 3.0 | 3.0 |
| PLUMBING INSPECTOR | BUILDING | - | - | - | 1.0 |
| SR. COMBINATION INSPECTOR | BUILDING | 0.0 | 1.0 | 1.0 | 1.0 |
| SR. PERMIT TECHNICIAN/COORD | BUILDING | 1.0 | 1.0 | 1.0 | 1.0 |
| COMMUNITY SERVICES MANAGER | CDBG | 1.0 | 1.0 | 1.0 | 1.0 |
| COMMUNITY DEV GRANT COORDINATOR | CDBG | 2.0 | 2.0 | 2.0 | 2.0 |
| GRANTS TECHNICIAN | CDBG | 1.5 | 1.5 | 1.5 | 1.5 |
| CODE ENFORCEMENT CLERK | CODE ENFORCEMENT | 1.0 | 1.0 | 1.0 | 1.0 |
| CODE ENFORCEMENT OFFICER II | CODE ENFORCEMENT | 1.0 | 1.0 | 1.0 | 1.0 |
| COMMERCIAL CODE ENFORCEMENT OFF | CODE ENFORCEMENT | - | 0.8 | 0.8 | - |
| ACTIVE TRANSPORTATION PLANNER | PLANNING | 0.8 | 0.8 | 1.0 | 1.0 |
| CODE ENFORCE MGR/ZONING COORD | PLANNING | - | - | 1.0 | 1.0 |
| PLANNER I | PLANNING | - | - | 1.0 | 1.0 |
| PLANNER II | PLANNING | 4.0 | 4.0 | 1.0 | 1.0 |
| PLANNING ASSISTANT | PLANNING | 1.0 | 1.0 | 1.0 | 1.0 |
| PLANNING CLERK | PLANNING | 1.0 | 1.0 | 1.0 | 1.0 |
| PLANNING DIVISION MANAGER | PLANNING | 1.0 | 1.0 | 1.0 | 1.0 |
| TRANSPORTATION PLANNER | PLANNING | - | - | 1.0 | 1.0 |
| TRANSPORTATION PLANNING COORD | PLANNING | - | - | 1.0 | 1.0 |
| **TOTAL STAFF** | | **34.4** | **35.4** | **36.6** | **37.5** |

****The Code Enforcement Officer will be fully funded by the Code Enforcement Division in FY21 and will no longer have funding from Building

## Budgeted Revenues:

**PCSD**

**DEPARTMENT AND FUNDS**

REVENUE BY CLASSIFICATION

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| TAXES | $ 480,175 | $ 501,298 | $ 490,400 | $ 495,385 | $ 513,000 |
| LICENSES & PERMITS | 1,781,443 | 1,795,692 | 1,420,850 | 1,955,750 | 1,699,225 |
| INTERGOVERNMENTAL | 2,112,717 | 2,310,814 | 2,221,969 | 1,944,950 | 2,341,479 |
| CHARGES FOR SERVICE | 317,141 | 306,250 | 305,611 | 328,012 | 309,330 |
| INVESTMENT EARNINGS | 25,516 | 82,898 | 44,200 | 35,075 | 38,815 |
| CONTRIBUTIONS/DONATIONS | 2,000 | 2,000 | 1,500 | - | 1,500 |
| INTERFUND TRANSFERS | 176,445 | 88,035 | 64,531 | 64,535 | 66,031 |
| MISCELLANEOUS | 664,356 | 783,359 | 202,500 | 515,767 | 200,000 |
| **TOTAL REVENUE** | **$ 5,559,793** | **$ 5,870,346** | **$ 4,751,561** | **$ 5,339,474** | **$5,169,380** |

**PCSD**

REVENUE BY FUND

**ALL DEPARTMENT REVENUES**

| FUND NAME | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| GENERAL FUND | $ 10,899 | $ 14,997 | $ 15,000 | $ 18,820 | $ 15,000 |
| BUILDING INSPECTION | 1,772,938 | 1,833,523 | 1,426,600 | 1,723,199 | 1,684,600 |
| CDBG FUND | 2,052,009 | 2,175,387 | 1,652,400 | 1,648,155 | 1,657,825 |
| CITY COUNTY PLANNING FUND | 1,723,947 | 1,846,439 | 1,657,561 | 1,949,300 | 1,811,955 |
| **TOTAL REVENUE** | **$ 5,559,793** | **$ 5,870,346** | **$ 4,751,561** | **$ 5,339,474** | **$5,169,380** |

## Budgeted Expenditures:

**PCSD**

**ALL DEPARTMENTS AND FUNDS**

EXPENSE BY CLASSIFICATION

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 2,948,471 | $3,189,449 | $3,463,611 | $3,424,048 | $3,694,403 |
| OPERATIONS AND MAINTENANCE | 3,074,550 | 2,977,069 | 2,516,351 | 2,660,104 | 2,510,052 |
| CAPITAL | 26,706 | | 100,889 | 50,000 | 50,000 |
| TRANSFERS | 116,939 | 14,071 | 16,143 | 15,112 | 8,142 |
| **TOTAL EXPENDITURES** | **$ 6,166,666** | **$6,180,589** | **$6,096,994** | **$6,149,264** | **$6,262,597** |

**PCSD**

**ALL DEPARTMENT EXPENSES**

EXPENSE BY FUND

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| GENERAL FUND | $ 492,423 | $ 481,691 | $ 564,362 | $ 468,289 | $ 575,602 |
| BUILDING INSPECTION | 1,805,128 | 1,845,667 | 2,094,808 | 2,107,294 | 2,298,026 |
| CAPITAL REPLACEMENT | - | - | 50,889 | - | - |
| CDBG FUND | 2,249,576 | 2,069,395 | 1,510,175 | 1,728,079 | 1,516,160 |
| CITY COUNTY PLANNING FUND | 1,619,539 | 1,783,836 | 1,876,760 | 1,845,602 | 1,872,809 |
| **TOTAL EXPENDITURES** | **$ 6,166,666** | **$6,180,589** | **$6,096,994** | **$6,149,264** | **$6,262,597** |

## BUILDING:

The Building Division is responsible for issuing permits, performing plan review, and conducting field inspections for commercial and residential construction within the City of Billings. The Division acts as an information source to both the construction community and the public as it relates to building codes and construction. The sole source of funding is obtained through permit fees. No capital expenditures are anticipated in the forthcoming year.

**Revenue:** License and Permit revenues for FY21 are projected to be $1,655,600, which is approximately $265,000 more than last year's estimate. Last year's activity was slightly less than expected but the increases in construction costs resulted in increased revenue correspondingly. Revenues can fluctuate a great deal based on actual construction, and natural disasters such as hail. We believe activity in construction will be consistent in the forthcoming year. All program revenues are expected to be $1,684,600 including and expected investment income of ($29,000).

**Expenses:** Expenses are set at $2,298,026. The amount reflects costs associated with technology improvements with on-going maintenance agreements, and general expenses tied to overhead & maintenance, and fuel prices. Employee salary split between Code Enforcement and Building in the prior year was moved out of Building and entirely into Code Enforcement.

**Reserves:** While the difference in revenues and expenses shows spending an estimated $613,500 of reserves, carry over reserve from FY20 and vacancy savings for at least two positions brings the total reserve spending to about $218,500. This reserve spending also continues to ensure the Building Division remains at or below the maximum 1-year operating reserve cap set by the State for building permitting across Montana.

**New or Expanded Programs:**

- Implementation of 2018 Building Codes
    - Application of the Sign Appendix – all sign projects must apply for and receive a building permit under the new code.
        - Tiny Homes Appendix – Allows construction of so-called tiny home residential units that meet residential building codes.
- Inspection Program
    - Senior Combination Inspector oversight of Building Inspectors – improved inspection consistency, processes and code compliance

**Staffing Changes:**

- Addition of Plumbing Inspector Position
    - Yearly ongoing cost estimated at $97,467
- Reclassification of Senior Combination Inspector
    - Yearly ongoing cost estimated at $7,600

## Budget Expenditures:

**BUILDING INSPECTION FUND**
**OPERATING BUDGET**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 1,241,446 | $ 1,333,422 | $ 1,520,447 | $ 1,537,933 | $ 1,674,708 |
| OPERATIONS AND MAINTENANCE | 536,976 | 512,245 | 574,361 | 569,361 | 623,318 |
| CAPITAL | 26,706 | - | - | - | - |
| **TOTAL EXPENDTURES** | **$ 1,955,154** | **$ 1,845,667** | **$ 2,094,808** | **$ 2,107,294** | **$ 2,298,026** |

## CODE ENFORCEMENT:

The Code Enforcement Division is funded by the City's General Fund. The Division enforces 22 City codes, including junk vehicles, parking, weeds, nuisances, signage, and right-of-way obstructions. The Division handles an average of more than 5,000 cases per year. This Division does generate some revenue from parking tickets and weed abatement. However, the parking ticket funds are budgeted within Municipal Court and the weed abatement charges return to the General Fund. Therefore, none of the revenue sources are reflected clearly as a revenue stream for CE operations. CE does not carry reserves called out separately from the General Fund.

**Revenue:** $575,602

**Expenses**: $575,602

**Additional Notes:**

- The CE Division is included as an integral component of the City Council's First Priority for 2020 to improve the safety of Billings by adopting and receiving voter approval of a Public Safety Mill Levy. The added resources for the Division with passage of the levy would add about $500,000 in additional revenue over the next five years by implementing additions of staff and resources. This financial investment would enable the Division to:
    - Become proactive in its enforcement
    - More successful in Municipal Court actions
    - Able to coordinate clean and safe neighborhood programs
    - Increase outreach and education efforts to community groups and residents

**Contingent Staffing Changes:**

The Public Safety Mill Levy would fund the staffing below and these changes are dependent on its approval:

- CE Supervisor
- PCSD Director Oversight Costs

## Budgeted Expenditures:

**CODE ENFORCEMENT**

**OPERATING BUDGET**

GENERAL FUND

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 383,029 | $ 400,015 | $ 419,674 | $ 359,875 | $ 434,282 |
| OPERATIONS AND MAINTENANCE | 101,726 | 70,864 | 154,074 | 97,800 | 135,348 |
| TRANSFERS | 7,667 | 10,812 | 10,614 | 10,614 | 5,972 |
| **TOTAL EXPENDITURES** | **$ 492,422** | **$ 481,691** | **$ 584,362** | **$ 468,289** | **$ 575,602** |

## COMMUNITY DEVELOPMENT:

The Community Development Division manages federal funding including the U.S. Department of Housing and Urban Development *(Community Development Block Grant and HOME Investment Partnerships program)* and the Corporation for National and Community Service *(AmeriCorps VISTA).* These federal resources pay for personnel wages, benefits, and operations costs to implement homebuyer, home repair, housing development, and poverty-impact programs. Given the limited funds that may be allocated to administration of the HUD programs, only $2,000 per year is allocated to cover the PCSD Director's oversight of the Division.

Community Development receives an annual General Fund allocation to cover rent and parking (FY21 $65,000). The Division also received a one-time $250,000 in 2013 from an SID loan fund reallocation the City Council approved and a one-time $196,500 in 2015 from a South 27th Street property sale. These revolving funds are used for housing projects and more than 40 families have been assisted with home ownership / repair projects to date.

The Division does not carry reserves, but federal funding and affiliated loan repayment revenues can be carried over from one City Fiscal Year to the next.

### FY21 Revenue/Expenditures:

| Program | Revenue Amount | Expenditure Amount |
|---|---|---|
| Community Development Block Grant | $757,820 | $656,661 |
| HOME Grant | $449,144 | $349,144 |
| AmericaCorps VISTA Grant | $382,546 | $382,546 |
| General Funds Transfer (Rent) | $65,000 | $65,000 |
| Investment Interest | $2,315 | - |
| **TOTAL** | $1,656,825 | $1,453,351 |

### Additional Notes:

The Division is not proposing any new programs or projects for FY21 but it continues to face challenges due to its very limited funding outside of its core HUD programs. Issues of affordable housing, homelessness and other social service programs are a significant concern and focus in Billings. And while Community Development staff could bring knowledge and expertise to some of these discussions and efforts, the HUD grant funding does not enable staff to vary from the primary goals and programming covered by the HUD grants. Other large communities in Montana have addressed this by bringing local general funds to community development activities. Further discussion of strategies to address this challenge long term are needed with City Administration and City Council.

## Budgeted Expenditures:

**COMMUNITY DEVELOPMENT GRANTS FUND**
**OPERATING BUDGET**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY20 | ESTIMATE FY20 | APPROVED FY21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 377,124 | $ 389,105 | $ 408,288 | $ 406,240 | $ 426,491 |
| OPERATIONS AND MAINTENANCE | 1,792,840 | 1,671,333 | 1,039,145 | 1,265,255 | 1,026,860 |
| **TOTAL EXPENDITURES** | **$ 2,169,964** | **$ 2,060,438** | **$ 1,447,433** | **$ 1,671,495** | **$ 1,453,351** |

# COMMUNITY DEVELOPMENT PROGRAM: URBAN RENEWAL PROPERTY ACQUISITION FUND

This fund is used to account for Tax Increment assets primarily related to property on South 27th Street. As the City sells property previously acquired through the Tax Increment Program, the funds are deposited in Fund 4280 making them available for additional Tax Increment-related activities or for ongoing operating a maintenance costs associated with the property previously acquired, such as snow removal and weed control. There is a slight increase in both Operating and Maintenance Expenses and Interest Income.

**URBAN RENEWAL PROPERTY ACQUISTION FUND**
**OPERATING BUDGET**

FUND 4280

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **FUND BALANCE BEGINNING** | **$ 259,868** | **$ 251,485** | **$ 247,285** | **$ 244,030** | **$ 188,196** |
| **REVENUE:** | | | | | |
| INTEREST ON INVESTMENTS | $ 580 | 1,502 | $ 900 | $ 750 | $ 1,000 |
| MISCELLANEOUS | 1,850 | - | - | - | - |
| **TOTAL REVENUE** | **$ 2,430** | **$ 1,502** | **$ 900** | **$ 750** | **$ 1,000** |
| **EXPENDITURES:** | | | | | |
| OPERATIONS & MAINTENANCE | $ 10,813 | $ 8,957 | $ 12,742 | $ 6,584 | $ 12,809 |
| LAND & IMPROVEMENTS | - | - | 50,000 | 50,000 | 50,000 |
| **TOTAL EXPENDITURES** | **$ 10,813** | **$ 8,957** | **$ 62,742** | **$ 56,584** | **$ 62,809** |
| **FUND BALANCE ENDING** | **$ 251,485** | **$ 244,030** | **$ 185,443** | **$ 188,196** | **$ 126,387** |
| **LESS:** | | | | | |
| RESTRICTED | 251,485 | 244,030 | 185,443 | 188,196 | 126,387 |
| **UNASSIGNED** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## PLANNING:

The Planning Division provides comprehensive planning services for the City of Billings and Yellowstone County. This includes subdivision and zoning administration and transportation planning services for the Metropolitan Planning Organization. The Planning Division draws on three revenue sources to sustain all of its operations – a County-Wide Mill Levy, charges for permit and application fees, and federal funds allocated to the Billings Metropolitan Planning Organization (MPO) for transportation planning services. The MPO funds can be used to match local funding from the Mill Levy and charges for service at levels of 20% to 80% depending on the program and staff activities.

**Revenue:** $1,811,955

**Expenses:** $1,872,809

**Reserve:**

Spending $60,854 in reserves in FY21 still leaves the Division with an estimated $505,000 in reserves at the end of FY21, well above the minimum required.

**New or Expanded Programs:**

The Division revisits its fee structure every 2 years and last made adjustments in FY19. There will be an adjustment of fees for FY21 at an increase of 10%, so Planning can avoid requesting smaller incremental raises each year.

- There are some new zoning fees that will be added in relation to implementation of Project Re: Code.

- The Division has likely underestimated revenues related to permits and fees for FY21 to be conservative based on approvals of increases that have not yet occurred. The timing of the implementation of Project Re: Code may affect the overall number of applications submitted and it is unknown if both the City Council and Board of County Commissioners will be favorable to the newly recommended fee levels.

## Staffing Changes:

Reclassification Planning Clerk. The Planning Clerk position is proposed to reclassify from a C61 to a 171 based on the position's work for the Division and MPO.

- Yearly ongoing cost estimated at $6,256 (Bargaining 171)

## Budgeted Expenditures:

**CITY-COUNTY PLANNING FUND**
**OPERATING BUDGET**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 946,873 | $ 1,066,906 | $ 1,115,202 | $ 1,120,000 | $ 1,158,922 |
| OPERATIONS AND MAINTENANCE | 632,194 | 714,339 | 756,029 | 721,104 | 711,717 |
| TRANSFERS | 4,441 | 2,228 | 4,498 | 4,498 | 1,139 |
| **TOTAL EXPENDITURES** | **$ 1,583,508** | **$ 1,783,473** | **$ 1,875,729** | **$ 1,845,602** | **$ 1,871,778** |

# Police

# Billings Police Department

**Current Year Department Budgeted Expense Total**: $27,611,105

**Change from Prior Year**: Decrease of $1,169,321

**Overall Budget Justification:**

The primary function of the Billings Police Department is to protect life, property, and the pursuit of constitutionally guaranteed activities through the enforcement of laws, statues, and local ordinances and promoting a safe environment within the philosophy of community policing. The Police Department is split between the Public Safety Fund for a large majority of their expenses and income, but additional grant funds provide reimbursement for several specific programs. The Police Department will continue to provide services for patrol, investigation, animal control, K-9 policing, traffic safety and partner with local, state, and federal investigations.

The budget for all Police Department expenses is expected to be $27.88 million, but has decreased from the prior year by $1,169,321. The largest decrease ($2,800,000) will be from the completion of the Police Evidence Center in August 2020 and a reduction in the amount of Equipment Replacement charges of ($29,141). However, there will be increases in the personal services expenditures ($1,026,109) for overtime, comp cash out and increased grant funded pay. Open positions will not be filled in FY21, so the City has budgeted a vacancy savings of ($239,632). An additional increase of ($518,692) is due to the 2.9% COLA increase for all city employees. The transfers out will be increased by ($26,139) for facilities and equipment replacement. The South TIF Urban Renewal Fund will be transferring in ($250,000) to cover the entire debt service payment.

Additional changes from the prior year are due to an increase in Operations and Maintenance netting to ($82,204) including a large decrease in computer equipment and an increase in towing expenses.

Additional decreases are due to the department's internal technology expenditures decreasing by ($3,692). External charges for technology are expected to increase a negligible amount to increase the storage of data and to create a more comprehensive capability for report analyzing data. There is a constant need for new subscriptions and software upgrades. These are some examples of subscriptions used daily that require a rate increase, renewal, or additional licenses:

| Company Name | Cost |
|---|---|
| Zetx | $2,600 |
| FARO | $5,500 |
| Cellbrite | $3,700 |
| Leads Online | $7,820 |
| VeriPic | $3,480 |
| TransUnion | $2,800 |

The Billings Police Department also encompasses the Animal Control Division. Donations to the Animal Shelter are tracked, but with the privatization of the Animal Shelter in 2009, projected revenues for the Animal Shelter are no longer expected as public donations have been going directly to the Yellowstone Valley Animal Shelter. The accounts are left open for possible donations through the City.

Any expenditures within Animal Control will be used for spay and neuter relief, education, animal health and welfare, facility improvements, and other projects and initiatives to benefit animals.

**New or Expanded Programs:**

**FARO Scanner:** (Total - $5,500) This instrument is used on all major crime and crash scenes. To make sure the instrument is valid for court use and cannot be nullified, the Police Department must submit it for calibration and software updates by the original company. It is likely that this subscription cost will increase, but cost quotes will need to be submitted to the company for increased access.

**Cellbrite:** (Total - $3,700) The subscription is per officer and the Department wishes to invest in the UFED software to expand cloud data storage. The upgrade in software would allow for more data to be collected and more comprehensive analysis.

## Budgeted Revenues:

REVENUE BY CLASSIFICATION

**POLICE DEPARTMENT**
**POLICE DEPARTMENT BY CLASSIFICATION**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| CHARGE FOR SERVICE | $ 378,228 | $ 552,011 | $ 349,530 | $ 819,008 | $ 563,450 |
| CONTRIBUTIONS/DONATIONS | 50,082 | 39,307 | 20,500 | 67,661 | 40,000 |
| FINES AND FORFEITURES | 211,918 | 367,413 | 52,900 | 140,033 | 102,750 |
| INTERGOVERNMENTAL | 796,121 | 1,137,072 | 1,011,436 | 1,143,998 | 1,327,393 |
| INVESTMENT EARNINGS | 6,095 | 33,217 | 7,650 | 17,916 | 16,646 |
| LICENSE AND PERMITS | 41,135 | 35,271 | 25,000 | 39,285 | 32,000 |
| MISCELLANEOUS | 46,993 | 49,306 | 43,000 | 44,969 | 44,700 |
| OTHER FINANCING | - | 145 | 2,800,000 | 2,035,103 | - |
| TRANSFER FROMS | - | 173 | - | - | 250,000 |
| **TOTAL REVENUE** | **$ 1,530,572** | **$ 2,213,915** | **$ 4,310,016** | **$ 4,307,973** | **$ 2,376,939** |

REVENUE BY FUND

**POLICE DEPARTMENT**
**POLICE DEPARTMENT BY FUND**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| ANIMAL SHELTER | $ 315 | $ 949 | $ 750 | $ 486 | $ 370 |
| POLICE PROGRAMS/GRANTS | 849,784 | 1,149,346 | 676,344 | 839,211 | 1,074,805 |
| PUBLIC SAFETY | 680,473 | 1,063,620 | 3,632,922 | 3,468,276 | 1,301,764 |
| **TOTAL REVENUE** | **$ 1,530,572** | **$ 2,213,915** | **$ 4,310,016** | **$ 4,307,973** | **$ 2,376,939** |

## Budgeted Expenditures:

EXPENDITURES BY CLASSIFICATION

**POLICE DEPARTMENT**
**POLICE DEPARTMENT BY CLASSIFICATION**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 18,673,662 | $ 19,845,515 | $ 19,937,397 | $ 19,970,734 | $21,242,566 |
| OPERATIONS & MAINTENANCE | 4,632,212 | 5,087,820 | 4,775,413 | 4,485,880 | 4,853,925 |
| CAPITAL OUTLAY | 392,699 | 428,023 | 3,287,939 | 3,908,252 | 458,798 |
| DEBT SERVICE | - | - | - | - | 250,000 |
| TRANSFERS OUT | 377,258 | 770,327 | 779,677 | 775,186 | 805,816 |
| **TOTAL BUDGETED EXPENDITURES** | **$ 24,075,831** | **$ 26,131,685** | **$ 28,780,426** | **$ 29,140,052** | **$27,611,105** |

EXPENDITURES BY FUND

**POLICE DEPARTMENT**
**POLICE DEPARTMENT BY FUND**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| ANIMAL SHELTER | $ - | $ - | $ 6,000 | $ - | $ - |
| CAPITAL REPLACEMENT | 290,648 | 648,496 | 1,139,915 | 1,142,939 | 378,798 |
| POLICE PROGRAMS/GRANTS | 1,008,248 | 1,177,122 | 617,088 | 1,006,542 | 1,306,481 |
| PUBLIC SAFETY | 22,776,935 | 24,306,067 | 27,017,423 | 26,990,571 | 25,925,826 |
| **TOTAL BUDGETED EXPENDITURES** | **$ 24,075,831** | **$ 26,131,685** | **$ 28,780,426** | **$ 29,140,052** | **$27,611,105** |

## Public Safety Fund:

PUBLIC SAFETY FUND

**POLICE DEPARTMENT**
**OPERATING BUDGET**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 18,419,440 | $ 19,580,898 | $ 19,687,990 | $ 19,684,364 | $ 20,917,531 |
| OPERATIONS AND MAINTENANCE | 3,920,204 | 3,841,673 | 3,749,756 | 3,765,708 | 3,932,479 |
| CAPITAL | 60,034 | 113,168 | 2,800,000 | 2,765,313 | 20,000 |
| DEBT SERVICE | - | | - | | 250,000 |
| TRANSFERS | 377,258 | 770,327 | 779,677 | 775,186 | 805,816 |
| **TOTAL EXPENDITURES** | **$ 22,776,936** | **$ 24,306,066** | **$ 27,017,423** | **$ 26,990,571** | **$ 25,925,826** |

## Staffing:

| | STAFFING AUTHORIZATION | | | |
|---|---|---|---|---|
| | ACTUAL | ACTUAL | BUDGET | APPROVED |
| **POSITION** | **FY 18** | **FY 19** | **FY 20** | **FY 21** |
| CHIEF OF POLICE | 1.0 | 1.0 | 1.0 | 1.0 |
| DEPUTY CHIEF OF POLICE | - | - | - | - |
| 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 | 6.0 | 6.0 | 6.0 |
| POLICE SERGEANT | 16.0 | 16.0 | 16.0 | 16.0 |
| POLICE OFFICER | 120.0 | 120.0 | 126.0 | 126.0 |
| PROPERTY EVIDENCE TECHNICIAN | 3.0 | 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 | 1.0 | 1.0 | 1.0 | 1.0 |
| **SUBTOTAL PUBLIC SAFETY** | **177.3** | **178.3** | **184.3** | **184.3** |
| **GRANT POSITIONS:** | | | | |
| ADMINISTRATIVE SUPPORT II | 1.0 | 1.0 | 1.0 | 1.0 |
| POLICE OFFICER-DOWNTOWN BEAT | 2.0 | 2.0 | 2.0 | 2.0 |
| PC/COMPUTER FORENSIC EXAMINER | 1.0 | 1.0 | 1.0 | 1.0 |
| **TOTAL POLICE/POLICE GRANTS** | **181.3** | **182.3** | **188.3** | **188.3** |

# Parks, Recreation, and Public Lands

# Parks and Recreation Department

**Current Year Department Budgeted Expense Total:** $9,140,401

**Change from Prior year:** -$94,392

**Overall Budget Justification:**

The FY21 Budget for the Parks and Recreation Department will focus on the continuation of providing safe and enjoyable programs, services and facilities that enhance the community's quality of life. The budget reflects a $94,392 decrease. This budget will examine tools for implementing a future park development strategy, strengthen partnerships and agreements with user groups, and continue to enhance the quality programs and services currently provided by the Department.

**Overall Budget Justification: Administration**

The Administration Division consists of; Parks and Recreation Director, Parks Planner, Community Outreach and Engagement Coordinator, Administrative Secretary, and Customer Service Coordinator. Major functions include budget management, park planning and development, volunteer coordination, public outreach and communication, awareness campaigns, customer service and guidance and direction for the whole department.

**Overall Budget Justification: Parks Division**

The Parks Division consists of three sections: Parks, Cemetery, and Forestry /Natural Lands. The Parks Division has 22 full-time staff; one Parks Superintendent, two Parks Supervisors, one Forester, one Arborist, one half-time Arborist/half-time Equipment Operator, one Parks Mechanic, and fifteen Equipment Operators. During the summer months, over 50 seasonal employees join the team and are spread out into Parks throughout the city. Park maintenance is much more than just turf care; there are 5 spray grounds, 2 wading pools, 38 playgrounds, 24 picnic shelters, 24 restrooms, over 40 miles of hard surface trails, more than 10,000 trees, 1,400 acres of natural areas and one Cemetery. All of which require a degree of maintenance and care. There is currently a total of more than 2,700 acres of Parkland. Our Focus is to ensure safe places for the community to enjoy and recreate. Staff is dedicated to safety and continue to receive training and certifications so they up to date on the latest technology and industry standards. Currently 6 are Certified Playground inspectors, 12 are Certified Pesticide Applicators, 7 hold a CDL license and 3 are Certified Arborists. Through our commitment to safety, all playgrounds are maintained to meet the Consumer Safety

Performance Specification for Playground Equipment for Public Use, all trees are maintained to ISA standards and all pools and splash pads are inspected annually to comply with state and federal regulations. Additionally, the Parks Department facilitated over 1,000 events In FY20 in the parks, ranging from large events like Symphony in the park to birthday parties.

**Overall Budget Justification: Parks Programs**

This budget accounts for the proceeds from the City's share of the Par 3 Golf Course operation, cell tower leases/easements, Mustang Baseball lease of Dehler Park, Kiwanis license plates proceeds, trash for trees, parkland sales, and cash in lieu of parkland dedications from residential subdivisions. Expenditures are accounted for in this budget for items such as professional services, park acquisitions, sales and development projects, park master plans, tree purchases, and major maintenance and repairs to Dehler Park and Amend Park. The majority of the fund balance in this account is due to cash in lieu of parkland dedication payments being made to the City.

Major expenditures in FY21 will be trees, from the trash for trees fund, to be planted at Centennial Park, and the Master Plan for Castle Rock Park and restroom facilities at High Sierra Park, both funded by Cash-in-Lieu.

**Overall Budget Justification: Recreation Division**

The Recreation Division FY21 budget of $1,519,354 is comprised of 7 full-time employees; (one Recreation Superintendent, three Recreation Specialists, one Senior Services Specialist, one Administrative Assistant at the Community Center and one Maintenance Worker at the Community Center), all in combination with as many as 250 seasonal/temporary staff hired annually to assist in providing programs and services to the Billings community. The focus is on providing quality year-round recreational opportunities for all ages. Through our partnership with School District #2 we are able to utilize 6 middle school gymnasiums that provide the space for programming during the school year. In addition, we are fortunate to have an abundance of parks for programming during the summer, which in total, equates to over 140+ different recreational programs that nearly 7000 participants enjoy annually.

The Recreation Division is also responsible for the operations of our municipal pools at Rose and South Parks as well as the wading pools at Pioneer and Hawthorne Parks. We are committed to upholding the highest regards for safety and strive to follow the Model Aquatic Health Code. Our management staff are certified as Aquatic Facility Operators through the National Parks and Recreation Department and all of our lifeguards are certified through the American Red Cross. We take great pride in providing a safe and enjoyable experience for the 40,000+ visitors to our municipal aquatic facilities each summer.

As we look at programming for all ages, it is important to understand the tremendous role our staff at the Community and Senior Center plays in providing health and wellness programs and services for our senior population. Our Center is thriving with almost 20,000 visits annually and a participation growth of 12% in activity enrollment.

We are thrilled to initiate, on June 1, 2020, our new partnership with the Adult Resource Alliance of Yellowstone County in collaborating with our staff to provide Parks and Recreation programs and activities to the facilities they currently operate on the Westend and in the Heights.

In addition, the Recreation Staff is also responsible for the daily operation of the StrikeZone Batting Cages located in Stewart Park. This facility provides an enjoyable atmosphere for kids and adult to practice their skills in baseball and softball in the spring and summer months.

With all of the recreational opportunities available to our community and the increase in programs offered, we have budgeted an estimated $790,000 in revenue for FY21, which is 52% of the overall budget for the Recreation Division.

**New or Expanded Programs:**

- Maintenance of certifications (Certified Playground Safety Inspector, Certified Landscape Architect, etc.)Travel expenses are expected to increase ($1,400).
- A general increase in office supplies for operating; paper and printing ($700).
- Irrigation System Repair and Maintenance ($30,000 ongoing) - There are over 100 irrigation systems in the parks, they range in size from large systems with multiple pumps and Prices for irrigation parts and sprinkler heads continue to increase. The Parks Division has been updating the pump stations to variable frequency drive (VFD) controlled stations. VFD pump stations require between 20% - 30% less power, provide a softer start, and stop protecting the irrigation pipes. This would complete the changeover to VFD controllers for all the large pump stations within the parks system.
- Parks and Public Lands:
    - Centennial Park will now have a ditch fee. Ditch shares for the other parks are also increasing.

- Park Maintenance Districts (PMD) with playgrounds is setting aside funds within each district to fund the replacement of the playground as necessary.
- Rate Increases were approved for public pools, park use permits, and shelter rental fees.

## Staffing:

| POSITION | STAFFING AUTHORIZATION ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | APPROVED FY 21 |
|---|---|---|---|---|
| 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 | 2.0 | 2.0 | 2.0 | 2.0 |
| ARBORIST | 1.0 | 1.0 | 1.0 | 1.0 |
| FORESTER/NAT'L RESOURCE SUP | 1.0 | 1.0 | 1.0 | 1.0 |
| EQUIPMENT OPER./MAINT. WORKER | 6.0 | 5.0 | 5.0 | 4.0 |
| PARKS MAINT MECHANIC | 1.0 | 1.0 | 1.0 | 1.0 |
| ADMINISTRATIVE SUPPORT II | 1.0 | 2.0 | 2.0 | 2.0 |
| SR. EQUIP. OPER/MAINT. WORKER | 5.0 | 6.0 | 6.0 | 7.0 |
| RECREATION SUPERINTENDENT | 1.0 | 1.0 | 1.0 | 1.0 |
| RECREATION SPECIALIST | 2.0 | 3.0 | 3.0 | 3.0 |
| PARK PLANNER | 1.0 | 1.0 | 1.0 | 1.0 |
| ADMINISTRATIVE SUPPORT I | 2.0 | 1.0 | 1.0 | 1.0 |
| VOLUNTEER PROGRAM COORDINATOR | 1.0 | 1.0 | 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 |
| SENIOR SERVICES SPECIALIST | - | - | - | - |
| EQUIPMENT OPER./MAINT. WORKER | 4.0 | 4.0 | 4.0 | 4.0 |
| **TOTAL** | **32.0** | **33.0** | **33.0** | **33.0** |

## Staffing Changes:

- There will be a vacancy savings this year under Administration of $45,000 for a currently open position to remain unfilled.

## Additional Comments:

The proposed tax assessment increases in only two PMD's, Falcon Ridge and Missions United. In the remaining PMD's the proposed assessed amount in unchanged.

## Department Goals:

The goals of the Department continue to be providing safe and enjoyable programs, services and facilities that enhance the community's quality of life.

As the Parks and Recreation Department continues to expand and enhance our programs and services, we feel it is important to make information and access to these programs and services easier to obtain. Thus, our request to update our website a priority for FY21. Additionally, moving forward into the next fiscal year, FY22, we have identified creating a mobile app to make connecting and registering even more effective,

efficient and accessible. The projected outcomes of the creation of a mobile app are increased participation, revenue, and ease of disseminating information. Having the ability to send notifications to our customers' smartphones will provide a new medium for our staff to communicate in areas such as program updates, registration deadlines, new program development, pool closures, facility and project updates, public events, full-time and temporary employment opportunities, etc. Our ability to bring information directly to our customers' smartphones will only enhance our ability to grow and connect with our community.

To meet City Council's FY21 priority related to the South Billings Aquatic and Recreation Center, the Parks and Recreation Department has prioritized positioning itself as the organization responsible for the operations, maintenance and management of a multi-generational facility in Billings. Over the last few years, we have added technology that makes transitioning to this facility to our advantage, with the implementation of Point-of-Sale, Facility Reservation Management, and Pass Management that not only meet our current needs, but also with future needs in mind. These new components integrate with our current registration system that includes online and mobile capabilities. In addition, with the new Asset Management Tracking Software (City Works) implementation in FY21, our tracking and maintenance capabilities will be firmly in place for the opening of the facility. Furthermore, our three Recreation Specialists and Senior Service Specialist have the capacity to provide new program opportunities with the additional space provided by this facility. This will dramatically decrease the cost recovery percentage, with an achievable goal of a 100% cost recovery through facility membership and program revenue.

## Budgeted Expenditure:

**PARKS RECREATION AND PUBLIC LANDS**
**DEPARTMENT ALL FUNDS**

EXPENSE BY CLASSIFICATION

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 3,528,229 | $ 3,612,460 | $ 4,087,665 | $ 3,609,881 | $ 4,015,544 |
| OPERATIONS AND MAINTENANCE | 2,401,945 | 2,937,269 | 3,212,511 | 2,392,908 | 2,985,355 |
| CAPITAL | 3,294,375 | 1,075,035 | 1,555,430 | 3,636,516 | 1,744,209 |
| DEBT SERVICE | 19,926 | - | - | - | - |
| TRANSFERS | 2,068,728 | 2,874,856 | 379,197 | 379,197 | 395,293 |
| **TOTAL EXPENDITURES** | **$ 11,313,203** | **$ 10,499,620** | **$ 9,234,803** | **$ 10,018,502** | **$ 9,140,401** |

**PARKS RECREATION AND PUBLIC LANDS**
**DEPARTMENT EXPENSE**

EXPENSE BY FUND

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| GENERAL FUND | $ 4,966,339 | $ 7,265,854 | $ 5,617,665 | $ 5,450,000 | $ 4,497,703 |
| PARK DISTRICT 1 | 3,263,519 | 968,400 | 1,920,626 | 980,000 | 3,055,120 |
| PARK MAINTENANCE DISTRICT | 867,413 | 813,359 | 992,608 | 963,000 | 855,923 |
| AMEND PARK | 2,487 | 2,119 | 182,270 | 9,994 | 60,214 |
| BALLPARK DONATION | 20,372 | 352,321 | 100,789 | 5,792 | 100,885 |
| BALLPARK REPAIR FUND | - | - | 30,000 | 12 | 30,292 |
| CEMETERY IMPROVEMENTS | 14,750 | 26,000 | 66,950 | 51,025 | 48,000 |
| CEMETERY PERPETUAL TRUST | 3,840 | 2,022 | 5,600 | 34,075 | 5,600 |
| DOG PARK CONSTRUCTION | - | - | 500 | - | 10,000 |
| PARK CONSTRUCTION | 1,818,749 | 382,363 | - | 2,227,724 | - |
| PARKS PROGRAMS | 76,054 | 498,944 | 54,315 | 33,400 | 49,221 |
| CAPITAL REPLACEMENT | 279,680 | 188,238 | 263,480 | 263,480 | 427,443 |
| **TOTAL EXPENDITURES** | **$ 11,313,203** | **$ 10,499,620** | **$ 9,234,803** | **$ 10,018,502** | **$ 9,140,401** |

## **Budgeted Revenue**:

**PARKS RECREATION AND PUBLIC LANDS**
**DEPARTMENT ALL FUNDS**

REVENUE BY CLASSIFICATION

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| SPECIAL ASSESSMENTS | $ 3,103,143 | $ 3,179,096 | $ 3,091,301 | $ 3,406,000 | $ 4,166,336 |
| CHARGE FOR SERVICE | 1,153,097 | 1,208,569 | 1,190,721 | 906,375 | 1,309,261 |
| CONTRIBUTIONS/DONATIONS | 210,103 | 298,627 | 178,800 | 283,659 | 217,500 |
| INTERGOVERNMENTAL | 40,000 | 40,000 | 32,000 | 190,000 | 472,000 |
| INVESTMENT EARNINGS | 60,955 | 208,786 | 82,850 | 128,701 | 94,200 |
| LICENSE AND PERMITS | 10,060 | 7,555 | 7,500 | 6,000 | 7,000 |
| MICELLANEOUS | 28,418 | 847 | - | 305 | - |
| TRANSFERS IN | 1,757,556 | 2,511,412 | 41,600 | 71,209 | 44,600 |
| **TOTAL REVENUE** | **$ 6,363,332** | **$ 7,454,892** | **$ 4,624,772** | **$ 4,992,249** | **$ 6,310,897** |

**PARKS RECREATION AND PUBLIC LANDS**
**DEPARTMENT REVENUE**

REVENUE BY FUND

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| GENERAL FUND | $ 1,183,720 | $ 1,209,834 | $ 1,210,821 | $ 1,148,299 | $ 1,277,111 |
| PARK DISTRICT 1 | 2,123,267 | 2,099,980 | 2,032,100 | 2,215,000 | 3,475,400 |
| PARK MAINTENANCE DISTRICT | 1,089,850 | 1,188,732 | 1,095,301 | 1,191,000 | 1,176,136 |
| AMEND PARK | 20,165 | 13,745 | 5,000 | 6,000 | 57,800 |
| BALLPARK DONATION | 64,297 | 93,666 | 66,300 | 66,200 | 65,800 |
| BALLPARK REPAIR FUND | 30,000 | 31,128 | 30,000 | 30,650 | 30,560 |
| CEMETERY IMPROVEMENTS | 15,000 | 25,625 | 14,100 | 24,700 | 15,900 |
| CEMETERY PERPETUAL TRUST | 20,819 | 37,801 | 21,000 | 33,000 | 23,410 |
| DOG PARK CONSTRUCTION | 300 | 31 | 500 | 12,200 | 10,000 |
| PARK CONSTRUCTION | 1,694,868 | 2,482,069 | - | 100,000 | - |
| PARKS PROGRAMS | 121,046 | 272,281 | 149,650 | 165,200 | 178,780 |
| **TOTAL REVENUE** | **$ 6,363,332** | **$ 7,454,892** | **$ 4,624,772** | **$ 4,992,249** | **$ 6,310,897** |

# Public Works

# Public Works

**Current Year Department Budgeted Expense Total:** $118,068,564

**Change from Prior year:** -$23,232,945

**Overall Budget Justification:**

The FY 21 budget of $118,068,564 supports all the functions and services that the Public Works Department currently provides. These functions and services are managed by seven divisions within the Public Works Department and include:

- **Administration**
  - **Accounting & Financial Services** Responsible for Department's accounting, analysis, budget preparation and control, construction payments, financial management, internal controls compliance, payables, rate and fee determination, and solid waste, utility, and miscellaneous billing for approximately 40,000 customers, and account services.
  - **Asset Management** Oversight of set of processes to minimize life cycle costs of assets at an acceptable level of risk, while continuously delivering established levels of service.
  - **Boards & Commissions**
    - **Public Works Board** Advisory partnership for all aspects of Public Works operations.
    - **Energy & Conservation Commission** Members appointed by Mayor**.**
    - **Traffic Control Board** Advisory partnership for traffic related issues.
  - **Communications** Promote positive relations through accurate information.
  - **Information Management** Develop policies and procedures, maintain records, and manage the sharing of information.
  - **Inventory** Purchasing, bulk ordering and administration of the storeroom to keep critical water and wastewater parts on hand.
  - **Personnel Administration** Oversee hiring of employees, disciplinary actions, and employee engagement initiatives.
  - **Planning & Organization** Short and long term capital, financial, and program initiatives.
  - **Safety & Facilities** Development and management of safety program, including training, field audits, incident investigations, and reports. Maintenance of Public Works facilities.

- **Special Assessments** Administer special assessments for arterial construction fees, storm assessments, 194 street improvement lighting districts, and 2 street maintenance districts.
- **Technology** Oversee asset management software, GIS and other technology initiatives**.**

- **Distribution & Collection**
  - **Hydrant & Valve Maintenance** Critical infrastructure includes 4,700 fire hydrants and 7,500 valves that requires regular maintenance to ensure reliability.
  - **Lift Station Maintenance** Operation and maintenance of 11 sewer lift stations.
  - **Locate Services** Supports the Call Before You Dig program.
  - **Pipe Bursting** Replacement of small diameter water and wastewater pipe.
  - **Wastewater Mains and Manholes** Condition assessments, regular maintenance of more than 500 miles of wastewater pipe, and respond to sewer back-ups.
  - **Water Mains** Condition assessments, regular maintenance of more than 500 miles of water pipe, and respond water main breaks and leaks.
  - **Water Meters** Installation, replacement, and repair of residential and business water meters.

- **Engineering**
  - **ADA Compliance** Ensure projects are designed to meet requirements of the Americans with Disabilities Act and manage annual program to install ADA ramps.
  - **Capital Program Management & Design** Responsible for all street, street light, sidewalk, storm, trails, building, water, and wastewater design, construction, inspection, and project management, as well as project management of other City Departments' capital projects and Tax Increment Financing Districts' capital projects.
  - **Infrastructure Planning** Manage plans, policies, and standards for Public Works infrastructure.
  - **Right of Way Management** Provide planning and coordination of all activities in the ROW through issuance of permits, planning, review, and inspection, ensuring safety and mobility. This includes special events.
  - **PAVER Program** Oversee the pavement maintenance program including overlays, chip seals, dig outs, and crack seals.
  - **Private Development Oversight** Subdivision review, private contract plan review, traffic coordination, and inspection of private development.
  - **Sidewalk Maintenance Program** Manage the annual missing and large sidewalk project, the on-going concrete program (grinding), and the annual small concrete replacement program.

- **Stormwater Management** Administer stormwater management manual.
- **Traffic Engineering** Manages and prioritizes the planning, design, and improvements of traffic control systems.

- **Environmental Affairs**
  - **Monitoring & Reporting** Administer construction BMPs, FOG program, landfill hazardous waste, and Stormwater Systems.
  - **MS4 Permit** Enforce regulations and ensure compliance with MS4 permit.
  - **Regulatory Compliance** Ensure compliance with permits and regulations for Landfill, wastewater, stormwater, the Environmental Protection Agency, and the Montana Department of Environmental Quality.
  - **Wastewater Pretreatment Program** Manage pretreatment program.

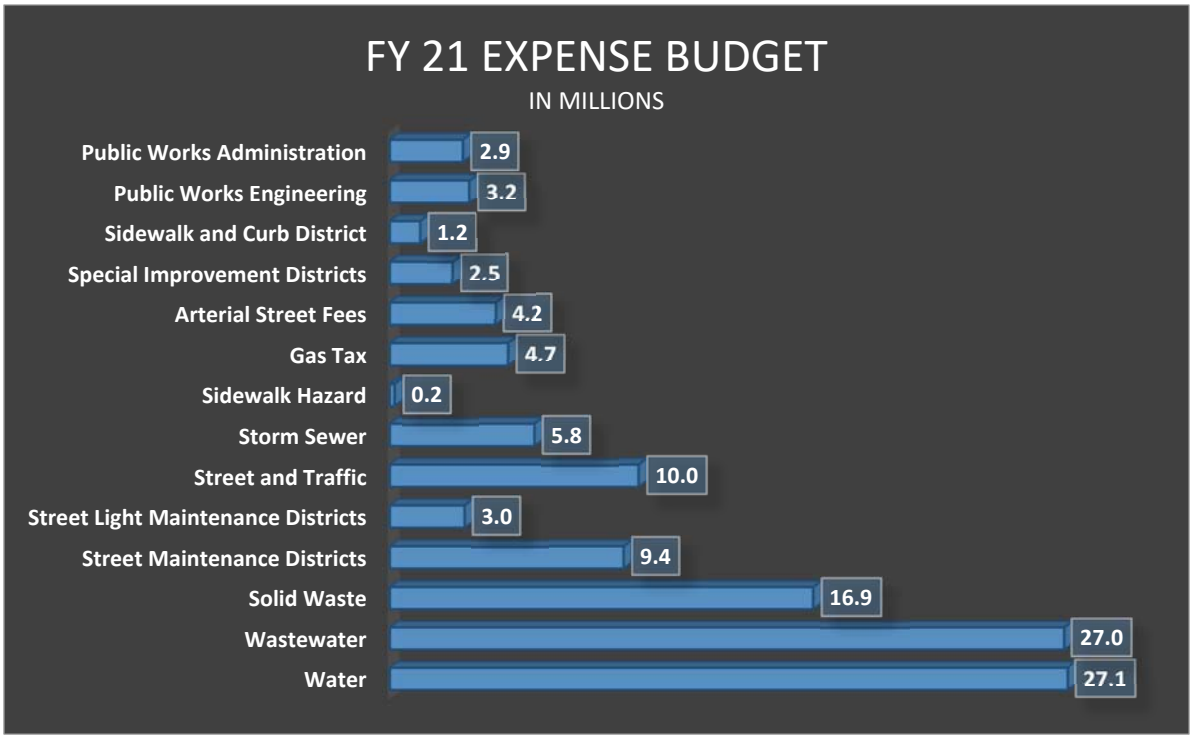
- **Solid Waste**
  - **Collection Services** Trash collection for commercial operations and both household and yard waste collection for residential customers.
  - **Household Hazardous Waste** Accepted at landfill.
  - **Landfill Operations** Provide environmentally safe disposal service for the City of Billings, Yellowstone County, and several other Montana counties, as well as parts of Wyoming.
  - **Recycling** Drop off services for used oil, antifreeze, cardboard, and electronic waste.
  - **Roll Off Services** Provide temporary and permanent roll off (drop box) containers for construction and demolition.

- **Street-Traffic**
  - **Landscaping** Maintenance of trees and grassy areas in the right of way.
  - **Snow & Ice** Deicing, sanding, plowing, and hauling of snow.
  - **Storm Drains** Storm drain and inlet cleaning, maintenance, and repair of approximately 300 miles of pipe and more than 7,800 inlets.
  - **Street Lights** Street light maintenance for approximately 4,500 lights.
  - **Traffic Controls** Traffic signal and sign maintenance, crosswalk, bike lane, and other pavement markings.
  - **Street Maintenance** Sweeping, pot hole repair, road maintenance for the Distribution and Collection Division after water main break repairs and pipe bursting projects, and other pavement management, as well as maintaining gravel roads and alleys.
  - **Walkways and Trails** Maintenance of trails and walkways in the right of way.

- **Water Quality**
  - **Pump Stations** Operations and maintenance for 13 pumping stations.
  - **Reservoirs** Operations and maintenance for 16 reservoirs as well as manage 3 reservoirs for the County Water District of Billings Heights.

- **Water Reclamation Facility** Operation and Maintenance of 36 MGD water reclamation facility and all associated infrastructure to treat wastewater generated by the City and maintain environmental standards for returning reclaimed water to the Yellowstone River.
- **Water Treatment Plant** Operation and maintenance of 60 MGD water treatment plant including intakes and all associated infrastructure to ensure the safety and adequate reserves of drinking water for the City of Billings at all times.
- **Water Quality Laboratories** State certified laboratory responsible for testing and monitoring water quality.

While the services of the Public Works Department are divided into 7 divisions, the budget for Public Works encompasses 14 accounting funds as shown below:




Each fund accounts for its own expenses and revenues and revenues are legally restricted to be used for legal expenses of the fund. The following is the purpose of each Public Works fund:

- **Internal Service Funds [$6,093,590]** account for services performed for other Public Works and City Departments' funds.
    - **Public Works Administration [$2,918,636]** provides services to the Public Works operational divisions.

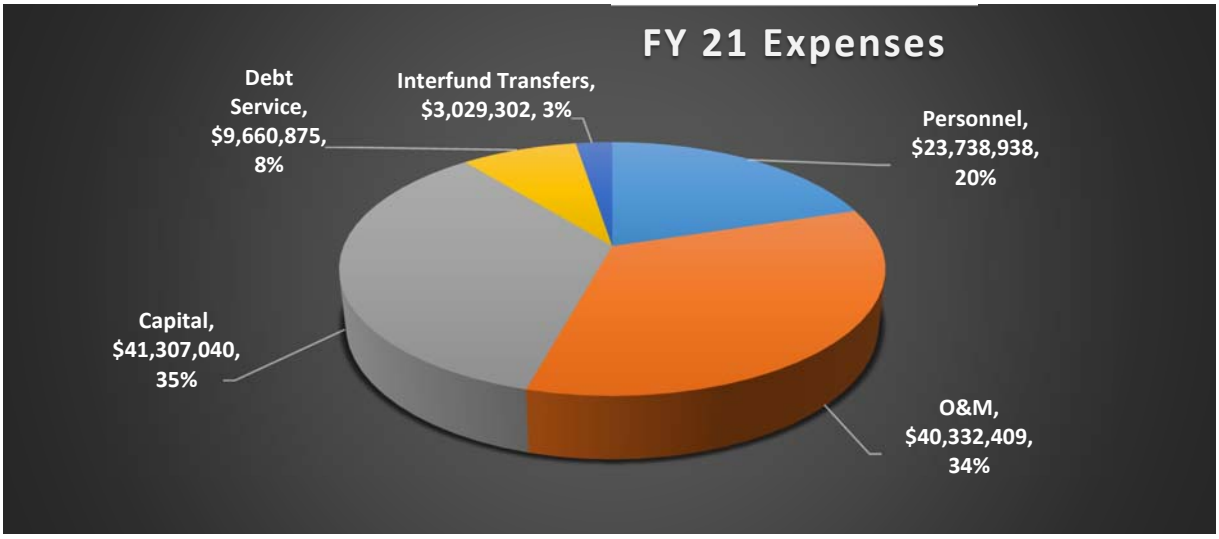
- **Public Works Engineering [$3,174,954]** provides capital project management services to other Public Works funds and other City Departments.

- **Capital Project Funds [$3,690,000]** account for financial resources to be used for the construction of infrastructure that are financed through assessments to property owners that benefit from the improvements.
  - **Sidewalk and Curb District [$1,210,000]** fund accounts for the construction of sidewalks and curbs.
  - **Special Improvement Districts [$2,480,000]** accounts for the construction of public streets, water, wastewater, streetlights, and storm infrastructure.

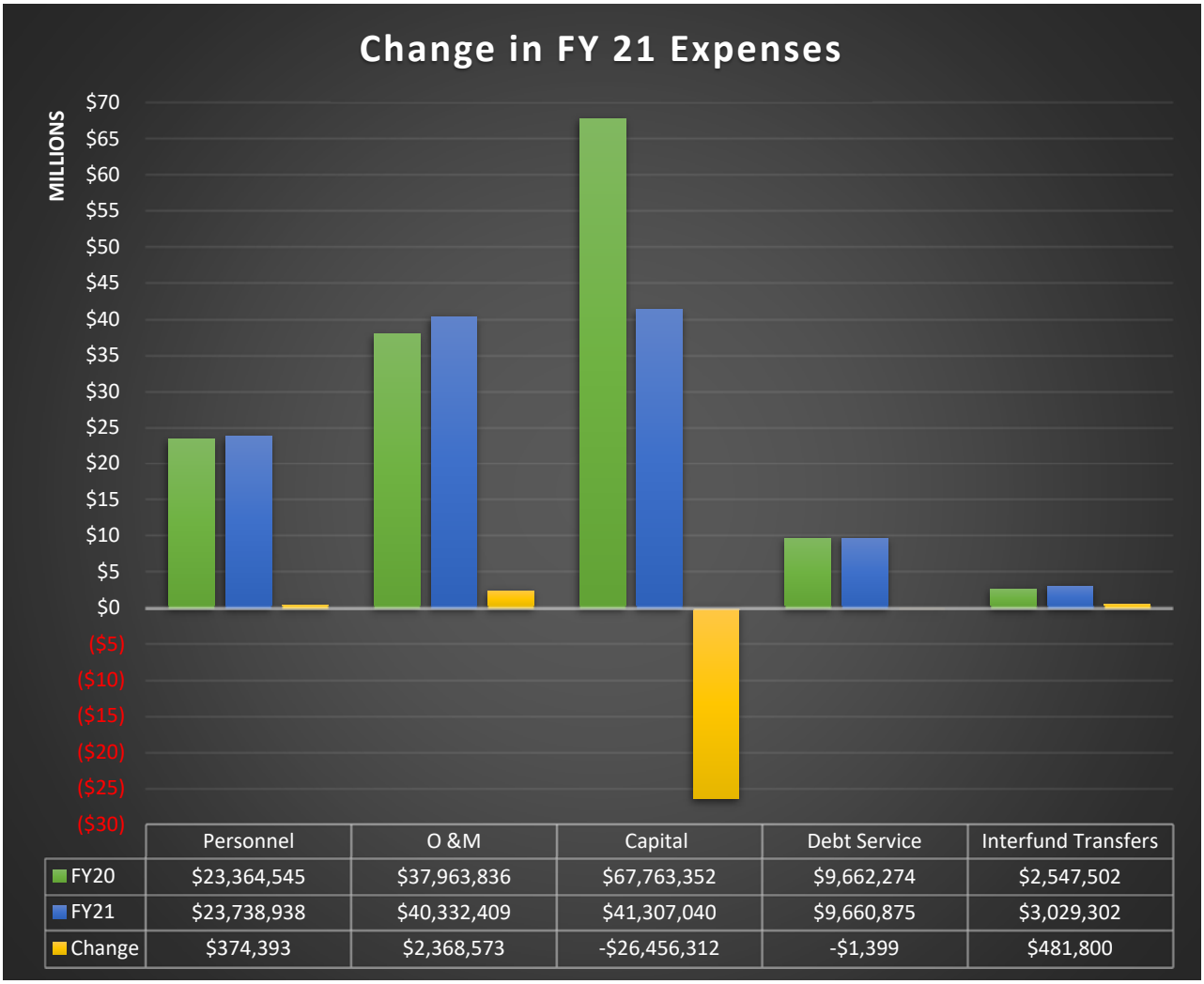
- **Special Revenue Funds [$37,201,056]** account for the proceeds of specific revenue sources to finance specified legal activities.
  - **Arterial Street Fees** [**$4,211,925]** fund accounts for the construction and reconstruction of arterial streets within the City.
  - **Gas Tax [$4,723,100]** fund accounts for revenues received from the State of Montana fuel tax and is expended for the maintenance and construction of local, collector, and arterial streets and appurtenances.
  - **Sidewalk Hazard [$182,000]** fund accounts for minor repairs to sidewalks and is funded by assessing adjacent property owners either by billing upon completion of the repair or on property taxes.
  - **Storm Sewer [$5,783,632]** fund accounts for the operation and maintenance of the storm sewer system, as well as the transfer to a storm debt service fund to pay the debt service on two large capital projects from previous years.
  - **Street and Traffic [$9,956,669**] fund accounts for street cleaning, snow and ice management, minor street repairs, alley and gravel road maintenance, signs, traffic signal maintenance, pavement markings, landscaping, maintenance of walkways and trails in the right of way. It also accounts for the labor and maintenance expenses for streetlights and storm and charges the Storm Sewer and Street Light Maintenance District funds for this work.
  - **Street Light Maintenance Districts [$2,988,232]** fund accounts for the operations and maintenance of street lighting systems within all light districts in the City.
  - **Street Maintenance Districts (SMD) [$9,355,498]** accounts for SMD assessments from 2 districts. District 1 is essentially the downtown Billings area and receives additional street sweeping and snow plowing/hauling services. District 2 incorporates the entire City.

- **Enterprise Funds [$71,083,918]** account for operations that are funded and operated in a manner similar to private business enterprises.
    - **Solid Waste [$16,946,023]** fund accounts for all activities of trash collection and the landfill.
    - **Wastewater [$26,999,429]** fund accounts for all activities of the wastewater system.
    - **Water [$27,138,466]** fund accounts for all activities of the water system.

The expense budget is categorized into personnel, operating and maintenance (O&M), capital, debt service, and interfund transfers. 20% of Public Works FY 21 budget is for personnel expenses, 34% is O&M, 35% is capital, 8% is debt service, and the remaining 2% is interfund transfers. The interfund transfer amount includes $1,222,502 of transfers to debt service funds, bringing the actual amount of debt service expenses for the Department to $10,883,377.




The changes from the FY 20 budget to the FY 21 budget are shown below and the major changes for each expense category are detailed in the subsections below the following chart:




| | Personnel | O &M | Capital | Debt Service | Interfund Transfers |
|---|---|---|---|---|---|
| FY20 | $23,364,545 | $37,963,836 | $67,763,352 | $9,662,274 | $2,547,502 |
| FY21 | $23,738,938 | $40,332,409 | $41,307,040 | $9,660,875 | $3,029,302 |
| Change | $374,393 | $2,368,573 | -$26,456,312 | -$1,399 | $481,800 |

## Personnel Budget:

The FY 21 personnel budget of $23,738,938 is an increase of $374,393 or 1.6% over the FY 20 budget. In FY 20, Public Works saw an increase of 5 FTE positions. There will be continued expansion in staffing by the Department for FY 21. The completion of the Landfill Transfer Station will require two additional fulltime positions, bringing the total FTE for FY 21 to 259. The increase for the two additional positions is $122,613. This increase is funded by landfill revenues and was accounted for in the solid waste rate study conducted in 2019. The remainder of the FY 21 budget increase is for cost of living and step increases for employees.

Public Works anticipates additional staffing needs in future years due to growth. Distribution and Collection is expecting the need for 7 additional employees in the next 5 years to keep up with the increased maintenance needs resulting from growth in the water and wastewater systems. This additional staff will be needed to maintain the current level of maintenance service. Engineering is doing more in-house design work

and inspection, which will result in the need for two additional employees in the upcoming years. Solid Waste may need additional collection drivers due to a growing City and the need for additional routes. Street-Traffic is also anticipating additional personnel needs in the future due to growth to maintain the current level of service for maintenance. Water Quality is anticipating adding personnel in the next 4 years to operate the new west end plant and reservoir.

**Operating and Maintenance Budget:**

The FY 21 operation and maintenance budget of $40,434,409 is an increase of $2,470,573 or 6.5% over the FY 20 budget. The primary increases in the operating and maintenance budget are:

- **$38,323** for an increase in **cost allocation expenses** from the general fund. This represents an increase of 3.1% from FY 20 cost allocation expenses. The total cost allocation expenses paid to the general fund is $1,280,088.
- **$200,600** for an increase in **motor vehicle parts and labor expenses**. The majority of this increase is funded by Solid Waste. The vehicle parts and labor budgets have not increased in accordance with the increases in the fleet and have been over budget by an average of $190,000 over the previous 3 years. The remaining increases are in the Water fund.
- **$30,000** in the Street and Traffic fund for an increase in **maintenance expenses for the Shiloh Conservation Area** to remove silt from the ditches and drains to keep stormwater flowing.
- **$25,000** in the Street and Traffic fund to **upgrade the sign making equipment**. The existing roller is 25 years old and needs to be replaced. The upgrade will accommodate larger signs than the existing equipment can make.
- **$110,000** in the Water fund for **sediment hauling from the water treatment plant.** The hauling previously was performed in-house by the Distribution and Collection (D&C) Division, but D&C is unable to continue this function and complete its existing maintenance work completed.
- **$140,000** in the Wastewater fund for an increase in **chemicals at the Water Reclamation Facility (WRF).** The chemical increases were anticipated and planned for upon the completion of the nutrient upgrades at the wastewater plant.
- **$800,000** in the Wastewater fund for the **cleaning of digesters #1 and #2 at the WRF**. The digesters need to be cleaned every 5 to 7 years and were last cleaned in 2011. The anaerobic digestion process is a critical part of the wastewater treatment process.
- **$125,200** for an increase in **street maintenance supplies** in the Street and Traffic fund. These increases are to increase the budgets for gravel, sand, asphalt, deicer, road salt, and heat tape. The budget for road supplies has been

overspent every year for the previous 5 years and an increase is needed to maintain the current level of service.

- **$600,000** for an **asset management program**. This program is funded by revenues from the Public Works Engineering ($30,000), Storm Sewer ($30,000), Street Light Maintenance Districts ($30,000), Street and Traffic ($150,000), Solid Waste ($90,000), Wastewater ($135,000), and Water ($135,000) funds.
- **$120,000** for **public media campaigns**. This initiative is funded by revenues from the Public Works Engineering ($12,000), Street and Traffic ($24,000), Solid Waste ($30,000), Wastewater ($27,000), and Water ($27,000) funds.
- **$100,000** for **national lobbying efforts and grant writing**. This initiative is funded by revenues from the Public Works Administration ($40,000), Solid Waste ($10,000), Wastewater ($25,000), and Water ($25,000) funds.
- **$149,000** for an increase in **light district maintenance expenses for underground wiring, metering, and pole replacements** for facilities that are in critical need of repair. This expense is funded by revenues from the Street Light Maintenance District Fund.

**Capital Budget:**

Capital expenses of $41,307,040 are included in the FY 21 budget for Public Works. These expenses include:

- **Equipment & Technology Replacements [$4,807,040]** All vehicles, large equipment, and technology hardware are replaced according to their replacement plan useful life per the City of Billings' Equipment Replacement Plan and Technology Replacement Plan. Equipment and technology replacements are funded in the budgets for the Public Works Engineering, Street and Traffic, Solid Waste, Wastewater, and Water funds.

- **Solid Waste [$1,100,000]** Expenses are budgeted in the Solid Waste Fund.
    - **Composting Facility [$100,000]** A new composting facility at the landfill will allow Public Works to recover more landfill gasses and reuse refuse, reducing the amount of waste that goes into the landfill. The amount in the FY 21 is for the design and a $2.5 million project will be constructed in FY 22.
    - **BOC Facility Upgrades [$1,000,000]** Modifications are needed at the Billings Operations Center for the expansion to make room for fleet, containers, and an additional CNF fueling station.

- **Stormwater [$2,680,000]** Expenses are budgeted in the Storm Sewer Fund.
    - **Annual Projects [$300,000]** Expenditures address culvert and problem drainage locations.
    - **Rehabilitation Projects [$340,000]** Replacement of aging storm drain pipe in need of repair.

- **Stormwater Master Plan Implementation [$2,040,000]** Annual project for storm improvements as identified in the stormwater master plan. The projects constructed in FY 21 are planned to be 54th to Grand to 48th drainage and Babcock Boulevard between Bohl and Westchester. Rosebud from King Park to 20th and River Oaks and Greenbriar will also be constructed if there is adequate funding.

- **Transportation [$11,845,000]** Expenses are budgeted in the Sidewalk and Curb District [$1,180,000], Special Improvement Districts [$2,400,000], Arterial [$4,050,000], and Gas Tax [$4,215,000] funds.
  - **32nd Street West (King to the canal) [$2,800,000]** Reconstruction of 32nd Street from King to Gabel to include widening and multimodal facilities was designed in the previous year. The FY 21 budget amount funds the construction of 32nd Street West from King to the canal. The portion from the canal to Gabel will be constructed in FY 26.
  - **Annual ADA & Sidewalk Projects [$950,000]** Includes the annual Americans with Disabilities Act ramp construction and the annual replacement and infill sidewalk programs.
  - **Annual Street Reconstruction Projects [$3,030,000]** Includes annual gravel street reconstruction and annual non-maintainable street reconstruction
  - **Bike Lanes [$215,000]** Bike boulevard in the area of Lyman Avenue/Avenue D/Avenue C/9th Avenue and 24th Street West/Arvin Road.
  - **PAVER Program [$2,450,000]** Annual program to address crack sealing, overlay, chip seals, and dig outs on City streets.
  - **Special Improvement District Projects (SID) [$1,050,000]** Annual amount for any SIDs that neighborhoods bring forward. Staff is actively pursuing gravel street SIDs to help reduce maintenance costs,
  - **Traffic Control Projects [$1,350,000]** Annual programs for enhanced pedestrian crossings and travel corridor construction, as well as continuation of the traffic signal controller upgrade project and intersection improvements planned at Rimrock and Virginia.

    *Note: Public Works has also included $500,000 of expenses for the SBURA unimproved street improvements and $1,480,000 for Hallowell Lane Improvements that it will be managing. These amounts are not included in the Public Works budget totals.*

- **Utility [$20,875,000]** Expenses are budgeted in Wastewater [$10,035,000] and Water [$10,840,000]
  - **Hydrogen Sulfide Mitigation [$500,000]** Construction of upgrades needed to mitigate Hydrogen Sulfide in the wastewater system.

- **Wastewater and Water Compensation Agreements [$600,000]** Annual program for compensation agreements with private developers for oversizing water and sewer mains.
- **Wastewater Biogas Recovery System [$200,000]** Recover renewable methane biogas at the WRF. The amount in the FY 21 budget will fund the design. Construction is slated for $1 million in FY 22.
- **Wastewater Drying Beds [$300,000]** Construction of 2 additional drying beds at the WRF
- **Wastewater Facility Upgrades [$1,735,000]** Replacement of two centrifuges and various electrical upgrades at the WRF, as well as 2 pumps at the secondary pump station.
- **Wastewater Main Replacements [$4,000,000]** Annual program for the replacement of sewer mains throughout the City.
- **Wastewater Nutrient Recovery [$3,000,000]** Waste activated sludge dewatering for compost.
- **Water Lead Service Replacements [$750,000]** Annual program to replace approximately 800 lead services remaining in system to be complete in FY 24.
- **Water Main - 48th Street [$500,000]** Construction and upsizing of a major water main in 48th Street West. The amount in the FY 21 budget will fund the design of the water main. Construction of $5 million is scheduled for FY 22.
- **Water Main Replacements [$4,790,000]** Annual program for the replacement of water mains throughout the City.
- **Water Treatment Plant Electrical Improvement [$500,000]** On-going program to fund the replacement of power lines, switches, and transformers at the water treatment plant and pump stations.
- **West End Water Treatment Plant [$4,000,000]** Construction of a new west end water treatment plant. Preliminary design was funded in the previous year and the amount in the FY 21 budget is to fund the design of the plant. Construction for $35 million is slated for FY 23.

**Debt Service and Interfund Transfers Budget:**

The FY 21 debt service budget of $9,660,875 is a decrease of $1,399 over the FY 20 budget. This is the annual amount required to pay for debt service on Public Works outstanding bond issues. The annual debt service amount includes:

- $1,561,775 of solid waste debt for the Landfill Transfer Station that will be complete in FY 21. This debt will be paid off in 2039.
- $2,770,000 of water debt for the Filter Building construction, 2009 water main replacements, Zone 4 reservoir construction, 2010 water main replacements, Fox reservoir construction, Zone 3 reservoir expansion, and the Briarwood reservoir expansion. The first debt issue will be paid off in 2026 and the last of the debt will be paid off in 2035.

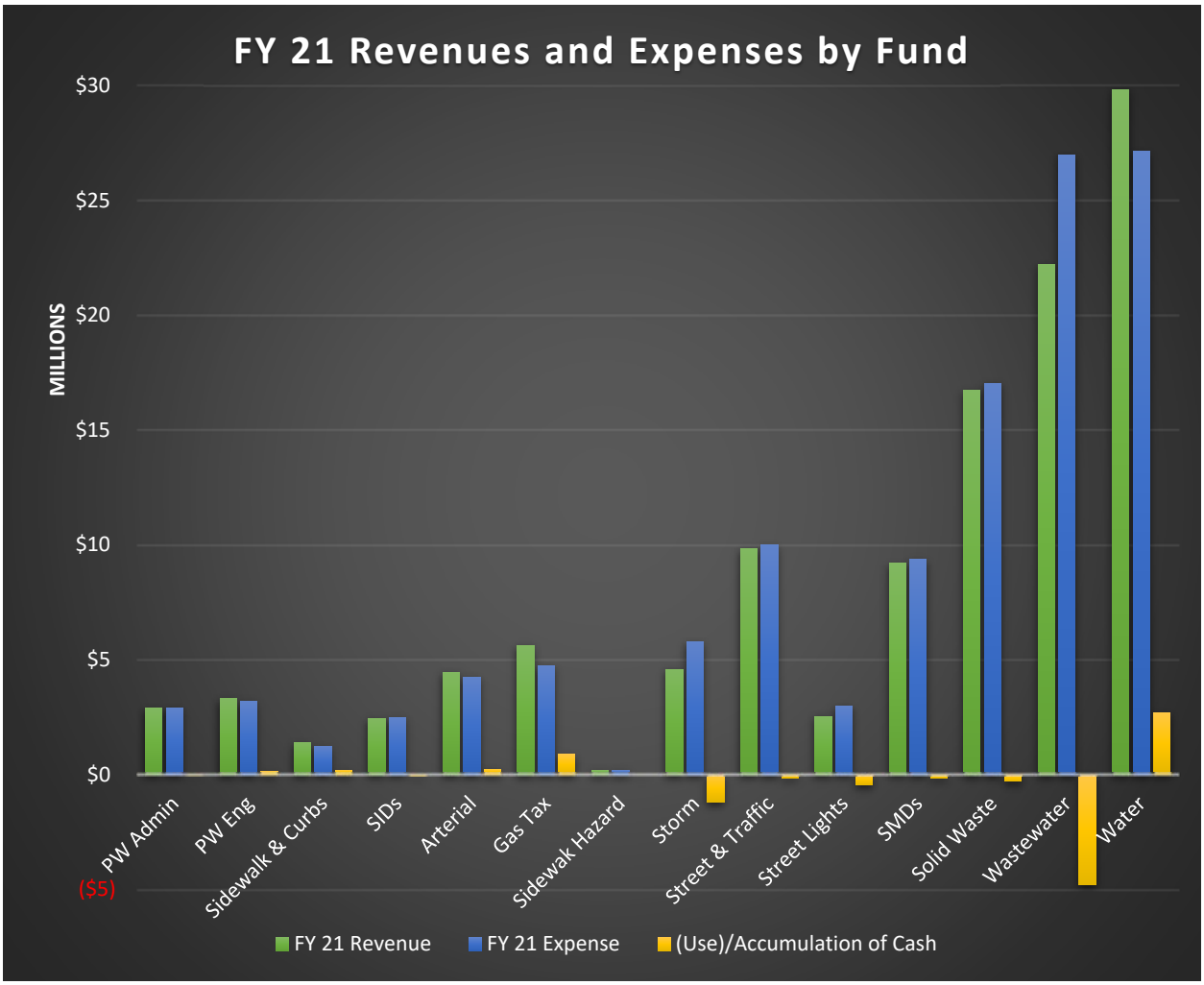
- $5,329,100 of wastewater debt for the Headworks construction, Briarwood sewer extension, 2009 wastewater main replacements, UV disinfection project, the 5 Mile Lift Station, and the recently completed wastewater nutrient improvement project. The first debt issue will be paid off in 2026 and the last and largest of the debt will be paid off in 2036.

The FY 21 interfund transfer budget of $3,029,302 is an increase of $481,800 or 19% from the FY 20 budget. $106,800 of this increase is for the transfer from the Gas Tax fund to the new Sidewalk Hazard Fund to temporarily finance a loan program for minor sidewalk repairs until paid back by property owners. The remaining $375,000 is an increase to $1,700,000 in the transfer from the Street Maintenance District Fund to the Gas Tax Fund for the annual PAVER program. The amount of the transfer was decreased in the previous year's budget due to insufficient funding and the budget amount was increased for FY 21, but is still $200,000 below the anticipated level.

The other interfund transfers include a transfer of $207,502 from the Street and Traffic Fund to the City's Facilities Management Fund for the annual debt amount for Street and Traffic's proportionate share of the Billings Operation Center construction debt. It also includes a $1,015,000 transfer from the Storm Sewer fund to the Storm Sewer Debt Fund for the payment of annual debt service for the Shiloh Conservation Area (SCA) and East End Storm bond issues. The SCA debt will be paid off in 2033 and the East End Storm debt will be paid off in 2035.

**Revenue Budget:**

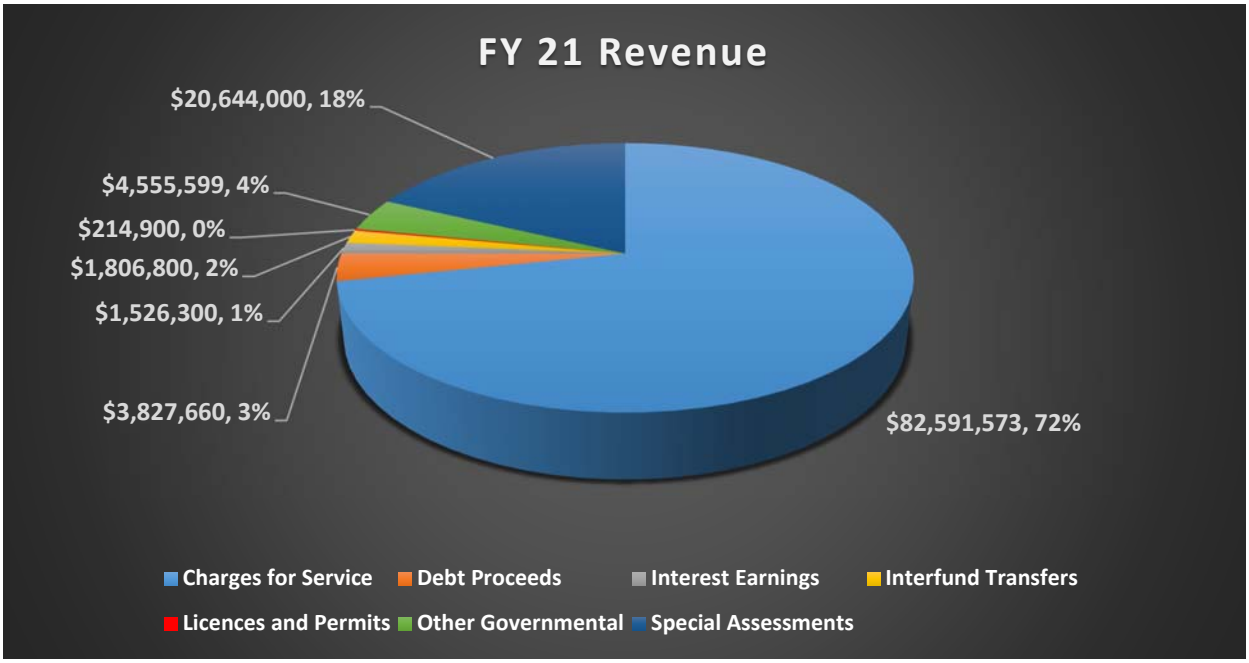
The FY 21 revenue budget for Public Works is $115,166,832, an increase of $4,326,915 over the FY 20 budget. FY 21 budgeted revenues are $3,003,732 less than FY 21 budgeted expenses. This revenue gap is primarily for capital projects planned in FY 21 for which Public Works has been accumulating cash. The Wastewater and Storm Sewer funds have the largest revenue gap, but have a planned excess of cash reserves to cover the expenses in the FY 21 budget. Public Works also have several funds that have a planned accumulation of excess cash to fund large projects in future years. The Water Fund is accumulating cash for the new west end reservoir and water plant projects. The Gas Tax and Arterial Street Fees Fund are accumulating cash for the Inner Belt Loop project.




Revenues in Public Works are distributed in to seven categories. The largest category is charges for services with $82,591,573 of revenues for FY 21, representing 72% of Public Works revenues. Charges for services is primarily revenues from solid waste, wastewater, and water charges, but also includes internal Public Works charges for services as well as other miscellaneous charges. The next largest revenue category for Public Works is special assessments with $20,644,000 of revenues for FY 21, or 18% of Public Works revenues. Special assessments include assessments for arterial, encroachments, storm, street light maintenance districts, and street maintenance districts.

The other revenue categories are debt proceeds, interest earnings, interfund transfers, licenses and permits, and other governmental. Budgeted debt proceeds in FY 21 are $3,827,660 and is for revenues from the sale of Sidewalk and Curb District and Special Improvement District (SID) bonds. Interest earnings budgeted in FY 21 is $1,526,300. Interfund transfers of $1,806,800 include transfers from the Street Maintenance Districts Fund to the Gas Tax Fund for the PAVER program and a transfer from the Gas Tax Fund to the Sidewalk Hazard Fund to temporarily finance a loan program for minor

sidewalk repairs until paid back by property owners. Licenses and permits for engineering, sidewalk hazard, storm, water, and wastewater total $214,900 in the FY 21 budget. Other governmental revenues of $4,555,599 include $3,750,000 for state fuel tax revenues and $80,599 from the Planning Department for a traffic technician position that is funded by a planning grant, both accounted for in the Gas Tax Fund. It also includes $725,000 for Street and Traffics share of the HB 124 state entitlement funding.




Public Works has several rate increases programmed for FY 21. Engineering fees are revised every 2 years and adjusted to reflect the current cost of service. The engineering fee increases, an average of an 8% increase, will be in place for fiscal years 21 and 22.

For several years, Public Works has adjusted its assessments annually for arterial, storm, and street maintenance districts per the Construction Cost Index (CCI). The CCI was 2%, and accordingly, arterial, storm, and street maintenance districts would have increased by 2% in FY 21. However, per City administrative direction, no increases are requested for these special assessments in FY 21. This is a loss of revenue of $410,000 in FY 21 and if the rate increases that are needed to keep up with construction and operating cost increases is not made up for in future years, it will result in a cumulative 5-year loss of purchasing power of approximately $2.1 million.

Light district assessments for FY 21 will be calculated in August 2021 after all expenses of each district for FY 20 are accounted for. Each district will be assessed for their estimated electricity, maintenance, administration costs, as well as for any needed increases or decreases to reserve levels.

A solid waste rate study was conducted in 2019 to establish collection, landfill, and roll off rates for fiscal years 20 and 21. Per City Code, solid waste rates must be approved annually. However, per City administrative direction, no increases are requested for collection rates in FY 21. This is a loss of revenue of $165,000 in FY 21 and if the rate increase that are needed to keep up with operating cost increases is not made up for in future years, it will result in a cumulative 5-year loss of purchasing power of approximately $867,000. The roll off and landfill rates will increase per the recommendations in the rate study. The rate study recommendations and the actual rate increases for FY 21 are as follows:

| Solid Waste Service | Recommended % Increase | Actual % Increase |
|---|---|---|
| Residential Trash Collection | 2.5% | 0% |
| Commercial Trash Collection | 2.5% | 0% |
| Roll Off Service | 8% | 8% |
| Landfill | 5% | 5% |

A rate study was also conducted in 2019 to establish water and wastewater rates for fiscal years 20 and 21. These rates were approved by the Billings City Council in May 2019. The approved rate increases for FY 21 are as follows:

| Customer Type | % Increase |
|---|---|
| Water – Residential | 4% |
| Water – Non Residential | 4% |
| Water – Seasonal | 5% |
| Heights Water District | 15.5% |
| Fire Line | 6% |
| Wastewater – Residential & Non Residential | 2% |
| Wastewater – High Strength | 8% |
| Wastewater – Lockwood Water & Sewer | 20% |
| Wastewater – Phillips 66 Refinery | 10% |
| Wastewater – ExxonMobil Refinery | 11% |

**New and Expanded Programs:**

It is Public Works continued mission to support the ***Adopted Priorities*** of the City Council, and the needs of the community. Public Works current Department Programs and Capital Projects reflect this philosophy. While some major steps have already been taken to achieve set priority goals, there are additional phases taking place in FY21. Here are some of the new or expanded programs Public Works is implementing in FY21:

**Landfill Transfer Center:**

This critical project to improve safety and functionality at the Landfill will be complete in the fall of 2020. The drop-off facility will allow both commercial and residential customers to be separated from active operations to unload garbage. The new facility will also help minimize blowing liter while improving efficiency in operations. Two additional landfill workers were added to the FY 21 budget to operate the transfer center.

**West End Reservoir & Water Treatment Plant:**

The new west end reservoir and water treatment plant is scheduled for construction of the reservoir to begin in FY 22 and construction of the plant in FY 23. Design will continue in FY 21. This project will increase water storage from hours to months and provide critical redundancy in the water system.

**Asset Management:**

Infrastructure intensive organizations like Public Works are increasingly recognizing the benefits of comprehensive asset management as a set of practices and processes to maximize the return on investment for assets, improve decision-making related to new and aging infrastructure, enhance organizational performance, and increase community satisfaction. One of the key goals and benefits of the asset management initiative is that all service areas begin to use consistent approaches, practices, and processes. Consistency in decision-making principles, processes, and performance reporting will help elected officials obtain a better understanding of the activities and assets presenting high risk as well as the organizational areas with high or low performance. Public Works began Phase 1, the planning and data accumulation phase, of asset management in FY 20 and will begin Phase 2, the implementation phase in FY 21. $600,000 was added to the budget in FY 22 for asset management.

**Communication with Citizens:**

Public Works launched a dedicated website, new bill-pay and Water Utility portals in FY 20 to better serve citizens. Additionally, the Department entered into a media consultant partnership with KTVQ-Q2 to provide direct messaging to the City of Billings and surrounding areas through televised distribution. Communication through social media

continues to improve, and public events, such as educational seminars and an open house at the Water Treatment Plant are now scheduled throughout the year. $120,000 was added to the budget in FY 21 to continue the public media campaigns.

**Geographic Information Systems (GIS):**

The City of Billings currently has a well-developed GIS that supports the Public Works Department. As the technology spectrum continues to evolve, further refinement and enhancement of the City's enterprise GIS environment is key in handling changing needs and maximizing financial investments in the system. The primary objective of the project is to extend a straightforward and easy to access GIS system that will improve the productivity and efficiency of Public Work's staff as they conduct business operations. Community engagement and open data access will also be improved through the enterprise GIS system. Public Works added $1 million to the FY 20 budget to improve the GIS system, but the decision was made to split the project into 2 phases. The first phase began in FY 20 and the implementation phase will begin in FY 21. No additional expense was added to the FY 21 budget as this is a continuation of the project budgeted in the previous year.

**Lobbying/Grant Writing:**

The FY 21 budget was increased by $100,000 for national lobbying efforts and the outsourcing of grant writing. A lobbyist in Washington DC will able to assist Public Works in strategic planning, political analysis of Federal programs, assistance in determining Federal programs/grants that Public Works would be eligible for and act as an intergovernmental liaison. This will allow Public Works to be more proactive in obtaining Federal grants and financing to reduce the burden placed on the residents of Billings for large capital projects. Outsourcing the grant writing function is a necessary component to obtain additional grants, as current staffing levels do not provide for the time needed to perform this important function.

**Stormwater Utility:**

The FY 21 budget was increased by $200,000 for the creation of a stormwater utility. While, Public Works has a stormwater fee that is assessed to all properties in the City, it does not have a formal utility like the water and wastewater functions do. By not having a formal utility, the stormwater system has not been addressed adequately for many years in terms of deferred maintenance, capital improvements, and planning for the future. The benefits of a stormwater utility are formalized rules and regulations, a rate structure that is more equitable than the existing fee system, proactive management of the infrastructure, and concentrated Public Works resources to support a critical function.

**Street Light Reconstruction:**

Public Works has about 4,500 City-owned streetlights. There are a large number of poles that are 60 years old or greater. These poles create a safety issue and need to be replaced. The underground wiring also needs to be fixed in many areas and the Street Improvement Lighting Maintenance Districts (SILMDs) need to be re-metered. $300,000 was added to the FY 20 budget to begin the underground wiring repairs and re-metering activities, but it was decided to complete the condition assessment of street lights first and defer this expense to FY 21. An additional $149,000 was added to the FY 21 budget to replace the street light facilities that are causing a safety hazard and are in critical need of repair. Public Works is also developing a plan for the comprehensive replacement of aging light poles.

**Department Goals:**

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

Action(s):

- Complete first phase of the asset management plan for transportation, solid waste, storm, and water and wastewater systems.
- Begin implementing asset management practices throughout organization.
- Integrate asset management into organizational planning.

Outcome(s):

- A strategic asset management plan based on industry best practices.
- Better coordination of capital project construction and maintenance between all Public Works divisions.
- Ability to utilize data-driven decision making to enable Public Works to determine the most efficient use of funds.
- Risk mitigation to transportation, solid waste, storm, water, and wastewater systems.
- Longer asset lives through improved maintenance programs.

**Goal: As needed, review and revise the City Code items directly affecting the Public Works 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 City Council to review for approval or elimination.

Outcome(s):

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

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

Action(s):

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

Outcome(s):

- Improved work plans to increase efficiencies.

**Goal: Improve safety standards.**

Action(s):

- Identify areas of concern.
- Develop policies and best practices for employees to follow.
- Continue to engage employees to improve safety with Employee Safety task group.
- Conduct PPE review audits throughout organization.
- Find opportunities to promote safety culture.

Outcome(s):

- Decrease in accidents.

**Goal: Educate and promote vision of 'exceeding expectations through innovation, integrity, and service to the community both internally and externally'.**

Action(s):

- Improve website and social media presence.
- Identify more opportunities for education outreach such as open houses, school interactions, and public speaking engagements.
- Develop communications plan.
- Develop educational brochures.
- Continue to have department-wide supervisor meetings.
- Increase Public Works management interactions with all employee groups.

Outcome(s):

- Increase in public awareness.
- Improved relationship with customers.
- Improved interactions between Public Works divisions.
- Better employee awareness of expectations and how to achieve vision.

**Goal: Hire and retain employees that fit Public Works Department Vision.**

Action(s):

- Re-evaluate hiring process to incorporate Department Vision.
- Improve evaluations and evaluation process.
- Develop on-boarding orientation to communicate expectations.
- Continue efforts to improve employee morale through the Employee Engagement task group.
- Identify opportunities for public acknowledgement of excellent work.
- Conduct employee survey to better understand staff perspective.

Outcome(s):

- Increase in employee morale and retention.
- More honest, constructive employee feedback and evaluations.
- More engaged employees resulting in increased efficiencies and better customer service.

**Goal: Seek and utilize new technologies and maximize existing technologies to improve efficiencies.**

Action(s):

- Outsource GIS to obtain a fully functional GIS system that internal IT staff will be able to maintain.
- Promote education and conferences relating to technology for staff.
- Explore employee incentives for innovation.

Outcome(s):

- Modernized GIS system that is more functional for staff and the public.
- Increased efficiencies.
- Ability to utilize GIS functionality during Council meetings.

**Goal: Ensure each division 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 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.
- Update internal control polices.

Outcome(s):

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

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

Action(s):

- Promote automatic payments, online payments, and recurring payments.
- Promote paperless billing for utility bills.
- Utilize website and Facebook to provide up-to-date information regarding snow plowing, water main breaks, solid waste operations, construction updates, assessments, rates, and fees.
- Allocate staff in the most cost effective and customer service oriented manner.
- Research community organizations to partner with to assist low-income customers with their utility bills.
- Implement mobile service orders.
- Implement customer service training across all Public Works divisions.
- Conduct a public survey to identify service shortfalls.

Outcome(s):

- Increased efficiencies.
- Decrease in mailing and postage costs.
- Decrease in operational costs through more efficient dispatching.
- Increase in customer service.
- Decreased workload through technology resulting in a delay or elimination of need to hire additional personnel.
- Enhanced and more efficient communication between divisions.

- Increase in transparency to customers.
- Improved traffic closure map and methods of notifying public or road closures

**Goal: Ensure the Billings Regional Landfill maintains compliance with state and federal operational and environmental rules and regulations.**

Action(s):

- 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.
- Complete required annual landfill licensing application, quarterly and annual stormwater reporting, bi-annual groundwater monitoring/reporting and quarterly methane monitoring/reporting for MDEQ Solid Waste Bureau.

Outcome(s):

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

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

Action(s):

- Complete construction of the capital improvement projects, which will allow all municipal solid waste to be dumped inside a building, processed through grinders, and then placed in the landfill.
- Continue public education on bagging trash prior to placing that 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.

Outcome(s):

- Better relationship with surrounding property owners.
- Reduction in staff time required to pick up trash in and around the landfill.

**Goal: Ensure the City's MS4 stormwater program complies with Federal Phase II Storm Water 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 stormwater report and bi-annual stormwater sampling.
- Update or develop public information pamphlets on Illicit Discharge Detection & Elimination (IDDE), Fat Oil & Grease (FOG), Residential and Commercial Best Management Practices (BMPs).
- Locate and remove illicit connections to the stormwater system discovered by the CCTV program.
- Update land ownership surveys on existing ditches and drains within the City limits.
- Continue to respond to IDDE complaints and eliminate illicit/cross connections.
- Update Billings MS4 stormwater map in the Heights area.

Outcome(s):

- Reduce stormwater pollution into state waters.

**Goal: Continue the procedures for cleaning and maintaining the City 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 identifying future capital improvement projects.
- Focus on cleaning/jetting storm sewer sections where excess sediment has accumulated.

Outcome(s):

- Improved flow and capacity of the storm sewer system.

**Goal: Implement Storm Utility**

Action(s):

- Review options for funding storm water systems.
- Develop plan based on the preferred option.
- Formalize policies for storm water.
- Assess staffing levels.
- Engage stakeholders to assist in the development of a plan that serves the community.

Outcome(s):

- Framework to implement storm water funding program that allows for a sustainable storm water system.
- Change from reactive to proactive maintenance.
- More equitable rate structure.
- Consistent policies in place for public and staff.

**Goal: Assess school crosswalks for (PreMark) heat tape applications**

Action(s):

- Begin program to place heat tape on school crosswalks (grade schools)

Outcome(s):

- More durable heat tape application for crosswalk markings.

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

Action(s):

- Inventory all overhead directional signs on the 113 signalized intersections.

Outcome(s):

- City street name signs always current with MUTCD standards.

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

Action(s):

- Continue programs for pothole repair, street reconstruction, gravel street and alley upkeep, 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):

- Provide safe driving surfaces and movement of vehicle and pedestrian traffic.

**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 sulfate and hydrogen sulfide investigation, including field monitoring and sampling.
- Monitor and track ExxonMobil discharge.

Outcome(s):

- Reduce potential upsets at the Water Reclamation Facility, sanitary sewer overflows, and protect the health and safety of workers.
- Maintain EPA regulatory compliance.

**Goal: Address sulfate issues in collection system and at the Water Reclamation Facility.**

Action(s):

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

Outcome(s):

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

**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):

- Collaborate and share data with 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 Yellowstone River water quality.

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

Action(s):

- Implement new Standard Operating Procedures Manual for safe and successful biological nutrient removal at the Water Reclamation Facility.
- Continue internal technical training for the Water Reclamation Facility 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: Assess and implement resource recovery at the Water Reclamation Facility.**

Action(s):

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

Outcome(s):

- Beneficial reuse of phosphorus.
- Beneficial reuse of methane biogas.
- Higher quality water discharged from Water Reclamation Facility.
- Raise the City of Billings as an innovative environmental leader for phosphorus recovery in the region.

**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 within the City of Billings water system.**

Action(s):

- 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 City of Billings water system.

**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 Water Treatment Plant intakes is provided.

**Goal: Continue communication with the consuming public about drinking water treatment and the quality of their drinking water.**

Action(s):

- Prepare and distribute the annual Consumer Confidence Report providing details about the quality of the City's drinking water.
- Provide monthly water quality information enhanced with responses to frequently asked questions and other useful drinking water information on the Department'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):

- Maintain and enhance the public's confidence in the City's drinking water.
- More informed public about their drinking water and the processes required to provide it.

**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.

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: 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.
- Replacement of aging/malfunctioning infrastructure to increase capacity while ensuring a quality product.
- Obtain the longest productive life possible.
- Superior quality potable water above MDEQ standards provided.

In addition to the defined goals for FY21, the Public Works Department continues to further the implementation of our established ***Strategic Goals*** through projects such as increased external and internal communications, employee engagement initiatives, customer service programs, asset management, efficiency initiatives, GIS expansion, and other technology initiatives. The Public Works leadership team will continue to identify ways to improve efficiencies and create policies and programs that support our vision and mission.

## PUBLIC WORKS ADMINISTRATION
## OPERATING BUDGET

FUND 6600

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **WORKING CAPITAL-BEGINNING** | **$ 173,623** | **$ 142,381** | **$ 157,306** | **$ 122,619** | **$ 316,707** |
| **REVENUES:** | | | | | |
| CHARGE FOR SERVICES | 1,271,488 | 1,481,632 | 2,996,154 | 2,996,154 | 2,888,600 |
| INVESTMENT EARNINGS | 2,832 | 8,144 | 3,000 | 6,500 | 4,000 |
| **TOTAL REVENUE** | **$ 1,274,320** | **$ 1,489,776** | **$ 2,999,154** | **$ 3,002,654** | **$ 2,892,600** |
| **EXPENSES:** | | | | | |
| PERSONAL SERVICES | $ 1,140,284 | $ 1,384,290 | $ 1,778,141 | $ 1,701,620 | $ 1,886,799 |
| OPERATIONS & MAINTENANCE | 265,685 | 266,667 | 1,127,300 | 1,093,655 | 1,031,837 |
| CAPITAL | - | - | 16,000 | 13,291 | - |
| **TOTAL EXPENSES** | **$ 1,405,969** | **$ 1,650,957** | **$ 2,921,441** | **$ 2,808,566** | **$ 2,918,636** |
| WORKING CAP. CHANGES NOT BUDGETED | 100,407 | 141,419 | - | - | - |
| **WORKING CAPITAL-ENDING** | **$ 142,381** | **$ 122,619** | **$ 349,287** | **$ 316,707** | **$ 290,671** |
| LESS OPERATING RESERVE | 112,478 | 132,077 | 232,435 | 223,622 | 233,491 |
| **AVAILABLE WORKING CAPITAL** | **$ 29,903** | **$ (9,458)** | **$ 32,199** | **$ 93,085** | **$ 57,180** |

### STAFFING AUTHORIZATION

| POSITION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | APPROVED FY 21 |
|---|---|---|---|---|
| **DIRECTOR OF PUBLIC WORKS** | 1.0 | 1.0 | 1.0 | 1.0 |
| **DEPUTY DIRECTOR OF PUBLIC WORKS** | 1.0 | 1.0 | 1.0 | 1.0 |
| **UTILITY BUSINESS MANAGER** | - | - | - | 1.0 |
| **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 | 2.0 | 6.0 | 6.0 |
| **BILLINGS SERV COORD** | - | - | 1.0 | 1.0 |
| **FACILITIES MAINT SUPPORT I** | - | 2.0 | 2.0 | - |
| **FACILITIES MAINT SUPPORT II** | - | - | - | 2.0 |
| **ACCOUNTING SUPERVISOR** | 1.0 | 1.0 | 1.0 | - |
| **ADMINISTRATIVE SUPPORT I** | 1.0 | - | - | - |
| **ADMINISTRATIVE SUPPORT II** | - | 1.0 | 1.0 | - |
| **ADMINISTRATIVE SUPPORT III** | 1.0 | 1.0 | 1.0 | 1.0 |
| **PROJECT & COMMUNICATION COORD** | - | - | - | 1.0 |
| **SPECIAL ASSESSMENT COORD** | - | 1.0 | 1.0 | 1 |
| **SENIOR ACCOUNT/PERMIT CLERK** | 1.0 | - | 2.0 | 2.0 |
| **ASSET MANAGEMENT COORD** | - | - | 1.0 | 1.0 |
| TOTAL | 10.0 | 13.0 | 21.0 | 21.0 |

## PUBLIC WORKS ENGINEERING
## OPERATING BUDGET

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| **WORKING CAPITAL-BEGINNING** | **$ 146,746** | **$ 55,240** | **$ 285,543** | **$ 153,218** | **$ 238,573** |
| **REVENUES:** | | | | | |
| SPECIAL ASSESSMENTS | $ 26,145 | $ 25,127 | $ 24,000 | $ 26,000 | $ 26,000 |
| LICENSES & PERMITS | 63,919 | 104,424 | 73,000 | 86,300 | 95,900 |
| CHARGE FOR SERVICES | 2,530,552 | 2,918,171 | 3,180,626 | 2,929,620 | 3,166,331 |
| INVESTMENT EARNINGS | 1,761 | 7,953 | 4,000 | 8,000 | 6,000 |
| MISCELLANEOUS | 934 | - | - | 500 | - |
| **TOTAL REVENUE** | **$ 2,623,311** | **$ 3,055,675** | **$ 3,281,626** | **$ 3,050,420** | **$ 3,294,231** |
| **EXPENSES:** | | | | | |
| PERSONAL SERVICES | $ 2,194,096 | $ 2,442,641 | $ 2,443,439 | $ 2,246,872 | $ 2,437,315 |
| OPERATIONS & MAINTENANCE | 571,136 | 626,889 | 727,443 | 718,193 | 708,157 |
| CAPITAL | 26,706 | - | 47,000 | - | 29,482 |
| **TOTAL EXPENSES** | **$ 2,791,938** | **$ 3,069,530** | **$ 3,217,882** | **$ 2,965,065** | **$ 3,174,954** |
| WORKING CAP. CHANGES NOT BUDGETED | 77,121 | 111,833 | - | - | - |
| **WORKING CAPITAL-ENDING** | **$ 55,240** | **$ 153,218** | **$ 349,287** | **$ 238,573** | **$ 357,850** |
| LESS OPERATING RESERVE | 276,523 | 306,953 | 317,088 | 296,507 | 314,547 |
| **AVAILABLE WORKING CAPITAL** | **$ (221,283)** | **$ (153,735)** | **$ 32,199** | **$ (57,934)** | **$ 43,303** |

## PUBLIC WORKS ENGINEERING
## OPERATING BUDGET

| POSITION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | APPROVED FY 21 |
|---|---|---|---|---|
| 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 | 4.0 | 5.0 | 5.0 |
| ENGINEER I | 4.0 | 4.0 | 4.0 | 4.0 |
| ENGINEER III | - | 1.0 | 1.0 | 1.0 |
| PERMIT CLERK | 1.0 | 1.0 | 1.0 | 1.0 |
| SENIOR GIS TECH | 1.0 | - | - | - |
| ENGINEERING DATA SPECIALIST | - | 1.0 | 1.0 | 1.0 |
| ENGINEER INSPECTOR II | 3.0 | 4.0 | 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 | - | - | - |
| SENIOR ENGINEERING TECH | 2.0 | 2.0 | 2.0 | 2.0 |
| ADMINISTRATIVE SUPPORT II | 1.0 | 1.0 | 1.0 | 1.0 |
| **TOTAL** | **23.0** | **22.0** | **23.0** | **23.0** |

## STREET AND TRAFFIC FUND
## OPERATING BUDGET

FUND 2110

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 3,983,814 | $ 4,117,915 | $ 4,292,027 | $ 4,283,200 | $ 4,358,813 |
| OPERATIONS AND MAINTENANCE | 3,825,312 | 4,018,708 | 4,007,447 | 4,009,027 | 4,282,319 |
| CAPITAL | 1,234,050 | 953,854 | 1,535,930 | 3,638,429 | 1,108,035 |
| TRANSFERS | 207,502 | 207,502 | 207,502 | 207,502 | 207,502 |
| **TOTAL EXPENDITURES** | **$ 9,250,678** | **$ 9,297,979** | **$ 10,042,906** | **$ 12,138,158** | **$ 9,956,669** |

### STAFFING AUTHORIZATION

| POSITION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | APPROVED FY 21 |
|---|---|---|---|---|
| STREET/TRAFFIC SUPERINTENDENT | 1.0 | 1.0 | 1.0 | 1.0 |
| STREET/TRAFFIC SUPERVISOR | 4.0 | 4.0 | 4.0 | 4.0 |
| SR. EQUIPMENT OPER/MAINT. WKR | 3.0 | 3.0 | 3.0 | 3.0 |
| EQUIP OPER/MAINT WORKER | 29.0 | 29.0 | 29.0 | 32.0 |
| MAINTENANCE | 4.0 | 4.0 | 4.0 | 1.0 |
| TRAFFIC INSPECTOR II | 1.0 | 1.0 | 1.0 | 1.0 |
| ADMINISTRATIVE SUPPORT III | 1.0 | 1.0 | 1.0 | 1.0 |
| ELECTRICIAN III | 2.0 | 2.0 | 2.0 | 1.0 |
| ELECTRICIAN II | - | - | - | 3.0 |
| ELECTRICIAN I | 2.0 | 2.0 | 2.0 | - |
| ARBORIST | 1.0 | 1.0 | 1.0 | 1.0 |
| **TOTAL** | **48.0** | **48.0** | **48.0** | **48.0** |

## SOLID WASTE FUND
## OPERATING BUDGET

FUNDS 5410,5420,5440,5450

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 5,489,681 | $ 5,575,909 | $ 5,576,090 | $ 5,644,256 | $ 5,843,090 |
| OPERATIONS AND MAINTENANCE | 5,765,998 | 5,320,570 | 5,456,056 | 5,835,925 | 5,685,851 |
| CAPITAL | 5,243,707 | 4,840,511 | 9,043,633 | 30,678,135 | 3,855,307 |
| DEBT SERVICE | - | 649,132 | 1,561,774 | 1,561,774 | 1,561,775 |
| **TOTAL EXPENSES** | **$ 16,499,386** | **$ 16,386,122** | **$ 21,637,553** | **$ 43,720,090** | **$ 16,946,023** |

## STAFFING AUTHORIZATION

| POSITION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | APPROVED FY 21 |
|---|---|---|---|---|
| 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 | 4.0 | 4.0 | 4.0 |
| ADMINISTRATIVE SUPPORT III | 1.0 | 1.0 | 1.0 | 1.0 |
| EQUIP. OPER / MAINT. WORKER | 39.0 | 43.0 | 43.0 | 43.0 |
| MAINTENANCE WORKER | 9.0 | 7.0 | 9.0 | 11.0 |
| FACILITIES MAINT SUPPORT I | 0.5 | 0.5 | 1.0 | 1.0 |
| LANDFILL ATTENDANTS | 2.0 | 3.0 | 3.0 | 3.0 |
| **TOTAL** | **63.5** | **64.5** | **67.0** | **69.0** |

## WASTEWATER FUND
## OPERATING BUDGET

FUND 5120,5130,5180,4210

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 3,922,595 | $ 3,887,278 | $ 4,184,414 | $ 4,049,231 | $ 4,123,310 |
| OPERATIONS AND MAINTENANCE | 4,660,418 | 4,888,851 | 5,145,193 | 5,264,264 | 6,835,509 |
| CAPITAL | 29,877,341 | 27,816,217 | 20,870,535 | 35,259,930 | 10,711,510 |
| DEBT SERVICE | 1,973,021 | 2,401,894 | 5,330,000 | 5,330,000 | 5,329,100 |
| | | | | | - |
| **TOTAL EXPENSES** | **$ 40,433,375** | **$ 38,994,240** | **$ 35,530,142** | **$ 49,903,425** | **$ 26,999,429** |

## STAFFING AUTHORIZATION

| POSITION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | APPROVED FY 21 |
|---|---|---|---|---|
| ACCOUNT CLERK II | 1.6 | 1.6 | - | - |
| ACCOUNTING TECHNICIAN | 0.3 | 0.3 | 0.4 | 0.3 |
| ADMINISTRATIVE SUPPORT II | 0.4 | 0.4 | 0.4 | 0.4 |
| BILLINGS SERVICE COORD | 0.4 | 0.4 | - | - |
| CHIEF CHEMIST | 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 | - | - | - | - |
| ELECTRICIAN II | - | - | - | - |
| ELECTRICIAN III | 3.0 | 3.0 | 3.0 | 3.0 |
| ENG INSPECTOR II | 0.8 | 0.8 | 0.8 | 0.8 |
| ENGINEER II | 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 | 6.4 | 6.4 | 6.0 |
| 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 18 | ACTUAL FY 19 | BUDGET FY 20 | APPROVED FY 21 |
|---|---|---|---|---|
| LAB SUPERVISOR | - | 1.0 | 1.0 | 1.0 |
| LAB TECHNICIAN | 2.0 | 2.0 | 2.0 | 1.0 |
| MAINTENANCE WORKER | 0.4 | 0.3 | 0.8 | 1.2 |
| MECHANIC I | 0.4 | 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 | - | - |
| SYSTEMS MAINT SUPERVISOR | 1.6 | 1.6 | 1.6 | 1.6 |
| TREATMENT PLANT TECH III | 5.0 | 5.0 | 5.0 | 5.0 |
| TREATMENT PLANT TECHNICIAN I | 1.0 | 3.0 | 3.0 | 2.0 |
| TREATMENT PLANT TECHNICIAN II | 6.0 | 4.0 | 4.0 | 6.0 |
| UTILITY BILLING SUPERVISOR | 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 | 1.0 |
| WIRELESS NETWORK TECH | - | - | 0.5 | 0.5 |
| **TOTAL** | **44.2** | **44.9** | **43.7** | **43.1** |

## WATER FUND

FUNDS 5020,5030,5050,5070,4160,8700 **OPERATING BUDGET**

| | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | ESTIMATE FY 20 | APPROVED FY 21 |
|---|---|---|---|---|---|
| PERSONAL SERVICES | $ 5,213,174 | $ 4,782,295 | $ 5,016,863 | $ 4,835,208 | $ 5,009,011 |
| OPERATIONS AND MAINTENANCE | 8,007,976 | 7,473,594 | 8,569,014 | 8,162,453 | 8,281,748 |
| CAPITAL | 6,486,699 | 9,109,525 | 20,904,254 | 34,636,644 | 11,077,706 |
| DEBT SERVICE | 689,881 | 671,650 | 2,770,500 | 2,770,500 | 2,770,000 |
| **TOTAL EXPENSES** | **$ 20,397,730** | **$ 22,037,064** | **$ 37,260,631** | **$ 50,404,805** | **$ 27,138,465** |

**STAFFING AUTHORIZATION**

| POSITION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | APPROVED FY 21 |
|---|---|---|---|---|
| ACCOUNT CLERK II | 2.4 | - | - | |
| ACCOUNTING TECHNICIAN | 0.8 | 2.4 | 0.6 | 0.8 |
| ADMINISTRATIVE SUPPORT II | 0.6 | 0.8 | 0.6 | 0.6 |
| BILLINGS SERV COORD | 0.6 | 0.6 | - | - |
| CHEMIST | 3.0 | 0.6 | 3.0 | 2.0 |
| CHIEF CHEMIST | 0.8 | 3.0 | 0.5 | 1.0 |
| COMMERCIAL & METER SUPT | - | 0.8 | - | - |
| CONTROL SYS PROG ANALYST II | 1.0 | - | 1.0 | 1.0 |
| D&C SUPERINTENDANT | 0.6 | 1.0 | 0.6 | 0.6 |
| DRAFTING TECHNICIAN | 0.6 | 0.6 | 0.6 | 0.6 |
| ELEC CONTROL SYS SPECIALIST | 0.5 | 0.6 | 0.5 | 0.5 |
| ELECTRICAL MAIN SUPERVISOR | 0.5 | 0.5 | 0.5 | 0.5 |
| ELECTRICIAN I | - | 0.5 | - | - |
| ELECTRICIAN II | - | - | - | - |
| ELECTRICIAN III | 3.0 | - | 3.0 | 3.0 |
| ENGINEER II | 0.6 | 3.0 | - | - |
| ENGINEERING INSPECTOR II | 1.2 | 0.6 | 1.2 | 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 | 1.5 | - | - | - |
| FIELD SERVICE MGR | 1.0 | - | 1.0 | 1.0 |
| FIELD SERVICE REP. | 8.0 | 1.0 | 8.0 | 8.0 |
| LAB TECHNICIAN | | | | 1.0 |
| MAINTENANCE WORKER | 0.6 | 8.0 | 1.8 | 1.8 |
| MECHANIC I | 0.6 | 0.7 | 0.6 | 0.6 |

**WATER FUND**

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

**STAFFING AUTHORIZATION - Continued**

| POSITION | ACTUAL FY 18 | ACTUAL FY 19 | BUDGET FY 20 | APPROVED FY 21 |
|---|---|---|---|---|
| METER MAINTENANCE REP | 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 | - | - |
| 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 | 4.0 | 2.0 | 2.0 | 1.0 |
| TREATMENT PLANT TECHNICIAN II | - | 4.0 | 4.0 | 3.0 |
| TREATMENT PLANT TECHNICIAN III | 8.0 | 6.0 | 6.0 | 8.0 |
| UTILITY BILLING SUPERVISOR | 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 | 0.5 |
| **TOTAL** | **59.9** | **57.5** | **53.3** | **54.0** |

# Capital Improvement Plan

# CITY OF BILLINGS

# Capital Improvement Plan

# FY 2021 – FY 2025

# (APPROVED)

# FY 2021 - 2025 CAPITAL IMPROVEMENT PLAN SUMMARIES (APPROVED)
# 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 2021-2025 CIP contains information on how the City plans to invest available resources into key infrastructure and facilities between fiscal years 2021 and 2025. 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.

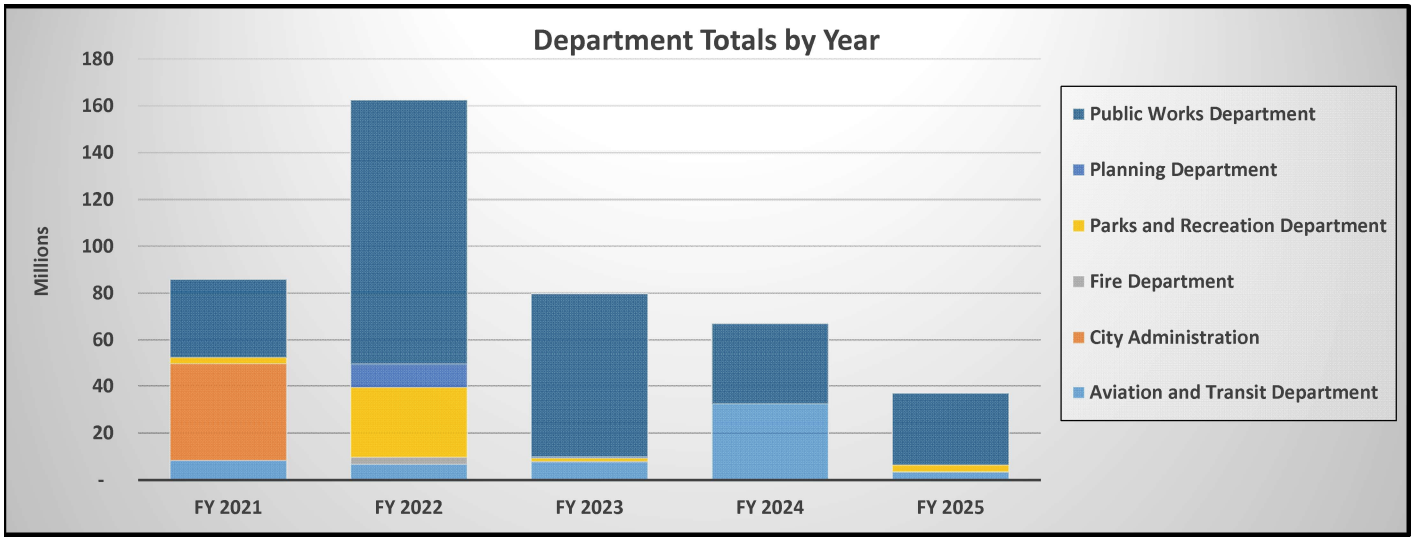
## What's in this 5-year CIP?

The FY 2021-2025 CIP includes $431.8 million for 117 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

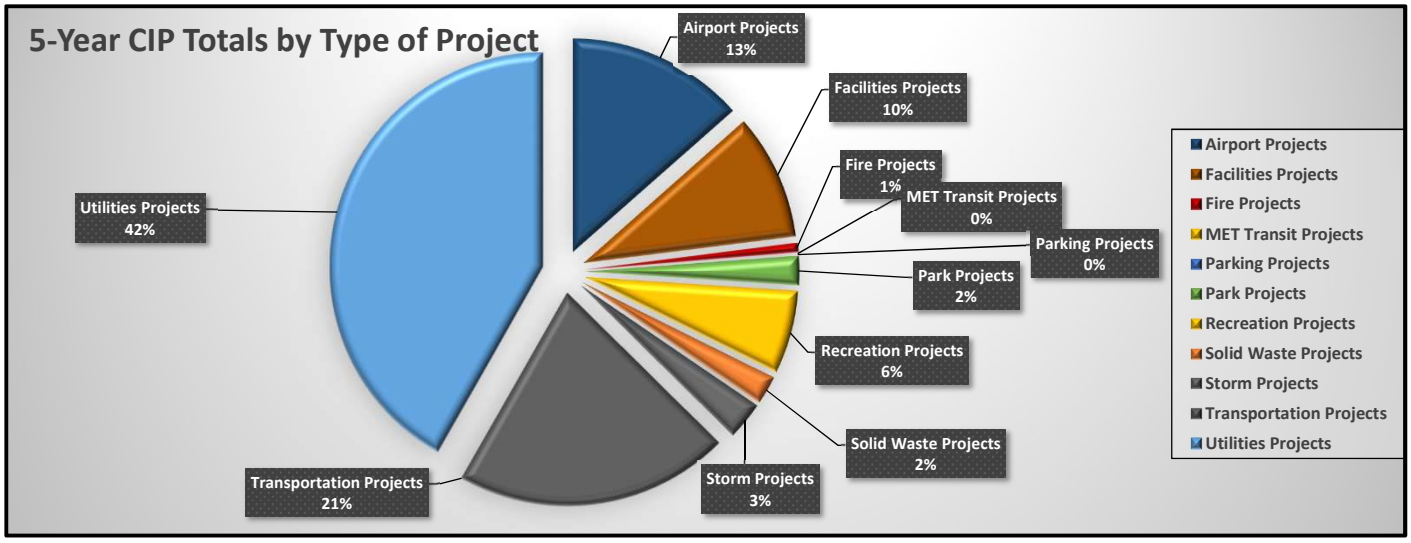
| Department | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Aviation and Transit Department | 8,335,000 | 6,680,000 | 7,800,000 | 32,350,000 | 3,500,000 | 58,665,000 |
| City Administration | 41,174,643 | - | 60,000 | - | - | 41,234,643 |
| Fire Department | - | 3,000,000 | - | - | - | 3,000,000 |
| Parks and Recreation Department | 2,589,978 | 29,751,000 | 1,403,503 | 80,000 | 2,890,944 | 36,715,425 |
| Planning Department | - | 9,950,000 | 700,000 | - | - | 10,650,000 |
| Public Works Department | 33,800,000 | 112,997,000 | 69,730,000 | 34,580,000 | 30,470,000 | 281,577,000 |
| **Total Capital Improvement Plan** | **85,899,621** | **162,378,000** | **79,693,503** | **67,010,000** | **36,860,944** | **431,842,068** |



# FY 2021 - 2025 CAPITAL IMPROVEMENT PLAN SUMMARIES (APPROVED)
# CIP OVERVIEW

## PROJECT CATEGORY TOTALS

| Project Category | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Airport Projects | 7,850,000 | 6,680,000 | 7,800,000 | 32,350,000 | 3,500,000 | 58,180,000 |
| Facilities Projects | 41,174,643 | - | - | - | - | 41,174,643 |
| Fire Projects | - | 3,000,000 | - | - | - | 3,000,000 |
| MET Transit Projects | 485,000 | - | - | - | - | 485,000 |
| Parking Projects | - | - | 60,000 | - | - | 60,000 |
| Park Projects | 2,464,978 | 4,539,000 | 1,303,503 | - | 1,200,000 | 9,507,481 |
| Recreation Projects | 125,000 | 25,212,000 | 100,000 | 80,000 | 1,690,944 | 27,207,944 |
| Solid Waste Projects | 900,000 | 3,000,000 | 4,500,000 | 100,000 | 900,000 | 9,400,000 |
| Storm Projects | 2,140,000 | 2,340,000 | 2,500,000 | 2,700,000 | 2,790,000 | 12,470,000 |
| Transportation Projects | 14,975,000 | 31,630,000 | 15,230,000 | 13,380,000 | 14,780,000 | 89,995,000 |
| Utilities Projects | 15,785,000 | 85,977,000 | 48,200,000 | 18,400,000 | 12,000,000 | 180,362,000 |
| **Total Capital Improvement Plan** | **85,899,621** | **162,378,000** | **79,693,503** | **67,010,000** | **36,860,944** | **431,842,068** |



# FY 2021 - 2025 CAPITAL IMPROVEMENT PLAN SUMMARIES (APPROVED)
# 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.

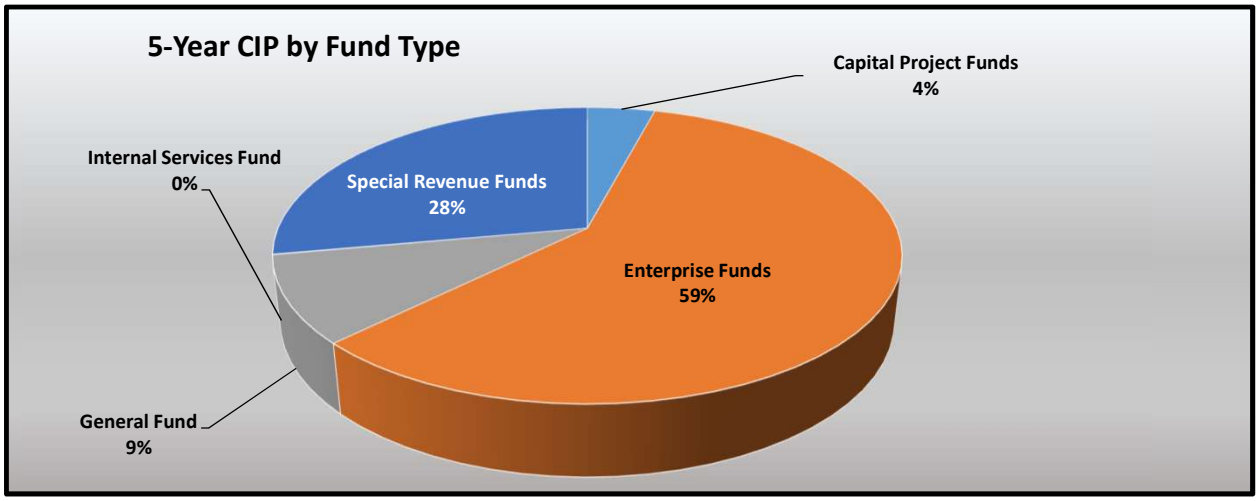
**Internal Service Funds** are used to account for services provided by a City department to other City departments. Internal service funds are funded by charging the City departments that they provide services to.

**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

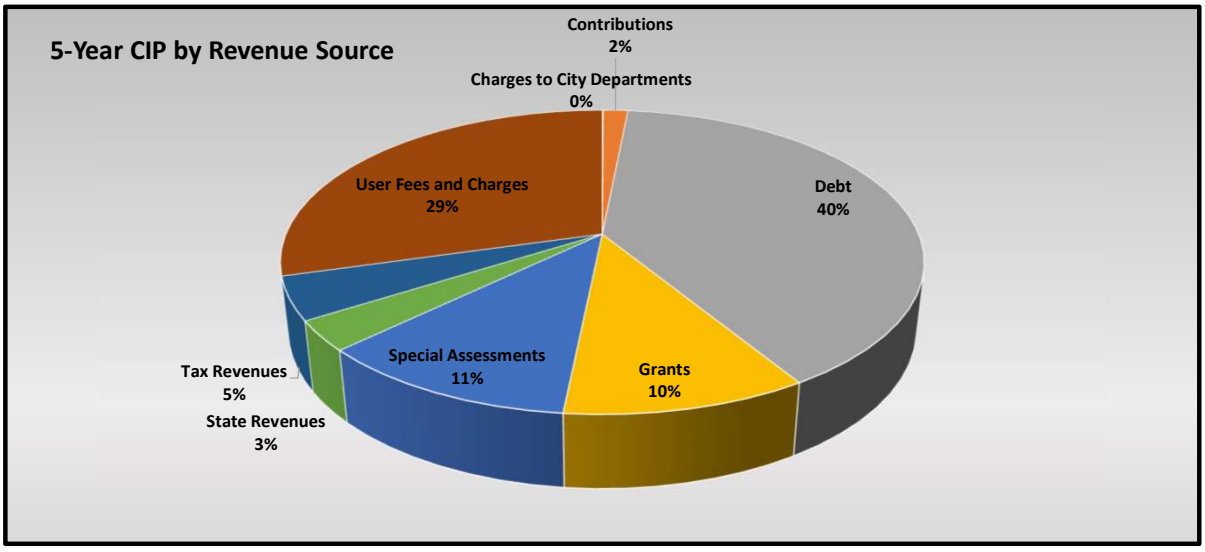
| Fund | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| **Capital Project Funds** | | | | | | |
| Sidewalk and Curb Districts Fund | 1,180,000 | 1,180,000 | 1,180,000 | 1,180,000 | 1,180,000 | 5,900,000 |
| Special Improvement Districts (SID) Fund | 2,400,000 | 2,400,000 | 2,400,000 | 2,400,000 | 2,400,000 | 12,000,000 |
| **Total Capital Projects Fund** | **3,580,000** | **3,580,000** | **3,580,000** | **3,580,000** | **3,580,000** | **17,900,000** |
| | | | | | | |
| **Enterprise Funds** | | | | | | |
| Airport Fund | 7,850,000 | 6,680,000 | 7,800,000 | 32,350,000 | 3,500,000 | 58,180,000 |
| Parking Fund | - | - | 60,000 | - | - | 60,000 |
| Solid Waste Fund | 900,000 | 3,000,000 | 4,500,000 | 100,000 | 900,000 | 9,400,000 |
| Transit Fund | 485,000 | - | - | - | - | 485,000 |
| Wastewater Fund | 6,735,000 | 7,177,000 | 5,300,000 | 9,100,000 | 5,100,000 | 33,412,000 |
| Water Fund | 10,200,000 | 78,800,000 | 43,900,000 | 10,300,000 | 7,900,000 | 151,100,000 |
| **Total Enterprise Funds** | **26,170,000** | **95,657,000** | **61,560,000** | **51,850,000** | **17,400,000** | **252,637,000** |
| | | | | | | |
| **General Fund** | **40,929,643** | **-** | **-** | **-** | **-** | **40,929,643** |
| | | | | | | |
| **Facilities Management Fund (Internal Services Fund)** | **245,000** | **-** | **-** | **-** | **-** | **245,000** |
| | | | | | | |
| **Special Revenue Funds** | | | | | | |
| Arterial Construction Fund | 4,050,000 | 9,650,000 | 3,574,000 | 4,350,000 | 5,070,000 | 26,694,000 |
| Baseball Field/Stadium Donations for Capital Fund | - | 400,000 | - | - | - | 400,000 |
| East Tax Increment District Fund | - | 3,800,000 | - | - | - | 3,800,000 |
| Gas Tax Fund | 4,215,000 | 4,150,000 | 5,876,000 | 3,950,000 | 5,130,000 | 23,321,000 |
| Park District 1 Fund | 1,300,000 | 1,351,000 | 1,403,503 | 80,000 | 2,890,944 | 7,025,447 |
| Parks Program Fund | 985,000 | 3,000,000 | - | - | - | 3,985,000 |
| Public Safety Fund | - | 3,000,000 | - | - | - | 3,000,000 |
| South Tax Increment District Fund | 2,284,978 | 25,500,000 | 500,000 | 500,000 | - | 28,784,978 |
| Storm Fund | 2,140,000 | 2,340,000 | 2,500,000 | 2,700,000 | 2,790,000 | 12,470,000 |
| Trails Fund | - | 7,149,500 | 100,000 | - | - | 7,249,500 |
| Transportation Alternatives Program Fund | - | 2,800,500 | 600,000 | - | - | 3,400,500 |
| **Total Special Revenue Funds** | **14,974,978** | **63,141,000** | **14,553,503** | **11,580,000** | **15,880,944** | **120,130,425** |
| | | | | | | |
| **Total Capital Improvement Plan** | **85,899,621** | **162,378,000** | **79,693,503** | **67,010,000** | **36,860,944** | **431,842,068** |

# FY 2021 - 2025 CAPITAL IMPROVEMENT PLAN SUMMARIES (APPROVED)
## CIP OVERVIEW




## PROJECTS BY REVENUE SOURCE

| Revenue Source | FY 2020 | FY 2021 | FY 2022 | FY 2023 | FY 2024 | Total |
|---|---|---|---|---|---|---|
| Charges to City Departments | 245,000 | - | - | - | - | 245,000 |
| Contributions | 375,000 | 5,809,500 | 107,000 | - | 100,000 | 6,391,500 |
| Debt | 35,548,943 | 90,080,000 | 38,580,000 | 3,580,000 | 3,580,000 | 171,368,943 |
| Grants | 7,168,600 | 24,406,800 | 7,130,000 | 3,015,000 | 3,150,000 | 44,870,400 |
| Special Assessments | 9,340,000 | 8,191,000 | 9,377,503 | 9,030,000 | 12,650,944 | 48,589,447 |
| State Revenues | 2,365,000 | 2,300,000 | 3,919,000 | 2,050,000 | 3,130,000 | 13,764,000 |
| Tax Revenues | 11,395,678 | 7,300,000 | 500,000 | 500,000 | - | 19,695,678 |
| User Fees and Charges | 19,461,400 | 24,290,700 | 20,080,000 | 48,835,000 | 14,250,000 | 126,917,100 |
| **Total Capital Improvement Plan** | **85,899,621** | **162,378,000** | **79,693,503** | **67,010,000** | **36,860,944** | **431,842,068** |



# CIP Projects by Department & Project Category

# FY 2021 - 2025 CAPITAL IMPROVEMENT PLAN SUMMARIES (APPROVED)
# FUNDING BY DEPARTMENT AND PROJECT CATEGORY

## AVIATION AND TRANSIT DEPARTMENT

### AIRPORT PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Baggage Claim Improvements | | | | 1,000,000 | | 1,000,000 |
| Car Rental Parking Garage | | | | 25,000,000 | | 25,000,000 |
| Cargo Ramp - Slot 5 Expansion | | | 4,500,000 | | | 4,500,000 |
| Extend Operations Building Mechanic Bays | | 500,000 | | | | 500,000 |
| Extend Water & Sewer Line to Business Park | | 500,000 | | | | 500,000 |
| Old East Taxilane - Rehab | | | | 350,000 | | 350,000 |
| Parking Garage Planning and Design | | | 500,000 | | | 500,000 |
| Public Ramp - Northside Expansion Phase II | | | | | 2,000,000 | 2,000,000 |
| Ramp - Northside | | | | | 1,500,000 | 1,500,000 |
| Reconstruct the Commercial Air Carrier Parking Ramp | | 1,680,000 | 2,700,000 | | | 4,380,000 |
| Remodel Baggage Claim Restrooms | | 300,000 | | | | 300,000 |
| Remove Hangars IP 1-4 | | 100,000 | | | | 100,000 |
| Replace Incandescent Airfield Lighting with New LED | 250,000 | | | | | 250,000 |
| Replace Paid Parking Attendant Booths | 100,000 | 100,000 | 100,000 | | | 300,000 |
| Replace West Airfield Operations Road | 200,000 | | | | | 200,000 |
| Runway 7/25 Design Standards | 300,000 | | | | | 300,000 |
| RW 7/25 & 10R/28L Improve Intersection & Enhance TW | | | | 3,000,000 | | 3,000,000 |
| Terminal Building Expansion Construction | 7,000,000 | 3,500,000 | | | | 10,500,000 |
| Upgrade Front of Terminal | | | | 3,000,000 | | 3,000,000 |
| **Total Airport Projects** | **7,850,000** | **6,680,000** | **7,800,000** | **32,350,000** | **3,500,000** | **58,180,000** |

### MET TRANSIT PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| MET Bus Wash Improvements | 300,000 | | | | | 300,000 |
| MET Repair Parapet Wall | 50,000 | | | | | 50,000 |
| MET Replace/Repair Skylights | 100,000 | | | | | 100,000 |
| Replace Radiant Heating Pad in Bus Wash | 35,000 | | | | | 35,000 |
| **Total MET Transit Projects** | **485,000** | **-** | **-** | **-** | **-** | **485,000** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **AVIATION AND TRANSIT DEPARTMENT TOTAL** | **8,335,000** | **6,680,000** | **7,800,000** | **32,350,000** | **3,500,000** | **58,665,000** |

## CITY ADMINISTRATION

### FACILITIES PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| BOC Concrete, Aprons and Lot Work | 245,000 | | | | | 245,000 |
| Facilities Master Plan/New City Hall | 40,929,643 | | | | | 40,929,643 |
| **Total Facilities Projects** | **41,174,643** | **-** | **-** | **-** | **-** | **41,174,643** |

### PARKING PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Parking Garage Condition Audit | | | 60,000 | | | 60,000 |
| **Total Parking Projects** | **-** | **-** | **60,000** | **-** | **-** | **60,000** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **CITY ADMINISTRATION DIVISION TOTAL** | **41,174,643** | **-** | **60,000** | **-** | **-** | **41,234,643** |

# FIRE DEPARTMENT

## FIRE PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Construction of Fire Station #8 | | 3,000,000 | | | | 3,000,000 |
| **Total Fire Projects** | **-** | **3,000,000** | **-** | **-** | **-** | **3,000,000** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **FIRE DEPARTMENT TOTAL** | **-** | **3,000,000** | **-** | **-** | **-** | **3,000,000** |

# PARKS AND RECREATION DEPARTMENT

## PARK PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Arrowhead Park Playground Replacement | | 200,000 | | | | 200,000 |
| Castlerock Park Master Plan | 50,000 | | | | | 50,000 |
| Castlerock Park Playground Replacement | 400,000 | | | | | 400,000 |
| Centennial Park Playground Development | 300,000 | | | | | 300,000 |
| Coulson Park Restroom Replacement | 110,000 | | | | | 110,000 |
| Dehler Park Ball Field Replacement | | 400,000 | | | | 400,000 |
| Grandview Irrigation Automation | | | 300,000 | | | 300,000 |
| High Sierra Park Restroom | 25,000 | | | | | 25,000 |
| Highland Park Irrigation Improvements | | | 300,000 | | | 300,000 |
| Highland Park Playground Replacement | | | 200,000 | | | 200,000 |
| Lillis Park Playground Replacement | 300,000 | | | | | 300,000 |
| North Park Playground Replacement | | 400,000 | | | | 400,000 |
| Optimist Park Improvements | 304,978 | | | | | 304,978 |
| Pioneer and Hawthorne Parks Wading Pool Evaluation | | | 80,000 | | | 80,000 |
| Poly Vista Park Development | | 3,000,000 | | | | 3,000,000 |
| Ponderosa Park Irrigation Automation | | 450,000 | | | | 450,000 |
| Riverfront Park Multi-use Trails | 420,000 | | | | | 420,000 |
| Riverfront Park Road and Parking Lot Repairs | 175,000 | 15,000 | | | 800,000 | 990,000 |
| South Park Bathhouse Renovation Study | | 74,000 | | | | 74,000 |
| Swords Rimrock Park Road and Parking Lot Repair | | | 423,503 | | 400,000 | 823,503 |
| Terry Park Playground Replacement | 300,000 | | | | | 300,000 |
| Terry Park Shelter | 80,000 | | | | | 80,000 |
| **Total Park Projects** | **2,464,978** | **4,539,000** | **1,303,503** | **-** | **1,200,000** | **9,507,481** |

## RECREATION PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Community and Senior Center Roof Replacement | 125,000 | | | | | 125,000 |
| Rose and South Parks Pool Liner Replacement | | 212,000 | | | | 212,000 |
| Rose Pool Spray Feature Upgrade | | | 100,000 | | | 100,000 |
| South Billings Aquatic/Recreation Center | | 25,000,000 | | | | 25,000,000 |
| South Park Pool Renovation | | | | 80,000 | 1,690,944 | 1,770,944 |
| **Total Recreation Projects** | **125,000** | **25,212,000** | **100,000** | **80,000** | **1,690,944** | **27,207,944** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **PARKS AND RECREATION DEPT TOTAL** | **2,589,978** | **29,751,000** | **1,403,503** | **80,000** | **2,890,944** | **36,715,425** |

# PLANNING DEPARTMENT

## TRANSPORTATION PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 |
| **Total Transportation Projects** | **-** | **9,950,000** | **700,000** | **-** | **-** | **10,650,000** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **PLANNING DEPARTMENT TOTAL** | **-** | **9,950,000** | **700,000** | **-** | **-** | **10,650,000** |

# PUBLIC WORKS DEPARTMENT

## SOLID WASTE PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Landfill Composting Facility | 100,000 | 2,500,000 | | | | 2,600,000 |
| Landfill Material Recovery Facility (MRF) | | 500,000 | 4,500,000 | | | 5,000,000 |
| Landfill Phase 3 Closure | | | | 100,000 | 900,000 | 1,000,000 |
| Solid Waste Modifications to the BOC | 800,000 | | | | | 800,000 |
| **Total Solid Waste Projects** | **900,000** | **3,000,000** | **4,500,000** | **100,000** | **900,000** | **9,400,000** |

## STORM PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Annual Culvert Project | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 750,000 |
| 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 | 1,500,000 | 1,700,000 | 1,860,000 | 2,060,000 | 2,150,000 | 9,270,000 |
| **Total Storm Projects** | **2,140,000** | **2,340,000** | **2,500,000** | **2,700,000** | **2,790,000** | **12,470,000** |

## TRANSPORTATION PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| 32nd Street West - King Avenue to Gabel | 2,800,000 | | | | | 2,800,000 |
| 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 Gravel Street Reconstruction | 2,450,000 | 2,450,000 | 2,450,000 | 2,450,000 | 2,450,000 | 12,250,000 |
| Annual Pedestrian Crossings | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 500,000 |
| Annual SIDs | 1,050,000 | 1,050,000 | 1,050,000 | 1,050,000 | 1,050,000 | 5,250,000 |
| Annual Street Reconstruction | 1,580,000 | 1,580,000 | 1,580,000 | 1,580,000 | 1,580,000 | 7,900,000 |
| Bike Lanes/Boulevards | 215,000 | | | 150,000 | 150,000 | 515,000 |
| Broadwater - Vermillion to Shiloh | | | | 600,000 | 3,000,000 | 3,600,000 |
| Hallowell Lane Improvements | 1,630,000 | | | | | 1,630,000 |
| Inner Belt Loop | | 7,000,000 | | | | 7,000,000 |
| Intersection Capacity Improvements | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 2,500,000 |
| Misc., Curb, Gutter, and Sidewalk Program | 700,000 | 700,000 | 700,000 | 700,000 | 700,000 | 3,500,000 |
| Mullowney Road | | 400,000 | 3,700,000 | | | 4,100,000 |
| PAVER Program | 2,450,000 | 2,600,000 | 2,750,000 | 2,750,000 | 2,750,000 | 13,300,000 |
| 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 |
| Traffic Signal Controller Upgrade | 650,000 | 650,000 | 650,000 | | | 1,950,000 |
| Travel Corridor Coordination | 100,000 | 100,000 | 50,000 | 50,000 | 50,000 | 350,000 |
| Wicks Lane - Main to Bitterroot | | | | | 2,200,000 | 2,200,000 |
| **Total Transportation Projects** | **14,975,000** | **21,680,000** | **14,530,000** | **13,380,000** | **14,780,000** | **79,345,000** |

## UTILITY PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| D&C Heated Shop and Breakroom Addition | | | | | 1,000,000 | 1,000,000 |
| Hydrogen Sulfide Mitigation | 500,000 | 500,000 | | | | 1,000,000 |
| Utilities Service Center Reconstruction | | | 700,000 | | | 700,000 |
| Wastewater Biogas Recovery System | 200,000 | 1,000,000 | | | | 1,200,000 |
| Wastewater Centrifuge Replacement | 1,000,000 | | | | | 1,000,000 |
| Wastewater Compensation Agreements | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 1,500,000 |
| Wastewater Main Replacements | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 20,000,000 |
| 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 | 135,000 | | | | | 135,000 |
| Wastewater Plant Acetate Feed System | | 427,000 | | | | 427,000 |
| 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 Compensation Agreements | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 1,500,000 |
| 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 Intake, Pump Station, and Pipeline | | 24,500,000 | | | | 24,500,000 |
| Water Lead Service Replacement Project | 750,000 | 750,000 | 500,000 | 700,000 | | 2,700,000 |
| Water - Logan Reservoir Recoating/Exterior Painting | | | | 900,000 | | 900,000 |
| Water Main - 48th Street West | 500,000 | 5,000,000 | | | | 5,500,000 |
| Water Main Replacements | 3,000,000 | 3,000,000 | 3,000,000 | 3,000,000 | 3,000,000 | 15,000,000 |
| Water Pressure Zone Interconnect & Redundant Line | | | | 3,500,000 | | 3,500,000 |
| Water - Staples Reservoir | | 400,000 | 3,600,000 | | | 4,000,000 |
| Water Treatment Plant Electrical Improvements | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 2,500,000 |
| Water - West End Reservoir/City Lakes | | 43,000,000 | | | | 43,000,000 |
| Water - West End Treatment Plant | 4,000,000 | | 35,000,000 | | | 39,000,000 |
| **Total Utility Projects** | **15,785,000** | **85,977,000** | **48,200,000** | **18,400,000** | **12,000,000** | **180,362,000** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **PUBLIC WORKS DEPARTMENT TOTAL** | **33,800,000** | **112,997,000** | **69,730,000** | **34,580,000** | **30,470,000** | **281,577,000** |

| | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| **TOTAL ALL DEPARTMENTS** | **85,899,621** | **162,378,000** | **79,693,503** | **67,010,000** | **36,860,944** | **431,842,068** |

# CIP Projects by Fund

# FY 2021 - 2025 CAPITAL IMPROVEMENT PLAN SUMMARIES (APPROVED) FUNDING BY FUND

## CAPITAL PROJECT FUNDS

### SIDEWALK AND CURB DISTRICTS FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 |
| **Total 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

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Annual Gravel Road Reconstruction | 1,400,000 | 1,400,000 | 1,400,000 | 1,400,000 | 1,400,000 | 7,000,000 |
| Annual SIDs | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 5,000,000 |
| **Total SID Fund** | **2,400,000** | **2,400,000** | **2,400,000** | **2,400,000** | **2,400,000** | **12,000,000** |

## ENTERPRISE FUNDS

### AIRPORT FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Baggage Claim Improvements | | | | 1,000,000 | | 1,000,000 |
| Car Rental Parking Garage | | | | 25,000,000 | | 25,000,000 |
| Cargo Ramp - Slot 5 Expansion | | | 4,500,000 | | | 4,500,000 |
| Extend Operations Building Mechanic Bays | | 500,000 | | | | 500,000 |
| Extend Water & Sewer Line to Business Park | | 500,000 | | | | 500,000 |
| Old East Taxilane - Rehab | | | | 350,000 | | 350,000 |
| Parking Garage Planning and Design | | | 500,000 | | | 500,000 |
| Public Ramp - Northside Expansion Phase II | | | | | 2,000,000 | 2,000,000 |
| Ramp - Northside | | | | | 1,500,000 | 1,500,000 |
| Reconstruct the Commercial Air Carrier Parking Ramp | | 1,680,000 | 2,700,000 | | | 4,380,000 |
| Remodel Baggage Claim Restrooms | | 300,000 | | | | 300,000 |
| Remove Hangars IP 1-4 | | 100,000 | | | | 100,000 |
| Replace Incandescent Airfield Lighting with New LED | 250,000 | | | | | 250,000 |
| Replace Paid Parking Attendant Booths | 100,000 | 100,000 | 100,000 | | | 300,000 |
| Replace West Airfield Operations Road | 200,000 | | | | | 200,000 |
| Runway 7/25 Design Standards | 300,000 | | | | | 300,000 |
| RW 7/25 & 10R/28L Improve Intersection & Enhance TW | | | | 3,000,000 | | 3,000,000 |
| Terminal Building Expansion Construction | 7,000,000 | 3,500,000 | | | | 10,500,000 |
| Upgrade Front of Terminal | | | | 3,000,000 | | 3,000,000 |
| **Total Airport Fund** | **7,850,000** | **6,680,000** | **7,800,000** | **32,350,000** | **3,500,000** | **58,180,000** |

### PARKING FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Parking Garage Condition Audit | | | 60,000 | | | 60,000 |
| **Total Parking Fund** | **-** | **-** | **60,000** | **-** | **-** | **60,000** |

### SOLID WASTE FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Landfill Composting Facility | 100,000 | 2,500,000 | | | | 2,600,000 |
| Landfill Material Recovery Facility (MRF) | | 500,000 | 4,500,000 | | | 5,000,000 |
| Landfill Phase 3 Closure | | | | 100,000 | 900,000 | 1,000,000 |
| Solid Waste Modifications to the BOC | 800,000 | | | | | 800,000 |
| **Total Solid Waste Fund** | **900,000** | **3,000,000** | **4,500,000** | **100,000** | **900,000** | **9,400,000** |

## TRANSIT FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| MET Bus Wash Improvements | 300,000 | | | | | 300,000 |
| MET Repair Parapet Wall | 50,000 | | | | | 50,000 |
| MET Replace/Reapir Skylights | 100,000 | | | | | 100,000 |
| Replace Radiant Heating Pad in Bus Wash | 35,000 | | | | | 35,000 |
| **Total Transit Fund** | **485,000** | **-** | **-** | **-** | **-** | **485,000** |

## WASTEWATER FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| D&C Heated Shop and Breakroom Addition | | | | | 500,000 | 500,000 |
| Hydrogen Sulfide Mitigation | 500,000 | 500,000 | | | | 1,000,000 |
| Utilities Service Center Reconstruction | | | 700,000 | | | 700,000 |
| Wastewater Biogas Recovery System | 200,000 | 1,000,000 | | | | 1,200,000 |
| Wastewater Centrifuge Replacement | 1,000,000 | | | | | 1,000,000 |
| Wastewater Compensation Agreements | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 1,500,000 |
| Wastewater Main Replacements | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 20,000,000 |
| 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 | 135,000 | | | | | 135,000 |
| Wastewater Plant Acetate Feed System | | 427,000 | | | | 427,000 |
| 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 |
| **Total Wastewater Fund** | **6,735,000** | **7,177,000** | **5,300,000** | **9,100,000** | **5,100,000** | **33,412,000** |

## WATER FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Annual Gravel Street Reconstruction | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 2,500,000 |
| Annual Street Reconstruction | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 2,500,000 |
| D&C Heated Shop and Breakroom Addition | | | | | 500,000 | 500,000 |
| Hallowell Lane Improvements | 150,000 | | | | | 150,000 |
| Water Compensation Agreements | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 1,500,000 |
| 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 Intake, Pump Station, and Pipeline | | 24,500,000 | | | | 24,500,000 |
| Water Lead Service Replacement Project | 750,000 | 750,000 | 500,000 | 700,000 | | 2,700,000 |
| Water - Logan Reservoir Recoating/Exterior Painting | | | | 900,000 | | 900,000 |
| Water Main - 48th Street West | 500,000 | 5,000,000 | | | | 5,500,000 |
| Water Main Replacements | 3,000,000 | 3,000,000 | 3,000,000 | 3,000,000 | 3,000,000 | 15,000,000 |
| Water Pressure Zone Interconnect & Redundant Line | | | | 3,500,000 | | 3,500,000 |
| Water - Staples Reservoir | | 400,000 | 3,600,000 | | | 4,000,000 |
| Water Treatment Plant Electrical Improvements | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 2,500,000 |
| Water - West End Reservoir/City Lakes | | 42,000,000 | | | | 42,000,000 |
| Water - West End Treatment Plant | 4,000,000 | | 35,000,000 | | | 39,000,000 |
| **Total Water Fund** | **10,200,000** | **78,800,000** | **43,900,000** | **10,300,000** | **7,900,000** | **151,100,000** |

# GENERAL FUND

## GENERAL FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Facilities Master Plan/New City Hall | 40,929,643 | | | | | 40,929,643 |
| **Total General Fund** | **40,929,643** | **-** | **-** | **-** | **-** | **40,929,643** |

# INTERNAL SERVICE FUNDS

## FACILITIES MANAGEMENT FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| BOC Concrete, Aprons and Lot Work | 245,000 | | | | | 245,000 |
| **Total Facilities Management Fund** | **245,000** | **-** | **-** | **-** | **-** | **245,000** |

# SPECIAL REVENUE FUNDS

## ARTERIAL CONSTRUCTION FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| 32nd Street West - King Avenue to Gabel | 2,800,000 | | | | | 2,800,000 |
| 36th - Central to Broadwater | | | 250,000 | 2,250,000 | | 2,500,000 |
| 6th Avenue North Multiuse Trail | | | | 450,000 | | 450,000 |
| Broadwater - Vermillion to Shiloh | | | | 600,000 | 3,000,000 | 3,600,000 |
| Inner Belt Loop | | 7,000,000 | | | | 7,000,000 |
| Intersection Capacity Improvements | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 2,500,000 |
| Mullowney Road | | 400,000 | 1,624,000 | | | 2,024,000 |
| PAVER Program | | | 500,000 | 500,000 | | 1,000,000 |
| Traffic Signal Controller Upgrade | 650,000 | 650,000 | 650,000 | | | 1,950,000 |
| Travel Corridor Coordination | 100,000 | 100,000 | 50,000 | 50,000 | 50,000 | 350,000 |
| Water - West End Reservoir/City Lakes (Hesper Road) | | 1,000,000 | | | | 1,000,000 |
| Wicks Lane - Main to Bitterroot | | | | | 1,520,000 | 1,520,000 |
| **Total Arterial Construction Fund** | **4,050,000** | **9,650,000** | **3,574,000** | **4,350,000** | **5,070,000** | **26,694,000** |

## BASEBALL FIELD/STADIUM DONATIONS for CAPITAL MAINT FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Dehler Park Ball Field Replacement | | 400,000 | | | | 400,000 |
| **Total Dehler Park Capital Fund** | **-** | **400,000** | **-** | **-** | **-** | **400,000** |

## EAST TAX INCREMENT FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Pedestrian Crossing of Exposition Drive | | 3,800,000 | | | | 3,800,000 |
| **Total East Tax Increment Fund** | **-** | **3,800,000** | **-** | **-** | **-** | **3,800,000** |

## GAS TAX FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Annual ADA Replacement | 250,000 | 250,000 | 250,000 | 250,000 | 250,000 | 1,250,000 |
| Annual Gravel Street Reconstruction | 550,000 | 550,000 | 550,000 | 550,000 | 550,000 | 2,750,000 |
| Annual Pedestrian Crossings | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 500,000 |
| Annual SIDs | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 250,000 |
| Annual Street Reconstruction | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 1,500,000 |
| Bike Lanes/Boulevards | 215,000 | | | 150,000 | 150,000 | 515,000 |
| Misc., Curb, Gutter, and Sidewalk Program | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 1,500,000 |
| Mullowney Road | | | 2,076,000 | | | 2,076,000 |
| PAVER Program | 2,450,000 | 2,600,000 | 2,250,000 | 2,250,000 | 2,750,000 | 12,300,000 |
| Wicks Lane - Main to Bitterroot | | | | | 680,000 | 680,000 |
| **Total Gas Tax Construction Fund** | **4,215,000** | **4,150,000** | **5,876,000** | **3,950,000** | **5,130,000** | **23,321,000** |

## PARKS PROGRAM FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Castlerock Park Master Plan | 50,000 | | | | | 50,000 |
| Centennial Park Playground Development | 300,000 | | | | | 300,000 |
| Coulson Park Restroom Replacement | 110,000 | | | | | 110,000 |
| High Sierra Park Restroom | 25,000 | | | | | 25,000 |
| Poly Vista Park Development | | 3,000,000 | | | | 3,000,000 |
| Riverfront Park Multi-use Trails | 420,000 | | | | | 420,000 |
| Terry Park Shelter | 80,000 | | | | | 80,000 |
| **Total Parks Program Fund** | **985,000** | **3,000,000** | **-** | **-** | **-** | **3,985,000** |

## PARK DISTRICT 1 FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Arrowhead Park Playground Replacement | | 200,000 | | | | 200,000 |
| Castlerock Park Playground Replacement | 400,000 | | | | | 400,000 |
| Community and Senior Center Roof Replacement | 125,000 | | | | | 125,000 |
| Grandview Irrigation Automation | | | 300,000 | | | 300,000 |
| Highland Park Irrigation Improvements | | | 300,000 | | | 300,000 |
| Highland Park Playground Replacement | | | 200,000 | | | 200,000 |
| Lillis Park Playground Replacement | 300,000 | | | | | 300,000 |
| North Park Playground Replacement | | 400,000 | | | | 400,000 |
| Pioneer and Hawthorne Parks Wading Pool Evaluation | | | 80,000 | | | 80,000 |
| Ponderosa Park Irrigation Automation | | 450,000 | | | | 450,000 |
| Riverfront Park Road and Parking Lot Repairs | 175,000 | 15,000 | | | 800,000 | 990,000 |
| Rose and South Parks Pool Liner Replacement | | 212,000 | | | | 212,000 |
| Rose Pool Spray Feature Upgrade | | | 100,000 | | | 100,000 |
| South Park Bathhouse Renovation Study | | 74,000 | | | | 74,000 |
| South Park Pool Renovation | | | | 80,000 | 1,690,944 | 1,770,944 |
| Swords Rimrock Park Road and Parking Lot Repair | | | 423,503 | | 400,000 | 823,503 |
| Terry Park Playground Replacement | 300,000 | | | | | 300,000 |
| **Total Park District 1 Fund** | **1,300,000** | **1,351,000** | **1,403,503** | **80,000** | **2,890,944** | **7,025,447** |

## PUBLIC SAFETY FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Construction of Fire Station #8 | | 3,000,000 | | | | 3,000,000 |
| **Total Public Safety Fund** | **-** | **3,000,000** | **-** | **-** | **-** | **3,000,000** |

## SOUTH TAX INCREMENT FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Hallowell Lane Improvements | 1,480,000 | | | | | 1,480,000 |
| Optimist Park Improvements | 304,978 | | | | | 304,978 |
| SBURA Unimproved Street Improvements | 500,000 | 500,000 | 500,000 | 500,000 | | 2,000,000 |
| South Billings Aquatic/Recreation Center | | 25,000,000 | | | | 25,000,000 |
| **Total South Tax Increment Fund** | **2,284,978** | **25,500,000** | **500,000** | **500,000** | **-** | **28,784,978** |

## STORM FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Annual Culvert Project | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 750,000 |
| 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 | 1,500,000 | 1,700,000 | 1,860,000 | 2,060,000 | 2,150,000 | 9,270,000 |
| **Total Storm Fund** | **2,140,000** | **2,340,000** | **2,500,000** | **2,700,000** | **2,790,000** | **12,470,000** |

## TRAILS FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | 202000 | | | | 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 |
| **Total Trails Fund** | **-** | **7,149,500** | **100,000** | **-** | **-** | **7,249,500** |

## TRANSPORTATION ALTERNATIVES PROGRAM FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Downtown-Coulson Park Trail Connection | | 502,500 | | | | 502,500 |
| Riverfront Park Trail | | 1298000 | | | | 1,298,000 |
| Stagecoach Trail | | 1,000,000 | | | | 1,000,000 |
| Trail Connector from King Ave West to TransTech Center | | | 600,000 | | | 600,000 |
| **Total Transportations Alternatives Program Funds** | **-** | **2,800,500** | **600,000** | **-** | **-** | **3,400,500** |

| | FY 2020 | FY 2021 | FY 2022 | FY 2023 | FY 2024 | Total |
|---|---|---|---|---|---|---|
| **TOTAL ALL FUNDS** | **85,899,621** | **162,378,000** | **79,693,503** | **67,010,000** | **36,860,944** | **431,842,068** |

# CIP Projects by Revenue Source

# FY 2021 - 2025 CAPITAL IMPROVEMENT PLAN SUMMARIES (APPROVED)
# FUNDING BY REVENUE SOURCE

## PROJECTS FUNDED WITH CHARGES TO CITY DEPARTMENTS

### FACILITIES CHARGES FOR SERVICES

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| BOC Concrete, Aprons and Lot Work | 245,000 | | | | | 245,000 |
| **Total Facilities Charges for Services** | **245,000** | **-** | **-** | **-** | **-** | **245,000** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **CHARGES TO CITY DEPARTMENTS TOTAL** | **245,000** | **-** | **-** | **-** | **-** | **245,000** |

## PROJECTS FUNDED WITH CONTRIBUTIONS

### BILLINGS TRAILNET

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Alkali Creek Trail Connection | | 100,000 | | | | 100,000 |
| Downtown BBWA Corridor Trail/On Street Facilities | | 60,000 | | | | 60,000 |
| Skyline Trail | | 500,000 | | | | 500,000 |
| Trail Connector from King Ave West to TransTech Center | | | 50,000 | | | 50,000 |
| **Total Billings Trailnet Contributions** | **-** | **660,000** | **50,000** | **-** | **-** | **710,000** |

### DEVELOPER CONTRIBUTIONS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Castlerock Park Master Plan | 50,000 | | | | | 50,000 |
| Downtown-Coulson Park Trail Connection | | 97,500 | | | | 97,500 |
| High Sierra Park Restroom | 25,000 | | | | | 25,000 |
| Mullowney Road | | | 57,000 | | | 57,000 |
| Wicks Lane - Main to Bitterroot | | | | | 100,000 | 100,000 |
| **Total Developer Contributions** | **75,000** | **97,500** | **57,000** | **-** | **100,000** | **329,500** |

### PRIVATE CONTRIBUTIONS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Alkali Creek Trail Connection | | 150,000 | | | | 150,000 |
| Centennial Park Playground Development | 300,000 | | | | | 300,000 |
| Dehler Park Ball Field Replacement | | 400,000 | | | | 400,000 |
| Downtown BBWA Corridor Trail/On Street Facilities | | 240,000 | | | | 240,000 |
| Downtown-Coulson Park Trail Connection | | 150,000 | | | | 150,000 |
| Poly Vista Park Development | | 3,000,000 | | | | 3,000,000 |
| Riverfront Park Trail | | 112,000 | | | | 112,000 |
| Stagecoach Trail | | 1,000,000 | | | | 1,000,000 |
| **Total Private Contributions** | **300,000** | **5,052,000** | **-** | **-** | **-** | **5,352,000** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **CONTRIBUTIONS TOTAL** | **375,000** | **5,809,500** | **107,000** | **-** | **100,000** | **6,391,500** |

# PROJECTS FUNDED WITH DEBT

## GENERAL OBLIGATION BONDS/LOAN

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Facilities Master Plan/New City Hall | 31,968,943 | | | | | 31,968,943 |
| **Total General Obligation Bonds/Loan** | **31,968,943** | **-** | **-** | **-** | **-** | **31,968,943** |

## REVENUE BONDS - WATER

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Water Intake, Pump Station, and Pipeline | | 24,500,000 | | | | 24,500,000 |
| Water - West End Reservoir/City Lakes | | 37,000,000 | | | | 37,000,000 |
| Water - West End Treatment Plant | | | 35,000,000 | | | 35,000,000 |
| **Total Water Revenue Bonds** | **-** | **61,500,000** | **35,000,000** | **-** | **-** | **96,500,000** |

## SIDEWALK AND CURB DISTRICTS BONDS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 |
| **Total Sidewalk Bonds** | **1,180,000** | **1,180,000** | **1,180,000** | **1,180,000** | **1,180,000** | **5,900,000** |

## SPECIAL IMPROVEMENT DISTRICTS (SID) BONDS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Annual Gravel Street Reconstruction | 1,400,000 | 1,400,000 | 1,400,000 | 1,400,000 | 1,400,000 | 7,000,000 |
| Annual SIDs | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 5,000,000 |
| **Total SID Bonds** | **2,400,000** | **2,400,000** | **2,400,000** | **2,400,000** | **2,400,000** | **12,000,000** |

## TAX INCREMENT BONDS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| South Billings Aquatic/Recreation Center | | 25,000,000 | | | | 25,000,000 |
| **Total Tax Increment Bonds** | **-** | **25,000,000** | **-** | **-** | **-** | **25,000,000** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **DEBT TOTAL** | **35,548,943** | **90,080,000** | **38,580,000** | **3,580,000** | **3,580,000** | **171,368,943** |

# PROJECTS FUNDED WITH GRANTS

## AIRPORT CARGO GRANT

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Cargo Ramp - Slot 5 Expansion | | | 4,050,000 | | | 4,050,000 |
| Extend Operations Building Mechanic Bays | | 450,000 | | | | 450,000 |
| Replace Incandescent Airfield Lighting with New LED | 225,000 | | | | | 225,000 |
| **Total Airport Cargo Grants** | **225,000** | **450,000** | **4,050,000** | **-** | **-** | **4,725,000** |

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## AIRPORT FAA GRANT

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Old East Taxilane - Rehab | | | | 315,000 | | 315,000 |
| Public Ramp - Northside Expansion Phase II | | | | | 1,800,000 | 1,800,000 |
| Ramp - Northside | | | | | 1,350,000 | 1,350,000 |
| Reconstruct the Commercial Air Carrier Parking Ramp | | 1,512,000 | 2,430,000 | | | 3,942,000 |
| Runway 7/25 Design Standards | 270,000 | | | | | 270,000 |
| RW 7/25 & 10R/28L Improve Intersection & Enhance TW | | | | 2,700,000 | | 2,700,000 |
| Terminal Building Expansion Construction | 5,808,600 | 2,904,300 | | | | 8,712,900 |
| **Total Airport FAA Grants** | **6,078,600** | **4,416,300** | **2,430,000** | **3,015,000** | **3,150,000** | **19,089,900** |

## BUILD GRANT

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Inner belt Loop | | 7,000,000 | | | | 7,000,000 |
| Skyline Trail | | 3,000,000 | | | | 3,000,000 |
| Stagecoach Trail | | 1,500,000 | | | | 1,500,000 |
| **Total BUILD Grants** | **-** | **11,500,000** | **-** | **-** | **-** | **11,500,000** |

## EPA GRANT

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Water - West End Reservoir/City Lakes | | 5,000,000 | | | | 5,000,000 |
| **Total EPA Grants** | **-** | **5,000,000** | **-** | **-** | **-** | **5,000,000** |

## NRDP/YRRP

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Coulson Park Restroom Replacement | 110,000 | | | | | 110,000 |
| Riverfront Park Multi-use Trails | 420,000 | | | | | 420,000 |
| **Total Natural Resource Damage Program Grants** | **530,000** | **-** | **-** | **-** | **-** | **530,000** |

## RECREATIONAL TRAILS PROGRAM

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 |
| **Total Recreational Trails Program Grants** | **-** | **240,000** | **50,000** | **-** | **-** | **290,000** |

## TRANSIT FTA GRANT

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Bus Wash Improvements | 300,000 | | | | | 300,000 |
| Replace Radiant Heating Pad in Bus Wash | 35,000 | | | | | 35,000 |
| **Total Transit FTA Grants** | **335,000** | **-** | **-** | **-** | **-** | **335,000** |

## TRANSPORTATION ALTERNATIVES PROGRAM FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 |
| **Total Transportations Alternatives Program Grants** | **-** | **2,800,500** | **600,000** | **-** | **-** | **3,400,500** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **GRANTS TOTAL** | **7,168,600** | **24,406,800** | **7,130,000** | **3,015,000** | **3,150,000** | **44,870,400** |

# PROJECTS FUNDED WITH SPECIAL ASSESSMENTS

## ARTERIAL ASSESSMENTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| 32nd Street West - King Avenue to Gabel | 2,800,000 | | | | | 2,800,000 |
| 36th - Central to Broadwater | | | 250,000 | 2,250,000 | | 2,500,000 |
| 6th Avenue North Multiuse Trail | | | | 450,000 | | 450,000 |
| Broadwater - Vermillion to Shiloh | | | | 600,000 | 3,000,000 | 3,600,000 |
| Intersection Capacity Improvements | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 2,500,000 |
| Mullowney Road | | 400,000 | 1,624,000 | | | 2,024,000 |
| PAVER Program | | | 500,000 | 500,000 | | 1,000,000 |
| Traffic Signal Controller Upgrade | 650,000 | 650,000 | 650,000 | | | 1,950,000 |
| Travel Corridor Coordination | 100,000 | 100,000 | 50,000 | 50,000 | 50,000 | 350,000 |
| Water - West End Reservoir/City Lakes (Hesper Road) | | 1,000,000 | | | | 1,000,000 |
| Wicks Lane - Main to Bitterroot | | | | | 1,520,000 | 1,520,000 |
| **Total Arterial Assessments** | **4,050,000** | **2,650,000** | **3,574,000** | **4,350,000** | **5,070,000** | **19,694,000** |

## PARK DISTRICT 1 ASSESSMENTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Arrowhead Park Playground Replacement | | 200,000 | | | | 200,000 |
| Castlerock Park Playground Replacement | 400,000 | | | | | 400,000 |
| Community and Senior Center Roof Replacement | 125,000 | | | | | 125,000 |
| Grandview Irrigation Automation | | | 300,000 | | | 300,000 |
| Highland Park Irrigation Improvements | | | 300,000 | | | 300,000 |
| Highland Park Playground Replacement | | | 200,000 | | | 200,000 |
| Lillis Park Playground Replacement | 300,000 | | | | | 300,000 |
| North Park Playground Replacement | | 400,000 | | | | 400,000 |
| Pioneer and Hawthorne Parks Wading Pool Evaluation | | | 80,000 | | | 80,000 |
| Ponderosa Park Irrigation Automation | | 450,000 | | | | 450,000 |
| Riverfront Park Road and Parking Lot Repairs | 175,000 | 15,000 | | | 800,000 | 990,000 |
| Rose and South Parks Pool Liner Replacement | | 212,000 | | | | 212,000 |
| Rose Pool Spray Feature Upgrade | | | 100,000 | | | 100,000 |
| South Park Bathhouse Renovation Study | | 74,000 | | | | 74,000 |
| South Park Pool Renovation | | | | 80,000 | 1,690,944 | 1,770,944 |
| Swords Rimrock Park Road and Parking Lot Repair | | | 423,503 | | 400,000 | 823,503 |
| Terry Park Playground Replacement | 300,000 | | | | | 300,000 |
| **Total Park District 1 Assessments** | **1,300,000** | **1,351,000** | **1,403,503** | **80,000** | **2,890,944** | **7,025,447** |

## STORM ASSESSMENTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Annual Culvert Project | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 750,000 |
| 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 | 1,500,000 | 1,700,000 | 1,860,000 | 2,060,000 | 2,150,000 | 9,270,000 |
| **Total Storm Assessments** | **2,140,000** | **2,340,000** | **2,500,000** | **2,700,000** | **2,790,000** | **12,470,000** |

## STREET MAINTENANCE DISTRICT ASSESSMENTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Annual Gravel Street Reconstruction | 550,000 | 550,000 | 300,000 | 300,000 | 300,000 | 2,000,000 |
| Annual Street Reconstruction | 300,000 | 222,525 | | | | 522,525 |
| Misc., Curb, Gutter, and Sidewalk Program | 28,268 | | | | | 28,268 |
| PAVER Program | 971,732 | 1,077,475 | 1,600,000 | 1,600,000 | 1,600,000 | 6,849,207 |
| **Total Street Maintenance District Assessments** | **1,850,000** | **1,850,000** | **1,900,000** | **1,900,000** | **1,900,000** | **9,400,000** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **SPECIAL ASSESSMENTS TOTAL** | **9,340,000** | **8,191,000** | **9,377,503** | **9,030,000** | **12,650,944** | **48,589,447** |

# PROJECTS FUNDED WITH STATE REVENUES

## GAS TAX REVENUES

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Annual ADA Replacement | 250,000 | 250,000 | 250,000 | 250,000 | 250,000 | 1,250,000 |
| Annual Gravel Street Reconstruction | | | 250,000 | 250,000 | 250,000 | 750,000 |
| Annual Pedestrian Crossings | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 500,000 |
| Annual SIDs | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 250,000 |
| Annual Street Reconstruction | | 77,475 | 300,000 | 300,000 | 300,000 | 977,475 |
| Bike Lanes/Boulevards | 215,000 | | | 150,000 | 150,000 | 515,000 |
| Misc., Curb, Gutter, and Sidewalk Program | 271,732 | 300,000 | 300,000 | 300,000 | 300,000 | 1,471,732 |
| Mullowney Road | | | 450,889 | | | 450,889 |
| PAVER Program | | | 650,000 | 650,000 | 66,574 | 1,366,574 |
| **Total Gas Tax** | **886,732** | **777,475** | **2,350,889** | **2,050,000** | **1,466,574** | **7,531,670** |

## GAS TAX/BARSAA REVENUES

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Mullowney Road | | | 1,568,111 | | | 1,568,111 |
| PAVER Program | 1,478,268 | 1,522,525 | | | 1,083,426 | 4,084,219 |
| Wicks Lane - Main to Bitterroot | | | | | 580,000 | 580,000 |
| **Total Gas Tax/BARSAA** | **1,478,268** | **1,522,525** | **1,568,111** | **-** | **1,663,426** | **6,232,330** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **STATE REVENUES TOTAL** | **2,365,000** | **2,300,000** | **3,919,000** | **2,050,000** | **3,130,000** | **13,764,000** |

# PROJECTS FUNDED WITH TAX REVENUES

## EAST TAX INCREMENT FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Pedestrian Crossing of Exposition Drive | | 3,800,000 | | | | 3,800,000 |
| **Total East Tax Increment District** | **-** | **3,800,000** | **-** | **-** | **-** | **3,800,000** |

## GENERAL FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Facilities Master Plan/New City Hall | 8,960,700 | | | | | 8,960,700 |
| **Total General Fund** | **8,960,700** | **-** | **-** | **-** | **-** | **8,960,700** |

## PUBLIC SAFETY MILL LEVY

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Construction of Fire Station #8 | | 3,000,000 | | | | 3,000,000 |
| **Total Public Safety Mill Levy** | **-** | **3,000,000** | **-** | **-** | **-** | **3,000,000** |

## SOUTH TAX INCREMENT FUND

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Hallowell Lane Improvements | 1,480,000 | | | | | 1,480,000 |
| Optimist Park Improvements | 304,978 | | | | | 304,978 |
| SBURA Unimproved Street Improvements | 500,000 | 500,000 | 500,000 | 500,000 | | 2,000,000 |
| **Total South Tax Increment District** | **2,284,978** | **500,000** | **500,000** | **500,000** | **-** | **3,784,978** |

## TRANSIT TAX

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| MET Repair Parapet Wall | 50,000 | | | | | 50,000 |
| MET Replace/Reapir Skylights | 100,000 | | | | | 100,000 |
| **Total Transit Tax** | **150,000** | **-** | **-** | **-** | **-** | **150,000** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **TAX REVENUES TOTAL** | **11,395,678** | **7,300,000** | **500,000** | **500,000** | **-** | **19,695,678** |

# PROJECTS FUNDED WITH USER FEES AND CHARGES

## AIRPORT USER FEES

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Cargo Ramp - Slot 5 Expansion | | | 450,000 | | | 450,000 |
| Extend Operations Building Mechanic Bays | | 50,000 | | | | 50,000 |
| Extend Water & Sewer Line to Business Park | | 500,000 | | | | 500,000 |
| Old East Taxilane - Rehab | | | | 35,000 | | 35,000 |
| Public Ramp - Northside Expansion Phase II | | | | | 200,000 | 200,000 |
| Ramp - Northside | | | | | 150,000 | 150,000 |
| Reconstruct the Commercial Air Carrier Parking Ramp | | 168,000 | 270,000 | | | 438,000 |
| Remodel Baggage Claim Restrooms | | 300,000 | | | | 300,000 |
| Remove Hangars IP 1-4 | | 100,000 | | | | 100,000 |
| Replace Incandescent Airfield Lighting with New LED | 25,000 | | | | | 25,000 |
| Replace Paid Parking Attendant Booths | 100,000 | 100,000 | 100,000 | | | 300,000 |
| Replace West Airfield Operations Road | 200,000 | | | | | 200,000 |
| Runway 7/25 Design Standards | 30,000 | | | | | 30,000 |
| RW 7/25 & 10R/28L Improve Intersection & Enhance TW | | | | 300,000 | | 300,000 |
| Terminal Building Expansion Construction | 1,191,400 | 595,700 | | | | 1,787,100 |
| Upgrade Front of Terminal | | | | 3,000,000 | | 3,000,000 |
| **Total Airport User Fees** | **1,546,400** | **1,813,700** | **820,000** | **3,335,000** | **350,000** | **7,865,100** |

## AIRPORT CUSTOMER FACILITY CHARGES

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Car Rental Parking Garage | | | | 25,000,000 | | 25,000,000 |
| Parking Garage Planning and Design | | | 500,000 | | | 500,000 |
| **Total Airport Customer Facility Charges** | **-** | **-** | **500,000** | **25,000,000** | **-** | **25,500,000** |

## AIRPORT PASSENGER FACILITY CHARGES

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Baggage Claim Improvements | | | | 1,000,000 | | 1,000,000 |
| **Total Airport Passenger Facility Charges** | **-** | **-** | **-** | **1,000,000** | **-** | **1,000,000** |

## CELL TOWER REVENUE

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Terry Park Shelter | 80,000 | | | | | 80,000 |
| **Total Cell Tower Revenue** | **80,000** | **-** | **-** | **-** | **-** | **80,000** |

## PARKING USER FEES

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Parking Garage Condition Audit | | | 60,000 | | | 60,000 |
| **Total Parking User Fees** | **-** | **-** | **60,000** | **-** | **-** | **60,000** |

## SOLID WASTE COLLECTION SYSTEM USER FEES

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Solid Waste Modifications to the BOC | 800,000 | | | | | 800,000 |
| **Total Solid Waste Collection User Fees** | **800,000** | **-** | **-** | **-** | **-** | **800,000** |

## SOLID WASTE LANDFILL USER FEES

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Landfill Composting Facility | 100,000 | 2,500,000 | | | | 2,600,000 |
| Landfill Material Recovery Facility (MRF) | | 500,000 | 4,500,000 | | | 5,000,000 |
| Landfill Phase 3 Closure | | | | 100,000 | 900,000 | 1,000,000 |
| **Total Solid Waste Landfill User Fees** | **100,000** | **3,000,000** | **4,500,000** | **100,000** | **900,000** | **8,600,000** |

## WASTEWATER USER CHARGES

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| D&C Heated Shop and Breakroom Addition | | | | | 500,000 | 500,000 |
| Hydrogen Sulfide Mitigation | 500,000 | 500,000 | | | | 1,000,000 |
| Utilities Service Center Reconstruction | | | 700,000 | | | 700,000 |
| Wastewater Biogas Recovery System | 200,000 | 1,000,000 | | | | 1,200,000 |
| Wastewater Centrifuge Replacement | 1,000,000 | | | | | 1,000,000 |
| Wastewater Compensation Agreements | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 1,500,000 |
| Wastewater Main Replacements | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 20,000,000 |
| 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 | 135,000 | | | | | 135,000 |
| Wastewater Plant Acetate Feed System | | 427,000 | | | | 427,000 |
| 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 |
| **Total Wastewater User Charges** | **6,735,000** | **7,177,000** | **5,300,000** | **9,100,000** | **5,100,000** | **33,412,000** |

## WATER USER CHARGES

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Annual Gravel Street Reconstruction | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 2,500,000 |
| Annual Street Reconstruction | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 2,500,000 |
| D&C Heated Shop and Breakroom Addition | | | | | 500,000 | 500,000 |
| Hallowell Lane Improvements | 150,000 | | | | | 150,000 |
| Water Compensation Agreements | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 1,500,000 |
| 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 Lead Service Replacement Project | 750,000 | 750,000 | 500,000 | 700,000 | | 2,700,000 |
| Water - Logan Reservoir Recoating/Exterior Painting | | | | 900,000 | | 900,000 |
| Water Main - 48th Street West | 500,000 | 5,000,000 | | | | 5,500,000 |
| Water Main Replacements | 3,000,000 | 3,000,000 | 3,000,000 | 3,000,000 | 3,000,000 | 15,000,000 |
| Water Pressure Zone Interconnect & Redundant Line | | | | 3,500,000 | | 3,500,000 |
| Water - Staples Reservoir | | 400,000 | 3,600,000 | | | 4,000,000 |
| Water Treatment Plant Electrical Improvements | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 2,500,000 |
| Water - West End Treatment Plant | 4,000,000 | | | | | 4,000,000 |
| **Total Water User Charges** | **10,200,000** | **12,300,000** | **8,900,000** | **10,300,000** | **7,900,000** | **49,600,000** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **USER FEES AND CHARGES TOTAL** | **19,461,400** | **24,290,700** | **20,080,000** | **48,835,000** | **14,250,000** | **126,917,100** |

| | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| **TOTAL ALL REVENUES SOURCES** | **85,899,621** | **162,378,000** | **79,693,503** | **67,010,000** | **36,860,944** | **431,842,068** |

# AVIATION & TRANSIT

# FY 2021 - 2025 CAPITAL IMPROVEMENT PLAN SUMMARIES (APPROVED)
# FUNDING BY DEPARTMENT AND PROJECT CATEGORY

## AVIATION AND TRANSIT DEPARTMENT

### AIRPORT PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Baggage Claim Improvements | | | | 1,000,000 | | 1,000,000 |
| Car Rental Parking Garage | | | | 25,000,000 | | 25,000,000 |
| Cargo Ramp - Slot 5 Expansion | | | 4,500,000 | | | 4,500,000 |
| Extend Operations Building Mechanic Bays | | 500,000 | | | | 500,000 |
| Extend Water & Sewer Line to Business Park | | 500,000 | | | | 500,000 |
| Old East Taxilane - Rehab | | | | 350,000 | | 350,000 |
| Parking Garage Planning and Design | | | 500,000 | | | 500,000 |
| Public Ramp - Northside Expansion Phase II | | | | | 2,000,000 | 2,000,000 |
| Ramp - Northside | | | | | 1,500,000 | 1,500,000 |
| Reconstruct the Commercial Air Carrier Parking Ramp | | 1,680,000 | 2,700,000 | | | 4,380,000 |
| Remodel Baggage Claim Restrooms | | 300,000 | | | | 300,000 |
| Remove Hangars IP 1-4 | | 100,000 | | | | 100,000 |
| Replace Incandescent Airfield Lighting with New LED | 250,000 | | | | | 250,000 |
| Replace Paid Parking Attendant Booths | 100,000 | 100,000 | 100,000 | | | 300,000 |
| Replace West Airfield Operations Road | 200,000 | | | | | 200,000 |
| Runway 7/25 Design Standards | 300,000 | | | | | 300,000 |
| RW 7/25 & 10R/28L Improve Intersection & Enhance TW | | | | 3,000,000 | | 3,000,000 |
| Terminal Building Expansion Construction | 7,000,000 | 3,500,000 | | | | 10,500,000 |
| Upgrade Front of Terminal | | | | 3,000,000 | | 3,000,000 |
| **Total Airport Projects** | **7,850,000** | **6,680,000** | **7,800,000** | **32,350,000** | **3,500,000** | **58,180,000** |

### MET TRANSIT PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| MET Bus Wash Improvements | 300,000 | | | | | 300,000 |
| MET Repair Parapet Wall | 50,000 | | | | | 50,000 |
| MET Replace/Repair Skylights | 100,000 | | | | | 100,000 |
| Replace Radiant Heating Pad in Bus Wash | 35,000 | | | | | 35,000 |
| **Total MET Transit Projects** | **485,000** | **-** | **-** | **-** | **-** | **485,000** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **AVIATION AND TRANSIT DEPARTMENT TOTAL** | **8,335,000** | **6,680,000** | **7,800,000** | **32,350,000** | **3,500,000** | **58,665,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *Airport* **Project Title:** *Baggage Claim Improvements*

**Project Description/Location:**

This project will provide an additional bag belt for a total of three bag belt locations for passengers to collect luggage.

**Justification:**

This will assist with future expansion plans of the airport that predict additional airline service and an increase in passengers.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

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.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | | | $ - |
| Equipment | | | | | 1,000,000 | | | $ 1,000,000 |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,000,000** | **$ -** | **$ -** | **$ 1,000,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,000,000** | **$ -** | **$ -** | **$ 1,000,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *Airport* **Project Title:** *Car Rental Parking Garage*

**Project Description/Location:**

This project is for the construction of a parking structure at the Airport for car rental companies with a smaller section for the public.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

CFC charges will be used to pay for the costs of operating the facility as well as the related debt service.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | 3,000,000 | | | $ 3,000,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | 22,000,000 | | | $ 22,000,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 25,000,000** | **$ -** | **$ -** | **$ 25,000,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Airport User Fees | | | | | | | | $ - |
| CFC User Fees | | | | | 25,000,000 | | | $ 25,000,000 |
| FAA Cargo Grant | | | | | | | | $ - |
| FAA Grant | | | | | | | | $ - |
| Passenger Facility Charge | | | | | | | | $ - |
| Revenue Bonds | | | | | | | | $ - |
| Transit FTA Grant | | | | | | | | $ - |
| Transit Local Funds | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 25,000,000** | **$ -** | **$ -** | **$ 25,000,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *Airport* **Project Title:** *Cargo Ramp - Slot 5 Expansion*

**Project Description/Location:**

This project will expand the Slot 5 Cargo Ramp area to accommodate the increased amount of cargo activity taking place at the Airport.

**Justification:**

The expanded ramp area positions the Airport to continue to accommodate the double digit cargo growth taking place in Billings.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☑ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

This project could enhance revenues by allowing the freight hauling airlines to expand operations, resulting in an increase in landing fees and cargo entitlements.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | 750,000 | | | | $ 750,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | 3,750,000 | | | | $ 3,750,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ 4,500,000** | **$ -** | **$ -** | **$ -** | **$ 4,500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Airport User Fees | | | | 450,000 | | | | $ 450,000 |
| CFC User Fees | | | | | | | | $ - |
| FAA Cargo Grant | | | | 4,050,000 | | | | $ 4,050,000 |
| FAA Grant | | | | | | | | $ - |
| Passenger Facility Charge | | | | | | | | $ - |
| Revenue Bonds | | | | | | | | |
| Transit FTA Grant | | | | | | | | $ - |
| Transit Local Funds | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ 4,500,000** | **$ -** | **$ -** | **$ -** | **$ 4,500,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *Airport* **Project Title:** *Extend Operations Building Mechanic Bays*

**Project Description/Location:**

This project will extend the length of the Airport Operations Center equipment and mechanic bay to allow the mechanics to perform maintenance on the much larger new multi-tasking snowplows that were purchased in FY 2019. This type of Airport snow removal equipment did not exist when the Operations Center was constructed twenty-five years ago.

**Justification:**

These snowplows extend beyond the doorway when parked in the service bay. This means that the doors must remain open while being serviced, which creates cold working conditions and increases the building's heating costs.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Heating and cooling costs may increase due to the larger building area, although heating costs may go down because the doors will remain closed when the new larger equipment is being serviced.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | 75,000 | | | | | $ 75,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | 425,000 | | | | | $ 425,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ 500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Airport User Fees | | | 50,000 | | | | | $ 50,000 |
| CFC User Fees | | | | | | | | $ - |
| FAA Cargo Grant | | | 450,000 | | | | | $ 450,000 |
| FAA Grant | | | | | | | | $ - |
| Passenger Facility Charge | | | | | | | | $ - |
| Revenue Bonds | | | | | | | | $ - |
| Transit FTA Grant | | | | | | | | $ - |
| Transit Local Funds | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ 500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 500,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *Airport* **Project Title:** *Extend Water & Sewer Line to Business Park*

**Project Description/Location:**

This project is to extend/rehab the water and sewer lines for the very Northeast section of the Airport Business Park.

**Justification:**

The water and sewer infrastructure to this part of the Business Park was installed in the early 1960s and needs to be upgraded to provide development opportunities in this area.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☑ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

No initial impact to revenues or expenses.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | | | $ - |
| Equipment | | | | | | | | $ - |
| Other | | | 500,000 | | | | | $ 500,000 |
| **Total Project Cost** | **$ -** | **$ -** | **$ 500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ 500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 500,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *Airport* **Project Title:** *Old East Taxilane - Rehab*

**Project Description/Location:**

This project replaces the older asphalt sections of the Taxilane that is beginning to unravel/fall apart.

**Justification:**

The rehabilitation of this taxilane is needed for safety reasons.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

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.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | 50,000 | | | $ 50,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | 300,000 | | | $ 300,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 350,000** | **$ -** | **$ -** | **$ 350,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 350,000** | **$ -** | **$ -** | **$ 350,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *Airport* **Project Title:** *Parking Garage Planning and Design*

**Project Description/Location:**

This will fund the preliminary planning and design work for the placement, funding, and construction of a parking structure at the Airport in the future.

**Justification:**

The planning and design work is required in order to develop specifications and to bid construction work.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

None at this time.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | 500,000 | | | | $ 500,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | | | $ - |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ 500,000** | **$ -** | **$ -** | **$ -** | **$ 500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Airport User Fees | | | | | | | | $ - |
| CFC User Fees | | | | 500,000 | | | | $ 500,000 |
| FAA Cargo Grant | | | | | | | | $ - |
| FAA Grant | | | | | | | | $ - |
| Passenger Facility Charge | | | | | | | | $ - |
| Revenue Bonds | | | | | | | | $ - |
| Transit FTA Grant | | | | | | | | $ - |
| Transit Local Funds | | | | | | | | $ - |
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| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ 500,000** | **$ -** | **$ -** | **$ -** | **$ 500,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *Airport* **Project Title:** *Public Ramp- Northside Expansion- Phase II*

**Project Description/Location:**

This project would remove the existing cold war hangars and build an expanded ramp area large enough to accommodate the local and itinerant aircraft traffic on the Northside of the airport.

**Justification:**

This area has become very busy most of the year and extremely busy when there are wildfires in the area due to increased tanker base operations.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☑ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

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.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | 250,000 | | $ 250,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | 1,750,000 | | $ 1,750,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 2,000,000** | **$ -** | **$ 2,000,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Airport User Fees | | | | | | 200,000 | | $ 200,000 |
| CFC User Fees | | | | | | | | $ - |
| FAA Cargo Grant | | | | | | | | $ - |
| FAA Grant | | | | | | 1,800,000 | | $ 1,800,000 |
| Passenger Facility Charge | | | | | | | | $ - |
| Revenue Bonds | | | | | | | | |
| Transit FTA Grant | | | | | | | | $ - |
| Transit Local Funds | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 2,000,000** | **$ -** | **$ 2,000,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *Airport* **Project Title:** *Ramp - Northside*

**Project Description/Location:**

This project is to expand the ramp on the Northside of the Airport. The additional ramp space is needed for future hangar development.

**Justification:**

A larger ramp is needed to accommodate the increased use at the Business Park. This is phase 3 of 3 of a pavement enhancement program for the Airport Business Park.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☑ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

With the potential for increased leaseholds next to the ramp, revenues could increase with minimal change to expenses.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | 175,000 | | $ 175,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | 1,325,000 | | $ 1,325,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,500,000** | **$ -** | **$ 1,500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Airport User Fees | | | | | | 150,000 | | $ 150,000 |
| CFC User Fees | | | | | | | | $ - |
| FAA Cargo Grant | | | | | | | | $ - |
| FAA Grant | | | | | | 1,350,000 | | $ 1,350,000 |
| Passenger Facility Charge | | | | | | | | $ - |
| Revenue Bonds | | | | | | | | |
| Transit FTA Grant | | | | | | | | $ - |
| Transit Local Funds | | | | | | | | $ - |
| | | | | | | | | $ - |
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| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,500,000** | **$ -** | **$ 1,500,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *Airport* **Project Title:** *Reconstruct the Commercial Air Carrier Parking Ramp*

**Project Description/Location:**

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. This project will span two years with the Northwest apron being replaced in FY 2022 and the Southeast apron in FY 2023.

**Justification:**

Since the new concourse was basically constructed on the existing concrete apron, on which the Airlines currently park, this work will level out new areas for the aircraft to use.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

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.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | 245,000 | 352,000 | | | | $ 597,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | 3,000,000 | | 1,435,000 | 2,348,000 | | | | $ 6,783,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ 3,000,000** | **$ -** | **$ 1,680,000** | **$ 2,700,000** | **$ -** | **$ -** | **$ -** | **$ 7,380,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Airport User Fees | 300,000 | | 168,000 | 270,000 | | | | $ 738,000 |
| CFC User Fees | | | | | | | | $ - |
| FAA Cargo Grant | | | | | | | | $ - |
| FAA Grant | 2,700,000 | | 1,512,000 | 2,430,000 | | | | $ 6,642,000 |
| Passenger Facility Charge | | | | | | | | $ - |
| Revenue Bonds | | | | | | | | $ - |
| Transit FTA Grant | | | | | | | | $ - |
| Transit Local Funds | | | | | | | | $ - |
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| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ 3,000,000** | **$ -** | **$ 1,680,000** | **$ 2,700,000** | **$ -** | **$ -** | **$ -** | **$ 7,380,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *Airport* **Project Title:** *Remodel Baggage Claim Restrooms*

**Project Description/Location:**

This project is to remodel the restrooms that serve the baggage claim area.

**Justification:**

The restrooms in the baggage claim area are showing the wear and tear of thirty years of use. Additionally, today's users demand hands free wash, dry and exit accommodations. These improvements will enhance the restrooms to match those constructed during the new Terminal Concourse project.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☑ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

No foreseen impact to revenues or expenses.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | 25,000 | | | | | $ 25,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | 275,000 | | | | | $ 275,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ 300,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 300,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Airport User Fees | | | 300,000 | | | | | $ 300,000 |
| CFC User Fees | | | | | | | | $ - |
| FAA Cargo Grant | | | | | | | | $ - |
| FAA Grant | | | | | | | | $ - |
| Passenger Facility Charge | | | | | | | | $ - |
| Revenue Bonds | | | | | | | | |
| Transit FTA Grant | | | | | | | | $ - |
| Transit Local Funds | | | | | | | | $ - |
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| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ 300,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 300,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *Airport* **Project Title:** *Remove Hangars IP 1-4*

**Project Description/Location:**

These old cold war era hangars need to be removed so that the ramp in this area can be expanded to accommodate the busy Fire Fighting Tanker Base and the existing tenants in this area.

**Justification:**

These old cold war era hangars need to be removed so that the ramp in this area can be expanded to accommodate the busy Fire Fighting Tanker Base and the existing tenants in this area.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☑ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

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.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | | | $ - |
| Equipment | | | | | | | | $ - |
| Other | | | 100,000 | | | | | $ 100,000 |
| **Total Project Cost** | **$ -** | **$ -** | **$ 100,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 100,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Airport User Fees | | | 100,000 | | | | | $ 100,000 |
| CFC User Fees | | | | | | | | $ - |
| FAA Cargo Grant | | | | | | | | $ - |
| FAA Grant | | | | | | | | $ - |
| Passenger Facility Charge | | | | | | | | $ - |
| Revenue Bonds | | | | | | | | |
| Transit FTA Grant | | | | | | | | $ - |
| Transit Local Funds | | | | | | | | $ - |
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| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ 100,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 100,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *Airport* **Project Title:** *Replace Incandescent Airfield Lighting with new LED*

**Project Description/Location:**

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 Airfield to new LED lighting.

**Justification:**

LED lighting will save energy, money and time related to maintenance.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

This project will cause operating expenses decrease by lowering electrical demand.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | | | $ - |
| Equipment | | 250,000 | | | | | | $ 250,000 |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 250,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 250,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | | | | | $ - |
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| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 250,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 250,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *Airport* **Project Title:** *Replace Paid Parking Attendant Booths*

**Project Description/Location:**

This project is to replace the three parking attendant booths that serve the paid parking lots.

**Justification:**

The paid parking lot attendant booths are thirty year old modular steel units suffering from metal fatigue and rust and need replaced.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☑ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

No impact to revenues or expenses.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 100,000 | 100,000 | 100,000 | | | | $ 300,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 100,000** | **$ 100,000** | **$ 100,000** | **$ -** | **$ -** | **$ -** | **$ 300,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Airport User Fees | | 100,000 | 100,000 | 100,000 | | | | $ 300,000 |
| CFC User Fees | | | | | | | | $ - |
| FAA Cargo Grant | | | | | | | | $ - |
| FAA Grant | | | | | | | | $ - |
| Passenger Facility Charge | | | | | | | | $ - |
| Revenue Bonds | | | | | | | | |
| Transit FTA Grant | | | | | | | | $ - |
| Transit Local Funds | | | | | | | | $ - |
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| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 100,000** | **$ 100,000** | **$ 100,000** | **$ -** | **$ -** | **$ -** | **$ 300,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *Airport* **Project Title:** *Replace West Airfield Operations Road*

**Project Description/Location:**

This project replaces the older asphalt sections of the West Airfield service road that is beginning to unravel/fall apart.

**Justification:**

This road is used by Airport vehicles, fuel trucks, and Airline and Freight hauler vehicles. The pavement surface is falling apart and needs to be replaced so the operations at the Airport can continue to flow smoothly.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☑ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

No foreseen impact on revenues or expenses.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 200,000 | | | | | | $ 200,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 200,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 200,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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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| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 200,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 200,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *Airport* **Project Title:** *Runway 7/25 Design Standards*

**Project Description/Location:**

This project is to prepare preliminary design standards for the design for future improvements to Runway 7/25.

**Justification:**

To enhance airfield safety, the FAA requires design standards to be reevaluated because of the geometry of runway 7/25 and the manner in which it intersects with other runways.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☑ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

No impact to revenues or expenses.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 300,000 | | | | | | $ 300,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | | | $ - |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 300,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 300,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Airport User Fees | | 30,000 | | | | | | $ 30,000 |
| CFC User Fees | | | | | | | | $ - |
| FAA Cargo Grant | | | | | | | | $ - |
| FAA Grant | | 270,000 | | | | | | $ 270,000 |
| Passenger Facility Charge | | | | | | | | $ - |
| Revenue Bonds | | | | | | | | |
| Transit FTA Grant | | | | | | | | $ - |
| Transit Local Funds | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 300,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 300,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *Airport* **Project Title:** *RW 7/25 & 10R/28L Improve Intersection & Enhance TW*

**Project Description/Location:**

This project is to Improve the intersection and enhance the taxiways that intersect RW 7/25 and RW 10R/28L.

**Justification:**

These improvements will address safety and design concerns of the FAA.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☑ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

No impact to revenues or expenses foreseen at this time.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | 350,000 | | | $ 350,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | 2,650,000 | | | $ 2,650,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3,000,000** | **$ -** | **$ -** | **$ 3,000,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Airport User Fees | | | | | 300,000 | | | $ 300,000 |
| CFC User Fees | | | | | | | | $ - |
| FAA Cargo Grant | | | | | | | | $ - |
| FAA Grant | | | | | 2,700,000 | | | $ 2,700,000 |
| Passenger Facility Charge | | | | | | | | $ - |
| Revenue Bonds | | | | | | | | |
| Transit FTA Grant | | | | | | | | $ - |
| Transit Local Funds | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3,000,000** | **$ -** | **$ -** | **$ 3,000,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *Airport* **Project Title:** *Terminal Building Expansion Construction*

**Project Description/Location:**

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.

**Justification:**

The Airport needs to expand its concourse area to accommodate more airlines with parking, loading and passenger holding space as well as to upgrade the passenger amenities that travelers have come to expect.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

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.

Additional revenues will be generated from concessions and terminal space rents.

**Comments:**

Click here to enter text.

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | 6,490,000 | 500,000 | 400,000 | | | | | $ 7,390,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | 39,000,000 | 6,500,000 | 3,100,000 | | | | | $ 48,600,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ 45,490,000** | **$ 7,000,000** | **$ 3,500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 55,990,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Airport User Fees | 11,667,778 | 1,191,400 | 595,700 | | | | | $ 13,454,878 |
| CFC User Fees | | | | | | | | $ - |
| FAA Cargo Grant | | | | | | | | $ - |
| FAA Grant | 7,222,222 | 5,808,600 | 2,904,300 | | | | | $ 15,935,122 |
| Passenger Facility Charge | 1,600,000 | | | | | | | $ 1,600,000 |
| Revenue Bonds | 25,000,000 | | | | | | | $ 25,000,000 |
| Transit FTA Grant | | | | | | | | $ - |
| Transit Local Funds | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ 45,490,000** | **$ 7,000,000** | **$ 3,500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 55,990,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *Airport* **Project Title:** *Upgrade Front of Terminal*

**Project Description/Location:**

This project would freshen the finishes on the front of the Terminal Building. Project may include new exterior skin, and window trim, etc.

**Justification:**

After thirty years of wind and weather, the front of the Terminal needs to be freshened up.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Little or no impact.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | 360,000 | | | $ 360,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | 2,640,000 | | | $ 2,640,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3,000,000** | **$ -** | **$ -** | **$ 3,000,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
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| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3,000,000** | **$ -** | **$ -** | **$ 3,000,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *MET Transit* **Project Title:** *Bus Wash Improvements*

**Project Description/Location:**

The current facility equipment is inadequate for the needs of MET. This project would replace the bus wash facilities equipment.

**Justification:**

The current bus wash equipment is regularly in disrepair and at times causes damage to the buses during the wash cycle.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

No impact to revenues or expenses.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 300,000 | | | | | | $ 300,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 300,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 300,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 300,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 300,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *Airport* **Project Title:** *MET Repair Parapet Wall*

**Project Description/Location:**

This project is to repair the MET Transit parapet wall.

**Justification:**

The parapet wall is leaking and needs repaired.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☑ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

No impact to revenues or expenses.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 50,000 | | | | | | $ 50,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 50,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 50,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Airport User Fees | | | | | | | | $ - |
| CFC User Fees | | | | | | | | $ - |
| FAA Cargo Grant | | | | | | | | $ - |
| FAA Grant | | | | | | | | $ - |
| Passenger Facility Charge | | | | | | | | $ - |
| Revenue Bonds | | | | | | | | |
| Transit FTA Grant | | | | | | | | $ - |
| Transit Local Funds | | 50,000 | | | | | | $ 50,000 |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 50,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 50,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *Airport* **Project Title:** *MET Replace/Repair Skylights*

**Project Description/Location:**

This project is to replace or repair the skylights in the MET Transit bus barn.

**Justification:**

Theses thirty five year old skylights are leaking and need replaced.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☑ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

No impact to revenues or expenses.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 100,000 | | | | | | $ 100,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 100,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 100,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Airport User Fees | | | | | | | | $ - |
| CFC User Fees | | | | | | | | $ - |
| FAA Cargo Grant | | | | | | | | $ - |
| FAA Grant | | | | | | | | $ - |
| Passenger Facility Charge | | | | | | | | $ - |
| Revenue Bonds | | | | | | | | |
| Transit FTA Grant | | | | | | | | $ - |
| Transit Local Funds | | 100,000 | | | | | | $ 100,000 |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 100,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 100,000** |

**Department:** *Aviation and Transit* **FY21 - FY25 CIP**

**Project Category:** *MET Transit* **Project Title:** *Replace Radiant Heating Pad in Bus Wash*

**Project Description/Location:**

This project will replace the radiant heating pad in the bus wash exit area.

**Justification:**

The existing radiant heating pad has failed and ice build up in the winter is a safety issue.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☑ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

No impact to revenues or expenses.

**Comments:**

Click here to enter text.

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | | | $ - |
| Equipment | | 35,000 | | | | | | $ 35,000 |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 35,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 35,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Airport User Fees | | | | | | | | $ - |
| CFC User Fees | | | | | | | | $ - |
| FAA Cargo Grant | | | | | | | | $ - |
| FAA Grant | | | | | | | | $ - |
| Passenger Facility Charge | | | | | | | | $ - |
| Revenue Bonds | | | | | | | | $ - |
| Transit FTA Grant | | 35,000 | | | | | | $ 35,000 |
| Transit Local Funds | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
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| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 35,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 35,000** |

# CITY ADMINISTRATION

# FY 2021 - 2025 CAPITAL IMPROVEMENT PLAN SUMMARIES (APPROVED)
# FUNDING BY DEPARTMENT AND PROJECT CATEGORY

## CITY ADMINISTRATION

### FACILITIES PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| BOC Concrete, Aprons and Lot Work | 245,000 | | | | | 245,000 |
| Facilities Master Plan/New City Hall | 40,929,643 | | | | | 40,929,643 |
| **Total Facilities Projects** | **41,174,643** | **-** | **-** | **-** | **-** | **41,174,643** |

### PARKING PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Parking Garage Condition Audit | | | 60,000 | | | 60,000 |
| **Total Parking Projects** | **-** | **-** | **60,000** | **-** | **-** | **60,000** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **CITY ADMINISTRATION DIVISION TOTAL** | **41,174,643** | **-** | **60,000** | **-** | **-** | **41,234,643** |

**Department:** *City Administration* **FY21 - FY25 CIP**

**Project Category:** *Facilities* **Project Title:** *BOC Concrete, Aprons and Lot Work*

**Project Description/Location:**

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.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Departments are typically charged in the year they are impacted unless reserves are used.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 25,000 | | | | | | $ 25,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 220,000 | | | | | | $ 220,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 245,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 245,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Facilities Management Revenues | | 142,000 | | | | | | $ 142,000 |
| Fee to Users | | 103,000 | | | | | | $ 103,000 |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
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| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 245,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 245,000** |

**Department:** *City Administration* **FY21 - FY25 CIP**

**Project Category:** *Facilities* **Project Title:** *Facilities Master Plan/New City Hall*

**Project Description/Location:**

Phase 1 from the Facilities Master Plan is to build a 67,000 sq. ft. facility in the Downtown area to consolidate locations of many downtown departments. Phase II will follow in FY23 within the adopted plan. In FY19, however, City Council requested a RFP be issued in light of siting opportunities in the downtown area of Billings with updated Master Planning numbers to seek site options in the downtown area. An RFP was conducted in September-October 2019, 6 proposals were submitted for City Hall Facilities. A review committee evaluated all the proposals. At this time no proposal has been accepted or acted upon. However, based on city facilities needs the CIP is being updated to reflect possible outcomes of the RFP.

**Justification:**

In the recent past, the City of Billings functioned downtown in two primary locations; one at City Hall, which was expanded and added some administrative offices and Park 3 at 210 North 27th Street and the other at the Library/City offices building at 510 North Broadway. In early 2000, the condition of the Library facility was deteriorating and the City offices in the upper floors of the Library were in jeopardy. In addition, as the new Library project proceeded, it was determined that combining City offices in that project would jeopardize the project. Therefore, two major City operations, PW Administration/Engineering and the Planning/Building/Community Service Departments were eventually relocated into different leased spaces in downtown Billings without a long-term plan. As such, the public went from basically two primary points of contact for these service locations to five in a matter of a few years. What this means is the public has no single identity for primary City services. These locations are scatted over a 10 block area.

In 2015, the City completed a facilities master Plan from a RFP process that selected CTA Architects in Billings with CGL Companies with specialty in Municipality Master Planning, which included the downtown area as well as a look at some other Operations to forecast and plan for future needs. As was concluded, with a growth window, the City needs to bring the downtown service departments into a one or two building site in the downtown area near each other for the most economic and efficiency scenario to manage the current and future needs of the City, its citizens and the staff. The public will be included in this process once some siting options and costs are more closely estimated and considered.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☑ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

The operating budget will be more economical in a single or dual facility as compared to the current, but the impact will be the capital that will need to be invested to give us a 25-30 year window.

**Comments:**

The planning will continue and these plans and forecasts may change depending on future information.

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | 100,000 | | | | | | | $ 100,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 29,868,943 | | | | | | $ 29,868,943 |
| Equipment | | 8,960,700 | | | | | | $ 8,960,700 |
| Other | | 2,100,000 | | | | | | $ 2,100,000 |
| **Total Project Cost** | **$ 100,000** | **$ 40,929,643** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 41,029,643** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Debt Financing | | 31,968,943 | | | | | | $ 31,968,943 |
| General Fund | 100,000 | 8,960,700 | | | | | | $ 9,060,700 |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
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| | | | | | | | | $ - |
| **Total Project Funding** | **$ 100,000** | **$ 40,929,643** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 41,029,643** |

**Department:** *City Administration* **FY21 - FY25 CIP**

**Project Category:** *Parking* **Project Title:** *Parking Garage Condition Audit*

**Project Description/Location:**

This project is for the structural review of all City owned parking facilities, Park I, II, III, to examine overall condition of building and recommend repairs if needed.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | 60,000 | | | | $ 60,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | | | $ - |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ 60,000** | **$ -** | **$ -** | **$ -** | **$ 60,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Facilities Management Revenues | | | | | | | | $ - |
| Parking Reserves | | | | | | | | $ - |
| Parking User Fees | | | | 60,000 | | | | $ 60,000 |
| Revenue Bonds | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
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| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ 60,000** | **$ -** | **$ -** | **$ -** | **$ 60,000** |

# FIRE DEPARTMENT

# FY 2021 - 2025 CAPITAL IMPROVEMENT PLAN SUMMARIES (APPROVED)
# FUNDING BY DEPARTMENT AND PROJECT CATEGORY

## FIRE DEPARTMENT

### FIRE PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Construction of Fire Station #8 | | 3,000,000 | | | | 3,000,000 |
| **Total Fire Projects** | **-** | **3,000,000** | **-** | **-** | **-** | **3,000,000** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **FIRE DEPARTMENT TOTAL** | **-** | **3,000,000** | **-** | **-** | **-** | **3,000,000** |

**Department:** *Fire* **FY21 - FY25 CIP**

**Project Category:** *Fire* **Project Title:** *Construction of Fire Station #8*

**Project Description/Location:**

This project funds the 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.

Potential funding mechanism would be successful passage of a Public Safety Mill Levy in calendar year 2020.

**Justification:**

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).

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Project would require subsequent funding for staffing and fire apparatus.

**Comments:**

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.

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | 500,000 | | | | | $ 500,000 |
| Land Acquisition | | | 1,000,000 | | | | | $ 1,000,000 |
| Construction | | | 1,500,000 | | | | | $ 1,500,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ 3,000,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3,000,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| 911 Building Reserve | | | | | | | | $ - |
| AMR Dispatching Fee | | | | | | | | $ - |
| General Obligation Bond/Loan | | | | | | | | $ - |
| Public Safety Fund | | | 3,000,000 | | | | | $ 3,000,000 |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
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| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ 3,000,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3,000,000** |

# PARKS & RECREATION

# FY 2021 - 2025 CAPITAL IMPROVEMENT PLAN SUMMARIES (APPROVED)
# FUNDING BY DEPARTMENT AND PROJECT CATEGORY

## PARKS AND RECREATION DEPARTMENT

### PARK PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Arrowhead Park Playground Replacement | | 200,000 | | | | 200,000 |
| Castlerock Park Master Plan | 50,000 | | | | | 50,000 |
| Castlerock Park Playground Replacement | 400,000 | | | | | 400,000 |
| Centennial Park Playground Development | 300,000 | | | | | 300,000 |
| Coulson Park Restroom Replacement | 110,000 | | | | | 110,000 |
| Dehler Park Ball Field Replacement | | 400,000 | | | | 400,000 |
| Grandview Irrigation Automation | | | 300,000 | | | 300,000 |
| High Sierra Park Restroom | 25,000 | | | | | 25,000 |
| Highland Park Irrigation Improvements | | | 300,000 | | | 300,000 |
| Highland Park Playground Replacement | | | 200,000 | | | 200,000 |
| Lillis Park Playground Replacement | 300,000 | | | | | 300,000 |
| North Park Playground Replacement | | 400,000 | | | | 400,000 |
| Optimist Park Improvements | 304,978 | | | | | 304,978 |
| Pioneer and Hawthorne Parks Wading Pool Evaluation | | | 80,000 | | | 80,000 |
| Poly Vista Park Development | | 3,000,000 | | | | 3,000,000 |
| Ponderosa Park Irrigation Automation | | 450,000 | | | | 450,000 |
| Riverfront Park Multi-use Trails | 420,000 | | | | | 420,000 |
| Riverfront Park Road and Parking Lot Repairs | 175,000 | 15,000 | | | 800,000 | 990,000 |
| South Park Bathhouse Renovation Study | | 74,000 | | | | 74,000 |
| Swords Rimrock Park Road and Parking Lot Repair | | | 423,503 | | 400,000 | 823,503 |
| Terry Park Playground Replacement | 300,000 | | | | | 300,000 |
| Terry Park Shelter | 80,000 | | | | | 80,000 |
| **Total Park Projects** | **2,464,978** | **4,539,000** | **1,303,503** | **-** | **1,200,000** | **9,507,481** |

### RECREATION PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Community and Senior Center Roof Replacement | 125,000 | | | | | 125,000 |
| Rose and South Parks Pool Liner Replacement | | 212,000 | | | | 212,000 |
| Rose Pool Spray Feature Upgrade | | | 100,000 | | | 100,000 |
| South Billings Aquatic/Recreation Center | | 25,000,000 | | | | 25,000,000 |
| South Park Pool Renovation | | | | 80,000 | 1,690,944 | 1,770,944 |
| **Total Recreation Projects** | **125,000** | **25,212,000** | **100,000** | **80,000** | **1,690,944** | **27,207,944** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **PARKS AND RECREATION DEPT TOTAL** | **2,589,978** | **29,751,000** | **1,403,503** | **80,000** | **2,890,944** | **36,715,425** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *Arrowhead Park Playground Replacement*

**Project Description/Location:**

This will fund the replacement of the playground at Arrowhead Park.

**Justification:**

The current playground has reached the end of its life expectancy and needs 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.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☑ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Minimal impact.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | 30,000 | | | | | $ 30,000 |
| Equipment | | | 170,000 | | | | | $ 170,000 |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ 200,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 200,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | 200,000 | | | | | $ 200,000 |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
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| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ 200,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 200,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *Castlerock Park Master Plan*

**Project Description/Location:**

This project will provide guidance as to how Castlerock Park should be developed and what amenities should be constructed. It will provide adequate opportunity for citizens to provide comments and input to the plan. This plan, after adopted by City Council, will be the guiding document for park development as funding is appropriated. This plan will assure that development of amenities will be compliant to Federal ADA regulations and other applicable State and local requirements.

**Justification:**

In the early 1980's a concept plan for Castlerock Park was developed. This plan was not approved by the City Council. Subsequently, a number of improvements were constructed. With the passage of time and the changing recreational interests, a new master plan needs to be developed to reflect current recreational trends and to provide adequate opportunity to receive citizen input on the amenities that should be developed at Castlerock Park. This plan should be presented to City Council for their consideration and adoption.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☑ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Minimal impact.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 50,000 | | | | | | $ 50,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | | | $ - |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 50,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 50,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | | | | | | $ - |
| Cash-in-Lieu | | 50,000 | | | | | | $ 50,000 |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
| | | | | | | | | $ - |
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| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 50,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 50,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *Castlerock Park Playground Replacement*

**Project Description/Location:**

This project will replace the playground removed in 2003 with a destination, inclusive playground and an ADA accessible route from the parking lot.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Minimal.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 50,000 | | | | | | $ 50,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 50,000 | | | | | | $ 50,000 |
| Equipment | | 300,000 | | | | | | $ 300,000 |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 400,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 400,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | 400,000 | | | | | | $ 400,000 |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
| | | | | | | | | $ - |
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| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 400,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 400,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *Centennial Park Playground Development*

**Project Description/Location:**

This project will design and install a new playground at Centennial Park.

**Justification:**

The Parks, Recreation and Preservation Foundation is launching a fundraising campaign to raise funds for a playground at Centennial Park. This playground will be ADA accessible and inclusive.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☑ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Minimal impact.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 300,000 | | | | | | $ 300,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 300,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 300,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | | | | | | $ - |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
| Donation | | 300,000 | | | | | | $ 300,000 |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
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| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 300,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 300,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *Coulson Park Restroom Replacement*

**Project Description/Location:**

This project will fund the replacement of the existing restrooms at Coulson Park.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

None.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 110,000 | | | | | | $ 110,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 110,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 110,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | | | | | | $ - |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | 110,000 | | | | | | $ 110,000 |
| SBURA | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
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| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 110,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 110,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *Dehler Park Ball Field Replacement*

**Project Description/Location:**

This project will replace the playing field at Dehler Park.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Will improve maintenance operations to the field.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | 400,000 | | | | | $ 400,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ 400,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 400,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | | | | | | $ - |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
| Dehler Park Donations Fund | | | 400,000 | | | | | $ 400,000 |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ 400,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 400,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *Grandview Irrigation Automation*

**Project Description/Location:**

This project will fund the replacement of the existing irrigation system with an automated one.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Reduce seasonal labor.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | 30,600 | | | | $ 30,600 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | 269,400 | | | | $ 269,400 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ 300,000** | **$ -** | **$ -** | **$ -** | **$ 300,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | | 300,000 | | | | $ 300,000 |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
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| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ 300,000** | **$ -** | **$ -** | **$ -** | **$ 300,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *High Sierra Park Restroom*

**Project Description/Location:**

This project will provide the funding to construct a vault restroom facility at High Sierra Park.

**Justification:**

High Sierra Park is one of the most used parks on a daily basis because of the dog off-leash area and high use of the multi use open spaces. Due to the lack of infrastructure in this part of the City, sewer services cannot be provided, therefore it is necessary for a vault restroom facility to be constructed.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☑ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Moderate impact for ongoing servicing of the facility.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 25,000 | | | | | | $ 25,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 25,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 25,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | | | | | | $ - |
| Cash-in-Lieu | | 25,000 | | | | | | $ 25,000 |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
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| **Total Project Funding** | **$ -** | **$ 25,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 25,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *Highland Park Irrigation Improvements*

**Project Description/Location:**

This will fund the replacement of Highland Park Irrigation water source with a well.

**Justification:**

Highland Park is currently irrigated using municipal treated 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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Minimal.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | 36,000 | | | | $ 36,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | 264,000 | | | | $ 264,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ 300,000** | **$ -** | **$ -** | **$ -** | **$ 300,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | | 300,000 | | | | $ 300,000 |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
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| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ 300,000** | **$ -** | **$ -** | **$ -** | **$ 300,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *Highland Park Playground Replacement*

**Project Description/Location:**

This will fund the replacement of playground equipment at Highland Park.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Minimal.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | 200,000 | | | | $ 200,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ 200,000** | **$ -** | **$ -** | **$ -** | **$ 200,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | | 200,000 | | | | $ 200,000 |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
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| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ 200,000** | **$ -** | **$ -** | **$ -** | **$ 200,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *Lillis Park Playground Replacement*

**Project Description/Location:**

This will fund the replacement of the existing playground equipment at Lillis Park.

**Justification:**

The Lillis 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.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☑ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Minimal impact.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 50,000 | | | | | | $ 50,000 |
| Equipment | | 250,000 | | | | | | $ 250,000 |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 300,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 300,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | 300,000 | | | | | | $ 300,000 |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
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| **Total Project Funding** | **$ -** | **$ 300,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 300,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *North Park Playground Replacement*

**Project Description/Location:**

This will fund the replacement of playground equipment at North Park.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Minimal.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | 60,000 | | | | | $ 60,000 |
| Equipment | | | 340,000 | | | | | $ 340,000 |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ 400,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 400,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | 400,000 | | | | | $ 400,000 |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
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| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ 400,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 400,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *Optimist Park Improvements*

**Project Description/Location:**

This project is for improvements to Optimist Park as per the council approved Optimist Park Master Plan. The project will generally consist of the construction of a permanent picnic shelter, installation of permanent park benches and picnic tables adjacent to the playground area, installation of lighting within certain areas of the park, and the installation of a disc golf course within the park.

**Justification:**

Optimist Park is located in the South Billings Urban Renewal District. The South Billings Urban Renewal Association is responsible for the recommendation to council as to the expenditure of South Billings Tax Increment Funds. . The shelter will provide additional reservable space for medium to large events at the park and the goal of the lighting is to reduce vandalism and increase security and safety in the evening hours at the park.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☑ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

**Comments:**

There is adequate funding in the form of South Billings Tax Increment Funds available to fund this project in its entirety.

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 30,497 | | | | | | $ 30,497 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 137,241 | | | | | | $ 137,241 |
| Equipment | | 137,240 | | | | | | $ 137,240 |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 304,978** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 304,978** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | | | | | | $ - |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | 304,978 | | | | | | $ 304,978 |
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| **Total Project Funding** | **$ -** | **$ 304,978** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 304,978** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *Pioneer and Hawthorne Parks Wading Pool Evaluation*

**Project Description/Location:**

This project is to evaluate the existing wading pools at Pioneer and Hawthorne Parks.

**Justification:**

This project will evaluate the current condition of the two wading pools at Pioneer and Hawthorne Parks to determine their viability and compliance to current regulations. Also the study will make recommendations on the cost effectiveness of their continued operation and if they should be replaced with splash Pads.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☑ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Minimal impact.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | 80,000 | | | | $ 80,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | | | $ - |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ 80,000** | **$ -** | **$ -** | **$ -** | **$ 80,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | | 80,000 | | | | $ 80,000 |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
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| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ 80,000** | **$ -** | **$ -** | **$ -** | **$ 80,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *Poly Vista Park Development*

**Project Description/Location:**

This project is to develop Poly Vista Park.

**Justification:**

This project will develop Poly Vista Park in accordance with the approved master plan. Initial steps will include design and construction documents and development of the park infrastructure. Phase 2 of the Poly Vista Park Development will include funding from the Landon's Legacy Foundation to install a Miracle League baseball field and an inclusive playground and is planned to be constructed in FY 22. These amenities are consistent with the adopted park master plan. Phase 3 and 4 of this project, constructed in fiscal years 23 and 24, will provide additional funding to further develop Poly Vista Park in accordance with the approved master plan.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☑ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Minimal impact.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | 300,000 | | | | | $ 300,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | 2,700,000 | | | | | $ 2,700,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ 3,000,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3,000,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | | | | | | $ - |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
| Donation | | | 3,000,000 | | | | | $ 3,000,000 |
| | | | | | | | | $ - |
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| **Total Project Funding** | **$ -** | **$ -** | **$ 3,000,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3,000,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *Ponderosa Park Irrigation Automation*

**Project Description/Location:**

This will fund the automation of the Irrigation System at Ponderosa Park.

**Justification:**

Many of our existing irrigation systems in our parks are aging and are manually operated. This requires a park attendant to operate the system and disrupts activities during the day. An automated system will free up the attendant to focus on other duties and enable irrigation operations to occur overnight, opening up more hours during the day for recreation and activities.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☑ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Minimal impact.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | 50,000 | | | | | $ 50,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | 400,000 | | | | | $ 400,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ 450,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 450,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | 450,000 | | | | | $ 450,000 |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
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| **Total Project Funding** | **$ -** | **$ -** | **$ 450,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 450,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *Riverfront Park Multi-use Trails*

**Project Description/Location:**

This project will repair and upgrade existing trails in Riverfront Park.

**Justification:**

Paving existing trail in Riverfront Park. This will bring the trails into compliance with ADA requirements and provide a year round surface.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Unknown at this time.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 420,000 | | | | | | $ 420,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 420,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 420,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | | | | | | $ - |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | 420,000 | | | | | | $ 420,000 |
| SBURA | | | | | | | | $ - |
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| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 420,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 420,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *Riverfront Park Road and Parking Lot Repairs*

**Project Description/Location:**

This project will evaluate the work needed, repair the base course as needed and construct an asphalt surface. ADA parking, signage and striping will also be provided in the parking lots.

**Justification:**

The existing roads and parking lots at Riverfront Park are in varying states of disrepair. The surfacing is primarily asphalt millings or gravel with numerous pot holes and compromised base sections. 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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

None.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 175,000 | 15,000 | | | 800,000 | | $ 990,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 175,000** | **$ 15,000** | **$ -** | **$ -** | **$ 800,000** | **$ -** | **$ 990,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | 175,000 | 15,000 | | | 800,000 | | $ 990,000 |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
| | | | | | | | | $ - |
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| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 175,000** | **$ 15,000** | **$ -** | **$ -** | **$ 800,000** | **$ -** | **$ 990,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *South Park Bathhouse Renovation Study*

**Project Description/Location:**

This project will conduct a study to renovate South Park bathhouse.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Unknown at this time.

**Comments:**

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | 74,000 | | | | | $ 74,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | | | $ - |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ 74,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 74,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | 74,000 | | | | | $ 74,000 |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
| | | | | | | | | $ - |
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| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ 74,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 74,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *Swords Rimrock Park Road and Parking Lot Repair*

**Project Description/Location:**

This project will repair the roads and parking lots at Swords Rimrock Park.

**Justification:**

The roads and parking lots at Swords Rimrock Park are in need of repair. The surfacing on the road is primarily the existing asphalt when Swords Black Otter Trail was first constructed. Improvements to the existing parking lots will be made to expand them to accommodate current use requirements and assure they are in compliance with ADA requirements. This project will improve park user access and meet regulatory requirements.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☑ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Minimal Impact.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | 423,503 | | 400,000 | | $ 823,503 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ 423,503** | **$ -** | **$ 400,000** | **$ -** | **$ 823,503** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | | 423,503 | | 400,000 | | $ 823,503 |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
| | | | | | | | | $ - |
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| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ 423,503** | **$ -** | **$ 400,000** | **$ -** | **$ 823,503** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *Terry Park Playground Replacement*

**Project Description/Location:**

This will fund the replacement of the existing playground equipment at Terry Park.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

None.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 50,000 | | | | | | $ 50,000 |
| Equipment | | 250,000 | | | | | | $ 250,000 |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 300,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 300,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | 300,000 | | | | | | $ 300,000 |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
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| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 300,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 300,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Parks* **Project Title:** *Terry Park Shelter*

**Project Description/Location:**

This project will provide a new shelter in Terry Park.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Minimal.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 80,000 | | | | | | $ 80,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 80,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 80,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | | | | | | $ - |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
| Cell Tower Revenue | | 80,000 | | | | | | $ 80,000 |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
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| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 80,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 80,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Recreation* **Project Title:** *Community and Senior Center Roof Replacement*

**Project Description/Location:**

This will fund the replacement of the roof at the Community and Senior Center.

**Justification:**

The roof on the Community Center is more than 25 years and has exceeded its life expectancy. Despite numerous repairs, it continues to leak, causing internal damage.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☑ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Minimal Impact

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 125,000 | | | | | | $ 125,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 125,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 125,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | 125,000 | | | | | | $ 125,000 |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
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| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 125,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 125,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Recreation* **Project Title:** *Rose and South Parks Pool Liner Replacement*

**Project Description/Location:**

This project will replace pool liners at Rose and South Parks.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

None.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | 212,000 | | | | | $ 212,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ 212,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 212,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | 212,000 | | | | | $ 212,000 |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
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| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ 212,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 212,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Recreation* **Project Title:** *Rose Pool Spray Feature Upgrade*

**Project Description/Location:**

This project will replace existing spray features in the kiddy pool at Rose Park.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

None.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | 100,000 | | | | $ 100,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ 100,000** | **$ -** | **$ -** | **$ -** | **$ 100,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | | 100,000 | | | | $ 100,000 |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
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| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ 100,000** | **$ -** | **$ -** | **$ -** | **$ 100,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Recreation* **Project Title:** *South Billings Aquatic/Recreation Center*

**Project Description/Location:**

This project construct an indoor aquatic/recreation center in the SBURA.

**Justification:**

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. The SBURA is completing a study to determine the feasibility of an aquatic/recreation center at Amend Park. This project is moved from FY 20 to FY 21 to give the SBURA time to move it forward.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Significant impact when this facility comes on line.

**Comments:**

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.

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | 1,230,000 | | | | | | | $ 1,230,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | 25,000,000 | | | | | $ 25,000,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ 1,230,000** | **$ -** | **$ 25,000,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 26,230,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | | | | | | $ - |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| Tax Increment Bonds | | | 25,000,000 | | | | | $ 25,000,000 |
| TIFD | 1,230,000 | | | | | | | $ 1,230,000 |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
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| | | | | | | | | $ - |
| **Total Project Funding** | **$ 1,230,000** | **$ -** | **$ 25,000,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 26,230,000** |

**Department:** *PRPL* **FY21 - FY25 CIP**

**Project Category:** *Recreation* **Project Title:** *South Park Pool Renovation*

**Project Description/Location:**

This project will fund the evaluation of the feasibility of renovating the existing pool complex at South Park as well as the renovations/construction.

**Justification:**

This project will first evaluate the feasibility of renovating the existing pool and bathhouse and determine whether it should be renovated or replaced. Park District 1 funding will be saved from FY 24 and combined with FY 25 Park District 1 funds to construct the renovation or replacement based on the evaluation done in FY 24.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☑ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Minimal impact.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | 80,000 | | | $ 80,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | 1,690,944 | | $ 1,690,944 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 80,000** | **$ 1,690,944** | **$ -** | **$ 1,770,944** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Park District 1 | | | | | 80,000 | 1,690,944 | | $ 1,770,944 |
| Cash-in-Lieu | | | | | | | | $ - |
| Amend Park Fund | | | | | | | | $ - |
| NRDP/YRRP | | | | | | | | $ - |
| SBURA | | | | | | | | $ - |
| | | | | | | | | $ - |
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| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 80,000** | **$ 1,690,944** | **$ -** | **$ 1,770,944** |

# PLANNING

# FY 2021 - 2025 CAPITAL IMPROVEMENT PLAN SUMMARIES (APPROVED)
# FUNDING BY DEPARTMENT AND PROJECT CATEGORY

## PLANNING DEPARTMENT

### TRANSPORTATION PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 |
| **Total Transportation Projects** | **-** | **9,950,000** | **700,000** | **-** | **-** | **10,650,000** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **PLANNING DEPARTMENT TOTAL** | **-** | **9,950,000** | **700,000** | **-** | **-** | **10,650,000** |

**Department:** *Planning* **FY21 - FY25 CIP**

**Project Category:** *(P) Transportation* **Project Title:** *Stagecoach Trail*

**Project Description/Location:**

This project is for 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. This project is part of the Build Grant application.

**Justification:**

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Potential need for matching funds associated with grant funding.

**Comments:**

This project is not programmed with currently available funds and is dependent on future funding for completion. The identified future funding sources are available but some are tied to competitive grant programs the City will actively pursue. It is necessary to keep these projects in the CIP so when grants are applied for, or awarded, the City shows formal commitment to the project.

Other potential funding sources include federal aid through a Build Grant. Planning and Public Works staff are researching options for applying for funding next cycle if the program continues.

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | 350,000 | | | | | $ 350,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | 3,150,000 | | | | | $ 3,150,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ 3,500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3,500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Billings Trailnet | | | | | | | | $ - |
| Developer Match | | | | | | | | $ - |
| Federal Appropriations and/or Build Grant | | | 1,500,000 | | | | | $ 1,500,000 |
| MDT Safety | | | | | | | | $ - |
| Private Contributions | | | 1,000,000 | | | | | $ 1,000,000 |
| Recreation Trails Program | | | | | | | | $ - |
| TIFD Revenues | | | | | | | | $ - |
| Transportation Alternatives Program | | | 1,000,000 | | | | | $ 1,000,000 |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ 3,500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3,500,000** |

# PUBLIC WORKS

# FY 2021 - 2025 CAPITAL IMPROVEMENT PLAN SUMMARIES (APPROVED)
# FUNDING BY DEPARTMENT AND PROJECT CATEGORY

## PUBLIC WORKS DEPARTMENT

### SOLID WASTE PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Landfill Composting Facility | 100,000 | 2,500,000 | | | | 2,600,000 |
| Landfill Material Recovery Facility (MRF) | | 500,000 | 4,500,000 | | | 5,000,000 |
| Landfill Phase 3 Closure | | | | 100,000 | 900,000 | 1,000,000 |
| Solid Waste Modifications to the BOC | 800,000 | | | | | 800,000 |
| **Total Solid Waste Projects** | **900,000** | **3,000,000** | **4,500,000** | **100,000** | **900,000** | **9,400,000** |

### STORM PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| Annual Culvert Project | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 750,000 |
| 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 | 1,500,000 | 1,700,000 | 1,860,000 | 2,060,000 | 2,150,000 | 9,270,000 |
| **Total Storm Projects** | **2,140,000** | **2,340,000** | **2,500,000** | **2,700,000** | **2,790,000** | **12,470,000** |

### TRANSPORTATION PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| 32nd Street West - King Avenue to Gabel | 2,800,000 | | | | | 2,800,000 |
| 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 Gravel Street Reconstruction | 2,450,000 | 2,450,000 | 2,450,000 | 2,450,000 | 2,450,000 | 12,250,000 |
| Annual Pedestrian Crossings | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 500,000 |
| Annual SIDs | 1,050,000 | 1,050,000 | 1,050,000 | 1,050,000 | 1,050,000 | 5,250,000 |
| Annual Street Reconstruction | 1,580,000 | 1,580,000 | 1,580,000 | 1,580,000 | 1,580,000 | 7,900,000 |
| Bike Lanes/Boulevards | 215,000 | | | 150,000 | 150,000 | 515,000 |
| Broadwater - Vermillion to Shiloh | | | | 600,000 | 3,000,000 | 3,600,000 |
| Hallowell Lane Improvements | 1,630,000 | | | | | 1,630,000 |
| Inner Belt Loop | | 7,000,000 | | | | 7,000,000 |
| Intersection Capacity Improvements | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 2,500,000 |
| Misc., Curb, Gutter, and Sidewalk Program | 700,000 | 700,000 | 700,000 | 700,000 | 700,000 | 3,500,000 |
| Mullowney Road | | 400,000 | 3,700,000 | | | 4,100,000 |
| PAVER Program | 2,450,000 | 2,600,000 | 2,750,000 | 2,750,000 | 2,750,000 | 13,300,000 |
| 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 |
| Traffic Signal Controller Upgrade | 650,000 | 650,000 | 650,000 | | | 1,950,000 |
| Travel Corridor Coordination | 100,000 | 100,000 | 50,000 | 50,000 | 50,000 | 350,000 |
| Wicks Lane - Main to Bitterroot | | | | | 2,200,000 | 2,200,000 |
| **Total Transportation Projects** | **14,975,000** | **21,680,000** | **14,530,000** | **13,380,000** | **14,780,000** | **79,345,000** |

## UTILITY PROJECTS

| Project Name | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Total |
|---|---|---|---|---|---|---|
| D&C Heated Shop and Breakroom Addition | | | | | 1,000,000 | 1,000,000 |
| Hydrogen Sulfide Mitigation | 500,000 | 500,000 | | | | 1,000,000 |
| Utilities Service Center Reconstruction | | | 700,000 | | | 700,000 |
| Wastewater Biogas Recovery System | 200,000 | 1,000,000 | | | | 1,200,000 |
| Wastewater Centrifuge Replacement | 1,000,000 | | | | | 1,000,000 |
| Wastewater Compensation Agreements | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 1,500,000 |
| Wastewater Main Replacements | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 20,000,000 |
| 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 | 135,000 | | | | | 135,000 |
| Wastewater Plant Acetate Feed System | | 427,000 | | | | 427,000 |
| 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 Compensation Agreements | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 1,500,000 |
| 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 Intake, Pump Station, and Pipeline | | 24,500,000 | | | | 24,500,000 |
| Water Lead Service Replacement Project | 750,000 | 750,000 | 500,000 | 700,000 | | 2,700,000 |
| Water - Logan Reservoir Recoating/Exterior Painting | | | | 900,000 | | 900,000 |
| Water Main - 48th Street West | 500,000 | 5,000,000 | | | | 5,500,000 |
| Water Main Replacements | 3,000,000 | 3,000,000 | 3,000,000 | 3,000,000 | 3,000,000 | 15,000,000 |
| Water Pressure Zone Interconnect & Redundant Line | | | | 3,500,000 | | 3,500,000 |
| Water - Staples Reservoir | | 400,000 | 3,600,000 | | | 4,000,000 |
| Water Treatment Plant Electrical Improvements | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 2,500,000 |
| Water - West End Reservoir/City Lakes | | 43,000,000 | | | | 43,000,000 |
| Water - West End Treatment Plant | 4,000,000 | | 35,000,000 | | | 39,000,000 |
| **Total Utility Projects** | **15,785,000** | **85,977,000** | **48,200,000** | **18,400,000** | **12,000,000** | **180,362,000** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **PUBLIC WORKS DEPARTMENT TOTAL** | **33,800,000** | **112,997,000** | **69,730,000** | **34,580,000** | **30,470,000** | **281,577,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Solid Waste* **Project Title:** *Landfill Composting Facility*

**Project Description/Location:**

New composting facility at the landfill.

**Justification:**

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.

**CIP Status**

- ☐ Modify Existing
- ☐ New Project

**Project Type**

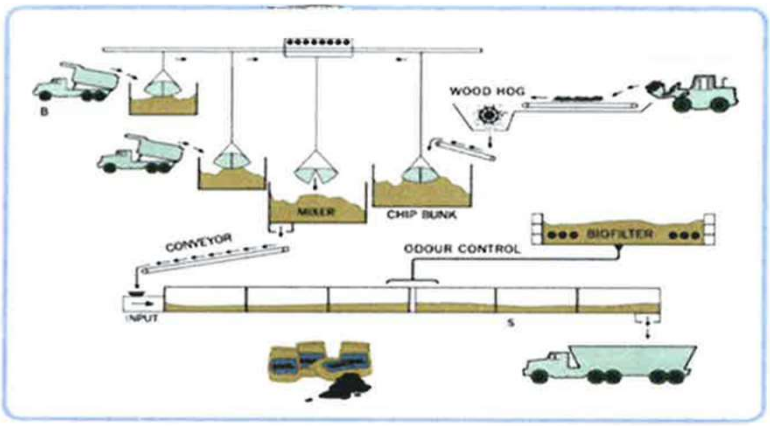
- ☐ Renewal/ Replacement
- ☑ Enhancement/ New

**Operating Budget Impact:**

There will be one extra person needed to operate the composting facility plus equipment cost.

**Comments:**

This will be our first step in achieving a zero waste landfill.




| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 100,000 | | | | | | $ 100,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | 1,000,000 | | | | | $ 1,000,000 |
| Equipment | | | 1,500,000 | | | | | $ 1,500,000 |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 100,000** | **$ 2,500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 2,600,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | | | | | | | | $ - |
| Developer Contributions | | | | | | | | $ - |
| Gas Tax | | | | | | | | $ - |
| Gas Tax - BAARSA | | | | | | | | $ - |
| Landfill Revenues | | 100,000 | 2,500,000 | | | | | $ 2,600,000 |
| Revenue Bond/Loan | | | | | | | | $ - |
| SID Bond | | | | | | | | $ - |
| Sidewalk Bond | | | | | | | | $ - |
| Solid Waste Collection Revenues | | | | | | | | $ - |
| Storm Drain Assessments | | | | | | | | $ - |
| Street Maintenance Fees | | | | | | | | $ - |
| TIFD Revenues | | | | | | | | $ - |
| Wastewater Revenues | | | | | | | | $ - |
| Water Revenues | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 100,000** | **$ 2,500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 2,600,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Solid Waste* **Project Title:** *Landfill Material Recovery Facility (MRF)*

**Project Description/Location:**

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.

**Justification:**

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.

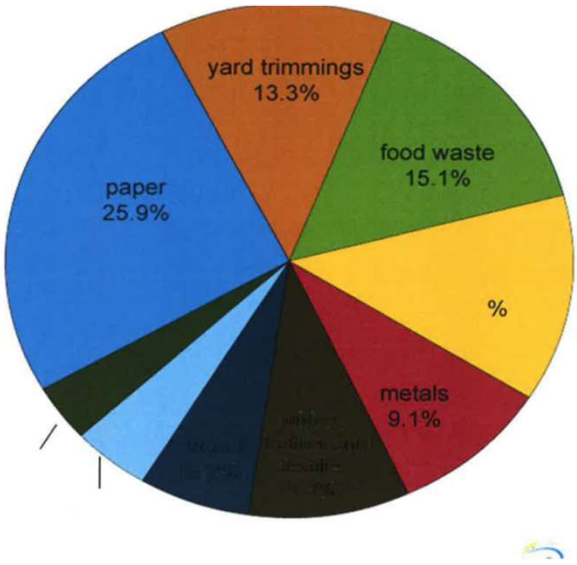
| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

There should be little impact on operating budget other than maintenance of additional equipment.

**Comments:**

This will be a co-venture with outside recyclers. They will do the handling of recyclable products that we are not using for ourselves.




| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | 500,000 | | | | | $ 500,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | 4,500,000 | | | | $ 4,500,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ 500,000** | **$ 4,500,000** | **$ -** | **$ -** | **$ -** | **$ 5,000,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | | | | | | | | $ - |
| Developer Contributions | | | | | | | | $ - |
| Gas Tax | | | | | | | | $ - |
| Gas Tax - BAARSA | | | | | | | | $ - |
| Landfill Revenues | | | 500,000 | 4,500,000 | | | | $ 5,000,000 |
| Revenue Bond/Loan | | | | | | | | $ - |
| SID Bond | | | | | | | | $ - |
| Sidewalk Bond | | | | | | | | $ - |
| Solid Waste Collection Revenues | | | | | | | | $ - |
| Storm Drain Assessments | | | | | | | | $ - |
| Street Maintenance Fees | | | | | | | | $ - |
| TIFD Revenues | | | | | | | | $ - |
| Wastewater Revenues | | | | | | | | $ - |
| Water Revenues | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ 500,000** | **$ 4,500,000** | **$ -** | **$ -** | **$ -** | **$ 5,000,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Solid Waste* **Project Title:** *Landfill Phase 3 Closure*

**Project Description/Location:**

Final closing of Cell 3. This is the project that will fully close any operations in the Cell 3 area of the landfill.

**Justification:**

There will be no more room to place garbage in this area.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

None.

**Comments:**

None.

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | 100,000 | | | $ 100,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | 900,000 | | $ 900,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 100,000** | **$ 900,000** | **$ -** | **$ 1,000,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 100,000** | **$ 900,000** | **$ -** | **$ 1,000,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Solid Waste* **Project Title:** *Solid Waste Modifications to the BOC*

**Project Description/Location:**

Modify the BOC for Solid Waste.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Click here to enter text.

**Comments:**

Click here to enter text.

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | 200,000 | | | | | | | $ 200,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 800,000 | | | | | | $ 800,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ 200,000** | **$ 800,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,000,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ 200,000** | **$ 800,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,000,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Storm* **Project Title:**

**Project Description/Location:**

This is an annual project to replace aging culverts.

**Justification:**

Culverts have been in place for many years under streets where they cross ditches and drains. It is important to have a regular replacement program to replace the culverts before they fail.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☑ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Negligible

**Comments:**

Click here to enter text.

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | | $ 50,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 140,000 | 140,000 | 140,000 | 140,000 | 140,000 | | $ 700,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 150,000** | **$ 150,000** | **$ 150,000** | **$ 150,000** | **$ 150,000** | **$ -** | **$ 750,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | | $ 750,000 |
| Street Maintenance Fees | | | | | | | | $ - |
| TIFD Revenues | | | | | | | | $ - |
| Wastewater Revenues | | | | | | | | $ - |
| Water Revenues | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 150,000** | **$ 150,000** | **$ 150,000** | **$ 150,000** | **$ 150,000** | **$ -** | **$ 750,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Storm* **Project Title:** *Annual Storm Drainage Intersection Trouble Spot Project*

**Project Description/Location:**

This is an annual project for intersections with drainage problems as determined by staff and public comment.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Improvements to storm problem areas will reduce the resources needed to address these issues on an ongoing basis.

**Comments:**

Design and construction management will be done in-house.

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | | $ 50,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 140,000 | 140,000 | 140,000 | 140,000 | 140,000 | | $ 700,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 150,000** | **$ 150,000** | **$ 150,000** | **$ 150,000** | **$ 150,000** | **$ -** | **$ 750,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | | $ 750,000 |
| Street Maintenance Fees | | | | | | | | $ - |
| TIFD Revenues | | | | | | | | $ - |
| Wastewater Revenues | | | | | | | | $ - |
| Water Revenues | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 150,000** | **$ 150,000** | **$ 150,000** | **$ 150,000** | **$ 150,000** | **$ -** | **$ 750,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Storm* **Project Title:** *Storm Sewer Rehabilitation Program*

**Project Description/Location:**

The storm drain system is being evaluated for condition and areas of concern will be repaired or replaced under this program.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Reduced O&M time due to fixing issues.

**Comments:**

The engineering and construction management will be done in house if staff time permits.

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 340,000** | **$ 340,000** | **$ 340,000** | **$ 340,000** | **$ 340,000** | **$ -** | **$ 1,700,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 340,000** | **$ 340,000** | **$ 340,000** | **$ 340,000** | **$ 340,000** | **$ -** | **$ 1,700,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Storm* **Project Title:** *Stormwater Master Plan Implementation*

**Project Description/Location:**

This project is for regional improvements to the storm drain system as identified in the stormwater master plan.

**Justification:**

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 2021 is Babcock Blvd between Bohl and Westchester due to insufficient storm drainage. Other areas to be included are Rosebud from King Park to 20th and River Oaks and Greenbriar.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Additional storm drainage facilities will require regular O&M.

**Comments:**

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 250,000 | | | | | | $ 250,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 1,250,000 | | | | | | $ 1,250,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 1,500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | 1,500,000 | | | | | | $ 1,500,000 |
| Street Maintenance Fees | | | | | | | | $ - |
| TIFD Revenues | | | | | | | | $ - |
| Wastewater Revenues | | | | | | | | $ - |
| Water Revenues | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 1,500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,500,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Storm* **Project Title:** *Stormwater Master Plan Implementation*

**Project Description/Location:**

This project is for regional improvements to the storm drain system as identified in the stormwater master plan.

**Justification:**

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 2022 is improvements in and around Birely Drain and work at several river outfalls primarily due to condition and importance to the system.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Additional storm drainage facilities will require regular O&M.

**Comments:**

Click here to enter text.

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | 250,000 | | | | | $ 250,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | 1,450,000 | | | | | $ 1,450,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ 1,700,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,700,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | 1,700,000 | | | | | $ 1,700,000 |
| Street Maintenance Fees | | | | | | | | $ - |
| TIFD Revenues | | | | | | | | $ - |
| Wastewater Revenues | | | | | | | | $ - |
| Water Revenues | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ 1,700,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,700,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Storm* **Project Title:** *Stormwater Master Plan Implementation*

**Project Description/Location:**

This project is for regional improvements to the storm drain system as identified in the stormwater master plan.

**Justification:**

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 2023 is the installation of new storm drainage in Elysian Road from East Lane to Hogan's Slough due to development in the area and the absence of a regional storm drain.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Additional storm drainage facilities will require regular O&M.

**Comments:**

Click here to enter text.

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | 300,000 | | | | $ 300,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | 1,560,000 | | | | $ 1,560,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ 1,860,000** | **$ -** | **$ -** | **$ -** | **$ 1,860,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | 1,860,000 | | | | $ 1,860,000 |
| Street Maintenance Fees | | | | | | | | $ - |
| TIFD Revenues | | | | | | | | $ - |
| Wastewater Revenues | | | | | | | | $ - |
| Water Revenues | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ 1,860,000** | **$ -** | **$ -** | **$ -** | **$ 1,860,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Storm* **Project Title:** *Stormwater Master Plan Implementation*

**Project Description/Location:**

This project is for regional improvements to the storm drain system as identified in the stormwater master plan.

**Justification:**

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 2024 is the installation of new storm drainage in Rimrock Road from 62nd Street West to 54th Street West and in 54th Street West from Rimrock to Grand due to development in the area and lack of storm drainage facilities.

**CIP Status**

- ☐ Modify Existing
- ☐ New Project

**Project Type**

- ☐ Renewal/ Replacement
- ☑ Enhancement/ New

**Operating Budget Impact:**

Additional storm drainage facilities will require regular O&M.

**Comments:**

Click here to enter text.

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | 360,000 | | | $ 360,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | 1,700,000 | | | $ 1,700,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 2,060,000** | **$ -** | **$ -** | **$ 2,060,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | | 2,060,000 | | | $ 2,060,000 |
| Street Maintenance Fees | | | | | | | | $ - |
| TIFD Revenues | | | | | | | | $ - |
| Wastewater Revenues | | | | | | | | $ - |
| Water Revenues | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 2,060,000** | **$ -** | **$ -** | **$ 2,060,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Storm* **Project Title:** *Stormwater Master Plan Implementation*

**Project Description/Location:**

This project is for regional improvements to the storm drain system as identified in the stormwater master plan.

**Justification:**

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 2025 is flood control and extending storm drainage to areas that are currently discharging into ditches and causing flooding.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☑ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Additional storm drainage facilities will require regular O&M.

**Comments:**

Click here to enter text.

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | 250,000 | | $ 250,000 |
| Land Acquisition | | | | | | 500,000 | | $ 500,000 |
| Construction | | | | | | 1,400,000 | | $ 1,400,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 2,150,000** | **$ -** | **$ 2,150,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | | | 2,150,000 | | $ 2,150,000 |
| Street Maintenance Fees | | | | | | | | $ - |
| TIFD Revenues | | | | | | | | $ - |
| Wastewater Revenues | | | | | | | | $ - |
| Water Revenues | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 2,150,000** | **$ -** | **$ 2,150,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *32nd Street West - King Ave West to Gabel*

**Project Description/Location:**

This project will fund the reconstruction of 32nd Street West from King Ave West to Gabel.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Reduced maintenance due to the road being reconstructed.

**Comments:**

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | 400,000 | | | | | | | $ 400,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 2,800,000 | | | | | 1,000,000 | $ 3,800,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ 400,000** | **$ 2,800,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,000,000** | **$ 4,200,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ 400,000** | **$ 2,800,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,000,000** | **$ 4,200,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *36th - Central to Broadwater*

**Project Description/Location:**

This project funds the construction of 36th Street West from Central Avenue to Broadwater Avenue.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Some additional O&M to maintain the additional length of street.

**Comments:**

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | 250,000 | | | | $ 250,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | 2,250,000 | | | $ 2,250,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ 250,000** | **$ 2,250,000** | **$ -** | **$ -** | **$ 2,500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | | | | 250,000 | 2,250,000 | | | $ 2,500,000 |
| 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ 250,000** | **$ 2,250,000** | **$ -** | **$ -** | **$ 2,500,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *6th Avenue North Multiuse Trail*

**Project Description/Location:**

This project will add a trail on 6th Ave North from Exposition Drive to N 13th.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Some additional O&M due to the extension of the trail.

**Comments:**

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | 50,000 | | | $ 50,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | 400,000 | | | $ 400,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 450,000** | **$ -** | **$ -** | **$ 450,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 450,000** | **$ -** | **$ -** | **$ 450,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *Annual ADA Replacement*

**Project Description/Location:**

This project is for the replacement of handicapped ramps in accordance with the signed agreement between the City of Billings and the Department of Justice (DOJ). Locations are typically throughout the city.

**Justification:**

The City of Billings entered into an agreement with the DOJ to replace intersection corners to meet ADA requirements. Public Works staff prioritizes the location of the ramps for replacement each year based on observed need, citizen requests, projects, and other criteria.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

None.

**Comments:**

Project is required due to agreement with DOJ.

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 250,000** | **$ 250,000** | **$ 250,000** | **$ 250,000** | **$ 250,000** | **$ -** | **$ 1,250,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 250,000** | **$ 250,000** | **$ 250,000** | **$ 250,000** | **$ 250,000** | **$ -** | **$ 1,250,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *Annual Gravel Street Reconstruction*

**Project Description/Location:**

In an effort to reduce the number of gravel streets within the city, Public Works has 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.

**Justification:**

The city has many streets that are gravel. 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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Gravel streets use significant resources. This project will reduce the resources required as streets are completed.

**Comments:**

Engineering is typically done with in house staff.

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | | $ 1,500,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 2,150,000 | 2,150,000 | 2,150,000 | 2,150,000 | 2,150,000 | | $ 10,750,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 2,450,000** | **$ 2,450,000** | **$ 2,450,000** | **$ 2,450,000** | **$ 2,450,000** | **$ -** | **$ 12,250,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | | | | | | | | $ - |
| Developer Contributions | | | | | | | | $ - |
| Gas Tax | | | | 250,000 | 250,000 | 250,000 | | $ 750,000 |
| Gas Tax - BAARSA | | | | | | | | $ - |
| Landfill Revenues | | | | | | | | $ - |
| Revenue Bond/Loan | | | | | | | | $ - |
| SID Bond | | 1,400,000 | 1,400,000 | 1,400,000 | 1,400,000 | 1,400,000 | | $ 7,000,000 |
| Sidewalk Bond | | | | | | | | $ - |
| Solid Waste Collection Revenues | | | | | | | | $ - |
| Storm Drain Assessments | | | | | | | | $ - |
| Street Maintenance Fees | | 550,000 | 550,000 | 300,000 | 300,000 | 300,000 | | $ 2,000,000 |
| TIFD Revenues | | | | | | | | $ - |
| Wastewater Revenues | | | | | | | | $ - |
| Water Revenues | | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | | $ 2,500,000 |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 2,450,000** | **$ 2,450,000** | **$ 2,450,000** | **$ 2,450,000** | **$ 2,450,000** | **$ -** | **$ 12,250,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *Annual Pedestrian Crossings*

**Project Description/Location:**

This is an annual project for enhanced pedestrian crossings throughout the City. Specific locations will be determined based on a priority study.

**Justification:**

Enhanced pedestrian crossings create a safer options for pedestrians crossing streets than simple crosswalks. Typically, enhanced crossings are located on school routes.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☑ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Negligible impact for O&M especially when solar power is used.

**Comments:**

.

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | | $ 25,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 95,000 | 95,000 | 95,000 | 95,000 | 95,000 | | $ 475,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 100,000** | **$ 100,000** | **$ 100,000** | **$ 100,000** | **$ 100,000** | **$ -** | **$ 500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | | | | | | | | $ - |
| Developer Contributions | | | | | | | | $ - |
| Gas Tax | | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | | $ 500,000 |
| 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 100,000** | **$ 100,000** | **$ 100,000** | **$ 100,000** | **$ 100,000** | **$ -** | **$ 500,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *Annual SIDs*

**Project Description/Location:**

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.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

**Comments:**

Engineering is typically done with in house staff.

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | | $ 500,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 950,000 | 950,000 | 950,000 | 950,000 | 950,000 | | $ 4,750,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 1,050,000** | **$ 1,050,000** | **$ 1,050,000** | **$ 1,050,000** | **$ 1,050,000** | **$ -** | **$ 5,250,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | | | | | | | | $ - |
| Developer Contributions | | | | | | | | $ - |
| Gas Tax | | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | | $ 250,000 |
| 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 1,050,000** | **$ 1,050,000** | **$ 1,050,000** | **$ 1,050,000** | **$ 1,050,000** | **$ -** | **$ 5,250,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *Annual Street Reconstruction*

**Project Description/Location:**

In an effort to reduce the number of non-maintainable streets within the City, Public Works has 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.

**Justification:**

The city has many streets that 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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Non-maintainable streets use significant resources. This project will reduce the resources required as streets are completed.

**Comments:**

Engineering is typically done with in house staff.

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 250,000 | 250,000 | 250,000 | 250,000 | 250,000 | | $ 1,250,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 1,330,000 | 1,330,000 | 1,330,000 | 1,330,000 | 1,330,000 | | $ 6,650,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 1,580,000** | **$ 1,580,000** | **$ 1,580,000** | **$ 1,580,000** | **$ 1,580,000** | **$ -** | **$ 7,900,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | | | | | | | | $ - |
| Developer Contributions | | | | | | | | $ - |
| Gas Tax | | | 77,475 | 300,000 | 300,000 | 300,000 | | $ 977,475 |
| Gas Tax - BAARSA | | | | | | | | $ - |
| Landfill Revenues | | | | | | | | $ - |
| Revenue Bond/Loan | | | | | | | | $ - |
| SID Bond | | | | | | | | $ - |
| Sidewalk Bond | | 780,000 | 780,000 | 780,000 | 780,000 | 780,000 | | $ 3,900,000 |
| Solid Waste Collection Revenues | | | | | | | | $ - |
| Storm Drain Assessments | | | | | | | | $ - |
| Street Maintenance Fees | | 300,000 | 222,525 | | | | | $ 522,525 |
| TIFD Revenues | | | | | | | | $ - |
| Wastewater Revenues | | | | | | | | $ - |
| Water Revenues | | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | | $ 2,500,000 |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 1,580,000** | **$ 1,580,000** | **$ 1,580,000** | **$ 1,580,000** | **$ 1,580,000** | **$ -** | **$ 7,900,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *Bike Lanes/Boulevards*

**Project Description/Location:**

This project funds a bike boulevard in the area of Lyman Avenue/Avenue D/Avenue C/9th Avenue and 24th St. W/Arvin Road in FY 21, a bike boulevard in the area of Howard and Terry in FY 24, and bike lanes on 2nd/3rd Avenue in FY 25 .

**Justification:**

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.

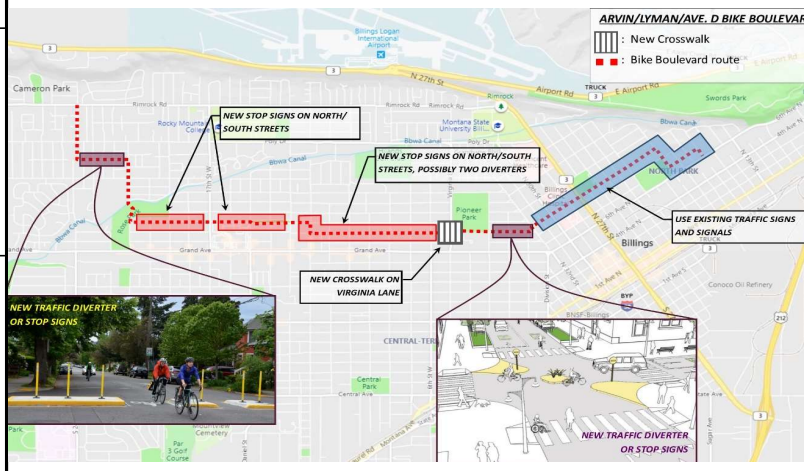
The Lyman Ave/Avenue D/Avenue C/9th Ave and the 24th St. W/Arvin Rd projects are the two highest prioritized bicycle boulevard projects in the Bikeway and Trails Master Plan.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

There is some cost to restripe lines and symbols on a regular basis.

**Comments:**




| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 20,000 | | | 15,000 | 15,000 | | $ 50,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 195,000 | | | 135,000 | 135,000 | | $ 465,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 215,000** | **$ -** | **$ -** | **$ 150,000** | **$ 150,000** | **$ -** | **$ 515,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | | | | | | | | $ - |
| Developer Contributions | | | | | | | | $ - |
| Gas Tax | | 215,000 | | | 150,000 | 150,000 | | $ 515,000 |
| 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 215,000** | **$ -** | **$ -** | **$ 150,000** | **$ 150,000** | **$ -** | **$ 515,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *Broadwater - Vermillion to Shiloh*

**Project Description/Location:**

This project will reconstruct and widen Broadwater Avenue from Vermillion to Shiloh Road.

**Justification:**

The section of Broadwater from Vermillion to Shiloh Road is currently a narrow two lane road with some intersection improvements at Zimmerman. The road needs to be widened and reconstructed to meet the volume demands.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☑ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Reconstruction of the road will decrease O&M associated with aging asphalt. The widening of the road will increase O&M for maintenance activities like sweeping and plowing.

**Comments:**

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | 600,000 | | | $ 600,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | 3,000,000 | | $ 3,000,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 600,000** | **$ 3,000,000** | **$ -** | **$ 3,600,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | | | | | 600,000 | 3,000,000 | | $ 3,600,000 |
| 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 600,000** | **$ 3,000,000** | **$ -** | **$ 3,600,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *Hallowell Lane Improvements*

**Project Description/Location:**

This project is for improvements to Hallowell including improved storm drainage, addition of pedestrian facilities, and asphalt resurfacing.

**Justification:**

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.

**CIP Status**

☐ Modify Existing
☐ New Project

**Project Type**

☐ Renewal/ Replacement
☑ Enhancement/ New

**Operating Budget Impact:**

Click here to enter text.

**Comments:**

Click here to enter text.

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | 300,000 | | | | | | | $ 300,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 1,630,000 | | | | | | $ 1,630,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ 300,000** | **$ 1,630,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,930,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ 300,000** | **$ 1,630,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,930,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *Inner Belt Loop*

**Project Description/Location:**

This project is for the 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.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

The addition of this road will add regular O&M costs as this is not an existing road.

**Comments:**

Design of the road is at 90%. ROW has not been acquired. The project was accelerated from FY 24 to FY 22 in anticipation of obtaining BUILD grant funding. If the BUILD grant is not obtained, the project will move back to FY 24 and utilize gas tax and arterial funds. Funding is not available in FY 22 unless BUILD grant funding is obtained.

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | 897,000 | | 800,000 | | | | | $ 1,697,000 |
| Land Acquisition | 8,179 | | 100,000 | | | | | $ 108,179 |
| Construction | 2,395,050 | | 6,100,000 | | | | 7,000,000 | $ 15,495,050 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ 3,300,229** | **$ -** | **$ 7,000,000** | **$ -** | **$ -** | **$ -** | **$ 7,000,000** | **$ 17,300,229** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | 3,300,229 | | | | | | 5,286,761 | $ 8,586,990 |
| Developer Contributions | | | | | | | | $ - |
| Gas Tax | | | | | | | | $ - |
| Gas Tax - BAARSA | | | | | | | 1,713,239 | $ 1,713,239 |
| 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 | | | | | | | | $ - |
| Build Grant | | | 7,000,000 | | | | | $ 7,000,000 |
| **Total Project Funding** | **$ 3,300,229** | **$ -** | **$ 7,000,000** | **$ -** | **$ -** | **$ -** | **$ 7,000,000** | **$ 17,300,229** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *Intersection Capacity Improvements*

**Project Description/Location:**

This project is for the evaluation and construction of improvements to selected intersection trouble areas.

**Justification:**

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 Rimrock and Virginia. This intersection is a priority due to delays during peak times.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

**Comments:**

Project may be designed in house if staff time is sufficient.

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 35,000 | | | | | | $ 35,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 465,000 | | | | | | $ 465,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | | 500,000 | | | | | | $ 500,000 |
| 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 500,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *Intersection Capacity Improvements*

**Project Description/Location:**

This project is for the evaluation and construction of improvements to selected intersection trouble areas.

**Justification:**

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 Grand Ave and 32nd St W. This intersection is a priority due to high traffic volumes and an accident history.

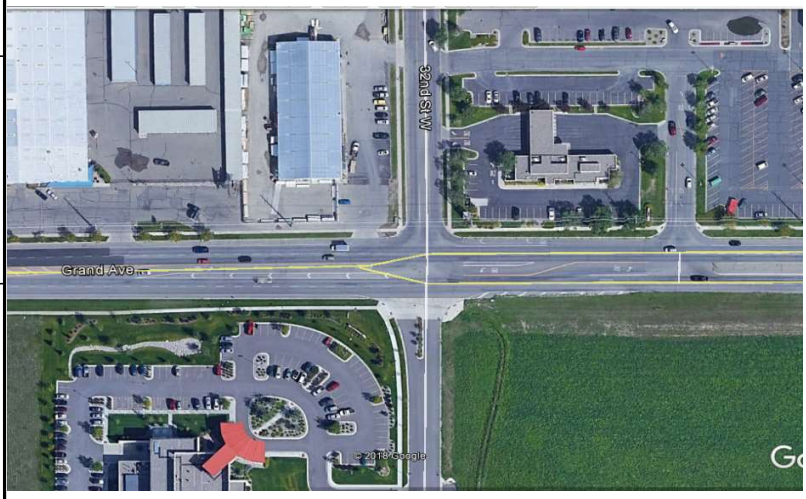
| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Negligible. Increase in power costs due to signal operation.

**Comments:**

Design and Construction management may be done in house if staff time permits.




| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | 35,000 | | | | | $ 35,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | 465,000 | | | | | $ 465,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ 500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | | | 500,000 | | | | | $ 500,000 |
| 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ 500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 500,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *Intersection Capacity Improvements*

**Project Description/Location:**

This project is for the evaluation and construction of improvements to selected intersection trouble areas.

**Justification:**

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 2023 is Colton and 24th. This intersection is a priority due to high traffic volumes and an accident history.

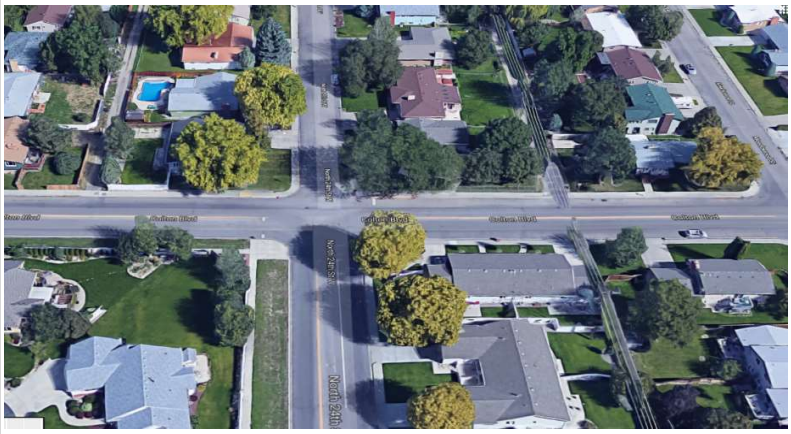
| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Negligible. Increase in power costs due to signal operation.

**Comments:**

Design and Construction management may be done in house if staff time permits.



| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | 35,000 | | | | $ 35,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | 465,000 | | | | $ 465,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ 500,000** | **$ -** | **$ -** | **$ -** | **$ 500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | | | | 500,000 | | | | $ 500,000 |
| 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ 500,000** | **$ -** | **$ -** | **$ -** | **$ 500,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *Intersection Capacity Improvements*

**Project Description/Location:**

This project is for the evaluation and construction of improvements to selected intersection trouble areas.

**Justification:**

Intersections are evaluated regularly to determine priority based on traffic counts, crash history, pedestrian counts and other factors. The intersection that will be improved in FY 24 will be determined during the next signal priority study.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Negligible. Increase in power costs due to signal operation.

**Comments:**

Design and Construction management may be done in house if staff time permits.

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | 35,000 | | | $ 35,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | 465,000 | | | $ 465,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 500,000** | **$ -** | **$ -** | **$ 500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | | | | | 500,000 | | | $ 500,000 |
| 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 500,000** | **$ -** | **$ -** | **$ 500,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *Intersection Capacity Improvements*

**Project Description/Location:**

This project is for the evaluation and construction of improvements to selected intersection trouble areas.

**Justification:**

Intersections are evaluated regularly to determine priority based on traffic counts, crash history, pedestrian counts and other factors. The intersection that will be improved in FY 25 will be determined during the next signal priority study.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☑ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Negligible. Increase in power costs due to signal operation.

**Comments:**

Design and Construction management may be done in house if staff time permits.

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | 35,000 | | $ 35,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | 465,000 | | $ 465,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 500,000** | **$ -** | **$ 500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | | | | | | 500,000 | | $ 500,000 |
| 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 500,000** | **$ -** | **$ 500,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *Misc. Curb, Gutter, and Sidewalk Program*

**Project Description/Location:**

This project funds the 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.

**Justification:**

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.

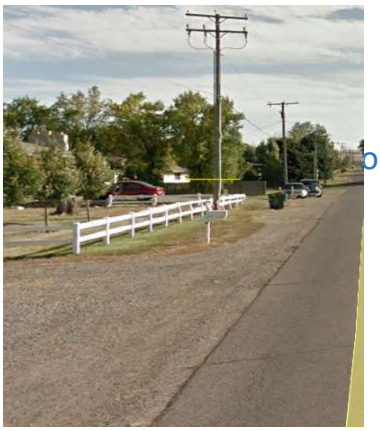
| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Reduced cost for storm drain maintenance when curb and gutters are replaced.

**Comments:**

All work is designed and managed by internal staff.



| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 700,000** | **$ 700,000** | **$ 700,000** | **$ 700,000** | **$ 700,000** | **$ -** | **$ 3,500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | | | | | | | | $ - |
| Developer Contributions | | | | | | | | $ - |
| Gas Tax | | 271,732 | 300,000 | 300,000 | 300,000 | 300,000 | | $ 1,471,732 |
| 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 | | 28,268 | | | | | | $ 28,268 |
| TIFD Revenues | | | | | | | | $ - |
| Wastewater Revenues | | | | | | | | $ - |
| Water Revenues | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 700,000** | **$ 700,000** | **$ 700,000** | **$ 700,000** | **$ 700,000** | **$ -** | **$ 3,500,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *Mullowney Road*

**Project Description/Location:**

This project is for the road reconstruction of Mullowney Lane south of Midland Road.

**Justification:**

Mullowney 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 Mullowney.

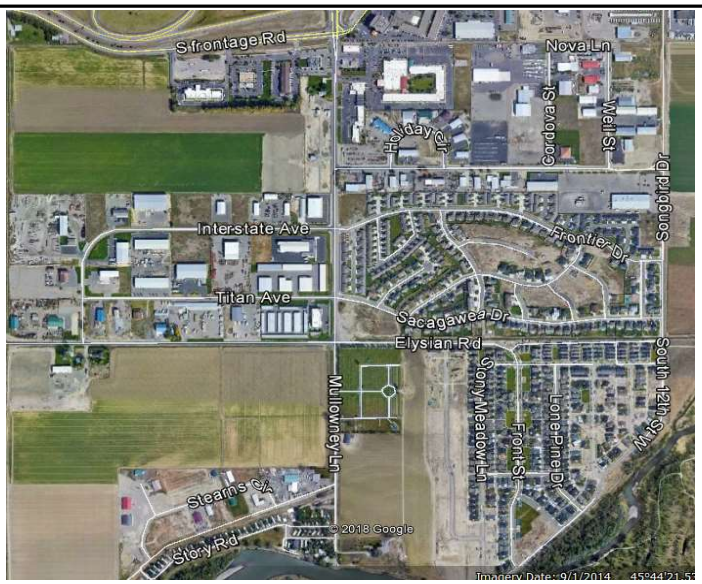
| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Reconstruction of the road will decrease O&M associated with aging asphalt and lack of storm drainage.

**Comments:**

There could be issues with right of way and county property.




| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | 400,000 | | | | | $ 400,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | 3,700,000 | | | | $ 3,700,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ 400,000** | **$ 3,700,000** | **$ -** | **$ -** | **$ -** | **$ 4,100,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | | | 400,000 | 1,624,000 | | | | $ 2,024,000 |
| Developer Contributions | | | | 57,000 | | | | $ 57,000 |
| Gas Tax | | | | 450,889 | | | | $ 450,889 |
| Gas Tax - BAARSA | | | | 1,568,111 | | | | $ 1,568,111 |
| 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ 400,000** | **$ 3,700,000** | **$ -** | **$ -** | **$ -** | **$ 4,100,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *PAVER Program*

**Project Description/Location:**

This annual program is responsible for crack sealing, overlay, and chip seals of various streets throughout the City.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Preventative maintenance of the streets reduces the operating budget due to the lack of potholes and other maintenance items.

**Comments:**

BARSAA funding will be used in PAVER replacing some of the previously approved gas tax funding. The savings in gas tax funding will be used for the Inner Belt Loop project.

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | | $ 750,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 2,300,000 | 2,450,000 | 2,600,000 | 2,600,000 | 2,600,000 | | $ 12,550,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 2,450,000** | **$ 2,600,000** | **$ 2,750,000** | **$ 2,750,000** | **$ 2,750,000** | **$ -** | **$ 13,300,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | | | | 500,000 | 500,000 | | | $ 1,000,000 |
| Developer Contributions | | | | | | | | $ - |
| Gas Tax | | | | 650,000 | 650,000 | 66,574 | | $ 1,366,574 |
| Gas Tax - BAARSA | | 1,478,268 | 1,522,525 | | | 1,083,426 | | $ 4,084,219 |
| Landfill Revenues | | | | | | | | $ - |
| Revenue Bond/Loan | | | | | | | | $ - |
| SID Bond | | | | | | | | $ - |
| Sidewalk Bond | | | | | | | | $ - |
| Solid Waste Collection Revenues | | | | | | | | $ - |
| Storm Drain Assessments | | | | | | | | $ - |
| Street Maintenance Fees | | 971,732 | 1,077,475 | 1,600,000 | 1,600,000 | 1,600,000 | | $ 6,849,207 |
| TIFD Revenues | | | | | | | | $ - |
| Wastewater Revenues | | | | | | | | $ - |
| Water Revenues | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 2,450,000** | **$ 2,600,000** | **$ 2,750,000** | **$ 2,750,000** | **$ 2,750,000** | **$ -** | **$ 13,300,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *Pedestrian Crossing of Exposition Drive*

**Project Description/Location:**

This project is for a pedestrian grade separated crossing across Exposition Drive between 1st Avenue North and 6th Avenue North.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

**Comments:**

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | 700,000 | | | | | $ 700,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | 3,100,000 | | | | | $ 3,100,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ 3,800,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3,800,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | 3,800,000 | | | | | $ 3,800,000 |
| Wastewater Revenues | | | | | | | | $ - |
| Water Revenues | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ 3,800,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3,800,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *SBURA Unimproved Street Improvements*

**Project Description/Location:**

This projects funds the construction of gravel streets in the SBURA.

**Justification:**

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 improve street standards.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Paving streets will reduce the amount of resources used to maintain gravel streets.

**Comments:**

Priority and typical section will be determined with the SBURD. The engineering design will be done in house if staff time allows.

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 500,000 | | | | | | $ 500,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | 500,000 | 500,000 | 500,000 | | | $ 1,500,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 500,000** | **$ 500,000** | **$ 500,000** | **$ 500,000** | **$ -** | **$ -** | **$ 2,000,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | 500,000 | 500,000 | 500,000 | 500,000 | | | $ 2,000,000 |
| Wastewater Revenues | | | | | | | | $ - |
| Water Revenues | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 500,000** | **$ 500,000** | **$ 500,000** | **$ 500,000** | **$ -** | **$ -** | **$ 2,000,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *Traffic Signal Controller Upgrade*

**Project Description/Location:**

This is for the replacement of 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.

**Justification:**

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.

**CIP Status**

- ☐ Modify Existing
- ☐ New Project

**Project Type**

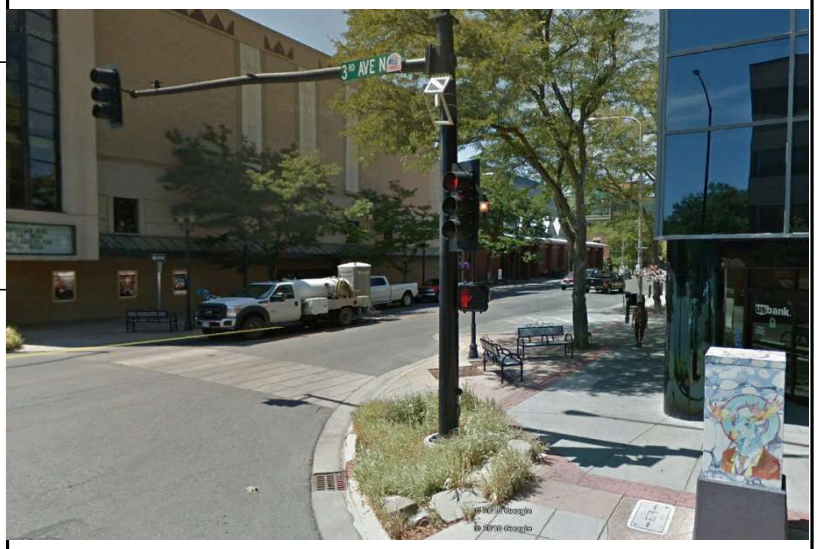
- ☐ Renewal/ Replacement
- ☑ Enhancement/ New

**Operating Budget Impact:**

Negligible.

**Comments:**

Engineering will be done in house. Some construction will be done by city crews.




| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | 100,000 | 30,000 | 30,000 | 30,000 | | | | $ 190,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | 520,000 | 170,000 | 170,000 | 170,000 | | | | $ 1,030,000 |
| Equipment | 1,430,000 | 450,000 | 450,000 | 450,000 | | | | $ 2,780,000 |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ 2,050,000** | **$ 650,000** | **$ 650,000** | **$ 650,000** | **$ -** | **$ -** | **$ -** | **$ 4,000,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | 2,050,000 | 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ 2,050,000** | **$ 650,000** | **$ 650,000** | **$ 650,000** | **$ -** | **$ -** | **$ -** | **$ 4,000,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *Travel Corridor Coordination*

**Project Description/Location:**

This is for improvements to corridors within the city that only require minor infrastructure modifications.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

None.

**Comments:**

Engineering will be done internally within Public Works.

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 100,000 | 100,000 | 50,000 | 50,000 | 50,000 | | $ 350,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 100,000** | **$ 100,000** | **$ 50,000** | **$ 50,000** | **$ 50,000** | **$ -** | **$ 350,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | | 100,000 | 100,000 | 50,000 | 50,000 | 50,000 | | $ 350,000 |
| 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 100,000** | **$ 100,000** | **$ 50,000** | **$ 50,000** | **$ 50,000** | **$ -** | **$ 350,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *(PW) Transportation* **Project Title:** *Wicks Lane Main to Bitterroot*

**Project Description/Location:**

This project funds the design of the reconstruction of Wicks Lane and construction of sidewalks.

**Justification:**

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 20 to improve pedestrian access and other improvements will be constructed in FY 25.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

The reconstruction of Wicks and Bitterroot will decrease the on-going maintenance associated with aging asphalt.

**Comments:**

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | 300,000 | | | | | | | $ 300,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | 500,000 | | | | | 2,200,000 | | $ 2,700,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ 800,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 2,200,000** | **$ -** | **$ 3,000,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | 800,000 | | | | | 1,520,000 | | $ 2,320,000 |
| Developer Contributions | | | | | | 100,000 | | $ 100,000 |
| Gas Tax | | | | | | | | $ - |
| Gas Tax - BAARSA | | | | | | 580,000 | | $ 580,000 |
| 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ 800,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 2,200,000** | **$ -** | **$ 3,000,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *D&C Heated Shop and Breakroom Addition*

**Project Description/Location:**

This will fund the addition to the Public Works Distribution & Collection heated shop and breakroom.

**Justification:**

The addition is needed to accommodate the increase in employees and equipment that will be required over the next five years. These increases are due to the current and future growth of the City of Billings' water distribution and wastewater collection systems.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☑ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

**Comments:**

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | 1,000,000 | | $ 1,000,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,000,000** | **$ -** | **$ 1,000,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | | | 500,000 | | $ 500,000 |
| Water Revenues | | | | | | 500,000 | | $ 500,000 |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,000,000** | **$ -** | **$ 1,000,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Hydrogen Sulfide Mitigation*

**Project Description/Location:**

This project will fund the construction of buildings and upgrades needed to mitigate Hydrogen Sulfide (H2S) in the system.

**Justification:**

A preliminary study was conducted and it was determined that there are a couple of locations where outgassing potential exists and odor control will be beneficial.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☑ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Additional chemicals in the amounts of $50,000 will be required.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 50,000 | 50,000 | | | | | $ 100,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 450,000 | 450,000 | | | | | $ 900,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 500,000** | **$ 500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,000,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | 500,000 | 500,000 | | | | | $ 1,000,000 |
| Water Revenues | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 500,000** | **$ 500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,000,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Utilities Service Center Reconstruction*

**Project Description/Location:**

Remodel utilities service center for additional offices and parking. Includes window replacement/sealing and roof replacement where needed.

**Justification:**

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. The first phase of reconstruction will be completed in FY 2020 and includes the space remodel to accommodate the immediate needs of the Environmental Affairs division as well as many other needed improvements including roof repairs, window replacements, carpet, and paint. The second phase in FY 23 will be constructed if there is a not a new City Hall to accommodate Public Works Administration and Engineering.

**CIP Status**

- ☐ Modify Existing
- ☐ New Project

**Project Type**

- ☐ Renewal/ Replacement
- ☑ Enhancement/ New

**Operating Budget Impact:**

O&M will be reduced with the elimination of leases, saving approximately $166,000 annually.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | 270,000 | | | | | | | $ 270,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | 1,802,000 | | | 700,000 | | | | $ 2,502,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ 2,072,000** | **$ -** | **$ -** | **$ 700,000** | **$ -** | **$ -** | **$ -** | **$ 2,772,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | 423,200 | | | 700,000 | | | | $ 1,123,200 |
| Water Revenues | 1,648,800 | | | | | | | $ 1,648,800 |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ 2,072,000** | **$ -** | **$ -** | **$ 700,000** | **$ -** | **$ -** | **$ -** | **$ 2,772,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Wastewater Biogas Recovery System*

**Project Description/Location:**

This project is to recover renewable methane biogas at the Water Reclamation Facility.

**Justification:**

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 reuse it in the cogeneration process in the summer.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

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.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 200,000 | | | | | | $ 200,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | 1,000,000 | | | | | $ 1,000,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 200,000** | **$ 1,000,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,200,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | 200,000 | 1,000,000 | | | | | $ 1,200,000 |
| Water Revenues | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 200,000** | **$ 1,000,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,200,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Wastewater Centrifuge Replacement*

**Project Description/Location:**

This will fund the replacement of two centrifuges at the Water Reclamation Facility.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | | | $ - |
| Equipment | | 1,000,000 | | | | | | $ 1,000,000 |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 1,000,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,000,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | 1,000,000 | | | | | | $ 1,000,000 |
| Water Revenues | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 1,000,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,000,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Wastewater Compensation Agreements*

**Project Description/Location:**

This is an on-going program to fund compensation agreements with private developers for oversizing sewer mains and other City authorized costs.

**Justification:**

Per the City's rules and regulations for sanitary sewer service, the city will pay for oversizing of 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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Additional water and sewer lines will require regular O&M.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | | | $ - |
| Equipment | | | | | | | | $ - |
| Other | | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | | $ 1,500,000 |
| **Total Project Cost** | **$ -** | **$ 300,000** | **$ 300,000** | **$ 300,000** | **$ 300,000** | **$ 300,000** | **$ -** | **$ 1,500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 300,000** | **$ 300,000** | **$ 300,000** | **$ 300,000** | **$ 300,000** | **$ -** | **$ 1,500,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Wastewater Main Replacements*

**Project Description/Location:**

This is annual program to fund the replacement of sanitary sewer mains throughout the City.

**Justification:**

The City's 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 sewer lines will need to last 200 years before they are replaced.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Reduced O&M due to reduced leaks and failures.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 | | $ 4,000,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 3,200,000 | 3,200,000 | 3,200,000 | 3,200,000 | 3,200,000 | | $ 16,000,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 4,000,000** | **$ 4,000,000** | **$ 4,000,000** | **$ 4,000,000** | **$ 4,000,000** | **$ -** | **$ 20,000,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | | $ 20,000,000 |
| Water Revenues | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 4,000,000** | **$ 4,000,000** | **$ 4,000,000** | **$ 4,000,000** | **$ 4,000,000** | **$ -** | **$ 20,000,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Wastewater - Replace Heat Exchangers #1, 2, and 3*

**Project Description/Location:**

This will fund the replacement of the heat exchangers in the Primary Digester Building.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | | | $ - |
| Equipment | | | 500,000 | | | | | $ 500,000 |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ 500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | 500,000 | | | | | $ 500,000 |
| Water Revenues | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ 500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 500,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Wastewater - Sahara Sands Lift Station Rehabilitation*

**Project Description/Location:**

This project will convert existing lift station from a dry well/wet well system to a wet well system and install new pumps (Flygt), controls and standby generation.

**Justification:**

In 2008, the EPA audited and inspected 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.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | 15,000 | | | | | $ 15,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | 135,000 | | | | | $ 135,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ 150,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 150,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | 150,000 | | | | | $ 150,000 |
| Water Revenues | | | | | | | | $ - |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ 150,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 150,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Wastewater Secondary Pump Station Pump Motors*

**Project Description/Location:**

This will fund the replacement of two (2) pumps at the secondary pump station.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | | | $ - |
| Equipment | 130,000 | 135,000 | | | | | | $ 265,000 |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ 130,000** | **$ 135,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 265,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | 130,000 | 135,000 | | | | | | $ 265,000 |
| Water Revenues | | | | | | | | $ - |
| **Total Project Funding** | **$ 130,000** | **$ 135,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 265,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Wastewater Plant Acetate Feed System*

**Project Description/Location:**

This project is for the addition of an acetate feed system.

**Justification:**

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.

**CIP Status**

- ☐ Modify Existing
- ☐ New Project

**Project Type**

- ☐ Renewal/ Replacement
- ☑ Enhancement/ New

**Operating Budget Impact:**

Insert Picture(s) or Map Here

**Comments:**

The Nutrient Recovery and Biosolids Facilities Plan and WRF Reuse Facility plan may determine that this project can be eliminated.

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | 427,000 | | | | | $ 427,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ 427,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 427,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | 427,000 | | | | | $ 427,000 |
| Water Revenues | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ 427,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 427,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Wastewater Reclamation Facility Improvements*

**Project Description/Location:**

This project is to reuse treated wastewater for irrigation from the Water Reclamation Facility.

**Justification:**

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.

**CIP Status**

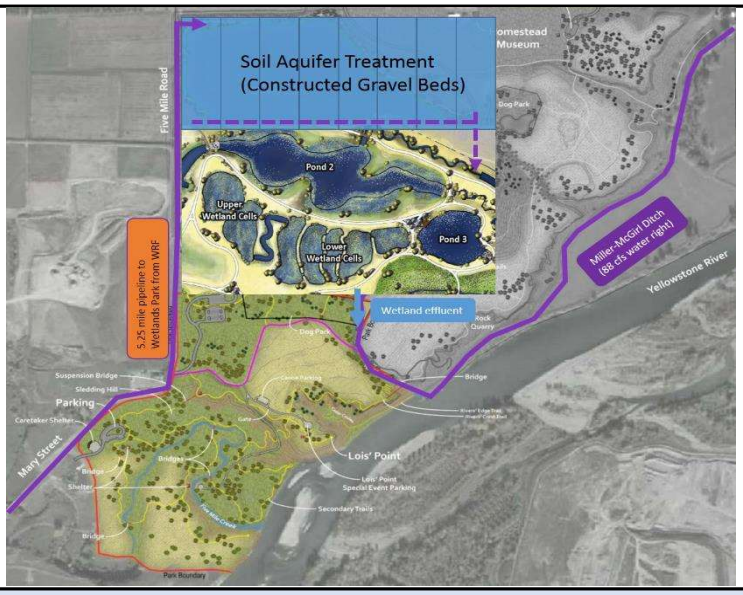
☐ Modify Existing
☐ New Project

**Project Type**

☐ Renewal/ Replacement
☑ Enhancement/ New

**Operating Budget Impact:**

**Comments:**




| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | 4,500,000 | | | $ 4,500,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | | 60,000,000 | $ 60,000,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 4,500,000** | **$ -** | **$ 60,000,000** | **$ 64,500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 4,500,000** | **$ -** | **$ 60,000,000** | **$ 64,500,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Wastewater Treatment Plant Campus Electrical*

**Project Description/Location:**

This is an annual project to fund various electrical projects at the wastewater treatment plant.

**Justification:**

Electrical upgrade projects are common at the WRF due to obsolescence of automation systems and replacements of electrical equipment damaged by hydrogen sulfide gases.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | | $ 1,500,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 300,000** | **$ 300,000** | **$ 300,000** | **$ 300,000** | **$ 300,000** | **$ -** | **$ 1,500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 300,000** | **$ 300,000** | **$ 300,000** | **$ 300,000** | **$ 300,000** | **$ -** | **$ 1,500,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Wastewater Treatment Plant Drying Beds*

**Project Description/Location:**

This will fund the construction of two new drying beds.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 300,000 | | | | | | $ 300,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 300,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 300,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 300,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 300,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Water Compensation Agreements*

**Project Description/Location:**

This is an on-going program to fund compensation agreements with private developers for oversizing water mains and other City authorized costs.

**Justification:**

Per the City's rules and regulations for water service, the city will pay for oversizing of water 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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

Additional water and sewer lines will require regular O&M.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | | | $ - |
| Equipment | | | | | | | | $ - |
| Other | | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | | $ 1,500,000 |
| **Total Project Cost** | **$ -** | **$ 300,000** | **$ 300,000** | **$ 300,000** | **$ 300,000** | **$ 300,000** | **$ -** | **$ 1,500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | | $ 1,500,000 |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 300,000** | **$ 300,000** | **$ 300,000** | **$ 300,000** | **$ 300,000** | **$ -** | **$ 1,500,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Water - Fox Reservoir #1 Replacement*

**Project Description/Location:**

This project will replace the existing reservoir.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | 400,000 | | | $ 400,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | 2,600,000 | | $ 2,600,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 400,000** | **$ 2,600,000** | **$ -** | **$ 3,000,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | | 400,000 | 2,600,000 | | $ 3,000,000 |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 400,000** | **$ 2,600,000** | **$ -** | **$ 3,000,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Water - High Service Pump 5KV Switchgear*

**Project Description/Location:**

This is for the replacement of the High Service Pump Station switchgear.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | | | | $ - |
| Equipment | | | 1,350,000 | | | | | $ 1,350,000 |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ 1,350,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,350,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | 1,350,000 | | | | | $ 1,350,000 |
| **Total Project Funding** | **$ -** | **$ -** | **$ 1,350,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,350,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Water Intake, Pump Station and Pipeline*

**Project Description/Location:**

This project will construct a new intake, pump station, and pipeline from the Yellowstone River near Duck Creek bridge to supply water to the new West End Reservoir.

**Justification:**

During the preliminary design of the West End Reservoir, it was determined that there was very high risk associated with supplying the West End Reservoir from the BBWA Canal which runs adjacent to the West End Reservoir site. The recommended alternative was to supply the West End Reservoir with a new Yellowstone River intake, pump station and pipeline located near Duck Creek bridge. This pump station will cost more in capital cost but long term operation and maintenance will have the lowest life cycle cost and isn't subject to the vulnerabilities and seasonality of the BBWA canal.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☑ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | 2,500,000 | | 1,500,000 | | | | | $ 4,000,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | 23,000,000 | | | | | $ 23,000,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ 2,500,000** | **$ -** | **$ 24,500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 27,000,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | | | | | | | | $ - |
| Developer Contributions | | | | | | | | $ - |
| Gas Tax | | | | | | | | $ - |
| Gas Tax - BAARSA | | | | | | | | $ - |
| Landfill Revenues | | | | | | | | $ - |
| Revenue Bond/Loan | | | 24,500,000 | | | | | $ 24,500,000 |
| SID Bond | | | | | | | | $ - |
| Sidewalk Bond | | | | | | | | $ - |
| Solid Waste Collection Revenues | | | | | | | | $ - |
| Storm Drain Assessments | | | | | | | | $ - |
| Street Maintenance Fees | | | | | | | | $ - |
| TIFD Revenues | | | | | | | | $ - |
| Wastewater Revenues | | | | | | | | $ - |
| Water Revenues | 2,500,000 | | | | | | | $ 2,500,000 |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ 2,500,000** | **$ -** | **$ 24,500,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 27,000,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Water Lead Service Replacement Project*

**Project Description/Location:**

There are approximately 800 lead services remaining in the water system. This program is intended to replace all of those lines.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

None.

**Comments:**

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | 200,000 | 75,000 | 75,000 | 50,000 | 50,000 | | | $ 450,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | 2,550,000 | 675,000 | 675,000 | 450,000 | 650,000 | | | $ 5,000,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ 2,750,000** | **$ 750,000** | **$ 750,000** | **$ 500,000** | **$ 700,000** | **$ -** | **$ -** | **$ 5,450,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | 2,750,000 | 750,000 | 750,000 | 500,000 | 700,000 | | | $ 5,450,000 |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ 2,750,000** | **$ 750,000** | **$ 750,000** | **$ 500,000** | **$ 700,000** | **$ -** | **$ -** | **$ 5,450,000** |

**Department:** *Public Works* **FY20 - FY24 CIP**

**Project Category:** *Utilities* **Project Title:** *Water - Logan Reservoir Recoating/Exterior Painting*

**Project Description/Location:**

This project will fund the recoating and exterior painting of the water reservoir on top of the rims near the airport.

**Justification:**

The exterior of the checkered water reservoir on top of the rims is fading and is in need of recoating to meet FAA standards. The interior is in need of recoating and failure to recoat this reservoir could result in unnecessary corrosion of the reservoir and reduced operating life.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | 900,000 | | | $ 900,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 900,000** | **$ -** | **$ -** | **$ 900,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | | | 900,000 | | | $ 900,000 |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 900,000** | **$ -** | **$ -** | **$ 900,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Water Main - 48th Street West*

**Project Description/Location:**

This project will fund the construction and upsizing of a major water main in 48th St W.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

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.

**Comments:**

Design will be done one year before construction due to the size and nature of the project.

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 500,000 | | | | | | $ 500,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | 5,000,000 | | | | | $ 5,000,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 500,000** | **$ 5,000,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 5,500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | 500,000 | 5,000,000 | | | | | $ 5,500,000 |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 500,000** | **$ 5,000,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 5,500,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Water Main Replacements*

**Project Description/Location:**

This is an annual program for the replacement of water mains throughout the City.

**Justification:**

The City's water 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 lines will need to last 200 years before they are replaced.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

Reduced O&M due to reduced leaks and failures.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | 600,000 | 600,000 | 600,000 | 600,000 | 600,000 | | $ 3,000,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 2,400,000 | 2,400,000 | 2,400,000 | 2,400,000 | 2,400,000 | | $ 12,000,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 3,000,000** | **$ 3,000,000** | **$ 3,000,000** | **$ 3,000,000** | **$ 3,000,000** | **$ -** | **$ 15,000,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | 3,000,000 | 3,000,000 | 3,000,000 | 3,000,000 | 3,000,000 | | $ 15,000,000 |
| | | | | | | | | $ - |
| **Total Project Funding** | **$ -** | **$ 3,000,000** | **$ 3,000,000** | **$ 3,000,000** | **$ 3,000,000** | **$ 3,000,000** | **$ -** | **$ 15,000,000** |

**Department:** *Public Works* **FY20 - FY24 CIP**

**Project Category:** *Utilities* **Project Title:** *Water Pressure Zone Interconnect & Redundant Line*

**Project Description/Location:**

This project will fund the construction of a new pump station and a redundant water line up the rims.

**Justification:**

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. Failure to complete this project will result in more risk of water system failure in the Heights and at the airport.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | 600,000 | | | $ 600,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | | 2,900,000 | | | $ 2,900,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3,500,000** | **$ -** | **$ -** | **$ 3,500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 |
| **Total Project Funding** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3,500,000** | **$ -** | **$ -** | **$ 3,500,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Water - Staples Reservoir*

**Project Description/Location:**

This will fund the reconstruction/rehabilitation of the existing Staples reservoir.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

**Comments:**

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | 400,000 | | | | | $ 400,000 |
| Land Acquisition | | | | | | | | $ - |
| Construction | | | | 3,600,000 | | | | $ 3,600,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ -** | **$ 400,000** | **$ 3,600,000** | **$ -** | **$ -** | **$ -** | **$ 4,000,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | | 400,000 | 3,600,000 | | | | $ 4,000,000 |
| **Total Project Funding** | **$ -** | **$ -** | **$ 400,000** | **$ 3,600,000** | **$ -** | **$ -** | **$ -** | **$ 4,000,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Water Treatment Plant Electrical Improvements*

**Project Description/Location:**

This is an on-going program to fund the replacement of power lines, switches and transformers at Water Treatment Plant and pump stations.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☑ Modify Existing | ☑ Renewal/ Replacement |
| ☐ New Project | ☐ Enhancement/ New |

**Operating Budget Impact:**

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | | | | | | | | $ - |
| Land Acquisition | | | | | | | | $ - |
| Construction | | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | | $ 2,500,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ -** | **$ 500,000** | **$ 500,000** | **$ 500,000** | **$ 500,000** | **$ 500,000** | **$ -** | **$ 2,500,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 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 | | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | | $ 2,500,000 |
| **Total Project Funding** | **$ -** | **$ 500,000** | **$ 500,000** | **$ 500,000** | **$ 500,000** | **$ 500,000** | **$ -** | **$ 2,500,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Water - West End Reservoir/City Lakes*

**Project Description/Location:**

This project is for the construction of a west end reservoir/City Lakes project.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

The operating budget impact will be determined during the design phase.

**Comments:**

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | 6,000,000 | | 2,000,000 | | | | | $ 8,000,000 |
| Land Acquisition | 2,750,000 | | | | | | | $ 2,750,000 |
| Construction | | | 41,000,000 | | | | | $ 41,000,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ 8,750,000** | **$ -** | **$ 43,000,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 51,750,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | | | 1,000,000 | | | | | $ 1,000,000 |
| Federal Grant | | | 5,000,000 | | | | | $ 5,000,000 |
| Gas Tax | | | | | | | | $ - |
| Gas Tax - BAARSA | | | | | | | | $ - |
| Landfill Revenues | | | | | | | | $ - |
| Revenue Bond/Loan | | | 37,000,000 | | | | | $ 37,000,000 |
| SID Bond | | | | | | | | $ - |
| Sidewalk Bond | | | | | | | | $ - |
| Solid Waste Collection Revenues | | | | | | | | $ - |
| Storm Drain Assessments | | | | | | | | $ - |
| Street Maintenance Fees | | | | | | | | $ - |
| TIFD Revenues | | | | | | | | $ - |
| Wastewater Revenues | | | | | | | | $ - |
| Water Revenues | 8,750,000 | | | | | | | $ 8,750,000 |
| **Total Project Funding** | **$ 8,750,000** | **$ -** | **$ 43,000,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 51,750,000** |

**Department:** *Public Works* **FY21 - FY25 CIP**

**Project Category:** *Utilities* **Project Title:** *Water - West End Treatment Plant*

**Project Description/Location:**

This is for the construction of a west end water treatment plant.

**Justification:**

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.

| CIP Status | Project Type |
|---|---|
| ☐ Modify Existing | ☐ Renewal/ Replacement |
| ☐ New Project | ☑ Enhancement/ New |

**Operating Budget Impact:**

O&M impact will be determined during design phase.

**Comments:**

Insert Picture(s) or Map Here

| Estimated Project Cost(s) | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Planning, Design, & Engineering | 1,000,000 | 4,000,000 | | 1,000,000 | | | | $ 6,000,000 |
| Land Acquisition | 250,000 | | | | | | | $ 250,000 |
| Construction | | | | 34,000,000 | | | | $ 34,000,000 |
| Equipment | | | | | | | | $ - |
| Other | | | | | | | | $ - |
| **Total Project Cost** | **$ 1,250,000** | **$ 4,000,000** | **$ -** | **$ 35,000,000** | **$ -** | **$ -** | **$ -** | **$ 40,250,000** |

| Project Funding | Prior Years | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | Future | Total Cost |
|---|---|---|---|---|---|---|---|---|
| Arterial Fees | | | | | | | | $ - |
| Developer Contributions | | | | | | | | $ - |
| Gas Tax | | | | | | | | $ - |
| Gas Tax - BAARSA | | | | | | | | $ - |
| Landfill Revenues | | | | | | | | $ - |
| Revenue Bond/Loan | | | | 35,000,000 | | | | $ 35,000,000 |
| SID Bond | | | | | | | | $ - |
| Sidewalk Bond | | | | | | | | $ - |
| Solid Waste Collection Revenues | | | | | | | | $ - |
| Storm Drain Assessments | | | | | | | | $ - |
| Street Maintenance Fees | | | | | | | | $ - |
| TIFD Revenues | | | | | | | | $ - |
| Wastewater Revenues | | | | | | | | $ - |
| Water Revenues | 1,250,000 | 4,000,000 | | | | | | $ 5,250,000 |
| **Total Project Funding** | **$ 1,250,000** | **$ 4,000,000** | **$ -** | **$ 35,000,000** | **$ -** | **$ -** | **$ -** | **$ 40,250,000** |

# GLOSSARY OF TERMS

# FY 2021 - 2025 CAPITAL IMPROVEMENT PLAN (APPROVED) GLOSSARY

## A

**ADA**
Americans with Disabilities Act.

**AIP**
Airport Improvement Program.

**Airport FAA Grant**
The Airport Improvement Program (AIP) provides grants to public agencies for the planning and development of public-use airports that are included in the National Plan of Integrated Airport Systems (NPIAS).

**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.

**Airport Improvement Program (AIP)**
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 projects include taxiway/ runway overlays, airfield lighting, navigational equipment installation, airfield firefighting equipment, etc.

**Airport User Fees**
Fees assessed the end user of airport services and are typically used as a funding source for projects, improvements and maintenance of airport facilities.

**Americans with Disabilities Act (ADA)**
Federal law providing for a wide range of protection to individuals with disabilities ranging from prohibitions against discrimination in employment to specific requirements for modifications of public facilities and transportation systems.

**Arterial Construction Fund**
Accounts for construction and reconstruction of arterial streets throughout the City.

## B

**BARSAA**
Bridge and Road Safety and Accountability Act

**Baseball Field/ Stadium Donations (for Capital Fund)**
Accounts for donations to fund future capital maintenance for the ball field and stadium.

**Billings Metropolitan Transit**
Public Transit System providing fixed-route and paratransit bus services to the City of Billings.

**Billings Operations Center (BOC)**
Facility that houses the Central Motor Pool, Solid Waste Division, Street-Traffic Division, Parks Maintenance Division, and the Police Department Roll-Call and Training location.

**Billings Trailnet**
A non-profit that supports urban trail systems by raising money to be used as fund matching for City funding and projects.

**Bond**
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. For the purposes of the City of Billings we use the General Obligation, Revenue, Sidewalk and Curb District, Special Improvement District, and Tax Increment Bonds.

**Bridge and Road Safety and Accountability Act**
House Bill 473, known as the Bridge and Road Safety and Accountability Act (BaRSAA), provides for a graduated increase in motor fuel tax by fiscal year 2023 and is managed by the Montana Department of Transportation (MDT). Funds can be used to pay for the construction, reconstruction, maintenance, and repair of rural roads, city streets and alleys; and bridges.

**BUILD Grant**
Provided by the US Department of Transportation to invest in projects that promise to achieve national objectives related to road, rail, transit and port systems.

## C

**Capital Asset(s)**
Assets of significant value and having a useful life of several years. Also called Fixed Assets.

**Capital Improvement Plan (CIP)**

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.

**Capital Expenditure**
An outlay that results in or contributes to the acquisition or construction of a capital asset.

**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.

**Capital Project Fund(s)**
These account for the acquisition and construction of major capital facilities such as a fire station or stadium. Revenues may be from grants, taxes, bonds, donations, transfers from other funds or assessments. For the purposes of the City of Billings there are currently these funds in this fund type: Sidewalks and Curb District Fund, Special Improvement Districts (SID) Fund.

**Capital Replacement Fund**
Used strictly for the replacement of vehicles and major items of equipment. Reserves are accumulated in this fund through transfers from benefitting funds.

**Category**
Projects in the CIP are organized into groupings based on common criteria. Typically this will be under the Department heading and may reflect a Division, operational work-group or service type.

**Cell Tower Revenue**
Funds generated from the leasing of City owned property.

**CFC**
Customer Facility Charge.

**Charges to City Departments**
Internal service fees assessed between Departments.

**CIP**
Capital Improvement Plan (CIP)

**CIP Status**
An identifying status used to indicate if a project is new or has already been approved and is now subject to a change. for the purposed of the City of Billings examples include Modify Existing and New Project status designations.

**Contribution(s)**
A revenue source that is not an assessment tax or service fee, these may come from entities such as Private, Contractor, and may be Matched or account for full funding of a project.

**Customer Facility Charge**
User fee charged by an airport operator for rental car use.

## D

**Department**
Defined work group or operation center within the City hierarchy. For the purposes of the City of Billings examples would include Aviation & Transit, Fire, Police, and Public Works.

**Developer Contributions**
Monetary commitments used for improvements and infrastructure that are received as part of a development project such as a subdivision.

## E

**East Tax Increment District Fund**
Accounts for revenues from property tax levies in the East Tax Increment District on increased taxable values. Amounts collected are used for the benefit of the tax district.

**Enterprise Fund**
Funds established to account for specific services funded directly by user fees and charges to users for services. These funds are intended to be self-supporting. For the purposes of the City of Billings, these funds include Airport, Parking, Solid Waste, Transit, Wastewater, Water funds.

**Environmental Protection Agency (EPA)**
An independent agency of the United States federal government responsible for environmental protection.

**EPA**
Environmental Protection Agency (EPA)

**EPA Grant**
Funds awarded by the EPA to other organizations to conduct environmental programs or projects.

## F

**FAA**
Federal Aviation Administration

**Facilities Charges for Services**
Internal services charges related to Facilities Management and usually accounting for building maintenance.

**Facilities Management Fund**
An Internal Services Fund that provides operating and maintenance services to the City Hall and BOC buildings. Also provides project management, specifications, and/or advice to all City Departments.

**Facilities Master Plan**
Document that describes and organization's facilities, their purpose and future needs planning, including maintenance, reconstruction and acquisitions.

**Federal Transit Administration (FTA)**
An agency within the United States Department of Transportation (DOT) that provides financial and technical assistance to local public transit systems.

**Fixed Asset(s)**
Assets of significant value and having a useful life of several years. Also called Capital Assets.

**FTA**
Federal Transit Administration (FTA)

**Fund**
An existing collection of money.

**Fund Type**
For the purposes of the City of Billings, Montana, there are five (5) funding types that are utilized in relation to the CIP, examples inlcude Capital Project, Enterprise, General, Internal Service, and Special Revenue.

**Funding**
The source of money being collected into a fund.

## G

**Gas Tax Fund**
Accounts for revenues received from the State of Montana gasoline tax.

**General Fund**
Accounts for resources not otherwise required to be in another specified fund, either legally or by financial management practices. For the purposes of the City of Billings it is funded by property tax, licenses, permits, fees for service, fines and forfeitures, and state intergovernmental revenues.

**Grant**
A contribution by the State or Federal government, or another organization for a specific purpose, activity or facility. For the purposes of the City of Billings examples would include the Airport Cargo, Airport FAA, Build, EPA, NRDP/YRRP, Recreational Trails, Transit FTA, and Transportation Alternatives Grants.

## H

**IBL**
Inner Belt Loop

**Inner Belt Loop (IBL)**
A planned route intended to better connect the West End of Billings with the Heights using Zimmerman Trail, Alkali Creek Road and Wicks Lane.

**Internal Service Fund**
Accounts for activities and services performed by a City Department for other organizational units within the City. For the purposes of the City of Billings an example would be the Facilities Management Fund.

## I

## J

**Justification**
An explanation of how a project addresses a specific issue or need.

## K

## L

## M

**MDT**
Montana Department of Transportation

**MET**
Billings Metropolitan Transit.

**Mill Levy**
A special tax, assessment or service charge based on the taxable value of a property and used to support specified governmental activites.

**Missing Sidewalk and Construction Program**
Addresses sidewalk repair and construction needs on an on-going basis. Managed by the Engineering Division of Public Works.

## N

**Natural Resource Damage Program (NRDP)**
Division of the Montana Department of Justice that seeks to recover damages to natural resources injured by the release of hazardous substances and to restore, rehabilitate, replace or acquire the equivalent of the injured natural resource.

**NRDP**
Natural Resource Damage Program.

**NRDP/YRRP Grant**
Grant partnership providing funds for projects related to the protection, restoration and development of natural resources.

## O

**Operating Budget Impact**
An estimate of a capital project's ongoing operating expenses upon completion abd the impact on the City's operating budget.

## P

**Park District 1 Fund**
Accounts for the city-wide park assessment revenues and is used for maintenance and improvements of City parks.

**Park Maintenance District Fund**
Accounts for revenues from special assessment districts that support the maintenance of various, individual parks.

**Parking Fund**
Accounts for operations of the City Parking Division.

**Parks Program Fund**
Accounts for revenues and expenditures related to park acquisitions and improvements.

**PAVER Program**
Preventative asphalt maintenance program that addresses on-going needs of streets within the City of Billings, including overlaying, crack sealing and chip sealing. Managed by the Engineering Division of the Public Works Department.

**Private Contribution**
Funds provided to the City for use on specified projects from a privately owned entity or individual(s).

**Project Funding**
How a projected is specifially financed, this may include one or various funds as a funding source.

**Project Type**
Designation that indicates if a project will be maintaining a current resource or adding a new or increased asset/ value. For the purposes of the City of Billings examples include types Renewal/ Replacement, or Enhancement/ New.

**Public Safety Fund**
Accounts for the Fire Department and Police Department operations, this includes the Animal Control Division.

## Q

## R

**Recreational Trails Grant**
Federally funded grant for the support of Montana recreational trails systems.

**Recreational Trails Program**
Administered by Montana State Parks and provides funds to develop and maintain recreational trails and related facilities throughout the state.

**Revenue Source**
Income produced by a given source. For the purposes of the City of Billings examples include charges to City Departments, Contributions, Debt, Grant, Special Assessments, State Revenue, Tax Revenue, User Fees and Charges that fund various projects and operations.

## S

**SID**
Special Improvement District.

**Sidewalk and Curb District Fund**
Accounts for the payment of debt used for the construction of sidewalks and curbing throughout the City.

**Solid Waste Fund**
Accounts for the operations of the Solid Waste Division, including collection services and landfill operations.

**South Tax Increment District 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 district.

**Special Assessments**
A levy imposed on certain properties to defray all or part of the cost for a specific improvement or service which primarily benefits the property being assessed. For the purposes of the City of Billings examples include Arterial, Park District 1, Storm, and Street Maintenance District assessments.

**Special Improvement District**
Districts established to accommodate special assement needs to support improvements such as water, sanitation, storm drains and streets.

**Special Improvement District (SID) Fund**
Acocunts for the funds generated from a Special Improvement District assessment.

**Special Revenue Fund**
Accounts 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. For the purposes of the City of Billings examples of this fund type are Arterial Construction, Baseball Field/ Stadium Donations for Capital Fund, East Tax Increment District, Gas Tax, Park District 1, Park Program, Public Safety, South Tax Increment District, Storm, Trails, and Transportation Alternatives.

**State Revenue**
Funding from the State, this may be from taxes or other sources.

**Storm Drain Assessment**
Used to generate funding for the operation, maintenance and construction of the storm drain system.

**Storm Fund**
Accounts for the operation and maintenance of the storm drain system.

**Stormwater Master Plan**
Contains information on the condition of the City's stormwater management systems, streams and watersheds in addition to recommendations for improvements.

## T

**Tax Increment District**
Areas within the City which have been identified by Resolution to be "blighted", this allows for special property tax treatment. Defined as an area with declining taxable value that requires redevelopement in the interest of public health and safety and citizen welfare. Tax revenue from construction and improvements in an assessed Tax District are then used for new construction and improvements for the same District

**Tax Increment District Bond**
Specially limited obligation bond payable from anticipated incremental increases in tax revenues, resulting from the redevelopment of a specified area.

**Tax Increment District Fund**
Accounts for funding from a Tax Increment District. For the purposes of the City of Billings examples include the South, East, and Tax Increment District Funds.

**Tax Revenue**
Revenues resulting from tax assessments and treated as income for specified projects or operations.

**TIFD**
Tax Increment District Fund

**Trails Fund**
Accounts for the maintenance and development of the multi-use trail system.

**Transit FTA Grant**
The Federal Transit Administration provided funding for local transit systems to support and expand their services.

**Transit Fund**
Accounts for the operations fo the public transportation system.

**Transportation Alternatives Program (TAP)**
Managed by the US federal Highway Administration and provides funding for projects defined as transportation alternatives, such as pedestrian and bicycle projects, scenic and environmental projects, and historic preservation projects.

**Transportation Alternatives Program Fund**
Acocunts for the maintenance and development of non-driver transportation projects.

## U

**User Fees and Charges**
Service charges and fees assessed to the end user of a service.

## V

## W

**Wastewater Fund**
Accounts for the operations related to the wastewater systems and reclamation facility.

**Water Fund**
Accounts for the operations related to the water systems and treatment plant.

## X

## Y

**Yellowstone River Recommended Practices (YRRP)**
Yellowstone River Conservation District Council

**YRRP**
Yellowstone River Recommended Practices

## Z

# 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. |

### Runway 7/25 Design Standards

Purpose of Project: To prepare the preliminary design standards for future improvements to runway 7/25.

| | |
|---|---|
| Project Cost/Funding Source/Sources: | $30,000 – Airport User Fees<br>$270,000 – FAA Grant |
| Additional/Increased Operating Costs: | None |
| Anticipated Savings/Revenue Expected: | None |

## PARKS, RECREATION & PUBLIC LANDS

**Centennial Park Playground Development**
Purpose of Project: Design a new playground at Centennial Park

Project Cost/Funding Source/Sources: $300,000 - Donations

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

**High Sierra Park Restroom**
Purpose of Project: to construct a vault restroom and High Sierra Park

Project Cost/Funding Source/Sources: $25,000 – Cash-in-lieu

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

**Optimist Park Improvements**
Purpose of Project: Improvements to Optimist Park including a permanent picnic shelter, park benches, installation of lighting and the creation of a disc golf course.

Project Cost/Funding Source/Sources: $304,978 – TIF Funds

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

**Terry Park Shelter**
Purpose of Project: Fund a new shelter at Terry Park

Project Cost/Funding Source/Sources: $80,000 – Cell Tower Revenue

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

## PUBLIC WORKS DEPARTMENT

**Landfill Composting Facility**
Purpose of Project: To begin the process of construction for a new composting facility as our first step to creating a zero-waste landfill.

Project Cost/Funding Source/Sources: $100,000 – Landfill Revenues

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

**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: For the construction of new west-end water treatment plant.

Project Cost/Funding Source/Sources: $4,000,000 – Water Revenues

Additional/Increased Operating Costs: Undetermined

Anticipated Savings/Revenue Expected: Undetermined

**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: $500,000 – Water Revenues

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

**Secondary Pump Station Pump Motors**
Purpose of Project: Replacement of two pumps at the secondary pump station.

Project Costs/Funding Source/Sources: $135,000 – 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: $1,500,000 – 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: $2,800,000 – 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: | $1,480,000 – TIFD Revenues<br>$150,000 – 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: | $800,000 – Solid Waste Revenues |
| Additional/Increased Operating Costs: | Undetermined |
| Anticipated Savings/Revenue Expected: | Undetermined |

**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: | $800,000 – Solid Waste Revenues |
| Additional/Increased Operating Costs: | None |
| Anticipated Savings/Revenue Expected: | None |

**Bike Lanes/Boulevards**
Purpose of Project: this project creates a bike boulevard through Lyman Avenue/Avenue D/Avenue C/9$^{th}$ Avenue and 24$^{th}$ Street west/Arvin Road in FY21. The project will finish in FY24/25 with a bike boulevard in the area of Howard and Terry and lanes on 2$^{nd}$ and 3$^{rd}$ Avenue.

| | |
|---|---|
| Project Cost/Funding Source/Sources: | $215,000 – Gas Tax Revenues |
| Additional/Increased Operating Costs: | None |
| Anticipated Savings/Revenue Expected: | None |

**Wastewater Treatment Plant Drying Beds**
Purpose of Project: To construct two new drying beds to dry materials before being sent to the landfill.

Project Cost/Funding Source/Sources: $300,000 – Wastewater Revenues

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

**Water Main – 48th Street West**
Purpose of Project: To upsize the current water main line in 48th Street West.

Project Cost/Funding Source/Sources: $500,000 – Water Revenues

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

# Statistical 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 | 2015 | 2016 | 2017 | 2018 | 2019 |
|---|---|---|---|---|---|---|
| ***Demographic:*** | | | | | | |
| Area in Square Miles | FY | 42.5 | 43.0 | 42.9 | 43.0 | 43.9 |
| Population** | CY | 108,869 | 110,263 | 110,323 | 109,642 | 109,431 |
| Per Capita Personal Income** | CY | 42,606 | 46,052 | 47,148 | 49,760 | 52,019 |
| Median Age** | CY | 38.3 | 38.1 | 38.1 | 38.3 | 37.6 |
| School Enrollment | FY | 16,120 | 16,644 | 16,648 | 16,649 | 16,649 |
| ***Infrastructure:*** | | | | | | |
| Miles of Streets | CY | 537.8 | 545.1 | 545.6 | 545.6 | 553.5 |
| Miles of Alleys | CY | 124.2 | 124.2 | 124.7 | 124.7 | 125.8 |
| Miles of Highway/Interstate | CY | 19 | 19 | 19 | 19 | 19 |
| Street Light Maint. Dist. | FY | 187 | 192 | 185 | 194 | 193 |
| No. of Street Lights | FY | 8,376 | 8,480 | 8,202 | 8,533 | 8,796 |
| Miles of Storm Sewer | CY | 232.0 | 219.0 | 264.0 | 270.0 | 272.0 |
| No. of Fire Hydrants (per PUD) | FY | 4,392 | 4,405 | 4,211 | 4,517 | 4,552 |
| New Special Improvement Districts | CY | 5 | 1 | 1 | 8 | 2 |
| ***Fire Protection:*** | | | | | | |
| No. of Stations | CY | 7 | 7 | 7 | 7 | 7 |
| No. of Firefighters/Officers/Dispatchers | FY | 145.1 | 144.8 | 153.8 | 156.8 | 158.8 |
| No. of Dispatched Calls | CY | N/A[1] | 13,263 | 13,880 | 14,441 | 15,810 |
| No. of Fire Inspections | CY | 2,027 | 1,043 | 2,516 | 1,058 | 1,535 |
| ***Police Protection:*** | | | | | | |
| No. of Stations | CY | 1 | 1 | 1 | 1 | 1 |
| No. of Police Officers | FY | 141.4 | 142 | 150 | 145 | 154 |
| No. of Dispatched Calls | CY | 68,817 | 78,484 | 88,447 | 95,214 | 94,709 |
| No. of Arrests | CY | 10,064 | 11,942 | 12,084 | 11,011 | 12,583 |
| No. of Traffic Violations | CY | 15,460 | 17,068 | 24,463 | 23,973 | 29,727 |
| No. of Traffic Accidents | CY | 3,845 | 2,518 | 2,521 | 2,395 | 4,014 |
| ***Animal Control:*** | | | | | | |
| No. of Animals Processed | CY | 3,829 | 3,706 | 4,039 | 4,057 | 2,545 |
| No. of Licenses Issued | CY | 4,479 | 5,221 | 5,332 | 5,001 | 5,385 |
| No. of Citations Issued | CY | 868 | 996 | 868 | 1,262 | 1,217 |
| No. of Complaints Received | CY | 5,349 | 5,602 | 5,464 | 5,646 | 5,941 |

** Figures are estimates

[1] A new system was implemented during the year, so an acurate number cannot be given for FY15.

**City of Billings - Statistical Information: Continued**

| Activity | Report Period | 2015 | 2016 | 2017 | 2018 | 2019 |
|---|---|---|---|---|---|---|
| ***Municipal Water:*** | | | | | | |
| No. of Consumers | FY | 30,326 | 30,651 | 30,311 | 31,435 | 32,811 |
| Average Daily Consumption | FY | 21 | 21.5 | 21.3 | 22.0 | 19.2 |
| Maximum Daily Capacity (millions of gallons) | FY | 60 | 60 | 60 | 60 | 60 |
| Miles of Water Mains | FY | 476 | 468 | 481 | 487 | 492 |
| ***Municipal Wastewater:*** | | | | | | |
| No. of Customers | FY | 33,894 | 34,292 | 34,543 | 35,302 | 35,292 |
| Average Daily Treatment | FY | 16 | 15 | 16 | 18.7 | 19.0 |
| Maximum Daily Capacity (millions of gallons) | FY | 26 | 26 | 26 | 26 | 30 |
| Miles of Sanitary Sewers | FY | 497 | 494.5 | 499.0 | 502.0 | 507.0 |
| ***Solid Waste:*** | | | | | | |
| No. of Residential Customers | FY | 35,623 | 31,721 | 31,874 | 32,055 | 32,413 |
| No. of Commercial Customers | FY | 2,900 | 2,559 | 2,624 | 2,603 | 2,586 |
| Total Customers | FY | 38,523 | 34,280 | 34,498 | 34,658 | 34,999 |
| No. of Landfill Trips | FY | 146,635 | 140,007 | 154,894 | 151,795 | 174,773 |
| ***Building*** | | | | | | |
| Residential Permits | CY | 553 | 461 | 461 | 468 | 357 |
| Remodel/Addition Permits | CY | 763 | 779 | 596 | 456 | 421 |
| Commercial Permits | CY | 87 | 73 | 67 | 71 | 70 |
| Remodel/Addition Permits | CY | 264 | 359 | 349 | 357 | 406 |
| Total Number Permits | CY | 1,667 | 1,672 | 1,473 | 1,352 | 1,254 |
| New Residential Valuation | CY | $ 144.8 | $ 86.7 | $ 100.6 | $ 121.0 | $ 93.9 |
| Remodel/Addition Valuation | CY | 6.8 | 9.6 | 7.4 | 8.1 | 5.2 |
| New Commercial Valuation | CY | 67.8 | 82.8 | 66.3 | 95.2 | 42.1 |
| Remodel/Addition Valuation | CY | 49.0 | 66.1 | 51.0 | 58.5 | 77.3 |
| Total Permit Valuation | | $ 268.4 | $ 245.2 | $ 225.3 | $ 282.8 | $ 259.4 |
| ***Airport Activity:*** | | | | | | |
| No. of Enplanements | CY | 428,940 | 431,499 | 425,691 | 451,564 | 474,762 |
| Tons of Freight Handled | CY | 34,225 | 32,899 | 34,105 | 40,740 | 49,574 |
| Tons of Mail Handled | CY | 1,377 | 941 | 886 | 839 | 930 |
| No. of Crash/Fire Responses | CY | 161 | 150 | 189 | 146 | 150 |
| ***Transit Activity:*** | | | | | | |
| No. of Miles Traveled | FY | 802,087 | 824,278 | 828,026 | 835,366 | 841,843 |
| Ridership | FY | 597,288 | 568,140 | 504,020 | 500,980 | 473,332 |
| Wheel Chair Ridership | FY | 21,604 | 21,817 | 22,536 | 23,657 | 25,492 |
| ***Fleet Services:*** | | | | | | |
| Preventive Maintenance Orders | FY | 2,205 | 2,025 | 1,986 | 2,045 | 2,016 |
| Other Repair Orders | FY | 5,420 | 5,213 | 5,307 | 5,857 | 5,560 |
| Total Repair Orders | FY | 7,625 | 7,238 | 7,293 | 7,902 | 7,576 |
| Maintenance Hours Charged | FY | 20,346 | 19,578 | 19,883 | 20,050 | 19,855 |
| Fuel Consumption (Gallons) | FY | 878,969 | 864,255 | 823,077 | 868,896 | 873,269 |

**City of Billings - Statistical Information**

| Activity | Report Period | 2015 | 2016 | 2017 | 2018 | 2019 |
|---|---|---|---|---|---|---|
| ***Municipal Cemetery:*** | | | | | | |
| No. of Spaces Occupied | FY | 25,050 | 25,115 | 25,205 | 25,273 | 25,324 |
| No. of Spaces Un-Occupied | FY | 6,505 | 6,440 | 6,350 | 6,282 | 6,231 |
| Total Spaces | FY | 31,555 | 31,555 | 31,555 | 31,555 | 31,555 |
| No. of Full Burials | FY | 40 | 39 | 55 | 34 | 31 |
| No. of Cremation Burials | FY | 70 | 69 | 69 | 70 | 59 |
| Total Burials | FY | 110 | 108 | 124 | 104 | 90 |
| ***Municipal Parking Garages:*** | | | | | | |
| No. of Parking Garages | FY | 4 | 4 | 4 | 4 | 4 |
| No. of Available Spaces | FY | 1,817 | 1,817 | 1,817 | 2,000 | 1,821 |
| No. of Leased Spaces | FY | 1,509 | 1,509 | 1,509 | 1,513 | 1,504 |
| No. of Shopper Spaces | FY | 308 | 308 | 308 | 293 | 260 |
| No. of Other Spaces | FY | N/A | N/A | N/A | 194 | 57 |
| ***On-Street Parking:*** | | | | | | |
| No. of Parking Meters | FY | 791 | 791 | 791 | 724 | 830 |
| ***Off-Street Parking Lots*** | | | | | | |
| No. of Parking Lots | FY | 5 | 5 | 5 | 5 | 5 |
| No. of Lot Meters (includes multi-space meter) | FY | 111 | 111 | 111 | 108 | 108 |
| No. of Leased Lot Spaces | FY | 29 | 29 | 29 | 29 | 29 |
| ***City Parks:*** | | | | | | |
| Developed Acres | FY | 1,183 | 1,201 | 1,204 | 1,204 | 1,228 |
| Undeveloped Acres | FY | 290 | 282 | 279 | 279 | 95 |
| Natural Park Acres | FY | 1,170 | 1,167 | 1,213 | 1,213 | 1,023 |
| Total Park Acres | FY | 2,580 | 2,650 | 2,696 | 2,696 | 2,347 |
| ***City/County Library:*** | | | | | | |
| No. of Volumes | FY | 211,176 | 217,793 | 235,193 | 239,666 | 217,847 |
| No. of Annual Circulations | FY | 893,283 | 912,287 | 896,270 | 851,361 | 858,685 |
| ***City Recreation:*** | | | | | | |
| No. of Recreation Programs | FY | 519 | 524 | 528 | 531 | 530 |
| No. of Participants | FY | 75,336 | 75,642 | 75,908 | 75,983 | 75,235 |
| ***Legal /Judicial:*** | | | | | | |
| Warrants Reviewed | FY | 6,594 | 6,808 | 8,362 | 3,486 | 9,191 |
| Appeals to Higher Court | FY | 14 | 20 | 40 | 18 | 20 |
| ***Financial Activity:*** | | | | | | |
| Investment Rate of Return | FY | 0.60% | 0.80% | 0.80% | 1.10% | 1.83% |
| No. of New Businesses | FY | 1,335 | 1,005 | 1,000 | 957 | 1,008 |
| No. of Renewal Businesses | FY | 5,349 | 5,291 | 5,434 | 5,380 | 5,328 |
| Total Businesses | FY | 6,684 | 6,396 | 6,434 | 6,337 | 6,336 |

**CITY OF BILLINGS, MONTANA**
**Principal Employers**
**Current Year and Ten Years Ago**
**(Unaudited)**

| | 2019 | | | 2010 | | |
|---|---|---|---|---|---|---|
| **Employer** | **Number of Employees [1]** | **Rank** | **Percentage of Total City Employment [2]** | **Number of Employees [1]** | **Rank** | **Percentage of Total City Employment [3]** |
| Billings Clinic | 4,116 | 1 | 5.09% | 3,508 | 1 | 4.37% |
| School District #2 | 3,000 | 2 | 3.71% | 2,209 | 3 | 2.75% |
| St. Vincent Healthcare | 2,213 | 3 | 2.74% | 2,150 | 2 | 2.68% |
| Stillwater Mining Company | 1,781 | 4 | 2.20% | 1,315 | 4 | 1.64% |
| City of Billings | 922 | 5 | 1.14% | 872 | 7 | 1.09% |
| Wells Fargo | 848 | 6 | 1.05% | N/A | - | - |
| Yellowstone County | 757 | 7 | 0.94% | 760 | 8 | 0.95% |
| Wal Mart | 723 | 8 | 0.89% | 966 | 6 | 1.20% |
| St John's Lutheran Home | 699 | 9 | 0.86% | 600 | 9 | 0.75% |
| Montana State University-Billings | 577 | 10 | 0.71% | 580 | 10 | 0.72% |
| Avitus Group | N/A | - | - | 1,003 | 5 | 1.25% |
| Total | 15,636 | | 19.34% | 13,963 | | 17.38% |

Sources and other information:

[1] Information obtained from each individual company. Numbers given may be estimates.

[2] Montana Research and Analysis Bureau, State of Montana. Based on 80,854 employees in the greater Billings Metro Area.

[3] Based on 80,358 employees in the greater Billings Metro Area.

**CITY OF BILLINGS, MONTANA**
**Principal Property Taxpayers**
**June 30, 2019 and Ten Years Ago**
**(Unaudited)**

| | Tax Year 2018 | | | Tax Year 2009 | | |
|---|---|---|---|---|---|---|
| **Taxpayer** | **Taxable Value** | **Rank** | **Percentage of Total Taxable Value** | **Taxable Value** | **Rank** | **Percentage of Total Taxable Value** |
| Northwestern Energy | $ 10,480,820 | 1 | 5.1% | $ 6,362,465 | 1 | 4.2% |
| Montana Dakota Utilities | 3,846,485 | 2 | 1.9% | 1,514,241 | 3 | 1.0% |
| Charter Communications | 2,214,783 | 3 | 1.1% | - | | 0.0% |
| Centurylink Inc | 1,418,407 | 4 | 0.7% | - | | 0.0% |
| AT&T Communications | 1,237,709 | 5 | 0.6% | 580,004 | 6 | 0.4% |
| Rimrock Owner LP | 814,512 | 6 | 0.4% | - | | 0.0% |
| Wal-Mart Real Estate | 599,407 | 7 | 0.3% | 692,655 | | 0.5% |
| Scheels All Sports Inc | 654,655 | 8 | 0.3% | - | | 0.0% |
| Billings 401 LLC | 538,665 | 9 | 0.3% | - | | 0.0% |
| Jela LLC | 533,221 | 10 | 0.3% | - | | 0.0% |
| Verizon Wireless | - | | 0.0% | 538,832 | 8 | 0.4% |
| Wells Fargo Corporate Prop. | - | | 0.0% | 439,261 | 9 | 0.3% |
| Qwest Corp | - | | 0.0% | 3,127,106 | 2 | 2.1% |
| Macerich Rimrock Limited Partnersh | - | | 0.0% | 682,518 | 5 | 0.5% |
| Bresnan Broadband | - | | 0.0% | 425,955 | 10 | 0.3% |
| Western Sugar Co. | - | | 0.0% | 564,287 | 7 | 0.4% |
| Total | $ 22,338,664 | | 10.9% | $ 14,927,324 | | 9.9% |
| | | | | | | |
| Total taxable value | $ 204,836,165 | | | $ 150,160,353 | | |

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 18 and FY 19 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).