City of Billings

MONTANA

2015 FISCAL YEAR

OPERATING BUDGET & FIVE YEAR CAPITAL IMPROVEMENT PLAN

ABOUT THE COVER

The Empire Parking Garage project began in April 2011 when the City purchased one-half of a square block of property on Montana Avenue between North 27th and North 28th Streets. The City elected to use a design-build construction process, and in October 2012, Sletten Construction / DFDG Architects was chosen to design and build the structure. Demolition and site preparation began in December, and construction of the new structure began in April 2013. The projected completion was April 2014; however, due to a record cold and snowy winter, the completion date was delayed until August 2014. Land, demolition, and construction costs totaled ~ $16.2 million.

The Empire Garage consists of retail space and 540 parking spaces. Two former property owners, Alley Cat Investments and Zootist Hospitality (Northern Hotel), own 25 and 187 parking spaces respectively, with the remaining 328 spaces owned by the City of Billings. The City's portion consists of 55 hourly spaces, 6 handicapped spaces, and 267 leased spaces. Further, the first floor of the Empire structure has 15,600 square feet of retail/office space, facing Montana Avenue, which has been sold to private companies.

The Empire is the City's first fully-automated parking garage. Drivers who lease spaces enter and exit utilizing a Radio Frequency Identification hang-tag that is read by a scanner at the garage entrance / exit. Hotel guests and hourly parkers enter the garage by pulling a magnetic strip ticket from a dispenser. Hotel guests exit the garage by either using their room key or with a validated coupon from the hotel. Hourly parkers pay for their parking at "pay-on-the-foot" stations or at the "pay-in-lane" station at the exit. The City will experiment with ways to encourage public after-hours and weekend usage, and, therefore, other arrangements may be possible for the Northern Hotel and other downtown events.

Construction of the Empire Garage structure was financed by selling tax increment bonds and with tax increment revenue. Tax increment revenue collected from downtown property owners will be used over the next 25 years to repay the debt. The City pays the garage operating expenses with the income generated by leased and hourly spaces.

Cover architectural drawing courtesy of DFDG and Schutz-Foss.

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Billings

Montana

For the Fiscal Year Beginning

July 1, 2013

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

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

BUDGET MESSAGE

CITY OF BILLINGS

OFFICE OF CITY ADMINISTRATOR

P.O. BOX 1178
BILLINGS, MONTANA 59103
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August 18, 2014

Honorable Mayor and City Council:

It is an honor to present the City of Billings' adopted Fiscal Year (FY) 2015 Operating and Capital Budget. The budget remains the most important policy decision that the Mayor and Council make each year, because it sets spending priorities for all City services. A total of five meetings were held to discuss the FY15 budget before its final adoption on June 9th. Your commitment of time and energy is appreciated.

Outlook for FY 2015

The City of Billings begins FY15 in good order, with many significant projects recently completed or underway. A new Citywide Strategic Plan and accompanying goals for a 5-year period have been adopted by the City Council for use beginning in FY15. Master plans will be completed in FY15 for the City's Parking Division and for 5-year City facility needs. A 4-year Transportation Plan has been approved by the Policy Coordinating Committee after extensive public input. The Empire Garage, a Downtown Tax Increment Financing District project with needed parking and retail space, is expected to open in FY15. The first projects for the Citywide Parks Maintenance District have been completed, including new park restrooms, pool slides and play equipment fall protection. Grand Avenue and Zimmerman Trail will continue to undergo significant improvement. The Shiloh Conservation Area, a west-end storm water cleansing project that also will serve as an innovative wetland park, will open in FY15. A sewer system is being installed for Southside residents through the South Billings Urban Renewal District TIF funds. The East Billings Urban Renewal District is working on a multi-property annexation and infrastructure project just east of its current boundary. The new Billings Library will complete its first year of operation and open an adjacent parking garden.

The City also begins FY15 in good financial condition. In addition to a 29% budgeted reserve required by City Council policy, the General Fund has unbudgeted reserves of $10.9 million, saved over time to maintain core services. For the first time in FY15, an estimated $668,000 of those funds will be needed to transfer to the Public Safety Fund to balance its operations. However, a new Public Safety Levy has been placed on the November 4, 2014, ballot by the City Council. If approved by a simple majority of voters, it will provide a total of 24 Police, Fire and 9-1-1 Communications Center employees to meet the City's needs as it continues to grow.

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

Billings Pride: City-wide

taxes to operate. The City regularly reviews fees to ensure it meets costs for operations and future projects, including State and Federal mandates.

Steps also have been taken over the past decade to reduce other expenses, where feasible. The City has continued a process of limiting staff additions, with only 2.5 new positions approved for FY15. Further, the Council and staff have been cautious not to accept grants or adopt programs that will require adding staff in future years.

Budget Process

The FY15 budget preparation process was similar in many ways to those in previous years. For at least the 12th 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, except for capital items contained in the Capital Improvement Plan (CIP), Equipment Replacement Plan (ERP), and Technology Replacement Plan (TRP). A committee for each of those plans meets annually to create recommended project budgets for the next year. The CIP and TRP are five-year plans, and the ERP is a 20-year plan. They were approved by the City Council in April 2014.

O&M expenses that could not be directly controlled by departments -- such as those for utilities, fuel, and insurance -- were exempt from the no-increase rule that was applied to other O&M costs. However, their costs are being tracked, so that they can be identified and reported separately from new initiatives.

Overall, the FY15 budget increased to $277.4 million from $259.8 million in FY14. The major reason for the increase in the total budget is capital improvements for a growing community. The General Fund budget increased in FY15 to $34.1 million from $33.1 million in FY14. The major reason was that the FY14 budget had to be approved before union contract negotiations were concluded, so no cost of living increases were included in the General and Public Safety Funds at the time of adoption.

Public Safety and General Funds

For FY15, the General and Public Safety Fund departments submitted supplemental funding requests totaling $524,757. Of that amount, $398,133 was approved, with $308,717 being one-time requests. The City of Billings continues to supplement the Public Safety levies by transferring a substantial majority of its General Fund budget to the Public Safety Fund. For FY15, the General Fund transfer to Public Safety is budgeted at $21.9 million, or 64%, of General Fund expenditures.

Guide to Sections

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

- The Overview section describes major changes in revenue and expenditures for all budgeted funds.

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

Future Budgets

While the City of Billings has sustained itself through the recent economic crisis, the City Council and staff will be carefully watching its financial progress over the next three to five years. This is especially true in the General Fund, where the number of property tax mills have been capped by the City Charter for more than a decade. Further, FY15 is the beginning of a new statewide reappraisal cycle, in which all property tax values will be rolled back to their levels in 2008 and then restored incrementally over the next six years, leaving local government perpetually behind actual valuation. Anticipated reductions in funding from State and Federal governments will also likely affect City departments.

To address a potential shortfall of funds in upcoming years, Billings will undertake a new round of Priority Based Budgeting (PBB) in FY15. PBB identifies major programs provided by each department, determines the costs to operate them, and then helps City Council determine which programs have priority for limited funds. The new Strategic Plan goals will be used to help prioritize those programs.

Thanks

Thanks are due to all the members of the City staff who helped produce the FY 2015 capital and operating budget. Assistant City Administrator Bruce McCandless, Finance Director Pat Weber, and Finance Department employees prepared projections, worked with departments to structure their budgets, and produced the volumes of documents that the City Council needed to review. The Information Technology and Human Resources Divisions contributed most of the personal services information in the budget. Each operating department worked countless hours to submit its initial budget and then spent many additional hours preparing presentations to Council.

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

Christina F. Volek
City Administrator

OVERVIEW

FY 2014/15 BUDGET CALENDAR TO DEPARTMENTS

Final

DATE AND TASKS	WHO
JANUARY 22	
Preliminary Budget discussion with Council	All
JANUARY 23	
Budget discussion with Directors and Administration	All
JANUARY 28	
Budget Ready for Input of Revenue, O&M and Capital	Finance
~~Payroll information (i.e. personnel printouts) to departments~~	IT & HRD
Budget Calendar & Preliminary Guidelines	Admin./Finance
FEBRUARY 4	
(1) Cost Allocation	
a. Administration – Cost Allocation Plan	Finance
b. IT Charge for Services	IT
c. Facilities Charge for Services	City Admin.
(2) Departments Receive Guidelines for Projecting Costs	
a. Telephone	IT
b. Utilities and fuel	Finance
c. Postage & Duplication	Finance
FEBRUARY 4	
~~Return Audited Personnel Printouts to HRD~~	All Depts.
FEBRUARY 10	
Human Resources submits Payroll to IT	HRD
Fleet Services Charge for Services	Fleet Services
FEBRUARY 18	
~~Departments Receive Personnel Costs from IT~~	IT
FEBRUARY 24	
Revenue Projections Due from General Fund Departments	GF Depts.
MARCH 10	
Revenue, O&M and Capital Requests due	All Depts.
Supplemental Budget Requests for Services above current Budget closed	
MARCH 12	
Department Goals due to Finance	All
MARCH 10-14	
Compile Base Budget	Finance
MARCH 19	
Review Supplemental Requests	Administration
MARCH 19	
Submit Department Goals to City Administrator	Finance

MARCH 24-APRIL 4	
Department Meetings with City Administrator	Dept. Directors
APRIL 9	
Review preliminary budget decisions	City Admin Dept. Directors Finance
APRIL 14	
Balance City Budget	City Admin and Finance
APRIL 14	
Department Budget Narratives Due to Jamie via E-mail	All Depts.
APRIL 22	
Produce May 6th Budget Overview Presentation	Finance
APRIL 25	
Produce Preliminary Budget Document	Finance
MAY 5	
City Administrator Preliminary Budget Overview	Administration
Fee/Assessment Information to Steve	All
MAY 5 – JUNE 2	
Presentations to City Council	All Depts.
MAY 20	
Budget and Fee/Assessment public hearing notice to City Clerk (Publish May 23 and May 30)	Finance
MAY 22	
Preliminary Budget and Fee/Assessment Resolutions to City Clerk	Finance
JUNE 9	
Public Hearing on Budget and Fees/Assessments	Council
Resolution to Adopt Final Budget	Council
Resolution to Adopt All Fee and Rate Changes	Council
Resolution to Adopt Special Assessment Rate Changes & Levies	Council
JUNE 16	
Non-Routine Capital Explanations Due	All Depts
JULY 14	
Department Goals and Budget Finalized to fit Council's Input	All Depts.
JULY 21	
Budget Message	Administration
JULY 31	
Final Budget Document	Finance
SEPTEMBER 8	
Resolution to set levies for GO Bonds, Park District Assessment and 2004 P.S. Fund levy	Council

Budget Process

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

The FY 2015 budget preparation process was similar to those in previous years. For at least the fourteenth straight year, all departments were required to submit zero-dollar-increase budget requests with no new personnel, operations and maintenance (O&M) costs, or capital spending. New positions or other increases had to be submitted as supplemental budget requests. This process includes departments submitting written requests, including a description of the request along with the cost and additional revenue generated, if any. Administration determined what requests were added to the proposed budget that City Council reviews through public meetings. Controllable operations and maintenance costs were maintained at the previous year's level. Information Technology and Human Resources, with the help of the Finance Department, provide payroll projections for the budget.

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

Five preliminary budget meetings were conducted for the Mayor/City Council on the FY 15 budget. The meetings were advertised and open to the general public. The June 9th regular council meeting included a final budget presentation and public hearing on the FY 15 budget.

The budget was adopted by a majority vote at the June 9th meeting. The final budget document is completed by the end of August.

BUDGET OVERVIEW

Some significant facts:

Total FY 15 budget	$277,427,633
Increase from FY 14	$17,625,856
% Increase	6.80%

Number of Mills Levied

	FY 14	FY 15
General Fund	74.00	74.00
Public Safety 1999	20.00	20.00
Public Safety 2004	54.36	44.59
Transit	10.00	10.00
Library	5.00	5.00
G.O. Library Debt Service	6.56	6.25
G.O. Ballpark Debt Service	5.57	5.21
G.O. Parks Debt Service	0.83	0.81
G.O. Streets Debt Service	2.44	2.26
Total	178.76	168.12

City Council Goals

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

Basis of Accounting and Budgeting

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

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

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

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

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

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

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

REVENUES

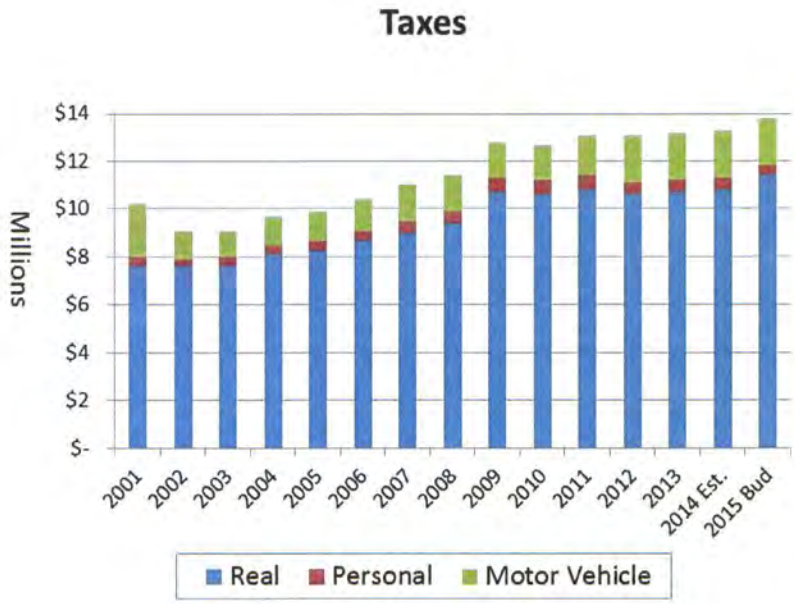
Total revenues are projected to increase $9.4 million from FY 14 budgeted amounts. The major increase is in debt proceeds.

The total property tax levy is at the maximum allowed by the City Charter. The total number of mills levied, 168.12, is less than the previous year due to the change in Public Safety levy and GO Streets debt service levy. The 2004 voter approved Public Safety levy is $8.2 million dollars.

Water and Wastewater rates, Street Maintenance, Arterial Construction, Solid Waste, and Storm Sewer fees will increase in FY 15. In addition, some street light maintenance and park maintenance districts will experience increases. More information on rate increases and estimated revenues can be found in the individual fund section.

Taxes

Real property tax estimates are based on State legislation and anticipated growth within the City. During the 2009 session, the Legislature enacted law to mitigate taxable value increases for existing properties. Most of the change in the City's real property taxes is the result of new construction. The graph illustrates that the FY 2015 budget and FY 2014 estimate are very similar to the FY 2011, FY 2012, and FY 2013 actual receipts. The following graph shows General Fund actual tax receipts for fiscal years 2001 through 2013 and estimated tax receipts for 2014. The drop from fiscal year 2001 to 2002 shows the effect of State legislative actions that are similar to the ones taken during the 2009 session.



Special Assessments

The following schedule shows Special Assessments budgeted for FY 15 compared to FY 14:

TYPE OF ASSESSMENT	FY 14	FY 15	CHANGE
Street maintenance districts	$ 6,825,000	$ 7,035,000	$ 210,000
Special improvement debt	2,300,000	2,100,000	(200,000)
Storm sewer	3,450,000	3,580,000	130,000
Street light districts	2,100,000	2,197,000	97,000
Sidewalk, curb and gutter debt	387,000	340,000	(47,000)
Park maintenance districts	933,703	998,239	64,536
Park District 1	1,895,000	2,265,000	370,000
Encroachments	22,000	-	(22,000)
SID Revolving	30,000	23,000	(7,000)
Arterial streets	3,390,000	3,491,000	101,000
	$ 21,332,703	$ 22,029,239	$ 696,536

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 $397,893 from FY 14 to FY 15. These revenues are based on policy body approved increases applied to historical collection rates.

Intergovernmental revenue

Intergovernmental revenue is budgeted to decrease $2.9 million. The revenues in this category are set by agreements with other agencies and include grants. The largest decrease is in the Arterial Construction Fund.

The largest single source of intergovernmental revenue in tax supported funds is the result of House Bill 124, passed by the State Legislature in 2001, which provided for a State entitlement payment to cities. The City of Billings' entitlement for FY 15 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 2011 Legislature restructured the program, freezing the FY 13 payment at the FY 11 level. They changed the formula in future years and capped the annual increase. This eliminated the 2001 Legislature's promise of never changing the formula and guaranteeing an annual increase of 3%.

The City is budgeting $12.4 million in federal grants for FY 15.

Fines and Forfeitures

Fines and Forfeitures are budgeted to decrease $237,925 from FY 14 to FY 15. The Police Programs (Drug Forfeiture) is where the decrease is budgeted.

Charges for service

Charges for services are expected to increase $3.6 million. This category consists of both external and internal charges for services. The external charges are fees paid for services such as solid waste collection, airport user fees, and water and wastewater distribution, collection, and treatment. The internal charges pay for services provided to City departments by other City departments or divisions. These rates are developed based on costs to provide the specific service.

The external charges will increase $3.2 million in FY 15 compared to FY 14. 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 done internally by Public Works.

Investment earnings

Investment earnings are projected to be $2,640 more in FY 15 than was budgeted in FY 14. The City's average interest rate was .50% in FY 14.

Donations

The decrease in donations of $204,864 million is in the Bike Trails fund.

Interfund transfers

Interfund transfers are scheduled to decrease by $301,114 in FY 15.

The largest changes are the increases in the General Fund and Public Safety Fund.

Interfund transfers inflate the budget and are not "real" expenditures as the money stays within City operations. The largest Interfund transfer of $21.9 million is from the General Fund to the Public Safety Fund. The transfer will balance the Public Safety Fund.

EXPENDITURES

Total expenditures are budgeted to increase $17.9 million, or 6.9%, from the FY 14 budget.

Personal services

Personal services are budgeted to increase $4.5 million.

Salary increases for City Non-Bargaining, Firefighter Union, Police Union, and Teamster Union employees were not included in the adopted FY 14 budget. The FY15 budget compared to FY14 budget has 5.8% increase for salary increases.

The self-insured health plan costs have increased steadily over the past several years. The City's contribution to the plan for calendar year 2014 is $800 per employee per month. With employee contributions and plan changes, the total cost is $957 per employee per month. The estimated calendar year 2015 City contribution per employee per month is reflected in the estimated personnel costs for the second half of FY 2015.

Staffing changes incorporated in this budget include the following:

Streets	2.0	Solid Waste	2.0	Community Development	0.5

The result of these changes is a net addition of 4.5 full time positions.

Operation & Maintenance (O & M)

The O & M budget is increasing $2.9 million, or 4.6%.

Departments submitted base budgets with no increase in discretionary O & M. However, increases in utilities costs, charges for insurance, and internal service charges increased the O & M budget. The largest increases in O & M were in Development Services grant expenditures and development incentives in Tax Increment funds.

Capital

Capital is budgeted to increase $10.7 million, or 10.8%.

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 the 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 15 plans were approved by the City Council in April 2014.

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.

Debt Service

Debt Service increased $6,405. The City of Billings has a formal debt policy. Below are the debt policy statements approved by Council on February 12, 2001:

- A five-year capital improvement plan will be developed and updated annually. The plan will include projects and funding sources.

- Capital projects financed through the issuance of bonds will be financed for no longer than the useful life of the project.

- The Finance Department will determine the cost/benefit for rating bond issues; and if it is determined that rating the bonds will be cost effective, or that the bond issue should be rated to protect ratings assigned to previous bonds, the bonds will be rated by at least one of the major bond rating agencies prior to issuance.

- The City Finance Department will maintain on-going communications with bond rating agencies concerning the City's financial condition.

- Benchmark goals for General Obligation (GO) debt indicators are:

    - GO debt per capita – less than $400. (This would currently allow up to $41,700,000 GO debt.)

- GO debt as percent of total taxable valuation – less than 22.4%. (This is 80% of the maximum allowed by State law and would currently allow up to $37,290,000 GO debt.)

- Annual GO debt service as a percent of general government operating revenue (excluding special assessments) - less than 10%. (This would allow up to $3.1 million in annual GO debt service which would support about $60.5 million in debt.)

- Enterprise operations of the City will be managed to maintain an "A" or better credit rating from one or more of the major bond rating agencies.

- The City will cooperate with other taxing jurisdictions to ensure that overall debt burdens are within affordable limits for the community and that jurisdictions are not competing for approval of projects to be financed with voter approved GO bonds.

The City is also governed by State law in regards to general obligation debt. The following table from the FY 13 CAFR details this debt limit:

Assessed market value:		
Real property	$ 5,256,524,047	
Personal property	257,791,168	
Utilities	322,285,443	
Total assessed value	$ 5,836,600,658	
Debt amount limited to 2.5% of total assessed value		$ 145,915,016
Less:		
General obligation bonded debt outstanding	30,556,986	
Total net debt applicable to limit		30,556,986
Less:		
Amount set aside for repayment of GO debt		2,682,274
Total net debt applicable to limit		27,874,712
Legal debt margin		$ 118,040,304

The annual debt service payments as of June 30, 2014, were principle of $4,425,049 and interest of $2,932,639. The City has sufficient funding to pay the debt service payments.

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

SIGNIFICANT CHANGES IN FUND AND WORKING CAPITAL BALANCES

The Government Finance Officers Association (GFOA) recommends a discussion on any fund balance or working capital balance with changes greater than 10%. Capital Projects and Debt Service funds intentionally were not discussed due to the nature of the fund types. Also, funds with a fund balance change equal to, or less than, $100,000 are not discussed.

Special Revenue Funds:
The Library Fund's fund balance is up 10.4%, or $285,645, due to revenues being greater than expenditures in FY 15.

The Building Fund's fund balance is up 109.7%, or 733,320, due to increased building activity in Billings.

The South Tax Increment Fund's fund balance is down 46.5%, or $1.6 million, due to a budgeted capital project.

The East Tax Increment Fund's fund balance is up 66.9%, or $338,832, due to revenues being higher than expenditures.

The North 27th Tax Increment Fund's fund balance is up $1.2 million due to reserves being used in FY14 to build the Empire Parking Garage.

The Street/Traffic Fund's fund balance is down 29.8%, or $1.3 million, due to capital projects and using reserves for operations.

Enterprise Funds:
The Water Fund's working capital is down 16.5%, or $1.3 million, due to using reserves for capital projects.

The Wastewater Fund's working capital is down 29.8%, or $3.0 million, due to using reserves for capital projects.

The Airport Fund's working capital is up 26.6%, or $1.7 million, due to revenues being higher than expenditures.

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 infrastructures and building related projects greater than $25,000 and is updated on a periodic basis with public input. The CIP plan was last updated for the FY 11 budget. The Equipment Replacement Plan (ERP) contains all rolling stock within the City and covers a 20 year time period. This plan is updated on a yearly basis and adopted with the CIP. The

Technology Replacement Plan (TRP) is a five year plan that contains all technology equipment within the City. The TRP is updated on an annual basis with the capital portion being adopted with the CIP.

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

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

The policy body adopted a debt policy stating limits on types of debt, which is explained on pages 10 and 11.

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 equal revenues. However, the most tax supported funds have seen tax revenues decrease due to legislative changes that tend to flatten taxable value increases. Also, other funds may use reserves at times for one-time expenditures.

Five year financial projections are completed and updated at least yearly for the General Fund, Public Safety Fund, Water and Wastewater Funds, Library Fund, Airport Fund, and many other funds. These plans coincide with Council's strategic plan and assisted with the FY 15 budget process. The five year plans also assist the City with determining future budgets.

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

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

FUTURE OUTLOOK

Development

The City of Billings has the Bakken Field oil production to the east, coal mining to the north, and wind power generation to the west. North of Billings is an oil shale formation that is shallower than the Bakken Field; hence making it attractive to the oil companies as it will cost less to reach the oil. Billings has seen the housing market make a significant upturn in the last two years. People are

moving their families to Billings from all over the country as the Bakken is only about a four and a half hour drive. Daily flights on Cape Air to Sidney, which is about a one hour drive to the Bakken, also make it attractive to live in Billings. Further, oil companies provide bus service from Billings for workers to get to work and to return home on their weeks off. Realtors are the busiest they have been in five years. Appraisals are taking four to five weeks versus one to two weeks. Most of all vacant warehouse space has been rented. There have been 248 building permits issued through June.

Scheels All Sports started to build a new store, which will be the company's largest store, slated to open in September 2014. There will even be a Ferris wheel inside the store. Additionally, six new hotels, two 80 unit apartment buildings, and two four-story apartment buildings were built or are in the process of being built. FedEx is in the process of building a new distribution center. There is a new truck repair center and additional retail space at Shiloh Crossing being built. Four car dealerships built new buildings and lots on the Billings West End.

The City of Billings built and opened the new Library in January 2014. The City also is building a new parking garage which is scheduled to open August of 2014.

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 for capital to complete projects for which the reserves were accumulated: Storm Sewer Fund, Gas Tax Fund, Solid Waste Fund, Wastewater Fund and Arterial Fund. The projects to be completed using these reserves have been included in the Capital Improvement Plan and are expecting costs in accordance with that plan.

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

Priorities for the FY 15 budget differ very little from the FY 14 budget, but it appears that the economic effects of the downturn may be improving. Therefore, the City remains conservative and is ready to react to the anticipated increase in activity.

Short-term Objectives

Short-term initiatives that guided the development of the FY 15 budget include a 0% increase in controllable operations and maintenance and personnel costs.

Other expenditures affected by short-term initiatives 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, charge for services and debt proceeds. Increases in these categories are explained in the preceding pages under respective titles. Effective for FY 10 (tax year 2009), the Montana Department of Revenue performed a re-appraisal of properties, and the Legislature adjusted the taxable values for six years, so as not to create a "wind fall" for areas with explosive pre-2008 property value growth. This process caused most of the City of Billings' taxable value to decrease even though their market value increased, resulting in less taxes assessed per property compared to prior years. The amount of tax revenues from new properties annexed or constructed prevented total tax revenues from decreasing and actually increased 1%. Special assessment revenue trending upwards is attributable to development of new properties in the past couple of years. Council approval of increased charges for services in Water, Wastewater, Solid Waste, Street Maintenance, Storm Sewer, and Arterial increased those budgets.

Revenue increases are mainly attributable to higher debt proceeds.

Long-term Objectives

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

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

For purposes of evaluating financial condition, the General Fund and the Public Safety Fund should be considered together. The Funds were separated to track the Public Safety expenses and accompanying mill levies, but the Public Safety Fund receives the majority of its money from a General Fund transfer. This transfer is the largest expense in the General Fund, and even with additional funding from Public Safety levies, the transfer is expected to grow in the future and remain a significant burden for the General Fund.

The City of Billings has attempted to find alternatives to property tax. The City of Billings, the Billings Area Chamber of Commerce, the Montana League of Cities and Towns (MLCT), and other larger Montana cities attempted in 2009 to convince the State Legislature to broaden the resort tax law. All cities would be

authorized to charge a selective sales tax on certain tourist goods and services, subject to local voter approval. Billings, the MLCT, and other Montana cities have petitioned the State Legislature for over 22 years for local option tax authority and were again unsuccessful in 2009.

The City conducted a citizen survey in early 2009, and the results were used as a springboard for discussions with residents about service priorities. A new survey was conducted July of 2012. City Staff, with City Council input, worked on a long-range communication plan for the entire City to follow. City departments' management staff prepared five-year business plans for all operations that identified service costs, long-term funding sources, and service changes that may be needed if additional revenues are not approved by the City Council or voters. The FY 15 budget is the fifth year of the five-year plan.

One of the top citizen priorities expressed in the survey was improving the parks in the City. The City Council passed a resolution establishing a Park District in FY 12. The revenue will be used to complete over $10 million dollars of unfunded projects in the City's General Fund Parks.

SUMMARY
ALL FUNDS
OPERATING BUDGET
FY 15

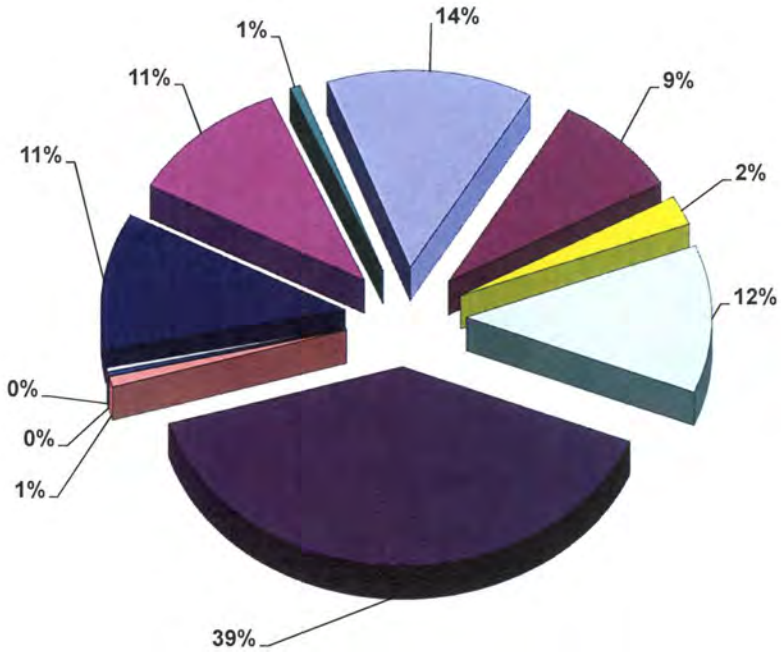
	GENERAL	SPECIAL REVENUE	DEBT SERVICE	CAPITAL PROJECTS	ENTERPRISE	INTERNAL SERVICE	PERMANENT
FUND BALANCE - BEGINNING	$ 22,299,193	$ 38,920,756	$ 8,023,600	$ 5,204,239			$ 647,975
WORKING CAPITAL - BEGINNING					$ 47,532,838	$ 10,560,356	
REVENUES:							
TAXES	$ 13,897,377	$ 17,288,735	$ 2,282,350	$ -	$ 1,978,207	$ -	$ -
SPECIAL ASSESSMENTS	-	19,566,239	2,460,000	-	-	23,000	-
LICENSES & PERMITS	4,367,439	1,781,696	-	-	-	71,200	-
INTER-GOVERNMENTAL	9,953,347	11,014,481	-	-	10,196,553	-	-
CHARGES FOR SERVICE	3,386,179	7,967,362	-	-	65,800,948	24,149,337	12,300
FINES & FORFEITS	1,796,262	251,125	-	-	130,000	-	-
INVESTMENT EARNINGS	46,520	171,298	2,049	9,195	301,756	26,507	1,540
DONATIONS / CONTRIBUTIONS	4,000	314,638	510,000	20,000	-	-	-
INTERFUND TRANSFERS	2,742	24,934,190	1,991,000	1,310,700	100,000	600,199	-
DEBT PROCEEDS	-	1,000,000	-	13,441,695	13,490,000	-	-
MISCELLANEOUS	1,000	1,071,214	-	-	27,950	690,762	-
TOTAL REVENUES	$ 33,454,866	$ 85,360,978	$ 7,245,399	$ 14,781,590	$ 92,025,414	$ 25,561,005	$ 13,840
EXPENDITURES:							
PERSONAL SERVICES	$ 7,403,522	$ 39,725,732	$ -	$ -	$ 21,930,103	$ 17,482,188	$ -
OPERATION & MAINTENANCE	3,375,694	28,213,818	13,722	19,880	23,692,593	6,920,477	-
CAPITAL	34,800	17,795,711	-	14,228,004	51,897,275	334,473	-
DEBT SERVICE	-	2,106,372	6,666,250	320,700	5,795,432	532,056	-
INTERFUND TRANSFERS	23,324,965	4,686,556	-	830,000	-	95,770	1,540
TOTAL EXPENDITURES	$ 34,138,981	$ 92,528,189	$ 6,679,972	$ 15,398,584	$ 103,315,403	$ 25,364,964	$ 1,540
FUND BALANCE - ENDING	$ 21,615,078	$ 31,753,545	$ 8,589,027	$ 4,587,245			$ 660,275
WORKING CAPITAL NOT BUDGETED					-	50,000	
WORKING CAPITAL - ENDING					$ 36,242,849	$ 10,806,397	
LESS DUE FROM ARTERIAL STREET FEES FUND					-	-	
LESS OPERATING RESERVE					11,682,061	2,248,715	
LESS BOND/LOAN RESERVE REQUIREMENTS					6,599,044	-	
AVAILABLE WORKING CAPITAL					$ 17,961,744	$ 8,557,682	

SUMMARY
ALL FUNDS
OPERATING BUDGET
FY 15

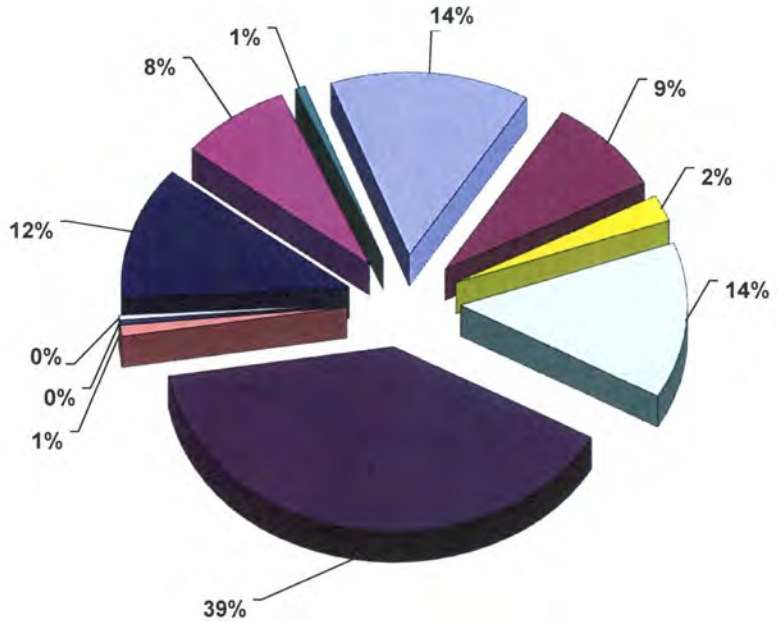
	BUDGET FY 15	BUDGET FY 14	INCREASE (DECREASE)	ACTUAL FY 13
FUND BALANCE - BEGINNING	$ 75,095,763	$ 78,046,674	$ (2,950,911)	$ 70,883,008
WORKING CAPITAL - BEGINNING	$ 58,093,194	$ 50,858,994	$ 7,234,200	$ 63,631,942
REVENUES:				
TAXES	$ 35,446,669	$ 35,263,665	$ 183,004	$ 33,995,012
SPECIAL ASSESSMENTS	22,049,239	21,332,703	716,536	21,418,335
LICENSES & PERMITS	6,220,335	5,822,442	397,893	6,512,728
INTER-GOVERNMENTAL	31,164,381	34,117,783	(2,953,402)	25,027,954
CHARGES FOR SERVICE	101,316,126	97,754,225	3,561,901	99,507,363
FINES & FORFEITS	2,177,387	2,415,312	(237,925)	2,393,192
INVESTMENT EARNINGS	558,865	556,225	2,640	464,475
DONATIONS / CONTRIBUTIONS	848,638	1,053,502	(204,864)	1,046,862
INTERFUND TRANSFERS	28,938,831	29,239,945	(301,114)	40,458,525
DEBT PROCEEDS	27,931,695	19,766,415	8,165,280	27,543,637
MISCELLANEOUS	1,790,926	1,722,981	67,945	3,004,327
TOTAL REVENUES	$ 258,443,092	$ 249,045,198	$ 9,397,894	$ 261,372,410
EXPENDITURES:				
PERSONAL SERVICES	$ 86,541,545	$ 82,019,451	$ 4,522,094	$ 77,498,918
OPERATION & MAINTENANCE	62,236,184	59,343,785	2,892,399	58,401,320
CAPITAL	84,290,263	73,784,191	10,506,072	45,902,004
DEBT SERVICE	15,420,810	15,414,405	6,405	18,878,211
INTERFUND TRANSFERS	28,938,831	29,239,945	(301,114)	28,404,261
TOTAL EXPENDITURES	$ 277,427,633	$ 259,801,777	$ 17,625,856	$ 229,084,714
FUND BALANCE - ENDING	$ 67,205,170	$ 73,958,152	$ (6,752,982)	$ 94,297,298
WORKING CAPITAL NOT BUDGETED	50,000	50,000	-	(329,999)
WORKING CAPITAL - ENDING	$ 47,049,246	$ 44,240,937	$ 2,808,309	$ 72,175,349
LESS DUE FROM ARTERIAL STREET FEES FUND				
LESS OPERATING RESERVE	13,930,776	13,028,617	902,159	5,891,000
LESS BOND/LOAN RESERVE REQUIREMENTS	6,599,044	6,698,045	(99,001)	6,142,062
AVAILABLE WORKING CAPITAL	$ 26,519,426	$ 24,514,275	$ 2,005,151	$ 60,142,287

All Funds
Summary of Revenues

FY 15		FY 14
$ 35,446,669	TAXES	$ 35,263,665
22,049,239	SPECIAL ASSESSMENTS	21,332,703
6,220,335	LICENSES & PERMITS	5,822,442
31,164,381	INTER-GOVERNMENTAL	34,117,783
101,316,126	CHARGES FOR SERVICE	97,754,225
2,177,387	FINES & FORFEITS	2,415,312
558,865	INVESTMENT EARNINGS	556,225
848,638	DONATIONS / CONTRIBUTIONS	1,053,502
28,938,831	INTERFUND TRANSFERS	29,239,945
27,931,695	DEBT PROCEEDS	19,766,415
1,790,926	MISCELLANEOUS	1,722,981
$ 258,443,092	TOTAL	$ 249,045,198



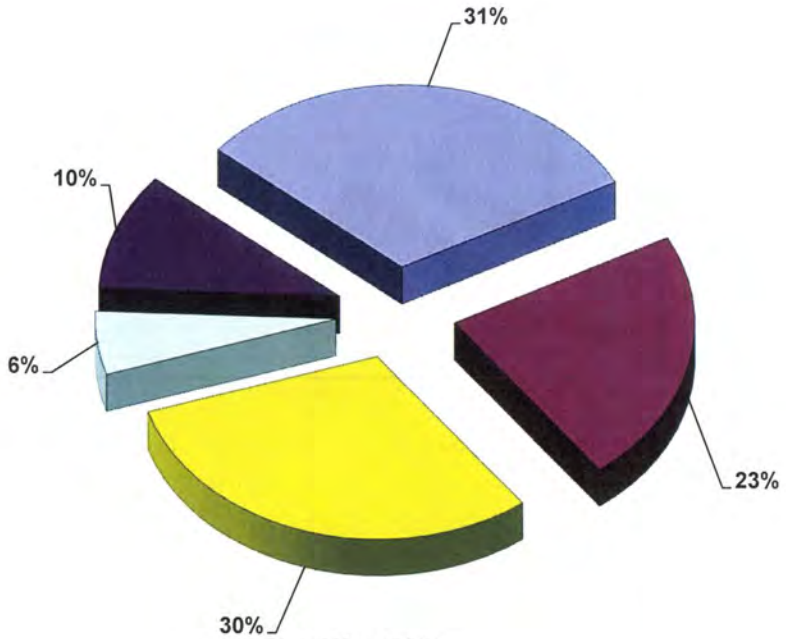
Fiscal Year 2015



Fiscal Year 2014

All Funds
Summary of Expenditures

	FY 15			FY 14
$	86,541,545	PERSONAL SERVICES	$	82,019,451
	62,236,184	OPERATION & MAINTENANCE		59,343,785
	84,290,263	CAPITAL		73,784,191
	15,420,810	DEBT SERVICE		15,414,405
	28,938,831	INTERFUND TRANSFERS		29,239,945
$	277,427,633	TOTAL	$	259,801,777



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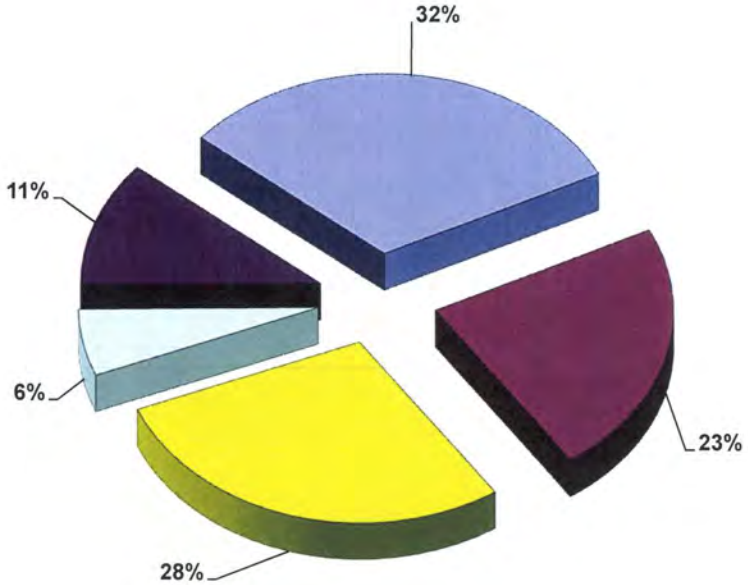


Fiscal Year 2014

MILL LEVY RECAP

	BUDGET FY 11	BUDGET FY 12	BUDGET FY 13	BUDGET FY 14	BUDGET FY 15
General Fund	74.00	74.00	74.00	74.00	74.00
Library Operating	5.00	5.00	5.00	5.00	5.00
GENERAL LEVY	79.00	79.00	79.00	79.00	79.00
Transit Levy	10.00	10.00	10.00	10.00	10.00
Public Safety Levy - 1999	20.00	20.00	20.00	20.00	20.00
Public Safety Levy - 2004	53.82	50.75	51.11	54.36	52.13
G.O. Debt Service-Ballpark	5.54	5.92	5.68	5.51	5.20
G. O. Debt Service-Parks	0.83	0.89	0.59	0.83	0.81
G. O. Debt Service-Streets	2.23	2.17	2.08	2.44	2.26
G. O. Debt Service-Library	-	-	6.12	6.56	6.23
TOTAL LEVY	171.42	168.73	174.58	178.70	175.63

	BUDGET FY 11	BUDGET FY 12	BUDGET FY 13	BUDGET FY 14	BUDGET FY 15
General Fund	$ 11,039,968	$ 10,963,814	$ 11,816,461	$ 11,949,632	$ 11,461,224
Library Operating	745,944	763,217	$ 798,410	$ 807,408	$ 824,548
GENERAL LEVY	$ 11,785,912	$ 11,727,031	$ 12,614,870	$ 12,757,039	$ 12,285,772
Transit Levy	1,491,888	1,536,811	$ 1,596,819	$ 1,614,815	$ 1,649,097
Public Safety Levy - 1999	2,983,775	2,962,434	3,193,638	3,229,630	3,298,194
Public Safety Levy - 2004	8,200,000	8,200,000	8,200,000	8,200,000	8,200,000
G.O. Debt Service-Ballpark	822,030	924,178	906,993	846,163	832,794
G.O. Debt Service-Parks	141,729	127,795	94,212	134,030	97,297
G.O. Debt Service-Streets	350,594	341,307	332,138	356,874	343,012
G.O. Debt Service-Library	-	-	977,253	1,022,178	1,009,247
TOTAL LEVY	$ 25,775,928	$ 25,819,556	$ 27,915,924	$ 28,160,730	$ 27,715,413

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

Taxable Value		$ 161,537,783			$ 163,153,161	
	2013-14			2014-15		
Jurisdiction	Mills	Levy	Percent	Mills	Levy	Percent
State of Montana						
-University Levy &						
State Equalization	102.50	$ 16,557,623	15.4%	102.50	$ 16,723,199	15.4%
School Levy	49.36	7,973,505	7.4%	49.36	8,053,240	7.4%
Big Sky Economic Develop	3.09	499,152	0.5%	3.09	504,143	0.5%
School District No. 2	215.54	34,817,854	32.3%	215.54	35,166,032	32.4%
Yellowstone County	118.33	19,114,766	17.7%	118.33	19,305,914	17.8%
City of Billings	178.70	28,866,802	26.8%	175.63	28,654,590	26.4%
TOTAL	667.52	$ 107,829,701	100.0%	664.45	$ 108,407,118	100.0%

2015 TAX IMPACT ON BILLINGS HOMES
Fair Market Value

		$ 150,000	$ 200,000
Jurisdiction	Percent	2,050	2,710
State of Montana			
-University Levy &			
State Equalization	15.4%	$ 210.13	$ 277.78
School Levy	7.4%	101.19	133.77
Tradeport	0.5%	6.33	8.37
School District No. 2	32.4%	441.86	584.11
Yellowstone County	17.8%	242.58	320.67
City of Billings	26.4%	360.04	475.96
TOTAL	100%	$ 1,362.12	$ 1,800.66

NOTE: All mill levies are based on 2013-2014 mills except for the City of Billings.

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

	TAXABLE GROWTH				CPIU INDEX	
FISCAL YEAR	MARKET VALUE	TAXABLE VALUE	(2)	PERCENT CHANGE	CPI (1)	PERCENT CHANGE
1992-93	2,920,549,204	107,736,283			137.9	
1993-94	3,183,687,736	115,976,558		7.6%	141.9	2.9%
1994-95	3,192,495,689	117,390,807		1.2%	145.8	2.7%
1995-96	3,171,925,804	119,947,656		2.2%	148.4	1.8%
1996-97	3,357,091,364	122,535,379		2.2%	150.9	1.7%
1997-98	3,440,615,577	124,272,744		1.4%	155.9	3.3%
1998-99	3,609,934,853	125,515,596		1.0%	158.2	1.5%
1999-00	3,346,315,741	118,127,019		-5.9%	160.7	1.6%
2000-01	3,243,661,528	113,540,746		-3.9%	165.1	2.7%
2001-02	3,346,352,426	114,437,716		0.8%	177.1	7.3%
2002-03	3,546,229,334	116,319,680		1.6%	176.7	-0.2%
2003-04	3,795,780,513	122,425,248		4.9%	180.9	2.4%
2004-05	4,287,614,135	126,903,883		3.5%	184.3	1.8%
2005-06	4,574,135,548	132,329,211		4.1%	190.3	3.2%
2006-07	4,883,017,682	137,538,752		3.8%	196.8	3.3%
2007-08	5,219,829,310	144,941,193		5.1%	201.8	2.5%
2008-09	4,810,404,010	153,347,183		5.5%	210.0	3.9%
2009-10	4,810,404,010	153,347,183		0.0%	210.2	0.1%
2010-11	6,306,916,152	160,957,722		4.7%	215.9	2.6%
2011-12	5,645,349,125	161,565,523		0.4%	215.3	-0.3%
2012-13	5,836,600,658	160,451,062		-0.7%	215.5	0.1%
2013-14	5,924,149,668	161,537,783		0.7%	215.8	0.1%
2014-15	6,013,011,913	163,153,161		1.0%	217.5	0.8%

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

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

TOTAL CITY STAFFING AUTHORIZATION

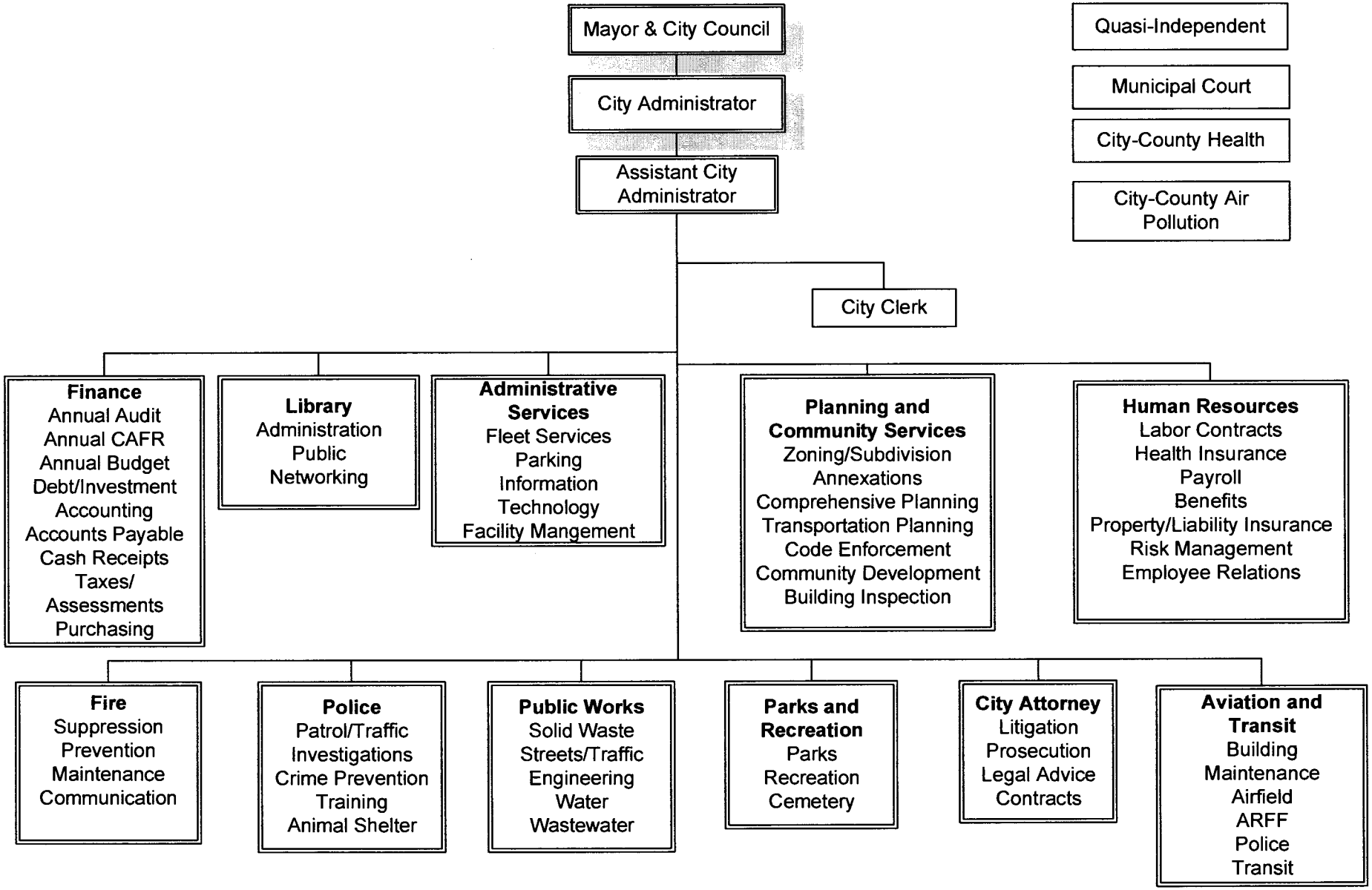
Full-Time & Temporary Staffing

	FY 13 FTE	FY 13 TEMP	FY 14 FTE	FY 14 TEMP	FY 15 FTE	FY 15 TEMP
GENERAL FUND						
Mayor and City Council	5.5	-	5.5	-	5.5	-
City Administrator	5.0	-	5.0	-	5.0	-
Human Resources	5.0	-	5.0	-	5.0	-
City Hall Maintenance	-	-	-	-	-	-
City Attorney	10.0	-	10.0	-	10.0	-
Municipal Court	17.0	1.0	19.5	2.0	19.5	2.0
Finance	11.0	-	11.0	-	11.0	-
Public Defender	-	-	-	-	-	-
Code Enforcement	3.3	-	3.6	-	3.6	-
Engineering	-	-	-	-	-	-
Parks, Recreation and Public Land	24.0	285.0	24.0	285.0	25.0	285.0
Cemetery	4.0	2.0	4.0	2.0	4.0	2.0
TOTAL GENERAL FUND	**84.8**	**288.0**	**87.6**	**289.0**	**88.6**	**289.0**
OTHER FUNDS						
Planning	9.0	0.5	9.9	0.5	9.9	-
Library	31.7	2.0	31.7	2.0	31.9	3.0
Building	15.3	-	14.6	-	14.6	-
Attorney Grants	3.3	-	3.3	-	3.3	-
Development Serv. Block Grant	4.0	-	4.0	0.5	4.5	-
Police	165.0	-	166.0	-	166.4	-
Animal Shelter	7.0	-	7.0	-	7.0	-
Fire	146.5	-	146.5	-	147.1	-
Street/Traffic Operating	45.0	10.0	45.0	10.0	47.0	10.0
Fire Service Area	-	-	-	-	-	-
Public Works Belknap	103.0	13.0	103.0	13.0	104.0	13.0
Solid Waste	63.5	14.0	64.5	14.0	66.5	14.0
Parking	12.3	-	12.0	-	12.0	-
Aviation	56.0	8.0	56.0	10.0	56.0	10.0
Transit	55.3	1.0	55.3	1.0	55.3	1.0
Property Insurance Fund	1.0	-	1.0	-	1.0	-
Facilities Management	6.0	-	6.0	-	6.0	-
Fleet Services	18.0	-	18.0	-	18.0	-
Public Works Administration	8.0	-	8.0	-	8.0	1.0
Public Works Engineering	23.0	2.0	23.0	2.0	23.0	2.0
Park District 1	3.0	-	3.0	-	3.0	-
Information Technologies	18.0	-	18.0	-	18.0	-
Central Telephone Services	1.0	-	1.0	-	1.0	-
TOTAL OTHER FUNDS	**794.9**	**50.5**	**796.8**	**53.0**	**803.5**	**54.0**
TOTALS	**879.7**	**338.5**	**884.4**	**342.0**	**892.1**	**343.0**

Note: In reviewing prior year staffing numbers, errors were found and corrected in FY14

FTE - Full Time Equivalent Employees
TEMP - Temporary Employees

City of Billings
Organizational Chart



FUND TYPE	OVERSITE	FUND-DEPT/DIV
Agency Funds	**X not City funds**	779 TOURISM BID #2 780 DOWNTOWN BID #1
Enterprise Funds	**Administration**	414 PARKING CONSTRUCTION 521 PARKING GARAGE OPERATIONS
	Aviation/Transit	204 TRANSIT TAX COLLECTION 405 AIRPORT GRANTS 407 PASSENGER FACILITY CHARGES-AIRPORT 408 PFC-RE-IMBURSABLES 412 TRANSIT - GRANTS 561 AIRPORT OPERATING 562 AIRPORT REPLACEMENT/DEPRECIATION 563 AIRPORT CAPITAL 566 AIRPORT 90 BOND RESERVE 567 AIRPORT DEBT SERVICE COVERAGE 568 AIRPORT 1990 DEBT SERVICE 571 CITY TRANSIT OPERATING 572 TRANSIT CAPITAL - LOCAL 409 AIRPORT STIMULUS PROJECTS 411 TRANSIT STIMULUS GRANTS 406 AIRPORT BONDED DEBT CONSTRUCTION 564 AIRPORT 2010 BOND PRESERVE 565 AIRPORT 2010B DEBT SERVICE
	Public Works	416 WATER CONSTRUCTION 421 WASTEWATER CONSTRUCTION 502 WATER OPERATING 503 WATER REPLACEMENT/DEPRECIATION 505 WATER SER INSURANCE PROGRAM 507 WATER REVENUE SRF LOAN 512 WASTEWATER OPERATING 513 WASTEWATER REPLACEMENT/DEPRE. 518 WASTEWATER REVENUE SRF LOAN 541 SOLID WASTE OPERATING 542 POST CLOSURE - LANDFILL 544 LANDFILL INFRASTRUCTURE 870 SPECIAL DISTRICT - WATER FUND
General Fund	**Administration**	10-1100 MAYOR & CITY COUNCIL 10-1110 COUNCIL CONTINGENCY 10-1300 CITY ADMINISTRATOR 10-1400 NON DEPARTMENTAL
	Planning	10-4300 CODE ENFORCEMENT
	PRPL	10-5100 PARKS, RECREATION, PUBLIC LANDS
	Municipal Court	10-1200 CITY COURT
	Legal	10-1600 ATTORNEYS
	Finance	10-1500 FINANCE & ADMINISTRATIVE SERVICES
	Human Resources	10-1700 HUMAN RESOURCES
Internal Service Funds	**Administration**	606 CENTRAL SERVICES - TELEPHONES 620 INFORMATION RESOURCES 650 FACILITIES MANAGEMENT FUND 601 FLEET SERVICES
	Fire	607 800 MHZ RADIO SYSTEM
	Public Works	660 PUBLIC WORKS ADMIN INTERNAL SERVICE 670 PUBLIC WORKS ENGINEERING
	Finance	605 CENTRAL SERVICES - MAIL & COPIES
	Human Resources	627 HEALTH & LIFE INSURANCE FUND 630 PROPERTY/CASUALTY INSURANCE
Permanent Funds	**PRPL**	701 CEMETERY PERPETUAL CARE 703 CEMETERY MAUSOLEUM PERP CARE

FUND TYPE	OVERSITE	FUND-DEPT/DIV
Special Revenue Funds	**Fire**	150-2200 FIRE
		219 FIRE DONATIONS
		220 HAZMAT TRAINING
		221 FIRE-FEMA GRANT
		222 FIRE-HOMELAND SECURITY
		225 EOC 911
		223 FIRE-HOMELAND SECURITY- MILITARY AFF
	Library	260 LIBRARY-Dept. 5500
		261 LIBRARY - DONATIONS / LOST & DAMAGED BOOKS
		498 NEW LIBRARY CONSTRUCTION FUND
	Planning	209 BUILDING INSPECTION FUND
		238 CERTIFIED LOCAL GOVERNMENT
		240 CITY COUNTY PLANNING
		272 PROJECT HOMELESS
		273 FANNIE MAE
		276 FAIR HOUSING
		277 AMERICAN DREAMS
		279 WF LOW INTEREST LOANS
		290-99 CDBG-Dept. 65 & 66
		280-89 CDBG HOME PROGRAM-Dept. 65 - 67
		274 BILLINGS AREA RESOURCE NETWORK
		278 GRANT WRITING
		268 BILLINGS MVP - VISTA COORDINATOR ARRA RECOVERY
		271 HOUSING FIRST / 10 YEAR PLAN
		275 CDBG - R ARRA WEATHERIZATION
		269 BILLINGS MVP - VISTA COORDINATOR - CLASSIC
		270 HOUSING FIRST
		266 NEIGHBORHOOD STABILIZATION PROGRAM
		236 TRAIL/BIKE PATH DONATIONS
	Police	150-2100 POLICE
		249 MT BOARD OF CRIME CONTROL GRANTS
		250 JAG GRANT
		251 INTERNET CRIMES AGAINST CHILDREN
		253 CONGRESS APPROPRIATION
		254 TRAFFIC SAFETY - POLICE
		255 HIDTA
		257 COMMUNITY POLICING-HUD GRANT
		258 HOMELAND SECURITY
		259 CANINE PROGRAM-POLICE
		709 POLICE DONATIONS - OPERATIONS
		712 ANIMAL SHELTER BUILD
		713 ANIMAL SHELTER SPAY/NEUTER
		715 ANIMAL SHELTER EDUCATION
		716 ANIMAL SHELTER-GENERAL DONATION
		717 FEDERAL DRUG FINES & FORFEITURE
		718 DRUG FINE & FORFEITURES
		719 POLICE INVESTIGATIVE EQUIPMENT
		720 COP SHOP SOUTH
		256 DOWNTOWN CENTRAL BEAT OFFICER
		252 ICAC RECOVERY GRANT
		710 JAG RECOVERY GRANT
		708 SOCIAL HOST RESTITUTION

FUND TYPE	OVERSITE	FUND-DEPT/DIV
Special Revenue Funds	**PRPL**	702 CEMETERY EXPANSION 758 AMEND PARK ENDOWMENT 768 NEW BALL FIELD STADIUM DONATIONS 769 PARK ACQUISITION/DEVELOPMENT 872 PARK MAINTENANCE DISTRICTS 771 PARKLAND SALES 772 KIWANIS DONATIONS 773 COTTONWOOD PARK 774 URBAN FORESTRY GRANT 775 TRASH FOR TREES
	Public Works	205 STREET GAS TAX FUND 207 BBWA LATERAL MAIN STORM SEWER 210 TRANSPORTATION ENHANCEMENT 211 STREET & TRAFFIC OPERATING 801 STREET MAINTENANCE DISTRICT #1 802 STREET MAINTENANCE DISTRICT #2 810 LIGHT DISTRICT 840 STORM SEWER O&M 845 ARTERIAL FEES OPERATION
	Municipal Court	247 DOT DUI TEAM TRAINING 248 DRUG COURT DUI TASK FORCE 246 MUNICIPAL DRUG COURT GRANT 245 MENTAL HEALTH COURT 737 COURT JAG GRANT 738 COURT DRUG, DUI, MENTAL HEALTH GRANT
	Legal	241 ATTORNEY VICTIM/WITNESS GRANT 243 SURCHARGE DOMESTIC VIOLENCE 242 ATTORNEY DOMESTIC VIOLENCE UNIT GRANT
	Finance	199 TAX INCREMENT - SOUTH 202 TAX INCREMENT O&M - DOWNTOWN 203 TAX INCREMENT DISTRICT - BROADWAY 723 HISTORIC DISTRICT REVOVLING LOANS 805 FIRE SAFETY WATER SUPPLY 201 TAX INCREMENT - EAST-4 770 SCOREBOARD LOAN / PEPSI 198 TAX INCREMENT - MILLER CROSSING 233 DEPARTMENT OF ENERGY ARRA GRANT 234 ECONOMIC DEV INCENTIVE GRANT (NAVEL RES CENTER)
Debt Service Funds	**Finance**	230 SID REVOLVING FUND 231 SID CLOSING ACCOUNT 311 GENERAL OBLIGATION 2000 PARKS 313 GENERAL OBLIGATION STREET 314 GENERAL OBLIGATION BALLPARK A 315 GENERAL OBLIGATION BALLPARK B 336 STORM SEWER 2003 REFUNDING 820-832 SID 850-869 & 879-899 SIDEWALKS
Capital Project Funds	**Planning**	428 COMMUNITY LAND DEVELOPMENT 497 ARRA MAIN STREET UNDERPASS CONSTRUCTION
	Public Works	432 TAX INCREMENT - SOUTH 434 SIDEWALK CONTROL (434-449) 450 SID CONTROL
	Finance	491 AQUATIC FACILITIES CONSTRUCTION 494 G.O. CONSTRUCTION - BALL PARK/STADIUM 640 CAPITAL VEHICLE REPLACEMENT

GOALS

FY 15 CITY COUNCIL GOALS

HONEST, RESPONSIVE GOVERNMENT

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

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

Action(s):

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

AIRPORT

Action: Continue compliance with FTA, TSA, and FAA regulatory requirements by identifying and completing the day-to-day administrative, operational, and special grant requirements, as well as the compliance requirements to successfully complete the triennial review and the yearly inspections conducted by these federal agencies.

Outcome: Good standing maintained with these agencies and the necessary operating certificates needed to provide public transportation services in the Billings' community.

PLANNING

Action: Engage in City Council's above action.

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

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

PLANNING

Action: Improve effectiveness of Innoprise tracking system, parcel information. Enter all information, contacts, emails, etc. into system for internal transparency.

Outcome: Improved complaint case management.

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

Outcome: Improved customer relations.

Action: Prioritize complaint response to address life-safety issues first.

Outcome: Improved case management.

Action: Employees will receive annual training to obtain and maintain necessary certifications and customer service skills.

Outcome: Professional and skilled workforce.

- **Post a copy of summary report of complaints to Council members monthly. (Administration. Ongoing.)**
- **Distribute the City of Billings' Vision/Values/Goals Statement to all employees and the public.**
  - **Dialog with employees and institutionalize the Values. Values and Strategic Plan will be distributed to employees, such as with paychecks. City Administrator and Department Directors will schedule meetings at employees' workplaces to present and discuss the material and respond to questions.** *(All departments. FY 15.)*

AIRPORT

Action: Upon Council approval, distribute copies of the City of Billings' Vision/Values/Goals Statement to all Division for review prior to scheduled meetings.

Outcome: Department staff will be familiar with the Vision/Values/Goals Statement.

- **Provide feedback to City Council when presentations are completed.** *(Administration. FY 15.)*
- **Post in prominent city government locations, including the website, council chambers, etc. (upon Council approval).** *(All departments. FY 15.)*

- **Revise employee recognition program.**
  - **Recommend ways of standardizing rewards and levels of recognition across the organization.** *(All departments. FY 16.)*

AIRPORT

Action: Upon Council approval, post a copy of the City of Billings' Vision/Values/Goals Statement on the Airport website.

Outcome: Additional channel of public access to the City of Billings' Vision/Values/Goals Statement.

- **Initiate ethics training that incorporates vision/values and goals.** *(Administration. FY 15.)*

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

Action(s):

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

Objective: **Improve public engagement in City decision making.**

Action(s):

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

INFORMATION TECHNOLOGY

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

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

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

INFORMATION TECHNOLOGY

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

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

Action: Provide a leadership role in the conversion of the New World Public Safety upgrade to the new MSP software by playing a key role in the development and execution of a well-defined conversion plan for each of the key software modules. As part of that role, IT will closely monitor the conversion process and maintain communication with both the vendor and City public safety representatives to ensure a successful conversion process.

Outcome: Assurance of a successful conversion process.

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

INFORMATION TECHNOLOGY

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

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

PLANNING

Action: Continue opportunities to educate, inform, and engage the public and governing bodies on the value of community planning and on the long-range planning efforts in the community by maintaining effective relationships with its customer base, governing bodies, and internal stakeholders.

Outcomes:

- Monthly planning webinars open to the community.
- Improved use of web, email, and other social networking systems to reach community residents for meeting announcements and general community planning information.

Action: Add and update "process information" on Division websites.

Outcome: Customers have access to frequently asked questions readily available.

COMPREHENSIVE, ORDERLY GROWTH

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

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

Action(s):

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

PLANNING

Action: Develop long-range land use plans and policies that take into account the City's projected population growth, service demands, infrastructure needs, and fiscal constraints.

Outcome: Growth plan for the City of Billings that provides a thorough and understandable comparison of consequences and benefits of multiple growth scenarios and presents a final plan that incorporates the most beneficial options.

- **Revise Zoning Code to bring it in conformance with the new Growth Plan, and update zoning districts to align with new development types.** *(Planning and Legal. FY 17.)*
- **Identify areas that are favored for future growth through the Annexation Policy.** *(Planning, PRPL, Public Works, Fire, Police, MET, Administration. Ongoing.)*

TRANSIT

Action: MET staff will continue to participate in the Annexation evaluation and review process with other City departments.

Outcome: Provide an analysis on the feasibility of providing public transportation services for areas being considered for annexation.

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

Action(s):

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

PLANNING

Action: Ensure Department operates within financial limitations while maintaining staff levels commensurate with service demands.

Outcome: Utilizing the Priority Based Budget process, realization of a fee structure that more fully supports fee-based services, so reliance on fee revenue to stabilize other service delivery and resources is minimized.

- **Investigate funding strategies, such as:**
  a) **Fee adjustments that accurately reflect the cost of providing service.** *(All departments. FY 17.)*
  b) **Voted, general obligation bonds for funded capital improvement projects.** *(All departments. FY 17.)*
- **Compile annual cost increases for City services to determine the total impact on the average homeowner/user, and compare against other cities before final increases are adopted.** *(Finance and Administration. FY 17.)*

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

Action(s):

- **Dedicate resources to rehabilitate substandard housing via the provision of loan financing to lower income households in order to preserve and revitalize neighborhoods city-wide.** *(Community Development and Legal. Ongoing.)*

PLANNING

Action: Preserve the housing stock in older, low-income neighborhoods, promote infill development of vacant lots, and redevelopment of substandard properties.

Outcomes:

- Direct, affordable financing provided to low-income homeowners through home repair programs.
- Compliance of assisted, affordable housing projects is ensured.

Action: Provide direct, affordable financing and assistance to low-income homeowners for the completion of needed repairs.

Outcomes:

- Repairs to 15 single-family units through the Housing Rehabilitation Loan program.
- Repairs to 5 single-family units and mobile homes through the Manufactured Home Repair Loan program.

- **Dedicate resources to develop new, affordable housing in all neighborhoods to promote inclusion, equal opportunity, and access.** *(Community Development. Ongoing.)*

PLANNING

Action: Encourage the development of new, affordable, single-family, multi-family, and special needs housing in the community through private developers and non-profit organizations.

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

Action: Provide affordable financing and support to promote homeownership opportunities.

Outcomes:

- Down payment assistance to 40 households through the First Time Homebuyer program.
- Homebuyer education to 100 households.

Action: Encourage activities that promote fair housing and increase awareness of the rights of protected classes.

Outcome: Evaluated submission of the Fair Housing Initiatives Program competitive grant in 2015 for fair housing activities in 2015-2016, based on staff time availability.

- **Dedicate resources to acquire and rehabilitate vacant and/or foreclosed properties in order to promote infill, stabilize neighborhoods, and prevent decline.** *(Community Development and Planning. Ongoing.)*

PLANNING

Action: Provide direct, affordable financing and assistance to low-income homeowners for the completion of needed repairs.

Outcome: Rehabilitation of one foreclosed home and sale to a low-income family.

Goal: **A customer-friendly development process.**

Objective: **Enhance service quality.**

Action(s):

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

PLANNING

Action: Create a customer-friendly public space at our new office location.

Outcome: Comfortable business environment for new and existing customers.

Action: Maintain a manual for policies and written interpretations for Building Division operations.

Outcome: Consistent and predictable operating procedures.

Action: Monitor State legislation and national code adoptions for changes that impact local code administration.

Outcome: Well informed and prepared building community.

Action: Assess City's procedures for issuing land use and building permits and managing department assets.

Outcome: An efficient, integrated development review process resulting in cost-effective expenditure of City staff and resources.

Action: Staff time will be allocated in the most cost-effective and customer service oriented manner.

Outcome: Optimum service levels commensurate with staffing levels.

TRANSPORTATION

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

Objective: **Improve transportation in Billings.**

Action(s):

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

PLANNING

Action: Continue to implement the Billings' Area Bikeway and Trail Master Plan and Complete Streets policy.

Outcomes:

- Collaborative bike/walk/ride projects and programs with MET Transit, Chamber of Commerce, Parks, Recreation and Public Lands Department, BikeNet, and Health by Design.
- Funding assistance for constructing new trail segments.

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

TRANSIT

Action: Promote the use of the city bus system combining bikes and buses.

Outcome: Staff will continue to participate in the community's trail, bike, and livability programs and will explore options and costs to increase the size of the external bike racks that are currently on all fixed route buses.

- **Investigate bicycle parking facilities (bike corrals) to encourage bicycle use.** *(Planning and Public Works. FY 16.)*
- **Encourage the State to fund and complete the Inner Belt Loop in the Heights.** *(Council, Public Works, Administration, and Planning. FY 21)*

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

Action(s):

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

- **Prioritize and implement strategic plan recommendations as permitted by budget and operational limits.** *(Administration. Ongoing.)*

SUSTAINABLE ECONOMIC DEVELOPMENT

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

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

Action(s):

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

TRANSIT

Action: The MET staff will continue to participate in and support community efforts associated with this goal.

Outcome: A City-wide, focused approach to supporting business growth and development.

PLANNING

Action: Support partnerships to facilitate community participation and collaboration.

Outcome: Regular meetings held for the following organizations/groups:

- Billings Livability Partnership
- Adjacent Neighborhood Task Forces
- Home Builders Association
- Affordable Housing Task Force
- Billings Partners for American Indian Homeownership
- Mayor's Committee on Homelessness
- AmeriCorps VISTA Project Members

Action: Provide staff assistance to non-profit organizations to build capacity for sustainability.

Outcome: Evaluation of submissions of AmeriCorps VISTA Project application to support poverty/homelessness impact initiatives.

Action: Encourage collaboration to better address needs and to respond to opportunities for special needs populations.

Outcomes:

- Implemented action plan with the Mayor's Committee on Homelessness.
- Evaluation of submission of AmeriCorps VISTA Project application to support poverty/homelessness and veteran impact initiatives.

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

Action(s):

- **Continue to hold annual strategic planning review meetings with the Chamber of Commerce, BSEDA, School District #2, Yellowstone County, the Downtown Billings Partnership, and others.** *(Administration. Ongoing.)*
- **At the next annual meeting, discuss ideas for further cooperation, including creation of a leaders' coordinating council or creation of a city-wide economic summit.** *(Council and Administration. FY 14.)*

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

Action(s):

- **Continue work as liaisons to the Cultural Partners, the Yellowstone Historic Preservation Board, and the Convention and Visitor's Bureau.** *(Council, Library, Planning, PRPL, and Administration. Ongoing.)*
- **Continue work on relationships with the Moss Mansion, Alberta Bair Theater, Depot Montana Avenue, and Zoo Montana.** *(Council, Library, Planning, PRPL, Public Works, and Administration. Ongoing.)*
- **Identify future uses/management of the Babcock Theater, which is scheduled to be turned over to the City in 2017.** *(Council, Legal, Administration, and PRPL. FY 16.)*
- **Investigate the feasibility of a public recreation center.** *(PRPL and Finance. FY 18.)*

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

Action(s):

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

Objective: **Enhance economic growth by ensuring infrastructure availability.**

Action(s):

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

TRANSIT

Action: Utilize the Capital Improvement Plan to schedule and implement parking and terminal building improvements by: 1) expanding automobile parking for Airport employees and providing additional stalls for public parking, and 2) improving the Flight Information Display System (FIDS) and renovating other miscellaneous terminal building facilities.

Outcome: A more customer- and user-friendly Airport environment.

Action: Improve public ramp areas north of the terminal building.

Outcome: A more user-friendly Airport environment and improved utilization of limited ramp space.

- **Continue expanding the City's water and wastewater treatment and infrastructure to ensure the community can support growth and meet State and Federal regulations.**
  - *a)* **Long-term plan the community's utilities to ensure utilities are available to support new and existing businesses and housing.** *(Public Works. Ongoing.)*

- **Ensure adequate funding is available to maintain and repair existing City infrastructure.** *(Finance, Legal, Administration, Public Works, PRPL, and Airport. Ongoing.)*

AIRPORT

Action: Identify timelines and funding sources for future Capital Improvement projects to develop preliminary plans and budget estimates for locations for future hangar developments, expansions of airline and tenant spaces, and reconfigurations of concession spaces.

Outcome: Capital and financial plans that promote Airport growth and meet the needs of the users.

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

TRANSIT

Action: Develop a multi-year plan for MET operations by exploring available short and long-term options to maintain a viable transit system.

Outcome: A viable transit system that meets the needs of its users.

INVOLVED, UNITED COMMUNITY

Goal: **Support the community-wide visioning process.**

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

Action(s):

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

AIRPORT

Action: Continue to enhance communication through expanded use of the Airport web site.

Outcome(s):

- Expanded departmental and tenant service information available to the public on the web site.
- Expanded use of local updates via "News and Announcements."
- Expanded used of related links for additional information on aviation industry, Airport tenants, Airline news, and local community.
- On-line subscriptions for e-notifications on bidding opportunities, news and announcements, and construction project updates encouraged.

Action: Explore the utilization of web-based mobile applications.

Outcome: The opportunity and effectiveness of employing web-based mobile applications for smartphones to communicate parking information and rates, real-time flight information, and other terminal building service information to airport customers.

Action: Work with local media outlets to publicize Airport projects and events.

Outcome: Press releases and information sheets prepared, interviews conducted, service and community group presentations, and a marketing consultant utilized to reach target audiences.

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

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

Action(s):

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

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

Action(s):

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

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

Action(s):

- **Respond to Human Relation Commission's request to revise its duties in City Ordinance.** *(Council, Human Resources, Administration, and Legal. FY 15.)*

HUMAN RESOURCES

Action: Assist City Council in responding to the Human Relation Commission's request to revise its duties in City Ordinance.

Outcome: Clearly stated duties for the Human Relations Commission.

- **Propose update to existing City policies on discrimination.** *(Council, Human Resources, Administration, and Legal. FY 15.)*

HUMAN RESOURCES

Action: Update the City of Billings Human Resource Employment Anti-Discrimination Practices Policy to include sexual orientation and/or gender identity expression.

Outcome: Increased commitment to a climate in the City of Billings that is free of discrimination.

Action: Update the City of Billings Affirmative Action Program for Women and Minorities and the City of Billings Commitment to Equal Employment Opportunity to include sexual orientation and/or gender identity expression.

Outcome: Increased commitment to a climate in the City of Billings that is free of discrimination.

- **Consider approving an anti-discrimination ordinance.** *(Council. FY 15.)*

PUBLIC SAFETY

Goal: **Provide for a safe and secure community.**

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

Action(s):

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

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

Action(s):

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

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

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

Action(s):

- **Establish a baseline of population demographics to identify relevant population, community, and business indicators in order to better analyze trends and potential impacts on public safety service delivery.** *(Police, Fire, and Planning. FY 16.)*
- **Identify current and future gaps in public safety service delivery, and prioritize service delivery needs in order to better serve and meet the changing needs of the community.** *(Police and Fire. FY 16.)*
- **Prioritize service delivery needs on identified gaps in order to ensure an effective delivery of public safety services.** *(Police and Fire. FY 16.)*

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

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

Action(s):

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

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

Action(s):

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

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

Action(s):

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

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

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

Action(s):

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

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

Action(s):

- **Inventory existing equipment, facilities, and infrastructure in order to ensure resources are appropriate for the mission.** *(Police, Fire, Finance, Human Resources, Purchasing, Fleet Services, and Facilities. FY 16 and Ongoing)*

PURCHASING

Action: Assist Public Safety departments with inventory (if needed). Train and assist Public Safety Department staff regarding the procurement necessary to

accomplish objective. Utilize pre-competed cooperative contracts whenever possible.

Outcome: Better preparedness for future procurement needs in a consistent manner, while still allowing for vendor competition.

- **Identify equipment for potential standardization in order to enhance equipment interoperability and organizational functionality.** *(Police, Fire, and Fleet Services. FY 16 and Ongoing.)*
- **Identify opportunities for public safety joint procurement in order to maximize purchasing efficiency.** *(Police, Fire, and Purchasing. FY 16 and Ongoing.)*

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

Action(s):

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

QUALITY OF LIFE

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

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

Action(s):

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

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

Action(s):

- **Increase opportunities that link patrons with community information.** *(Library. FY 15.)*

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

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

Action(s):

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

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

Action(s):

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

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

Action(s):

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

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

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

Action(s):

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

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

Action(s):

- **Identify appropriate locations for future parks and trails through the update of The Comprehensive Billings Parks, Recreation, and Open Space Master Plan.** *(PRPL. FY 15.)*
- **Develop park acquisition and development guidelines.** *(PRPL and Planning. FY 15.)*
  - **a) Coordinate with City/County Planning to identify appropriate size and location of parkland to provide adequate parks, open spaces, and recreational opportunities throughout the city.**
- **Coordinate with City/County Planning and the Alternate Modes Coordinator to implement trail connectivity and access in and from parklands.** *(PRPL and Planning. Ongoing.)*
- **Continue the maintenance upgrade and replacement of existing park and trail infrastructure through the ongoing city-wide Park District 1.** *(PRPL. Ongoing.)*

PARKS, RECREATION AND PUBLIC LANDS

Action: FY 15 Deferred Maintenance:

- A large event shelter at Pioneer Park.
- Amend Park water service upgrades.
- Stewart Park infrastructure improvements (roads, paving, etc.).
- Emergency and general maintenance.

Outcome(s):

- Repairs of most critical deferred maintenance projects to prevent closures, increase safety, and reduce ongoing maintenance.
- Critical parks and recreation facilities properly maintained to extend their useful life, and thus, deferring replacement and associated costs.
- Efficiencies in ongoing maintenance costs gained.

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

Action(s):

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

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

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

Action(s):

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

PARKS, RECREATION AND PUBLIC LANDS

Action(s):

- Earn CAPRA Accreditation (Commission for Accreditation of Parks and Recreation Agencies). Become the first accredited agency in Montana.
- Work to comply with standards as required by CAPRA.
- Complete all three phases: 1) agency self-assessment report, 2) on-site evaluation (on-site peer review and assessment), and 3) Commission's review and decision.
- Once accredited, continue with five year renewal cycle.Outcome(s):
- The Parks and Recreation Department will be accredited, thereby bringing the agency into compliance with the highest national standards.
- Increased knowledge base of staff and professionalism.
- Increased efficiencies in operations.
- National recognition of Billings' Parks and Recreation Department.

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

Action(s):

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

Objective: **Provide lifelong recreational opportunities for community residents.**

Action(s):

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

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

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

Action(s):

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

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

Action(s):

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

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

Action(s):

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

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

Action(s):

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

PARKS, RECREATION AND PUBLIC LANDS

Action: Continue to foster a safe environment conducive to grieving public and casual visitor at the City Cemetery by trimming and removing aging trees and continuing the process of bringing Section 15 up to the level required for burial services.

Outcome(s):

- Removal of areas of danger from falling trees and large limbs on aging trees, thus providing protection to the grieving public, casual visitor, and cemetery crew.
- Progress closer to the usability of Section 15.

CITY INFRASTRUCTURE

Goal: **Provide understandable infrastructure program.**

Objective: **CIP source of infrastructure program.**

Action(s):

- **Program infrastructure based on long and short term planning documents.** *(Airport, Public Works, Planning, PRPL, Parking, and Facilities. Ongoing.)*

AIRPORT

Action: Identify projects, funding sources, and budget estimates for needed infrastructure additions and replacements.

Outcome: An airport that accommodates growth and meets the needs of its users.

- **Prioritize programs based on:**
  - **a) Maintaining existing infrastructure.**
  - **b) Improving existing infrastructure.**
  - **c) Planning new infrastructure.**

  (Airport, Public Works, Planning, PRPL, Parking, and Facilities. Ongoing.)

Goal: **Provide sustainable funding.**
Objective: **Establish financial plan for infrastructure program.**
Action(s):

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

Objective: **Create a Storm Water Utility.**
Action(s):

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

Goal: **Enhance Solid Waste services to Billings' residents.**
Objective: **Increase potential for recycling.** *(Public Works.)*
Action(s):

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

Objective: **Increase the useful life of the landfill benefits.**
Action(s):

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

FY 15 DEPARTMENT GOALS

ADMINISTRATION

CITY ATTORNEY

Goal: Assist the Billings City Council and City Administrator in reviewing and implementing new laws from the 2015 Montana legislative session.
Action: Review, summarize, and report on new bills affecting City operations as needed, and assist in methods to implement the new laws.
Outcome(s):
- Informed transition into new 2015 laws.

Goal: Update plea agreement/sentencing standards from the 2015 legislation affecting/impacting criminal misdemeanor prosecution.
Action: Review new 2015 legislation and then review and revise as needed internal department sentencing standards.
Outcome(s):
- Implementation of new state laws and maintenance of consistent sentencing standards in Municipal Court cases handled by the department.

Goal: Provide specific contact person for civil advice and litigation support to each City department on MMIA and non-MMIA cases.
Action: 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 reports to the Mayor/City Council and City Administrator on MMIA and non-MMIA cases.
Action: Schedule regular (typically quarterly) report dates in advance for the entire FY 15.
Outcome(s):
- Regular, consistent communication of pending litigation to Mayor, City Council, and Administrator and more proactive risk management.

Goal: Provide monthly status/progress reports to City Administrator on current litigation and pending projects requiring City Attorney input.
Action: Review open civil litigation files, prepare written status notes, and assign civil division staff attorneys to assist as needed.
Outcome(s):
- City Administrator will be better and more consistently informed of current, important developments in litigation involving the City as a party and will be briefed on other major legal research related to City projects.

Goal: Assist City Administrator and City Departments in reviewing/revising City insurance requirements for contractors in construction and professional consulting projects during FY 15.
Action: Consult with the City's insurance advisor on liability and property damages insurance issues, and recommend coverage types and minimum amounts to City Administrator.
Outcome(s):
- Updated and consistent insurance and risk management requirements maximizing the protection of the City in substantial public works, parks, and other public infrastructure improvement projects.

Goal: Refine and maintain priority-based budget process to Legal's O&M budget for FY 15.
Action: Identify, analyze, and implement "programs" and "program scoring" as part of the overall City priority-based budgeting effort.
Outcome(s):

- Improvement in department budget prioritization and future fiscal years' budget forecasts, and improved predictability for department expenses.

Goal: Provide and assist in the enactment of proposed ordinances or amendments to existing City ordinances, including proposed anti-discrimination ordinance and potential amendments to aggressive panhandling ordinance.
Action: Assist the Mayor, Council, and City Administrator as requested in drafting or amending these ordinances and others identified as in need of revision.
Outcome(s):

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

Goal: Support and provide legal research, advice, and document preparation as needed/requested in support of the City Council's recently updated/adopted FY 2015-2019 Strategic Plan.
Action:

- Provide information and advice on ordinances/resolutions enacted to implement the Strategic Plan.
- Identify public safety resource needs and support specific funding alternatives in cooperation with the Municipal Court, Police, and Fire Departments, including, but not limited to, a public safety levy for police, fire, and criminal misdemeanor treatment courts.

Outcome(s):

- Better informed citizens concerning public safety funding alternatives.

Goal: Provide staff support and legal research if the statutorily required local government review election is approved by city voters in the June 2014 primary election.
Action: Provide one of more experienced, civil staff attorneys to assist/advise the Local Government review.
Outcome(s)

- Informed review committee on local government issues and alternative forms of City governance.

FACILITIES

Goal: Continue to improve energy performance and reduce energy consumption within City Hall, Billings Operation Center (BOC), Animal Shelter, and other locations where opportunities arise.
Action: Complete lighting retrofit projects at the BOC, City Hall, and fire stations.
Outcome(s):

- Reduced energy performance through implemented projects, achieving over $10,000 in annual savings at the BOC and $2,500 in savings at City Hall.

Goal: Facilitate and co-lead a City of Billings Facilities Master Plan.
Action: Develop, with the Assistant City Administrator, a scope of work and an RFP for a City of Billings Facilities Master Plan process. Then facilitate and work with a consultant, leadership team, and the public to develop a recommended Facilities Master Plan. Create the Master Plan to be dynamic and able to updated and changed as City business demands.

Outcome(s):

- A recommended Facilities Master Plan for the City of Billings for the next 5-10 years.

Goal: Assist and provide support for a maintenance program for the new Billings library.

Action: Provide facilities management support to a green cleaning and maintenance program for the new Library that opened December 2013.

Outcome(s):

- A green and sustainable maintenance plan that is in compliance with LEED standards.

Goal: Continue necessary support to the Parking Division until the management position is filled and then as the new manager transitions in, as well as continued, on-going Facilities support.

Action: Support the new Parking manager's hiring and transition and apply Facilities management activities, as well as support for the Empire Garage project when needed, to foster seamless operations.

Outcome(s):

- Smooth transition for the Parking manager, seamless operations, positive downtown relations, and better and cleaner parking garages.

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

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

Outcome(s):

- This practice will maximize use of Facilities resources for the City and to use consistent best practices whenever possible to apply sound principles of facilities management to projects and programs throughout the City of Billings.

FLEET SERVICES

Goal: Continue with the conversion and implementation of the new Innoprise Fleet and Inventory software system.

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

Outcome(s):

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

Goal: Provide fleet service accommodations for the incoming CNG powered equipment.

Action: Provide staff training for the new CNG engine technology and work with consultants to bring the maintenance facility into compliance with CNG regulations.

Outcome(s):

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

Goal: Further development of fleet maintenance technology.

Action:

- Acquisition of updated technical tools, software, and equipment to support current technology.
- Provide various training opportunities for staff including current diagnostics for light and heavy duty equipment applications and maintain employee development and technical training.

- Acquisition of updated diagnostic tools and web-based software to support current technology.

Outcome(s):

- Improved capabilities for effective diagnostics and proficient repair and maintenance of the City fleet.

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

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

Outcome(s):

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

INFORMATION TECHNOLOGY

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

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

Outcome(s):

- By working with departments to understand their goals and outcomes, IT will assist in the evaluation, selection, implementation, and management of technology, focusing on optimizing the desired outcomes.

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

Action: Install City-owned fiber optic connections from City Hall to the Billings' Library.

Outcome(s):

- A new fiber optics connection to the Billings' Library will provide a redundant connection and greatly improve the ability to provide network services to the Billings' Library. Services for operational staff would be delivered at ten times the bandwidth and network performance with the new fiber connection.

Action: Provide support to the Library IT staff.

Outcome(s):

- By partnering with the Billings' Library IT staff, IT can help with the delivery of advanced and robust services that will enhance the patrons experience while visiting the new library.

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

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

Outcome(s):

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

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

Outcome(s):

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

Action: Enhance utility and functionality of GIS data, especially for use in infrastructure and asset maintenance and management.

Outcome(s):

- Leveraging of GIS data, in combination with the proper software packages, can make day to day maintenance and management of City infrastructure and assets more efficient.

PARKING DIVISION

Goal: To maximize revenue and control expenses for the Parking Division.

Action:

- Maintain all garages at full capacity. To do this, staff will monitor garage capacity on a monthly basis and develop new marketing opportunities to reach new customers.
- Identify and update low-use or outdated parking spaces around downtown.
- Review parking rates and present rate change recommendations to the Parking Advisory Board and City Council.

Outcome(s):

- Maximized potential profits for the Parking Division, as well as providing some funding for downtown development.
- Reduced personal expenses and increased profitability of parking facilities.

Action: Implement FY 14 parking garage condition audit recommended repairs to parking garages in three phases beginning in FY 15.

Outcome(s):

- Safe parking facilities, reduced long-term operating and capital replacement costs, and responsible maintenance and upkeep of existing garages assets.

Goal: To identify opportunities for additional parking in downtown.

Action:

- Work with the Parking Advisory Board on the proposed Downtown Billings Strategic Plan process and create future strategy.
- Work with other City departments and downtown organizations to develop a plan to create parking the Central Business District.

Outcome(s):

- A more comprehensive Parking Division that is integrated into the Downtown Billings Strategies.

AVIATION AND TRANSIT DEPARTMENT

AIRPORT DEPARTMENT

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

Action:

- Complete design, bid, and construct an on-grade automobile parking expansion for Airport employees to provide space for an additional 200 stalls of public parking.
- Design, bid, and install a new Flight Information Display System (FIDS).
- Design, bid, and construct public ramp areas north of the terminal, and undertake miscellaneous terminal building renovations.
- Begin environmental, land use, and construction planning for runway 10R extension.

Outcome(s):

- A more customer and user-friendly Airport environment.

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

Action: Develop preliminary plans and budget estimates for: 1) sighting larger hangar developments, airline gate space expansion, ticketing, baggage, and concession space reconfigurations, and 2) how to accommodate the expansion needs of several existing tenants.

Outcome(s):

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

TRANSIT DEPARTMENT

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

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

Outcome(s):

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

FINANCE DEPARTMENT

Goal: Continue the implementation of the new Innoprise Software in Finance, and assist with the Fleet and Inventory Software implementation in the fall of 2014.
Action: Implement new software to replace 20-plus year old, green screen software.
Outcome(s):

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

Goal: Assist Administration and City Council to develop a long-range funding plan for the Public Safety Fund.
Action: Provide long-range financial projections and recommendations on how to develop a long-range plan.
Outcome(s):

- Long-range funding for the Public Safety Fund.

Goal: Expand Purchasing assistance to staff Citywide.
Action:

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

Outcome(s):

- Improved purchasing process to the highest attainable efficiency level.

Goal: Update the City's Purchasing Policy and Procedures and standard template documents.
Action: Update the City's Purchasing Policy and Procedures and standard template documents to be adopted as Administrative Order by the City Administrator.
Outcome(s):

- The City of Billings will have an even more efficient, fiscally responsible purchasing system providing day-to-day service and support Citywide. This will continue to recognize and address the importance of the overall mission and the need for maximizing and enhancing, whenever possible, the value of each tax dollar expended, while allowing for vendor competition, whenever possible.

FIRE DEPARTMENT

ADMINISTRATION

Goal: Review and draft changes to the department's policy manual.
Action: The project will be performed with the oversight of the Fire Chief and relate department staff. Coaching material associated with this project will be researched and provided. The current policy manual will be prioritized and top priority documents will be addresses first.
Outcome(s):

- The Fire Department's policy manual has not been formally reviewed or updated in 20 years. This goal will not only make these policies current, but will also address any gaps associated with policies that have not been previously addressed.

Goal: Assist in the coordination of a Public Safety Mill Levy.
Action: Meet with the City Administrator and Finance Director to develop a plan and related approach to present the benefits and consequences of a successful mill ley ballot issue.
Outcome(s):

- A successful mill levy initiative will support six firefighters, three 9-1-1 dispatch personnel, and one administrative coordinator. The proposed mill levy will serve to increase staffing and reduce, if not eliminate, the need to decrease staffing over the next 8-10 years.

SUPPRESSION DIVISION

Goal: Increase the use of the Incident Command Lab (ICS).
Action: Coordinate a schedule with the department Training Officer and the four Battalion Chief Officers to require use of the automated incident command computer lab.
Outcome(s):

- By requiring mandatory participation in the computer simulated lab, all suppression personnel will enhance their knowledge and ability related to the essential responsibilities of how the ICS works. These responsibilities include communications, assignment of strategic goals, tactical-level decisions, and task-level assignments.

EMERGENCY MEDICAL SERVICES

Goal: Research the opportunity to staff an Emergency Medical Services (EMS) coordinator on each shift when the staffing level is above 22 per shift.
Action: Through the Joint Labor Management Committee, explore/research how to utilize the Fire Department's current paramedic personnel to staff an SUV-type vehicle to respond to medical calls when appropriate.
Outcome(s):

- By adding an EMS/Paramedic level response vehicle to Fire's daily staffing, the department will be able to respond with an Advance Life Support qualified paramedic when there is a delay in the AMR transport service. This optional staffing position can be used on shift to maintain training certifications, respond to any type of alarm, including fires and medical emergencies, and will add another level of response to an increasing demand for emergency medical service.

Goal: Review the department protocol associated with the delivery of emergency medical services.
Action: Work through the EMS Committee to determine what policies need to be addressed. Coordinate Fire's policies with other providers, such as AMR and the local hospitals, including medical directors.

Outcome(s):

- Comprehensive EMS policies that provide and direct information relating to acceptable standards associated with the provision of emergency medical care.

FIRE PREVENTION BUREAU

Goal: Obtain a Supplemental Budget Request (SBR) to enhance Fire's elementary school fire prevention program.

Action: Solicit interested department personnel to provide the public education programs. Request an SBR for overtime associated with the use of off duty firefighters to assist the Bureau in presenting the fire safety program. Provide time for the fire department public education specialist to prepare annual presentations.

Outcome(s):

- This program will renew presence in elementary schools and provide a valued, public education experience. A past public survey indicated the desire to increase public safety education. This program targets community children at an early age to hopefully establish a lifelong understanding of various safety practices.

Goal: Develop and distribute fire prevention and public safety information to a target area after a fire.

Action: Develop a door hanger with fire and safety information that can be distributed to a specific area (approximately two square blocks) after a fire. Assign on-duty crews, with the help of the fire prevention bureau, to canvas a residential area approximately a week after a fire ti distribute the material.

Outcome(s):

- City residents who are aware of a fire in their neighborhood may be more receptive to fire prevention material. Topics such as having a working smoke detector, developing an exit strategy in the event of a fire, and understanding the most common type of fire may enhance the overall safety and prevention of fires. This program may also increase the use of smoke detectors and target area residents that do not maintain their smoke detectors. Crews performing this fire safety program will increase the Fire Department's interaction with the public and promote overall public safety.

TRAINING DIVISION

Goal: Obtain a Supplemental Budget Request to build a training center burn building out of cargo containers.

Action: Coordinate with the Billings International Airport to utilize their current training facility location to build a multi-story burn building. Obtain the necessary cargo containers and fabricate them in order to represent single and multi-level residential structures.

Outcome(s):

- The ability to train all fire suppression personnel in controlled situations that replicate actual fires is essential for an effective training program. The use of a burn building provides the opportunity to address fire suppression, search and rescue, and ventilation needs associated with the majority of residential structure fires. Utilizing the incident command system and actual hands on experience through the use of this burn building is instrumental in teaching firefighters that actual expectations of their occupation. This additional training facility will also increase the points associated with the Insurance Service Office (ISO) evaluation.

Goal: Fully implement an in-station training program that increases in-station training by reducing the need to travel to a central location for routine training.

Action: Through the existing computer replacement program, the department will add inexpensive cameras to the computers in each station. Through the use of "Smart Board" technology, a classes will be broadcast in real time to all seven fire stations.

Outcome(s):

- The ability to maintain crews in their assigned stations will be significantly increased. This will enhance the ability to effectively cover the majority of the community without bringing crews into one central location for routine training. The ability to record and rebroadcast classes will increase overall firefighter attendance/exposure to the instructional class. Significant reduction in fuel and potential maintenance will be possible. The ability to respond to alarm calls in a station's first response area will be enhanced.

911 COMMUNICATIONS CENTER DIVISION

Goal: Secure a location to build the proposed 9-1-1 Center.

Action: Establish a written agreement with Yellowstone County associated with issues relating to ownership and future security of revenues regarding the consolidated 9-1-1 Communications Center. Research options for the best location of a new 9-1-1 Communications Center. Solicit bids for an architectural design for the new facility, and then bid for a qualified contractor to construct the facility. Coordinate the purchase and installation of the related technology.

Outcome(s):

- The ultimate outcome is to have a new City/County 9-1-1 Center built in 2015-2016.

HUMAN RESOURCES

Goal: Ensure compliance with healthcare reform laws.

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

Outcome(s):

- Compliance of the Affordable Care Act for the City of Billings.

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

Action: Review the Human Resources Policies and Procedures handbook to reflect the City's most current practices. Staff will also develop a Citywide Safety manual. The completed manuals will be distributed to all employees in either electronic or hardcopy format.

Outcome(s):

- Well thought out policy and procedure manuals that will provide information and guidance to all employees of the City of Billings.
- These policies and procedures will benefit all employees and supervisors by communicating operational policies and by advising employees of the City's expectations regarding their performance.

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

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

Outcome(s):

- A training program that efficiently improves the employees' and supervisors' skills and abilities to perform their assigned functions.

LIBRARY

Goal: Offer stimulating and inspiring programs for patrons to enjoy.
Action: Develop a program engaging community members as instructors and mentors.
Outcome(s):

- Two VISTA members engaging mentors for the Digital Learning Lab.
- A formal, volunteer program developed and implemented by the Assistant Director.

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

- Digital Learning Lab programs on STEM, robotics, and other topics
- Increased Library Board and staff support of the High Plains Book Awards Program.
- Lecture planned and presented by a nationally-renowned speaker, the first of what will become an annual event.
- Transition to College programs planned and offered for teens and parents.

Goal: Patrons have free access to online services.
Action: Increase the number of items in the Library's electronic collection by 20% over the next three years.
Outcome(s):

- Additional children's e-books acquired, additional historic photographs digitized, and online magazine service subscribed to.

Goal: Increase patron awareness of Library resources, programs, and other services.
Action: Develop and implement a public relations and/or advertising plan for FY 15.
Outcome(s):

- Improved marketing to the community.

Goal: Patrons of all ages can learn to read or improve their literacy.
Action: Develop a plan for the Library to partner and/or offer its own literacy programs in FY 15 by working with the Planning Department to secure a VISTA member to research existing community literacy programs.
Outcome(s):

- Library will have its own literacy program to offer Billings' citizens.

MUNICIPAL COURT

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

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

Outcome(s):

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

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

Action: Develop a steering committee to study the current case management system, and research and prepare recommendations for electronic case management.

Outcome(s):

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

Goal: Use technology to improve the yearly Jury Questionnaire process.

Action: Explore techniques which would allow juror's electronic submittal of the annual Jury Questionnaire.

Outcome(s):

- Increase in the number of completed and submitted questionnaires.

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

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

Outcome(s):

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

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

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

Outcome(s):

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

Goal: Develop a departmental mission statement and create a Billings' Municipal Court Policy and Training Manual.

Action: As a department, develop a mission statement and a court specific policy manual to use as a guiding document for Court personnel, other City Employees, and the citizen of Billings. The Training Manual will be developed by current senior personnel.

Outcome(s):

- Knowledgeable information about the Court available to the public.
- Training guides to be used by current personnel.

PARKS, RECREATION AND PUBLIC LANDS

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

Action:

- Utilize the results from the recently completed Needs Assessment to provide expanded recreational opportunities and programs to specific areas of interest.
- Utilize the results from the recently completed Needs Assessment to explore the need for additional municipal recreation facilities.
- Continue to expand and consider different avenues for marketing and promoting recreation programs and Department services.
- Enhance participant registration on the Department's website with the addition of mobile registration software for smartphones and tablet users.
- Continue to improve the effectiveness of the Department's process for use of city parks and facilities for community user groups and special event organizers.

Outcome(s):

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

Goal: Develop a departmental mission statement and identify core services.

Action:

- As a department, develop a mission statement to use as a guiding document in providing park and recreational services to the citizens of Billings.
- Identify the core services the Parks and Recreation Department provides to deliver excellence in service and programming to meet the recreational needs of program participants and to provide properly equipped and maintained parkland, trails, and facilities for the use and enjoyment of Billings' citizens.
- Seek Council approval.

Outcome(s):

- Developed mission statement that will guide the Department's resources in providing reliable, safe, and cost-effective park and recreational services to the citizens of Billings.
- Identified core services the Parks and Recreation Department can provide that will be sustainable and affordable and that will meet the park and recreation needs of the majority of the citizens of Billings.

Goal: Identify parkland suitable for disposal by sale, trade, or transfer.

Action:

- Review the inventory of parkland parcels and identify those potential parcels that would be suitable for in-depth evaluation.
- Utilize the established evaluation process to identify parkland parcels eligible for disposal.
- Work with Parks, Recreation, and Cemetery (PRC) Board appointed sub-committee for the disposal of parkland to identify the best methods of disposal of parkland and to generate income for the City.
- Dispose of up to six parcels per year through the sale process.

Outcome(s):

- Parcels that have no parkland value to the City disposed of.
- One-time income generated for the City.
- Reduced liability exposure to the City.
- Exempted parkland returned to the tax rolls.

Goal: Develop a standard policy and procedure for granting right-of-way easements on parkland.

Action: Work with the City's Legal Department and the City Clerk to draft an easement policy, procedure and easement document; develop a Request for Easement form to capture pertinent information necessary to evaluate and determine if an easement will be granted; and seek adoption of easement policy and procedure through ordinance by City Council.

Outcome(s):

- Standardized policy and procedure for granting right-of-way easements to utility companies on parkland.
- Assurance that easements are in the best interest of the City, appropriate, and necessary.
- Assurance that parkland development and use is not inhibited or restricted by easements.

Goal: Foster and maintain professional staff through education, certification retainage, and training opportunities to increase knowledge and job performance.

Action: Train and cross-train staff; and seek professional development opportunities for staff through local, regional, state, or national education and training programs.

Outcome(s):

- Maintain job certifications.
- Increased job performance, satisfaction, and morale among employees.
- Increased employee motivation and efficiencies in processes resulting in financial gain.
- Increased capacity to adopt new technologies and methods.
- Reduced employee turnover.

Goal: Develop and implement a comprehensive park playground auditing, inspection, and maintenance program.

Action: With 40 playgrounds in the City of Billings parks, the need to ensure that all playgrounds are safe, accessible, and meet the needs of the various age groups using them is of great importance. An initial and comprehensive audit of each playground is necessary to determine if there are existing hazardous conditions and safety concerns for the users. Once the audit is completed, repairs, modifications, or rebuilding will begin starting with priority 1 safety hazards. Following that, a systematic and on-going inspection and maintenance program will be established and implemented.

Outcome(s):

- A comprehensive program will provide documented procedures for inspections and maintenance following nationally accepted safety standards for public playground equipment.
- Playground equipment will be made safer; thus reducing the risk of injuries to children.
- An established and defensible inspection and maintenance program will be in place that will ensure the on-going safety and risk reduction of park playgrounds.
- Long term costs for maintaining and repairing playgrounds will be reduced.

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

Action:

- Continue evaluation of facilities and operational procedures to provide a safe and enjoyable experience at municipal pools.
- Support the new waterslides and the expanded footprint at Rose Park Pool that will accommodate an area for parties and corporate gatherings.
- Add the ability to accept credit/debit cards as payment for pool admissions and waterslide usage.

Outcome(s):

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

Goal: Provide comprehensive planning for the current and future locations, preservation, and development of parks and public lands to meet the recreational and leisure needs of citizens throughout the city.

Action:

- Develop criteria for the acceptance of parkland donation and/or cash-in-lieu contributions.
- Develop a long-range plan to identify parkland and open space resources, needs, and opportunities throughout the city by coordinating and working with the Planning Department.
- Develop park development guidelines and construction standards.
- Complete a Level of Service analysis of parks and related services utilizing the National Recreation and Parks Association Guidelines.
- Provide a current park inventory by participating in and utilizing the National Recreation and Parks Association informational database (PRORAGIS) as a management tool.
- Update Billings' Parks and Recreation Comprehensive Plan.

Outcome(s):

- By accomplishing the action items PRPL will be able to quantify and assess the current status of its facilities and programs and identify its strengths and deficiencies. This will give information needed to begin making strategic long and short range planning and implementation strategies to meet the infrastructure and programming needs of Billings' citizens. Thereby, contributing to a full and rich quality of life and livability of the City of Billings.

PLANNING DEPARTMENT

BUILDING DIVISION

Goal: Customer Service – The Building Division services will be readily accessible and proficiently delivered.
Action: Create a customer-friendly public space at the new location.
Outcome(s):
- Comfortable business environment for new and existing customers.

Action: Maintain a manual for policies and written interpretations for Building Division operations.
Outcome(s):
- Consistent and predictable operating procedures.

Goal: Administration - The Division will faithfully administer State and City Codes under its jurisdiction in an expedient, ethical, and professional manner.
Action: Monitor state legislation and national code adoptions for changes that impact local code administration.
Outcome(s):
- Well informed and prepared building community.

Action: Assess City's procedures for issuing building permits and managing Division assets.
Outcome(s):
- An efficient, integrated development review process resulting in cost-effective expenditures of City staff and resources.

Goal: Employee Development – Each employee will continue to receive appropriate training to stay informed of new and emerging building codes and to maintain professional certifications.
Action: Employees will receive annual training to obtain and maintain necessary certification and customer service skills.
Outcome(s):
- Professional and skilled workforce.

Goal: Technology - The Building Division will continue to utilize technology to improve communication between departments and customers.
Action: Add and update "process information" on Building Division website.
Outcome(s):
- Increased number of plan reviews by decreasing the need for plan reviewers at the counter and reducing public visits.

CODE ENFORCEMENT DIVISION

Goal: Enforcement – The Division will accurately enforce City Codes under its jurisdiction in an expedient, ethical, and professional manner.
Action: Continue to improve the complaint response system (Innoprise, web and email forms, and paper systems), provide in-house training on codes, and track national best practices for code enforcement.
Outcome(s):
- Improved and cost-effective service delivery.

Goal: Complaint Response – All complaints will be responded to in a timely, professional manner.
Action: Improve effectiveness of Innoprise tracking system by entering all information, contacts, emails, etc. into the parcel information system for internal transparency.

Outcome(s):

- Improved case management.

Action: Investigate complaints within 5 business days.

Outcome(s):

- Maximize the time spent on investigations and minimize the time spent on interpersonal communications.

Goal: Case Prioritization – All violations will be dealt in accordance with the applicable City Code; violations that affect safety or significant quality of life issues may take priority over other violations.

Action: Establish criteria for prioritization of code enforcement and what types of cases that will take precedence over other cases.

Outcome(s):

- Improved case management.

COMMUNITY DEVELOPMENT DIVISION

Goal: Promote the preservation of the existing supply of safe, affordable housing in the community.

Action: Provide direct, affordable financing and assistance to low-income homeowners for the completion of needed repairs.

Outcome(s):

- Completed repairs to 15 single-family units through the Housing Rehabilitation Loan program.
- Completed repairs to 5 single-family units and mobile homes through the Manufactured Home Repair program.
- Completed rehabilitation of 1 foreclosed home and sold, or placed for sale, to a low-income household.

Goal: Promote new, affordable housing opportunities.

Action: Encourage the development of new, affordable single-family, multi-family, and special needs housing in the community through private developers and non-profit organizations.

Outcome(s):

- Compliance with Community Housing Development Organization commitment and expenditure deadlines.

Action: Provide affordable financing and support to promote homeownership opportunities.

Outcome(s):

- Down payment assistance provided to 40 households through the First Time Homebuyer program.
- Supported homebuyer education to 100 households.

Goal: Promote active partnerships with non-profits, neighborhood groups, and to others to address community development specific to lower income and special needs households.

Action: Support partnerships to facilitate community participation and collaboration.

Outcome(s):

- Regular meetings held for the following organizations / groups:
  - Affordable Housing Task Force.
  - Billings Partners for American Indian Homeownership.
  - Mayor's Committee on Homelessness.
  - AmeriCorps*VISTA Project Members.

Action: Encourage activities that promote fair housing and increase awareness of the rights of protected classes.

Outcome(s):

- Evaluation of submission of the Fair Housing Initiatives Program competitive grant in 2015 for fair housing activities in 2015-2016, based on staff time availability.

Action: Encourage collaboration to better address needs and to respond to opportunities for special needs populations.

Outcome(s):

- Action plan with the Mayor's Committee on Homelessness implemented.
- Evaluation of submission of AmeriCorps*VISTA Project application to support poverty / homelessness and veteran impact initiatives.

Goal: Promote the preservation and revitalization of the community's older neighborhoods.

Action: Preserve the housing stock in older, low-income neighborhoods, and promote infill development of vacant lots and redevelopment of substandard properties.

Outcome(s):

- Direct, affordable financing provided to low-income homeowners through home repair programs (specific outcomes listed in Goal One).
- Compliance of assisted affordable housing projects ensured.

Goal: Provide assistance to agencies serving lower income and special needs populations, particularly the homeless, the elderly, and those with disabilities.

Action: Provide staff assistance to non-profit organizations to build capacity for sustainability.

Outcome(s):

- Evaluation of submission of AmeriCorps*VISTA Project application to support poverty / homelessness impact initiatives.

PLANNING DIVISION

Goal: Customer Service – The Division will dispense reliable and accurate information in a professional, courteous, and timely manner.

Action: Allocate staff time in the most cost-effective and customer service oriented manner.

Outcome(s):

- Service levels monitored and adjusted to commensurate with staffing levels.

Action: Allocate staff time according to activity levels and service demands.

Outcome(s):

- Service levels monitored and adjusted to commensurate with staffing levels.

Goal: Orderly Growth – The Division will plan for the future growth of Billings.

Action: Develop long-range land use plans and policies that take into account the City's project population growth, service demands, infrastructure needs, and fiscal constraints.

Outcome(s):

- A growth plan for the City of Billings that provides a thorough and understandable comparison of consequences and benefits of multiple growth scenarios and presents a final plan that incorporates the most beneficial options.

Goal: Transportation – The Division will assess the transportation needs for Billings and the urban area, and formulate plans to determine the most efficient and effective response to meet those needs.

Action: Secure the appropriate levels of funding to conduct long range transportation plans and technical assistance for evaluating transportation needs and alternatives.

Outcome(s):

- Short-term train traffic mitigation projects and implementation strategies identified.
- Corridor and traffic studies in areas of expected growth.

Goal: Transportation – The Division will support and plan for a transportation network that will accommodate the needs of all users, including transit, walking, and bicycle modes.

Action: Continue to implement the Billings Area Bikeway and Trail Master Plan and Complete Streets Policy.

Outcome(s):

- Collaborative bike/walk/ride projects and programs with MET Transit; Chamber of Commerce; Parks, Recreation, and Public Lands Department; BikeNet; and Health by Design.
- Funding assistance for constructing new trail segments.

Goal: Financial - The Division will utilize its existing resources responsibly while ensuring its ability to administer core programs.

Action: Ensure division is operating within financial limitations while maintaining staff levels commensurate with service demands.

Outcome(s):

- Utilizing the Priority-Based Budgeting process, continue to move toward a fee structure that more fully supports fee-based services so that reliance on fee revenue to stabilize other service delivery and resources is minimized.

Goal: Public Relations - The Division shall maintain effective relationships with its customer base, governing bodies, and internal stakeholders.

Action: Continue opportunities to educate, inform, and engage the public and governing bodies on the value of community planning and on the long-range planning efforts in the community.

Outcome(s):

- Continue monthly planning webinars open to the community.
- Continue to improve on use of web, email, and other social networking systems to reach community residents for meeting announcements and general community planning information.

Goal: Personal Development and Improved Office Environment – Training, continuing education, and a healthy work environment will be provided to all employees to improve current knowledge of community planning practices, maintain professional certification, and maintain staff morale.

Action: Maintain certification for Planners.

Outcome(s):

- Existing certified planners stay current in their certifications through local, regional, and national training.

Action: Continue to support web-based training opportunities through the American Planning Association and other professional organizations to facilitate low-cost training.

Outcome(s):

- Inexpensive, local training options for certified planners, other Planning Division staff, other department staff, and the public.

POLICE DEPARTMENT

ADMINISTRATION

Goal: Successfully pursue a Public Safety Mill Levy to support law enforcement operations in the future.
Action: Market the Police Department and provide information to the public that supports Public Safety Levy goals and objectives.
Outcome(s):
- Successful public safety campaign.

Goal: Continue to implement the International Association of Chiefs of Police (IACP) recommendations with emphasis on supporting City Council's Strategic Plan.
Action: Incrementally and selectively put IACP recommendations into effect, taking budgetary and logistical issues into account.
Outcome(s):
- Increased efficiency and effectiveness in department operations in support of the City Council Strategic Plan.

CRIME PREVENTION – VOLUNTEER PROGRAMS

Goal: Enhance crime prevention and volunteer services.
Action: Expand and enhance existing programs.
Outcome(s):
- Volunteer program, Crime Prevention, Special Projects, Chaplaincy program, Volunteer Bike Patrol, and Fingerprinting Services.
- Provide citizens and businesses with classes, information, education, and assistance; thus increasing their role in crime prevention.
- Core programs strengthened, increased, more visible, and accessible by serving many more Billings residents.
- Reduce crime through more responsibility taken by citizens, which is made possible through their ability to share in an organized partnership with the department.

PATROL OPERATIONS

Goal: Continue the Police Department goal to improve traffic safety in the community.
Action: Identify and address key accident locations, enhance use of radar trailers with coordinated enforcement, continue emphasis on DUI enforcement, and enhance dedicated enforcement program (S.T.E.P.).
Outcome(s):
- Reduction in fatal and personal injury accidents.
- Neighborhood traffic complaints addressed and reduced.

Goal: Continue to assess beat boundaries and patrol areas.
Action: Identify patterns and changes in call loads (demand for service).
Outcome(s):
- Effectiveness of officer deployment maximized.

Goal: Re-energize Community Policing Program
Action: Facilitate community and neighborhood policing programs.
Outcome(s):
- Increased citizen/officer interaction.
- Enhanced citizen/officer communication.
- Reduced crime through cooperative effort.

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

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

TRAINING / PLANNING / RESEARCH DIVISION

Goal: Continue to enhance Police Department access to online training opportunities to enhance career development.
Action: Provide accessible location with adequate equipment that makes ongoing education a possibility for everyone, and promote programs that utilize online capabilities designed for the development of Law Enforcement personnel.
Outcome(s):

- Quality training produces a motivated, professional workforce.
- Facilitated career development and succession training.
- Facilitated compilation of Peace Officer's Standards in Training credit requirements.

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

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

SUPPORT SERVICES DIVISION

Goal: Increase public access to information.
Action: Enhance the use of Crime View software to allow analysis and display of criminal statistics, incident maps, and trend analysis.
Outcome(s):

- The ways the public may access City Police Department statistical information regarding crime in the community increased.

Goal: Continue to improve effectiveness of Patrol Officers by implementing mobile data terminal software and training.
Action: Continue the use of accident report writing software for the in-car mobile report writing capability, implement in-car reporting for all offenses, implement in-car citation writing, and conduct extensive hands on training.
Outcome(s):

- Increased effectiveness and utility of Patrol Officers' availability by allowing them to do more routine paperwork while in the patrol car rather than being required to return to the Police Department. This allows more time "on patrol" to respond to the citizens' needs.

ANIMAL CONTROL

Goal: Continue enforcement plan that will maximize available animal control personnel.
Action: Assign staff to cover more hours of a work day and to cover seven days a week.

Outcome(s):

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

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

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

Outcome(s):

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

INVESTIGATIONS

Goal: Enhance case review system.

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

Outcome(s):

- Ensure quality investigations.
- Facilitate feedback and solicitation of ideas and suggestions.

PUBLIC WORKS

ADMINISTRATION

Goal: Facilitate obtaining the City's MPDES Wastewater Discharge Permit.
Action: Work with MDEQ to obtain the required MPDES permit to allow the City of Billings to continue operating its wastewater treatment plant.
Outcome(s):
- A secured 5-year MPDES permit that requires reasonable wastewater discharge requirements that the City of Billings can provide.

Goal: Coordinate efforts that will allow City Council to address aging / failing infrastructure throughout the community.
Action:
- Work with the Public Works Board to develop prioritization criteria for infrastructure improvements.
- Begin implementing a prioritized, comprehensive list of infrastructure that should be addressed, recommendations for addressing, and associated cost estimates.
- Participate in strategic planning activities.
- Participate in strategic planning activities.
- Submit identified projects for inclusion in the Capital Improvement Plan (CIP).

Outcome(s):
- Design and construct projects identified in the strategic plan that will apply resources to high priority infrastructure projects.

Goal: Develop long-term strategy for extending the useful life of the City landfill.
Action:
- Complete landfill master plan to determine landfill growth scenarios.
- Develop potential opportunities for expansion of building material recycling program.
- Partner with private sector companies to develop recycling strategy for household commodities.
- Begin permitting of all available landfill property as a Class 4 landfill.
- Implement new strategy for covering trash to maximize trash containment using less cover material to reduce cost and extend landfill life.

Outcome(s):
- Strategies ensuring the maximum life of the City's landfill assets will be developed and begun.

Goal: Utilize existing, or establish new, policies and procedures to support orderly growth of the City and service area.
Action: Conduct an interval update of the utility master plan and utilize the plan to coordinate extension of water and wastewater facilities to identified growth areas, as well as coordinating various services with Yellowstone County as much as possible.
Outcome(s):
- More efficient utilization of public infrastructure in conformance with identified growth goals.

Goal: Develop a long-term strategy to ensure drinking water supply for Billings.
Action:
- Evaluate the options for constructing a second water treatment plant in west Billings.
- Evaluate the technical possibilities of expanding the existing water treatment plant.
- Study options for providing basic water supply for Billings if there is a disruption to the water supply in the Yellowstone River.

Outcome(s):

- Billings will have adequate water supply under adverse conditions.
- A long-term strategy developed for water needs for the growth of Billings.

DISTRIBUTION AND COLLECTION DIVISION

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

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

Outcome(s):

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

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

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

Outcome(s):

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

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

Action: Implement tree root and FOG (fats, oils, grease) control programs, implement SOPs (standard operating procedures) for all sanitary sewer maintenance activities, and identify and prioritize areas for replacement based on age, maintenance, and complaints.

Outcome(s):

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

Goal: Build an asset management plan based on GIS.

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

Outcome(s):

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

ENGINEERING DIVISION

Goal: Update Right-of-Way (ROW) improvement guidelines and policies.

Action: Update guidelines for infrastructure improvements within the ROW to be consistent regardless of timing and funding mechanisms.

Outcome(s):

- Consistent policies for funding and timing of miscellaneous improvements.
- Increased citizen satisfaction.

Goal: Improve the quality of construction in the ROW.
Action: Update Standard Modifications to the MPWSS, and provide more oversight by construction inspectors on private work being done in the ROW.
Outcome(s):
- Higher level of construction work being done on private contracts and site developments.
- Longer life for infrastructure and decreased maintenance costs by the City.

Goal: Develop residential on-street policies for loading zones and handicap parking.
Action: Review residential on-street parking policies from other communities, and then develop parking policies for the City of Billings.
Outcome(s):
- Policies for on-street parking for handicap and loading zones will be presented for City Council approval.

ENVIRONMENTAL AFFAIRS DIVISION

Goal: Ensure the City's MS4 storm water program complies with Federal Phase II Storm Water Regulations and State General Permit.
Action:
- Continue to incorporate 2011 DEQ audit findings into the City's MS4 program.
- GPS and evaluate storm water outfalls to state receiving waters.
- Complete a minimum of five land ownership surveys on existing ditches and drains within the city limits.
- Conduct dry weather water quality samples on existing ditches and drains.
- Increase educational outreach program events.
- Locate and eliminate illicit / cross connections.

Outcome(s):
- Reduced storm water pollution into state waters.

Goal: Maintain a pretreatment program to comply with the Clean Water Act water pollution control program.
Action:
- Revise and update City Ordinance Article 26-600 Industrial Waste Discharge.
- Update Industrial User application and permit forms.
- Complete evaluation of refinery wastewater impact on wastewater treatment plant process.
- Comply with the Capacity, Management, Operation, and Maintenance (CMOM) Study schedule.
- Conduct a minimum of 20 FOG inspections of commercial grease interceptors.
- Continue to work toward keeping pollutants out of the collection system that can interfere, pass-through, or be incompatible with the operation of the City's wastewater treatment plant.
- Improve opportunities to recycle and reclaim wastewater and sludge.

Outcome(s):
- Potential upsets reduced at the wastewater treatment plant, compliance ensured, and the health and safety of workers protected.

Goal: Update Source Water Pollution Prevention Plan Study.
Action: Field-verify facilities identified in the original Assessment and Delineation Survey, and adopt the revised Source Water Pollution Prevention Study.
Outcome(s):
- Susceptibility assessment of significant potential contaminant sources provided in the spill response area for the Laurel, Billings, and Lockwood WTP intakes.

SOLID WASTE DIVISION

Goal: Reduce the amount of waste disposed of at the Billings Regional Landfill through continued use and expansion of the curbside yard waste collection program for the City of Billings.
Action: Continue the collection of the curbside yard waste collection program in the City, and expand the implementation of the residential yard waste program.
Outcome(s):
- A reduction in the amount of waste that is disposed of at the Billings Regional Landfill.
- Creation of more material to be used as cover and to help with methane gas extraction.

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

Outcome(s):
- Compliance with greenhouse gas regulations.
- Additional revenue streams for the City of Billings.

Goal: Develop the landfill as recommended in the Landfill Master Plan.
Action: Complete the design and construction of Phase 5 and the design for Phase 3 closure; and update the master plan with aerial photos included.
Outcome(s):
- A regional landfill maintained that protects the environment and remains in full compliance with Solid Waste Regulations.

Goal: Prepare the City of Billings for the future by investigating options for waste disposal.
Action: Create an integrated Solid Waste Management Plan (ISWMP).
Outcome(s):
- Options provided for future handling of solid waste.

Goal: Study the use of Compressed Natural Gas (CNG) vehicles for a more efficient use of fuel and economies for the City.
Action: Purchase two new CNG trucks, and study the cost of using the CNG trucks.
Outcome(s):
- Determination if using CNG vehicles in the City fleet is beneficial.

Goal: Begin the steps toward licensing the area north of the landfill.
Action: Drill test holes and file the correct paperwork to license the area north of the landfill on Hillcrest.
Outcome(s):
- At the current growth rate, this will add a minimum of 50 year of life to the landfill.

STREET–TRAFFIC DIVISION

Goal: Provide well-maintained public Right-of-Ways.
Action: Coordinate pothole repair, minor street reconstruction, street and alley gravel upkeep, snow and ice control, storm drain cleaning / jetting, sweeping, maintain multi-use trails, mowing, weed abatement, and maintain signalized intersections, all street signs, and pavement markings.

Outcome(s):

- Provide safe driving surfaces and movement of vehicles and pedestrian traffic.

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

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

WASTEWATER TREATMENT DIVISION

Goal: Perform plant operation and maintenance in a manner that supports efficient use of budgeted funds while ensuring continued quality effluent.
Action: Treat the City's wastewater and dispose of the resulting residuals in a timely, environmentally safe, and economical manner, while meeting MPDES (Montana Pollutant Discharge Elimination System) effluent and bio-solids standards.
Outcome(s):

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

WATER TREATMENT DIVISION

Goal: Comply with all rules and regulations pursuant to the Safe Drinking Water Act.
Action: Conduct the quarterly sampling and reporting required by the UCMR.
Outcome(s):

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

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

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

Outcome(s):

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

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

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

GENERAL FUND OVERVIEW

GENERAL FUND

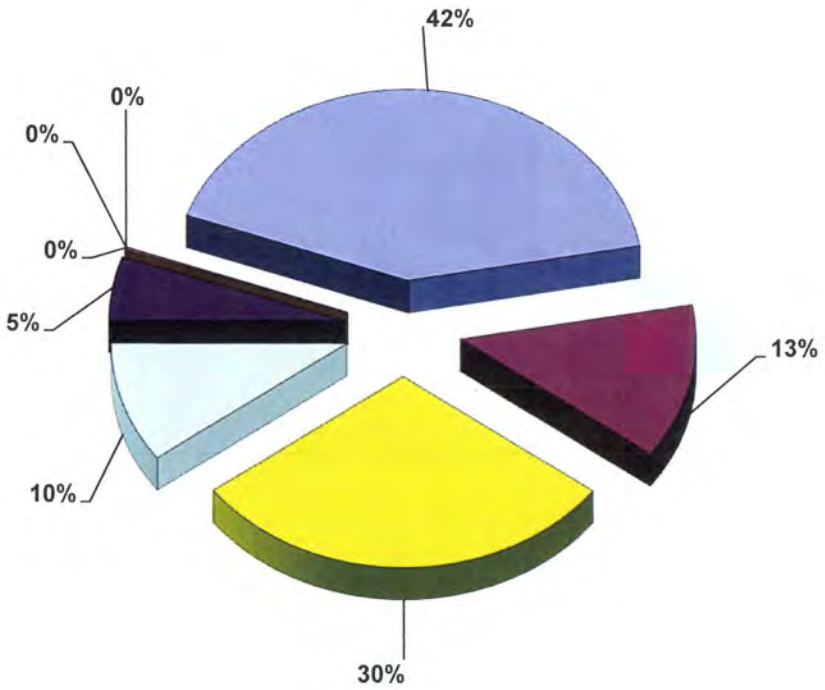
The General Fund is used to account for resources traditionally associated with government that are not required legally or by sound financial management to be accounted for in another fund. Property taxes, licenses and permits, charges for services, fines and forfeitures, and state intergovernmental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

GENERAL OPERATING FUND
SUMMARY
OPERATING BUDGET
FY15

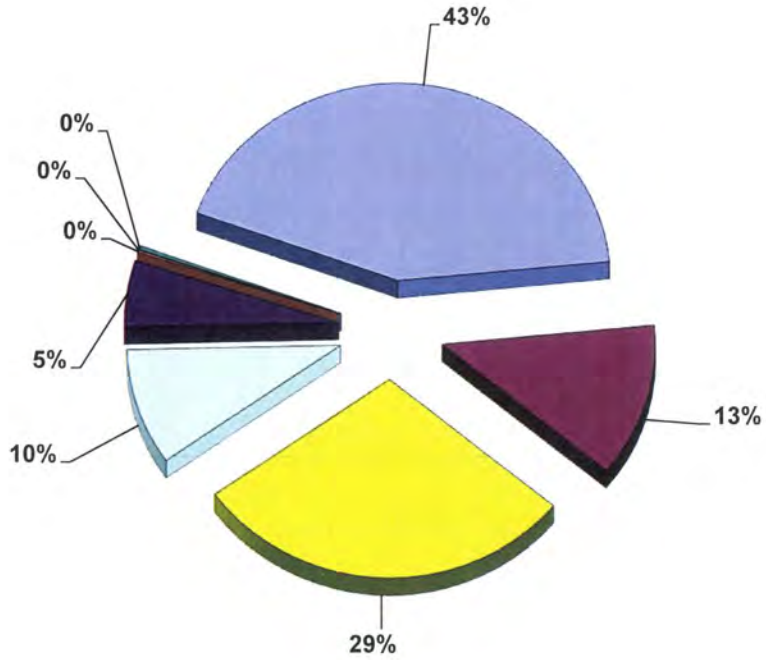
	APPROVED BUDGET FY 15	APPROVED BUDGET FY 14	INCREASE (DECREASE)	ACTUAL FY 13
FUND BALANCE - BEGINNING	**$ 22,299,193**	**$ 21,337,991**	**$ 961,202**	**$ 20,010,980**
REVENUES:				
TAXES	$ 13,897,377	$ 14,157,373	$ (259,996)	$ 13,515,765
SPECIAL ASSESSMENTS	-	-	-	13,838
LICENSES & PERMITS	4,367,439	4,131,492	235,947	4,301,684
INTER-GOVERNMENTAL	9,953,347	9,617,586	335,761	9,315,578
CHARGES FOR SERVICE	3,386,179	3,132,419	253,760	3,241,784
FINES & FORFEITS	1,796,262	1,794,762	1,500	1,809,948
INVESTMENT EARNINGS	46,520	50,100	(3,580)	61,997
DONATIONS / CONTRIBUTIONS	4,000	5,000	(1,000)	37,700
INTERFUND TRANSFERS	2,742	2,907	(165)	1,839,710
MISCELLANEOUS	1,000	100,500	(99,500)	1,573
TOTAL REVENUES	**$ 33,454,866**	**$ 32,992,139**	**$ 462,727**	**$ 34,139,577**
EXPENDITURES:				
PERSONAL SERVICES	$ 7,403,522	$ 6,965,518	$ 438,004	$ 6,474,537
OPERATION & MAINTENANCE	3,375,694	3,482,563	(106,869)	2,939,900
CAPITAL	34,800	614,300	(579,500)	935,410
INTERFUND TRANSFERS	23,324,965	22,052,932	1,272,033	22,585,350
TOTAL EXPENDITURES	**$ 34,138,981**	**$ 33,115,313**	**$ 1,023,668**	**$ 32,935,197**
FUND BALANCE - ENDING	**$ 21,615,078**	**$ 21,214,817**	**$ 400,261**	**$ 21,215,360**

General Fund
Summary of Revenues

FY 15		FY 14
$ 13,897,377	TAXES	$ 14,157,373
4,367,439	LICENSES & PERMITS	4,131,492
9,953,347	INTER-GOVERNMENTAL	9,617,586
3,386,179	CHARGES FOR SERVICE	3,132,419
1,796,262	FINES & FORFEITS	1,794,762
46,520	INVESTMENT EARNINGS	50,100
2,742	INTERFUND TRANSFERS	2,907
5,000	OTHER	105,500
$ 33,454,866	TOTAL	$ 32,992,139



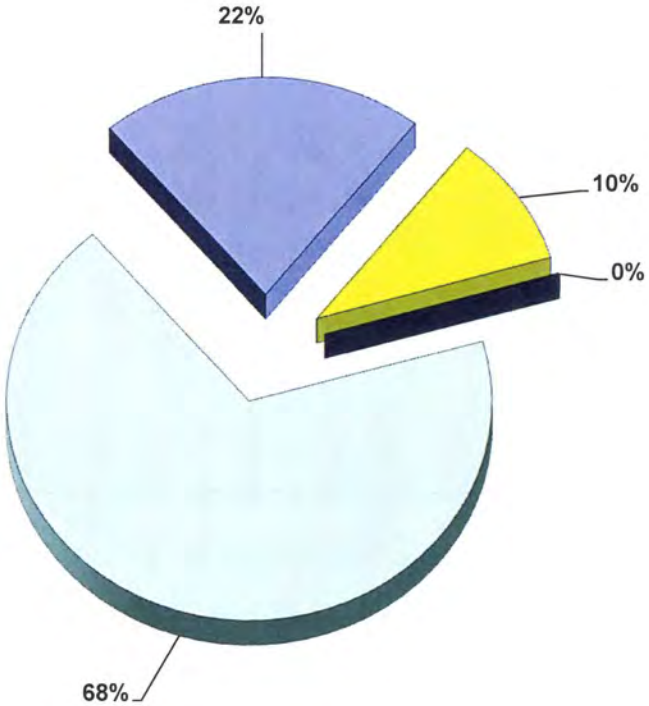
Fiscal Year 2015



Fiscal Year 2014

General Fund
Summary of Expenditures

FY 15		FY 14
$ 7,403,522	PERSONAL SERVICES	$ 6,965,518
3,375,694	OPERATION & MAINTENANCE	3,482,563
34,800	CAPITAL	614,300
23,324,965	INTERFUND TRANSFERS	22,052,932
$ 34,138,981	TOTAL	$ 33,115,313



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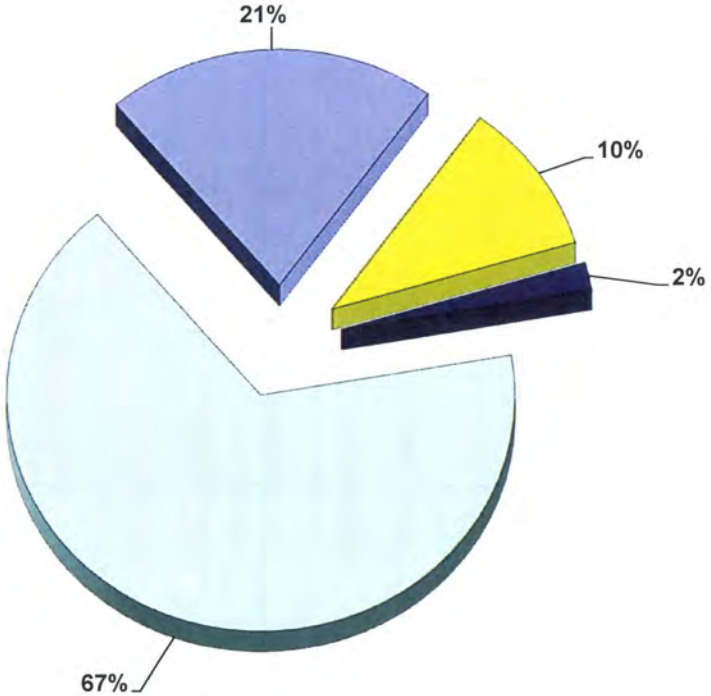


Fiscal Year 2014

GENERAL OPERATING FUND
OPERATING BUDGET

FUND 010

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 16,740,811**	**$ 20,010,980**	**$ 21,337,991**	**$ 21,215,360**	**$ 22,299,193**
REVENUES:					
TAXES	$ 13,529,374	$ 13,515,765	$ 14,157,373	$ 14,360,802	$ 13,897,377
SPECIAL ASSESSMENNTS	-	13,838	-	13,157	-
LICENSES & PERMITS	4,076,200	4,301,684	4,131,492	3,946,227	4,367,439
INTER-GOVERNMENTAL	9,268,574	9,315,578	9,617,586	9,305,344	9,968,347
CHARGES FOR SERVICE	3,413,995	3,241,784	3,132,419	3,224,490	3,371,179
FINES & FORFEITS	1,687,908	1,809,948	1,794,762	1,756,623	1,796,262
INVESTMENT EARNINGS	74,876	61,997	50,100	47,984	46,520
CONTRIBUTIONS / DONATIONS	500	37,700	5,000	37,700	4,000
INTERFUND TRANSFERS	237,232	1,839,710	2,907	1,840,194	2,742
MISCELLANEOUS	3,099	1,573	100,500	2,590	1,000
TOTAL REVENUE	**$ 32,291,758**	**$ 34,139,577**	**$ 32,992,139**	**$ 34,535,111**	**$ 33,454,866**
EXPENDITURES:					
MAYOR AND CITY COUNCIL	$ 238,809	$ 225,905	$ 273,646	238,277	$ 271,091
CITY ADMINISTRATOR	543,646	587,968	659,759	591,676	678,102
HUMAN RESOURCES	509,745	552,666	646,005	580,324	681,072
CITY ATTORNEY	1,272,935	1,348,883	1,432,014	1,442,555	1,434,498
MUNICIPAL COURT	1,023,171	1,032,827	1,227,842	1,023,854	1,239,818
FINANCE	1,221,132	1,282,434	1,324,664	1,278,354	1,395,057
CODE ENFORCEMENT	233,505	252,348	292,072	274,742	305,968
PARKS, RECREATION AND PUBLIC LANDS	4,054,686	4,308,624	4,237,280	4,123,426	4,543,315
NON-DEPARTMENTAL	19,912,734	23,093,121	22,957,031	23,767,900	23,525,060
COUNCIL CONTINGENCY	11,226	250,421	65,000	130,170	65,000
TOTAL EXPENDITURES	**$ 29,021,589**	**$ 32,935,197**	**$ 33,115,313**	**$ 33,451,278**	**$ 34,138,981**
FUND BALANCE ENDING	**$ 20,010,980**	**$ 21,215,360**	**$ 21,214,817**	**$ 22,299,193**	**$ 21,615,078**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	8,610,000	9,603,000	9,603,441	9,700,871	10,700,304
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ 11,400,980**	**$ 11,612,360**	**$ 11,611,376**	**$ 12,598,322**	**$ 10,914,774**

DEPARTMENTAL BUDGETS

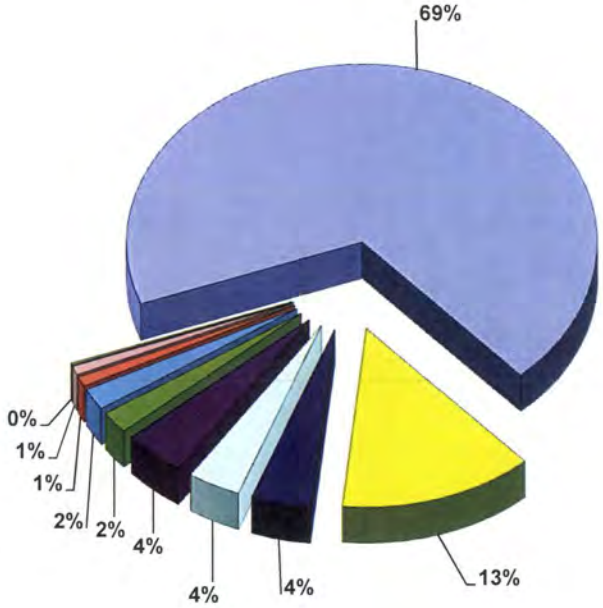
GENERAL FUND
DEPARTMENTAL BUDGETS

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

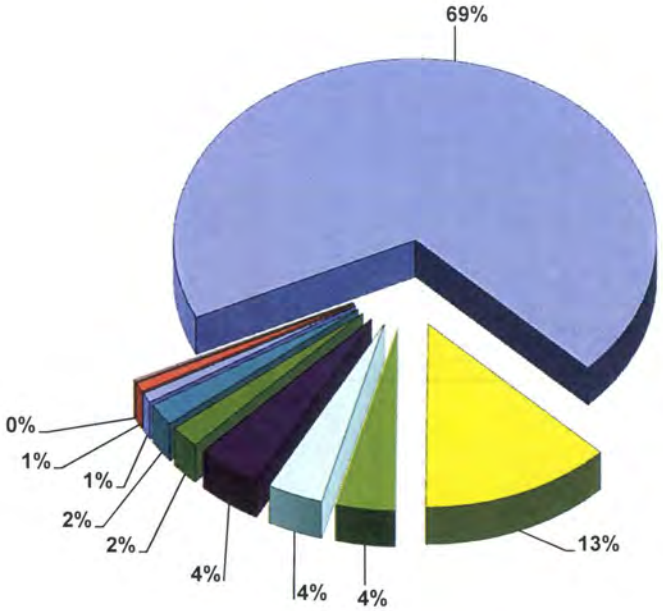
- MAYOR AND CITY COUNCIL
- CITY ADMINISTRATOR
- HUMAN RESOURCES
- CITY ATTORNEY
- MUNICIPAL COURT
- FINANCE
- CODE ENFORCEMENT
- PARKS, RECREATION, AND PUBLIC LANDS
- NON-DEPARTMENTAL
- COUNCIL CONTINGENCY

General Fund Summary of Department Expenditures

FY 15		FY 14
$ 23,525,060	NON-DEPARTMENTAL	$ 22,957,031
4,543,315	PARKS, RECREATION AND PUBLIC LANDS	4,237,280
1,395,057	FINANCE	1,324,664
1,239,818	MUNICIPAL COURT	1,227,842
1,434,498	CITY ATTORNEY	1,432,014
678,102	CITY ADMINISTRATOR	659,759
681,072	HUMAN RESOURCES	646,005
305,968	CODE ENFORCEMENT	292,072
271,091	MAYOR AND CITY COUNCIL	273,646
65,000	COUNCIL CONTINGENCY	65,000
$ 34,138,981	TOTAL	$ 33,115,313



Fiscal Year 2015



Fiscal Year 2014

City of Billings, Montana
Official Roster

Mayor
Tom Hanel

Council Members

Mike Yakawich	Ward One	Brent Cromley
Denis Pitman	Ward Two	Angela Cimmino
Becky Bird	Ward Three	Rich McFadden
Jani McCall	Ward Four	Al Swanson
Ken Crouch	Ward Five	Shaun Brown

MAYOR AND CITY COUNCIL
OPERATING BUDGET

FUND 010-1100

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
PERSONAL SERVICES	$ 183,463	$ 171,021	$ 207,120	$ 154,529	$ 204,480
OPERATIONS AND MAINTENANCE	55,346	54,883	66,526	83,748	66,611
TOTAL EXPENDITURES	**$ 238,809**	**$ 225,904**	**$ 273,646**	**$ 238,277**	**$ 271,091**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
MAYOR	0.5	0.5	0.5	0.5
COUNCIL MEMBERS	5.0	5.0	5.0	5.0
TOTAL	**5.5**	**5.5**	**5.5**	**5.5**

MAYOR & CITY COUNCIL DEPARTMENT BUDGET NARRATIVE

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

Expenditures

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

Capital

None

CITY ADMINISTRATOR
OPERATING BUDGET

FUND 010-1300

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY14	ESTIMATE FY14	APPROVED FY15
PERSONAL SERVICES	$ 457,003	$ 500,899	$ 541,870	$ 514,989	$ 559,962
OPERATIONS AND MAINTENANCE	86,643	87,068	117,889	76,687	118,140
TOTAL EXPENDITURES	**$ 543,646**	**$ 587,967**	**$ 659,759**	**$ 591,676**	**$ 678,102**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY14	APPROVED FY15
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**

CITY ADMINISTRATOR DEPARTMENT BUDGET NARRATIVE

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

Expenditures
No significant changes.

Capital
None

HUMAN RESOURCES
OPERATING BUDGET

FUND 010-1700

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
PERSONAL SERVICES	$ 321,386	$ 350,379	$ 426,739	$ 398,973	$ 465,958
OPERATIONS AND MAINTENANCE	188,359	202,287	219,266	181,351	215,114
TOTAL EXPENDITURES	**$ 509,745**	**$ 552,666**	**$ 646,005**	**$ 580,324**	**$ 681,072**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
HUMAN RESOURCES DIRECTOR	-	1.0	1.0	1.0
HUMAN RESOURCES MANAGER	1.0	-	-	-
HUMAN RESOURCES ASSOCIATE	2.0	1.0	1.0	1.0
PAYROLL/HR GENERALIST		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**

HUMAN RESOURCES DIVISION BUDGET NARRATIVE

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

Expenditures
No significant changes.

Capital
None

CITY ATTORNEY
OPERATING BUDGET

FUND 010-1600

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
PERSONAL SERVICES	$ 1,003,477	$ 1,023,508	$ 1,034,830	$ 1,042,293	$ 1,090,850
OPERATIONS AND MAINTENANCE	150,822	201,768	255,583	258,661	174,745
TRANSFERS	118,636	123,606	141,601	141,601	168,903
TOTAL EXPENDITURES	**$ 1,272,935**	**$ 1,348,882**	**$ 1,432,014**	**$ 1,442,555**	**$ 1,434,498**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
CITY ATTORNEY	1.0	1.0	1.0	1.0
ASSISTANT CITY ATTORNEY	1.0	1.0	1.0	1.0
DEPUTY CITY ATTORNEY	4.0	4.0	4.0	4.0
CIVIL DEPUTY CITY ATTORNEY	1.0	1.0	1.0	1.0
LEGAL SECRETARY	1.0	1.0	1.0	1.0
ADMINISTRATIVR SUPPORT II	2.0	2.0	2.0	2.0
TOTAL	**10.0**	**10.0**	**10.0**	**10.0**

CITY ATTORNEY BUDGET NARRATIVE

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

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

Expenditures
No significant changes.

Capital
None

MUNICIPAL COURT
OPERATING BUDGET

FUND 010-1200

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
PERSONAL SERVICES	$ 713,376	$ 740,650	$ 860,579	$ 749,603	$ 859,463
OPERATIONS AND MAINTENANCE	287,790	264,327	337,263	244,251	343,355
TRANSFERS	22,005	27,849	30,000	30,000	30,000
TOTAL EXPENDITURES	**$ 1,023,171**	**$ 1,032,826**	**$ 1,227,842**	**$ 1,023,854**	**$ 1,232,818**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
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	-	-	1.0	1.0
COLLECTION CLERK	1.0	1.0	1.0	1.0
SUBTOTAL MUNICIPAL COURT	14.5	14.5	15.5	15.5
GRANT POSITION:				
MENTAL HEALTH COORD	-	-	1.0	1.0
DUI COORD	-	-	1.0	1.0
TREATMENT COURT SUPPORT SPEC	-	-	1.0	1.0
DRUG COURT COORD	2.5	2.5	1.0	1.0
TOTAL MUNICIPAL COURT	**17.0**	**17.0**	**19.5**	**19.5**

MUNICIPAL COURT BUDGET NARRATIVE

The Municipal Court budget is compromised 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 secretary, and three bailiff/clerks. The Receipts and Records budget funds the Municipal Court Administrator, seven full-time account clerks, a courtroom/collection clerk, and two part-time municipal infraction clerks.

Expenditures

No significant changes.

Capital

None

FINANCE

OPERATING BUDGET

FUND 010-1500

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
PERSONAL SERVICES	$ 777,633	$ 807,024	$ 837,626	$ 815,434	$ 911,576
OPERATIONS AND MAINTENANCE	443,499	475,409	487,038	462,920	483,481
TOTAL EXPENDITURES	**$ 1,221,132**	**$ 1,282,433**	**$ 1,324,664**	**$ 1,278,354**	**$ 1,395,057**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
FINANCE DIRECTOR	-	-	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
FINANCIAL SERVICES MANAGER	1.0	1.0	-	-
ACCOUNTANT II	3.0	3.0	3.0	3.0
ACCOUNTING TECHNICIAN	1.0	1.0	1.0	1.0
ACCOUNT CLERK II	3.0	3.0	3.0	3.0
DEBT/INVESTMENT COORDINATOR	1.0	1.0	1.0	1.0
PURCHASING AGENT	1.0	1.0	1.0	1.0
TOTAL	11.0	11.0	11.0	11.0

FINANCE BUDGET NARRATIVE

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

Expenditures
No significant changes.

Capital
None

CODE ENFORCEMENT
OPERATING BUDGET

FUND 010-4300

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
PERSONAL SERVICES	$ 188,557	$ 193,676	$ 216,065	$ 172,781	$ 240,266
OPERATIONS AND MAINTENANCE	40,871	54,463	71,946	97,900	61,592
TRANSFERS	4,077	4,208	4,061	4,061	4,110
TOTAL EXPENDITURES	**$ 233,505**	**$ 252,347**	**$ 292,072**	**$ 274,742**	**$ 305,968**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
CODE ENFORCEMENT CLERK	0.5	0.5	0.5	0.5
ADMINISTRATIVE SUPPORT I			0.3	0.3
CODE ENFORCEMENT OFFICER	2.5	2.8	2.8	2.8
TOTAL	**3.0**	**3.3**	**3.6**	**3.6**

CODE ENFORCEMENT BUDGET NARRATIVE

The Code Enforcement Division is funded by the General Fund. Code Enforcement Officers respond to complaints of violation of the Zoning Regulations, Graffiti Code, Nuisance Code, Nuisance Weed Code, and Building Code. Compliance is achieved through notification to property owners and, if necessary, through citation and involuntary abatement of nuisance property conditions. Nuisance Weed Abatement will be done through an agreement with the Parks Department.

Expenditures
No significant changes

Capital
None

PARKS, RECREATION AND PUBLIC LANDS FUND BUDGET NARRATIVE

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

The Park Maintenance Division builds and maintains facilities which promote healthy life styles and brings people together. Today, park facilities include 6 neighborhood centers, a professional baseball stadium, 2 outdoor pools, 4 spray grounds, 2 wading pools, 40 playgrounds, over 60 horseshoe pits, 25 picnic shelters, 1 skate park, 26 tennis courts, 26 basketball courts, 20 restrooms, 30 miles of hard surface multi-use trails, and 10 miles of soft surface trails. Essential core services provided by the Division include parklands, facility and building, and heritage trail management and maintenance; environmental stewardship and conservation; and community partnerships and events. Over 1 million visitors use Billings Community and Regional Parks each year, making them an important and vital element in the livability of the City.

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

Recreation
Throughout the year, the Recreation Division offers over 450 recreation programs for people of all ages. Most all of these programs recover direct costs through fees and charges and are provided directly to or through partnerships with other organizations. There is also a program to assist low-income families with reduced fees or scholarships. The division has 5 full-time employees and hires over 200 seasonal positions each year, providing many local employment opportunities from lifeguards to program instructors. In addition to the operation of facilities (such as the city swimming pools, wading pools, neighborhood centers, and the Stewart Park batting cages), the division also provides a concession operation, various rental options (such as the community soundstage), and bus transportation for summer camp activities. The Division also issues permits for public events in the parks, which coordinates the scheduling and ensures that sponsoring organizations have adequate liability insurance coverage. The department's website provides a service for people to register for activities online and now accounts for over 60% of the total registration revenue.

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

Expenditures
No significant changes.

Capital
None

PARKS RECREATION AND PUBLIC LANDS
OPERATING BUDGET

FUND 010-5100

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
PERSONAL SERVICES	$ 2,546,402	$ 2,655,019	$ 2,742,689	$ 2,742,689	$ 2,972,967
OPERATIONS AND MAINTENANCE	1,189,747	1,181,133	1,206,682	1,092,828	1,248,883
CAPITAL	81,696	200,501	-	-	34,800
TRANSFERS	236,841	271,978	287,909	287,909	286,665
TOTAL EXPENDITURES	**$ 4,054,686**	**$ 4,308,631**	**$ 4,237,280**	**$ 4,123,426**	**$ 4,543,315**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
DIR. PARKS, RECREATION, PUBLIC LANDS	1.0	1.0	1.0	1.0
PARK SUPERINTENDENT	1.0	1.0	1.0	1.0
PARKS SUPERVISOR	1.0	1.0	1.0	1.0
FORESTER	1.0	1.0	1.0	1.0
EQUIPMENT OPER./MAINT. WORKER	6.0	6.0	6.0	6.0
PARKS MAINT MECHANIC	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
SR. EQUIP. OPER/MAINT. WORKER	5.0	5.0	5.0	5.0
RECREATION SUPERINTENDENT	1.0	1.0	1.0	1.0
RECREATION PROGRAM SUPERVISOR	1.0	1.0	1.0	-
RECREATION SPECIALIST				2.0
PARK PLANNER	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT I	1.0	1.0	2.0	2.0
OFFICE ASSISTANT	1.0	1.0	-	-
FACILITIES MAINT SUPPORT II	1.0	1.0	1.0	1.0
COMMUNITY CENTER SUPERVISOR	1.0	1.0	1.0	1.0
CEMETERY SUPERINTENDENT	1.0	1.0	1.0	1.0
EQUIPMENT OPER./MAINT. WORKER	3.0	3.0	3.0	3.0
TOTAL	**28.0**	**28.0**	**28.0**	**29.0**

NON-DEPARTMENTAL

FUND 010-1400

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
PERSONAL SERVICES	$ 15,715	$ 32,361	$ 98,000	$ 98,000	$ 98,000
OPERATIONS AND MAINTENANCE	417,318	418,141	655,370	654,666	591,773
CAPITAL	-	734,909	614,300	614,300	-
TRANSFERS	19,479,701	21,907,709	21,589,361	22,400,934	22,835,287
TOTAL EXPENDITURES	**$ 19,912,734**	**$ 23,093,120**	**$ 22,957,031**	**$ 23,767,900**	**$ 23,525,060**

NON-DEPARTMENTAL BUDGET NARRATIVE

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

Expenditures
No significant changes.

Capital
None

COUNCIL CONTINGENCY
OPERATING BUDGET

FUND 010-1110

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
OPERATIONS AND MAINTENANCE	$ 26,000	$ 421	$ 65,000	$ 130,170	$ 65,000
TRANSFERS	-	250,000	-	-	-
TOTAL EXPENDITURES	**$ 26,000**	**$ 421**	**$ 65,000**	**$ 130,170**	**$ 65,000**

COUNCIL CONTINGENCY BUDGET NARRATIVE

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

Expenditures
No significant changes.

Capital
None

SPECIAL REVENUE FUNDS

SPECIAL REVENUE FUNDS

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

The City's special revenue funds and their purposes:

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

- The **Miller Crossing Tax Increment Operating Fund** accounts for revenues from property tax levies on increased taxable values in the portion of the South Tax Increment District attributable to the Miller Crossing properties. Amounts collected are used for reimbursement to property owners within the Miller Crossing complex as prescribed by underlying development agreements with the City.

- The **South Tax Increment Operating Fund** accounts for revenues from property tax levies in the South Tax Increment District, not including the Miller Crossing properties, 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 **Downtown Tax Increment Operating Fund** accounts for revenues from property tax levies on increased taxable values in the Downtown Tax Increment District. Amounts collected are used for the benefit of the tax increment district from which collections were assessed.

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

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

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

- The **Transportation Enhancement Grant Fund** accounts for federal grant monies designed to enhance the transportation system by providing facilities for bicycles, pedestrians, and beautification of various portions of the transportation system.

- The **Street and Traffic Fund** accounts for street cleaning, snow removal, minor street repairs, signage, street striping, forestry, and traffic signal maintenance.

- The **Fire Programs Fund** accounts for the Regional HazMat Team, grants, donations, and other fire related programs.

- The **Emergency Operating Center 9-1-1 Fund** accounts for monies received from the State of Montana 9-1-1 Program.

- The **City-County Planning Fund**, through an inter-local agreement, accounts for the operation of the Planning department, which promotes the health, safety, convenience, and welfare of the Community.

- The **City Attorney Grants Fund** accounts for grants through the Montana Board of Crime Control that includes the Victim/Witness Grant and the Domestic Violence Unit Grant to supplement the City Attorney's efforts.

- The **Municipal Court Grants Fund** is funded by grants. The grants are the Billings Adult Misdemeanor Drug Court Award from the Supreme Court of Montana, Mental Health Court Award from the Department of Justice, the DUI Task Force Award from the State of Montana, and the Substance Abuse and Mental Health Services Administration from the Department of Health and Human Services from the State of Montana.

- The **Administration Grants Fund** accounts for the Department of Energy Grant that will provide in part for an energy efficient bookmobile at the Library, the completion of Swords Park Trail II, an Energy Star program, an energy performance study, and an International Energy Conservation Code program development. Administration grants also include an Economic Development Incentive grant from HUD in order to destruct and remediate asbestos contamination in the former Naval Reserve Center.

- 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, Dehler Park Scoreboard, Kiwanis License Plates, Trash for Trees, and Cottonwood Park.

- The **Downtown Revolving Loan Program Fund** accounts for low-interest loans funded by local banks and the City of Billings.

- The **Cemetery Improvements Fund** accounts for expansion projects at the cemetery.

- The **Bike Paths and Trails Donations Fund** accounts for the contributions and grants related to the construction of bike and pedestrian pathways. In prior years the Series 2000 Parks Improvements Fund was used to account for bike path and trail projects. It was a capital projects fund and was closed in FY2011.

- 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 **Fire Hydrant Fund** accounts for the maintenance of fire hydrants.

- 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.

SPECIAL REVENUE FUNDS
SUMMARY
OPERATING BUDGET
FY 15

	PUBLIC SAFETY	MILLER CROSSING TAX INCREMENT	SOUTH TAX INCREMENT	EAST TAX INCREMENT	DOWNTOWN TAX INCREMENT	NORTH 27th STREET TAX INCREMENT	GAS TAX
FUND BALANCE - BEGINNING	**$ 1,685,499**	**$ -**	**$ 3,900,484**	**$ 796,383**	**$ -**	**$ 1,525,222**	**$ 1,583,673**
REVENUE:							
TAXES	$ 11,957,528	$ 290,000	$ 1,162,000	$ 510,000	$ -	$ 1,975,000	$ -
SPECIAL ASSESSMENTS	-	-	-	-	-	-	-
LICENSES & PERMITS	95,096	-	-	-	-	-	-
INTER-GOVERNMENTAL	2,420,612	-	100,500	50,000	-	66,000	1,830,092
CHARGES FOR SERVICE	1,317,704	-	-	-	-	-	-
FINES & FORFEITS	2,600	-	-	-	-	-	-
INVESTMENT EARNINGS	500	-	8,665	900	-	5,000	12,000
CONTRIBUTIONS / DONATIONS	500	-	-	-	-	-	-
INTERFUND TRANSFERS	21,911,000	-	-	-	-	-	1,900,000
DEBT PROCEEDS	-	-	-	-	-	-	-
MISCELLANEOUS	21,062	-	-	-	-	-	-
TOTAL REVENUE	**$ 37,726,602**	**$ 290,000**	**$ 1,271,165**	**$ 560,900**	**$ -**	**$ 2,046,000**	**$ 3,742,092**
EXPENDITURES:							
PERSONAL SERVICES	$ 30,385,809	$ -	$ -	$ -	$ -	$ -	$ 56,326
OPERATION & MAINTENANCE	5,812,100	290,000	85,451	511,617	-	729,190	293,420
CAPITAL	237,000	-	3,255,000	-	-	500,000	4,340,800
DEBT SERVICE	566,053	-	-	-	-	799,429	-
INTERFUND TRANSFERS	1,172,088	-	-	-	-	100,000	-
TOTAL EXPENDITURES	**$ 38,173,050**	**$ 290,000**	**$ 3,340,451**	**$ 511,617**	**$ -**	**$ 2,128,619**	**$ 4,690,546**
FUND BALANCE ENDING	**$ 1,239,051**	**$ -**	**$ 1,831,198**	**$ 845,666**	**$ -**	**$ 1,442,603**	**$ 635,219**

SPECIAL REVENUE FUNDS
SUMMARY
OPERATING BUDGET
FY 15

	BUILDING INSPECTION	TRANSP. ENHANC. GRANT	STREET & TRAFFIC	FIRE PROGRAMS	EOC 9-1-1	CITY COUNTY PLANNING	CITY ATTORNEY GRANTS	MUNCIPAL COURT GRANTS
FUND BALANCE - BEGINNING	**$ 1,442,728**	**$ -**	**$ 3,535,323**	**$ 117,888**	**$ 5,973,973**	**$ 358,092**	**$ -**	**$ -**
REVENUE:								
TAXES	$ -	$ -	$ -	$ -	$ -	$ 405,000	$ -	$ -
SPECIAL ASSESSMENTS	-	-	-	-	-	-	-	-
LICENSES & PERMITS	1,654,600	-	-	-	-	28,000	-	-
INTER-GOVERNMENTAL	-	222,638	600,000	44,167	971,960	656,694	70,542	525,015
CHARGES FOR SERVICE	200		6,241,090	-	-	205,966	-	-
FINES & FORFEITS	-	-	-	-	-	-	62,000	-
INVESTMENT EARNINGS	3,300	-	12,000	454	17,310	724	-	-
CONTRIBUTIONS / DONATIONS	-	-	-	5,000	-	3,000	-	-
INTERFUND TRANSFERS	-	-	-	-	-	-	168,903	30,000
DEBT PROCEEDS	-	-	-	-	-	-	-	-
MISCELLANEOUS	2,500	-	11,000	-	-	-	-	-
TOTAL REVENUE	**$ 1,660,600**	**$ 222,638**	**$ 6,864,090**	**$ 49,621**	**$ 989,270**	**$ 1,299,384**	**$ 301,445**	**$ 555,015**
EXPENDITURES:								
PERSONAL SERVICES	$ 1,238,902	$ -	$ 3,510,829	$ 24,000	$ -	$ 961,679	$ 299,565	$ 208,279
OPERATION & MAINTENANCE	442,296	-	2,939,956	104,994	1,118,255	517,489	1,880	346,736
CAPITAL	20,299	222,638	770,965	-	10,000	-	-	-
DEBT SERVICE	-	-	-	-	-	-	-	-
INTERFUND TRANSFERS	-	-	207,502	-	-	4,237	-	-
TOTAL EXPENDITURES	**$ 1,701,497**	**$ 222,638**	**$ 7,429,252**	**$ 128,994**	**$ 1,128,255**	**$ 1,483,405**	**$ 301,445**	**$ 555,015**
FUND BALANCE ENDING	**$ 1,401,831**	**$ -**	**$ 2,970,161**	**$ 38,515**	**$ 5,834,988**	**$ 174,071**	**$ -**	**$ -**

SPECIAL REVENUE FUNDS
SUMMARY
OPERATING BUDGET
FY 15

	ADMINI-STRATION GRANTS	POLICE PROGRAMS	CITY COUNTY LIBRARY	COMMUNITY DEVELOPMENT GRANTS	PARK PROGRAMS	DOWNTOWN REVOLVING LOAN PGM	CEMETARY IMPROV-MENT	BIKE PATH/ TRAIL DONATIONS	ANIMAL CONTROL DONATIONS
FUND BALANCE - BEGINNING	$ -	$ 374,532	$ 2,856,758	$ 536,929	$ 2,184,376	$ 500,879	$ 158,829	$ 12,554	$ 34,987
REVENUE:									
TAXES	$ -	$ -	$ 989,207	$ -	$ -	$ -	$ -	$ -	$ -
SPECIAL ASSESSMENTS	-	-	-	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-	-	-	-
INTER-GOVERNMENTAL	-	694,406	1,217,637	1,544,218	-	-	-	-	-
CHARGES FOR SERVICE	-	152,502	7,900	20,000	8,000	-	14,000	-	-
FINES & FORFEITS	-	121,000	65,525	-	-	-	-	-	-
INVESTMENT EARNINGS	-	1,094	7,137	-	6,870	65,700	600	-	79
CONTRIBUTIONS / DONATIONS	-	7,250	63,667	1,500	122,800	-	-	34,509	44,912
INTERFUND TRANSFERS	-	-	890,287	34,000	-	-	-	-	-
DEBT PROCEEDS	-	-	-	-	-	1,000,000	-	-	-
MISCELLANEOUS	-	-	31,200	50,000	354,000	600,000	-	-	-
TOTAL REVENUE	$ -	$ 976,252	$ 3,272,560	$ 1,649,718	$ 491,670	$ 1,665,700	$ 14,600	$ 34,509	$ 44,991
EXPENDITURES:									
PERSONAL SERVICES	$ -	$ 395,493	$ 2,041,707	$ 389,851	$ -	$ -	$ -	$ -	$ -
OPERATION & MAINTENANCE	-	587,520	1,197,606	1,209,867	342,738	1,054,016	20,000	-	43,873
CAPITAL	-	14,300	4,000	-	-	-	-	34,509	-
DEBT SERVICE	-	68,190	-	-	22,700	650,000	-	-	-
INTERFUND TRANSFERS	-	-	140,527	-	-	-	-	-	-
TOTAL EXPENDITURES	$ -	$ 1,065,503	$ 3,383,840	$ 1,599,718	$ 365,438	$ 1,704,016	$ 20,000	$ 34,509	$ 43,873
FUND BALANCE ENDING	$ -	$ 285,281	$ 2,745,478	$ 586,929	$ 2,310,608	$ 462,563	$ 153,429	$ 12,554	$ 36,105

SPECIAL REVENUE FUNDS
SUMMARY
OPERATING BUDGET
FY 15

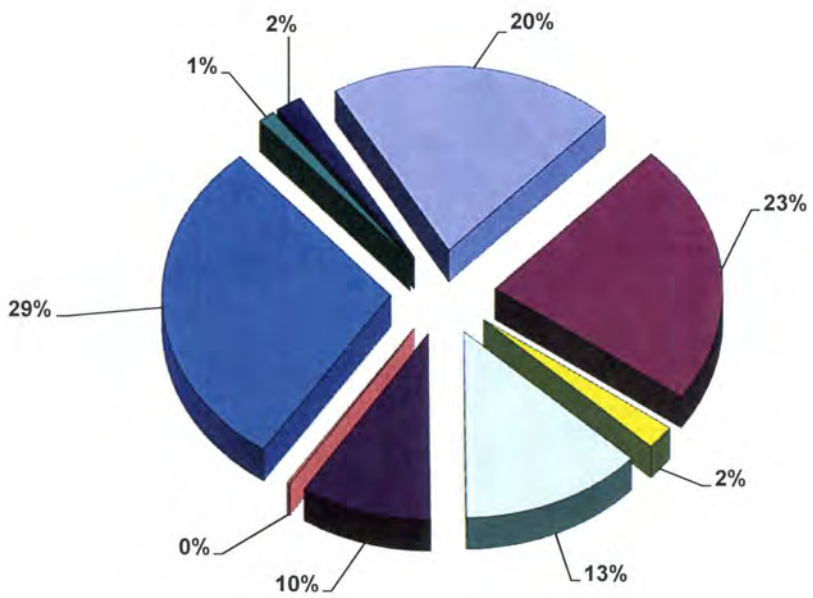
	STREET MAINTENANCE DISTRICTS	STREET LIGHT MAINT DISTRICTS	STORM SEWER	PARK MAINT. DISTRICTS	PARK DISTRICT 1	ARTERIAL STREET FEES	AMEND PARK	BALLFIELD STADIUM DONATIONS
FUND BALANCE - BEGINNING	**$ 3,294,839**	**$ 1,138,193**	**$ 3,805,171**	**$ 67,276**	**$ 571,877**	**$ 1,924,717**	**$ 175,246**	**$ 364,328**
REVENUE:								
TAXES	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
SPECIAL ASSESSMENTS	7,035,000	2,197,000	3,580,000	998,239	2,265,000	3,491,000	-	-
LICENSES & PERMITS	-	-	4,000	-	-	-	-	-
INTER-GOVERNMENTAL	-	-	-	-	-	-	-	-
CHARGES FOR SERVICE	-	-	-	-	-	-	-	-
FINES & FORFEITS	-	-	-	-	-	-	-	-
INVESTMENT EARNINGS	4,200	3,000	10,500	65	2,300	7,000	600	1,300
CONTRIBUTIONS / DONATIONS	-	-	-	-	-	-	-	31,500
INTERFUND TRANSFERS	-	-	-	-	-	-	-	-
DEBT PROCEEDS	-	-	-	-	-	-	-	-
MISCELLANEOUS	-	-	1,452	-	-	-	-	-
TOTAL REVENUE	**$ 7,039,200**	**$ 2,200,000**	**$ 3,595,952**	**$ 998,304**	**$ 2,267,300**	**$ 3,498,000**	**$ 600**	**$ 32,800**
EXPENDITURES:								
PERSONAL SERVICES	$ -	$ -	$ -	$ -	$ 213,292	$ -	$ -	$ -
OPERATION & MAINTENANCE	5,139,544	2,349,144	1,293,199	994,450	431,594	285,819	30,557	40,507
CAPITAL	-	-	2,996,000	10,010	1,659,990	3,720,200	-	-
DEBT SERVICE	-	-	-	-	-	-	-	-
INTERFUND TRANSFERS	1,900,000	-	1,161,000	-	-	-	1,202	-
TOTAL EXPENDITURES	**$ 7,039,544**	**$ 2,349,144**	**$ 5,450,199**	**$ 1,004,460**	**$ 2,304,876**	**$ 4,006,019**	**$ 31,759**	**$ 40,507**
FUND BALANCE ENDING	**$ 3,294,495**	**$ 989,049**	**$ 1,950,924**	**$ 61,120**	**$ 534,301**	**$ 1,416,698**	**$ 144,087**	**$ 356,621**

SPECIAL REVENUE FUNDS
SUMMARY
OPERATING BUDGET
FY 15

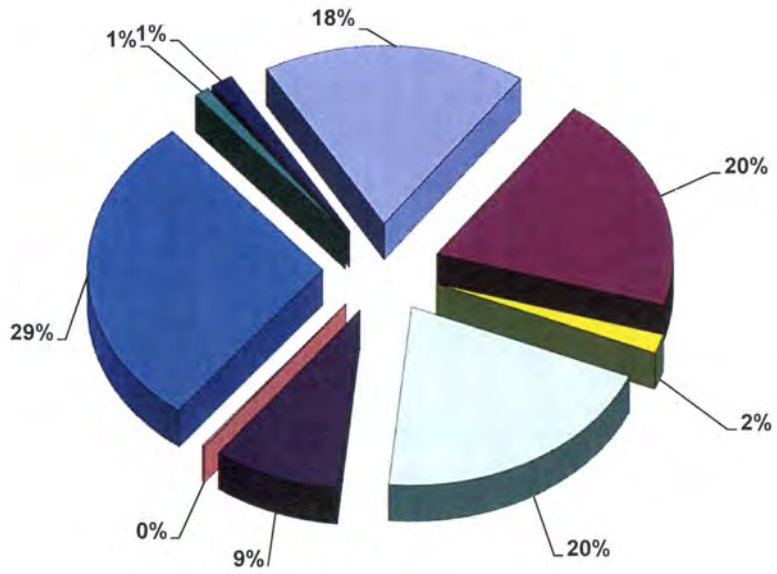
	PROPOSED BUDGET FY 15	APPROVED BUDGET FY 14	INCREASE (DECREASE)	ACTUAL FY 13
FUND BALANCE - BEGINNING	**$ 38,920,756**	**$ 32,057,189**	**$ 6,863,567**	**$ 37,423,432**
REVENUE:				
TAXES	$ 17,288,735	$ 17,020,278	$ 268,457	$ 16,455,050
SPECIAL ASSESSMENTS	19,566,239	18,593,703	972,536	18,407,464
LICENSES & PERMITS	1,781,696	1,618,350	163,346	2,211,044
INTER-GOVERNMENTAL	11,014,481	18,987,596	(7,973,115)	10,491,928
CHARGES FOR SERVICE	7,967,362	8,142,637	(175,275)	7,529,389
FINES & FORFEITS	251,125	490,550	(239,425)	583,244
INVESTMENT EARNINGS	171,298	158,202	13,096	122,096
CONTRIBUTIONS / DONATIONS	314,638	506,835	(192,197)	404,437
INTERFUND TRANSFERS	24,934,190	26,900,273	(1,966,083)	36,543,579
DEBT PROCEEDS	1,000,000	1,000,000	-	-
MISCELLANEOUS	1,071,214	863,564	207,650	1,400,951
TOTAL REVENUE	**$ 85,360,978**	**$ 94,281,988**	**$ (8,921,010)**	**$ 94,149,182**
EXPENDITURES:				
PERSONAL SERVICES	$ 39,725,732	$ 37,399,195	$ 2,326,537	$ 36,225,957
OPERATION & MAINTENANCE	28,213,818	26,556,724	1,657,094	27,534,023
CAPITAL	17,795,711	27,918,943	(10,123,232)	8,363,229
DEBT SERVICE	2,106,372	1,942,969	163,403	1,233,216
INTERFUND TRANSFERS	4,686,556	3,520,228	1,166,328	3,799,633
TOTAL EXPENDITURES	**$ 92,528,189**	**$ 97,338,059**	**$ (4,809,870)**	**$ 77,156,058**
FUND BALANCE ENDING	**$ 31,753,545**	**$ 29,001,118**	**$ 2,752,427**	**$ 54,416,556**

Special Revenue Funds
Summary of Revenues

FY 15		FY 14
$ 17,288,735	TAXES	$ 17,020,278
19,566,239	SPECIAL ASSESSMENTS	18,593,703
1,781,696	LICENSES & PERMITS	1,618,350
11,014,481	INTER-GOVERNMENTAL	18,987,596
7,967,362	CHARGES FOR SERVICE	8,142,637
171,298	INVESTMENT EARNINGS	158,202
24,934,190	INTERFUND TRANSFERS	26,900,273
1,000,000	DEBT PROCEEDS	1,000,000
1,636,977	OTHER	1,860,949
$ 85,360,978	TOTAL	$ 94,281,988



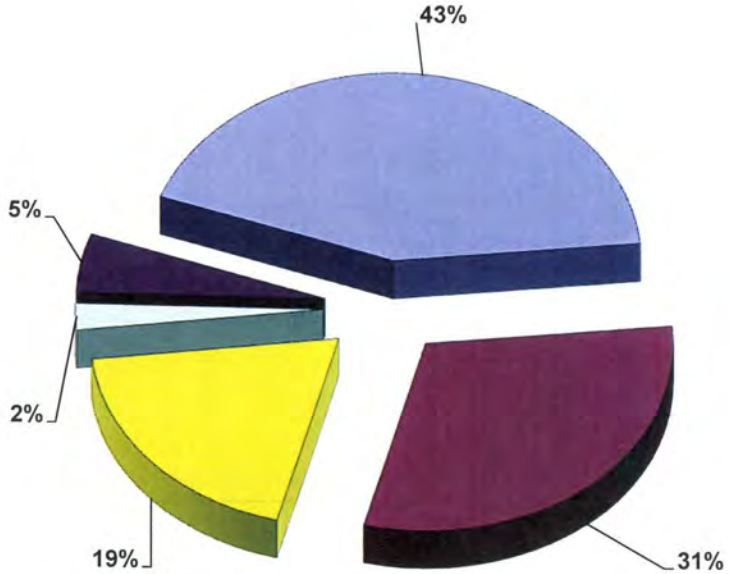
Fiscal Year 2015



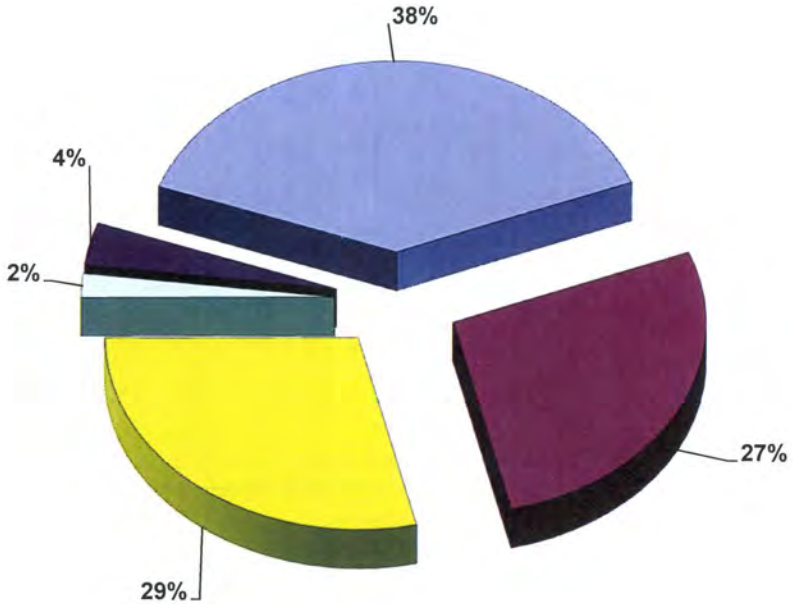
Fiscal Year 2014

Special Revenue Funds
Summary of Expenditures

FY 15		FY 14
$ 39,725,732	PERSONAL SERVICES	$ 37,399,195
28,213,818	OPERATION & MAINTENANCE	26,556,724
17,795,711	CAPITAL	27,918,943
2,106,372	DEBT SERVICE	1,942,969
4,686,556	INTERFUND TRANSFERS	3,520,228
$ 92,528,189	TOTAL	$ 97,338,059



Fiscal Year 2015



Fiscal Year 2014

PUBLIC SAFETY FUND
OPERATING BUDGET

FUND 150

	ACTUAL FY 12	ACTUAL FY 13	APPROVED FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 1,604,351**	**$ 1,427,000**	**$ 1,600,000**	**$ 1,506,513**	**$ 1,685,499**
REVENUE:					
TAXES-levy 1	$ 3,649,532	$ 3,645,818	$ 3,826,404	$ 3,751,080	$ 3,757,528
TAXES-levy 2	7,926,279	7,935,160	8,200,000	8,200,000	8,200,000
LICENSES & PERMITS	35,716	26,961	32,750	27,700	95,096
INTER-GOVERNMENTAL	2,207,637	2,229,768	2,266,742	2,242,258	2,420,612
CHARGES FOR SERVICE	1,237,423	1,291,241	1,252,381	1,318,100	1,317,704
FINES & FORFEITS	2,400	3,795	2,400	2,400	2,600
INVESTMENT EARNINGS	3,942	347	1,127	400	500
CONTRIBUTIONS / DONATIONS	-	-	-	-	-
INTERFUND TRANSFERS-GENERAL FD	18,620,000	20,391,752	20,658,000	21,469,573	21,911,000
DEBT PROCEEDS	360,149	-	-	-	-
MISCELLANEOUS	25,809	28,304	21,612	22,100	21,562
TOTAL REVENUE	**$ 34,068,887**	**$ 35,553,146**	**$ 36,261,416**	**$ 37,033,611**	**$ 37,726,602**
EXPENDITURES:					
POLICE:					
ADMINISTRATION	$ 1,647,805	$ 1,533,286	$ 1,751,744	$ 2,206,503	$ 1,625,955
OPERATIONS	12,367,765	13,273,209	13,220,478	13,170,756	14,127,080
INVESTIGATIONS	2,677,730	2,641,218	2,722,340	2,830,252	2,870,955
SUPPORT SERV.	2,201,067	1,797,106	1,916,361	1,782,395	1,905,224
ANIMAL CONTROL	777,964	805,684	854,858	809,722	877,324
TOTAL POLICE	**$ 19,672,331**	**$ 20,050,503**	**$ 20,465,781**	**$ 20,799,628**	**$ 21,406,538**
FIRE:					
ADMINISTRATION	$ 1,366,155	$ 1,316,090	$ 1,409,876	$ 1,811,008	$ 1,361,983
PREVENTION/INVESTIGATIONS	540,124	301,175	600,902	603,009	624,313
TRAINING	165,546	145,023	187,985	168,944	186,204
EQUIPMENT/MAINTENANCE	785,501	881,271	861,817	826,658	1,219,280
SUPPRESSION	9,480,681	10,499,256	10,268,466	10,417,272	10,842,321
9-1-1 EMERGENCY OP CENTER	2,145,290	2,194,457	2,364,711	2,128,536	2,428,514
COMMUNICATIONS EQUIPMENT	27,292	51,331	47,847	58,505	47,647
BUFSA - DIRECT COSTS	63,318	34,527	53,750	41,065	56,250
TOTAL FIRE	**$ 14,573,907**	**$ 15,423,130**	**$ 15,795,354**	**$ 16,054,997**	**$ 16,766,512**
TOTAL EXPENDITURES	**$ 34,246,238**	**$ 35,473,633**	**$ 36,261,135**	**$ 36,854,625**	**$ 38,173,050**
FUND BALANCE-ENDING	**$ 1,427,000**	**$ 1,506,513**	**$ 1,600,281**	**$ 1,685,499**	**$ 1,239,051**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	1,427,000	1,506,513	1,600,281	1,685,499	1,239,051
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

FIRE DEPARTMENT BUDGET NARRATIVE

The Fire Department is comprised of 146.5 FTE's, 7 Divisions and 9 separate facilities. Those Divisions are Administration, Prevention/Investigation, Training, Joint City/County 9-1-1 Operations Center, Fire Maintenance and Communication Equipment, and Suppression.

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

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

The Training Division is responsible for the scheduling, tracking, and completion of mandated training and certifications for all Fire personnel (1 FTE).

The Joint City/County 9-1-1 Emergency Center is the PSAP (public safety answering point) for the City of Billings and all of Yellowstone County, excluding the City of Laurel (31.5 FTE). The Joint City/County 9-1-1 Center is the critical link between the community and public safety resources, such as Police, Sheriff, Fire, Ambulance and Rural Fire Departments.

The Suppression Division is comprised of 4 Battalion Chiefs, 30 Captains, 30 Engineers, and 41 Firefighters (105 FTE), whose duties include fire, emergency medical, hazardous materials, rescue, and service assists to the citizen within the city limits of Billings and Yellowstone County residents living within the BUFSA (Billings Urban Fire Service Area).

Revenues
Revenues generated by the Fire Department are a combination of existing contracts and fees: City business license inspections and permits fees, $62,696; fireworks permits and Wildland Urban Interface inspections and report fees, $4,900; plans reviews/inspection fees from the Building Department, $97,950; BUFSA Contract, $1,090,654; dispatching charges for service to AMR, $24,000; and Yellowstone County Sheriffs and Rural Fire Departments, $588,163. Total projected revenues for FY 2015 are $1,868,363. The remaining balance is made up of general fund and public safety levy dollars.

Expenditures
The O&M budget for Fire and 911 is $1,584,486. Personnel services for fire divisions and the 911 Center are $13,944,083. Funds transfer to support the ERP program is $500,187 and $473,356 is the loan payment.

Total overall expenditure budget for FY 2015 is $16,514,112. The Fire Department's portion is $14,085,598. The 9-1-1 Center's budget is $2,428,514.

Capital
Retain existing Aerial Ladder Truck #4053 as a reserve unit, $12,000.

FIRE DEPARTMENT
OPERATING BUDGET

FUND 150-2200

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
PERSONAL SERVICES	$ 12,431,315	$ 12,985,001	$ 13,361,267	$ 13,312,316	$ 13,944,083
OPERATIONS AND MAINTENANCE	1,265,310	1,505,283	1,566,949	1,875,543	1,611,886
CAPITAL	39,000	69,482	10,000	10,000	237,000
DEBT SERVICE	473,305	473,305	473,015	473,015	473,356
TRANSFERS	364,978	390,059	384,123	384,123	500,187
TOTAL EXPENDITURES	**$ 14,573,908**	**$ 15,423,130**	**$ 15,795,354**	**$ 16,054,997**	**$ 16,766,512**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
FIRE CHIEF	1.0	1.0	1.0	1.0
ASSISTANT FIRE CHIEF	1.0	1.0	1.0	1.0
ADMINISTRATION SUPPORT II	1.0	1.0	1.0	1.0
SR ADMINISTRATION SUPPORT	1.0	1.0	1.0	1.0
PUBLIC SAFETY TECHNICIAN	-	-	-	0.6
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
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
FIREFIGHTER	41.0	1.0	1.0	10.0
FIREFIGHTER 1	-	3.0	3.0	3.0
FIREFIGHTER 2	-	17.0	17.0	28.0
FIREFIGHTER 3	-	20.0	20.0	-
COMMUNICATIONS CNTR MANAGER	1.0	1.0	1.0	1.0
EMERGENCY SERV. DISPATCHER III	18.0	18.0	18.5	20.5
EMERGENCY SERV. DISPATCHER II	5.0	5.0	5.0	2.0
EMERGENCY SERV. DISPATCHER I	1.0	1.0	1.0	1.0
EMERGENCY SERV OPERATOR-TRAIN	-	-	-	3.0
EMERGENCY SERVICES OPERATOR	3.0	3.0	3.0	1.0
EMERG.SERV.DISPATCH SHIFT SUPR.	3.0	3.0	3.0	3.0
TOTAL	**146.0**	**146.0**	**146.5**	**147.1**

BILLINGS POLICE DEPARTMENT BUDGET NARRATIVE

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

Expenditures
Expenditures in the Police Department Operating Budget (Public Safety Fund) have increased by approximately $930,000, largely due to increases in payroll and payroll related line items, 800 MHz, and Property/Liability Insurance.

Capital
None

POLICE DEPARTMENT
OPERATING BUDGET

FUND 150-2100

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
PERSONAL SERVICES	$ 14,713,986	$ 15,367,707	$ 15,528,365	15,331,726	$ 16,441,726
OPERATIONS AND MAINTENANCE	3,769,310	3,836,204	4,152,269	4,682,755	4,200,214
CAPITAL	360,419	-	-	-	-
DEBT SERVICE	139,550	92,660	92,698	92,698	92,697
TRANSFERS	689,065	753,932	692,449	692,449	671,901
TOTAL EXPENDITURES	**$ 19,672,330**	**$ 20,050,503**	**$ 20,465,781**	**$ 20,799,628**	**$ 21,406,538**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
CHIEF OF POLICE	1.0	1.0	1.0	1.0
DEPUTY CHIEF OF POLICE	2.0	2.0	2.0	2.0
SR. ADMINISTRATIVE COORD	1.0	-	-	-
ADMINISTRATIVE SUPPORT III	-	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
COMMUNICATIONS/MKTING COORD	1.0	-	-	-
VOLUNTEER COORDINATOR	1.0	1.0	1.0	1.0
IDENTIFICATION SUPERVISOR	1.0	1.0	1.0	1.0
FORENSIC SCIENTIST/SUPERVISOR	-	-	-	-
POLICE SUPPORT SPECIALIST	13.0	13.0	13.0	13.0
POLICE CAPTAINS	3.0	3.0	3.0	3.0
POLICE LIEUTENANT	4.0	4.0	5.0	5.0
POLICE SERGEANT	15.0	15.0	15.0	15.0
POLICE OFFICER	111.0	113.0	113.0	113.0
PROPERTY EVIDENCE TECHNICIAN	2.0	2.0	2.0	2.0
PUBLIC SAFETY TECHNICIAN	-	-	-	0.4
CRIME ANALYST	1.0	1.0	1.0	1.0
IDENTIFICATION TECHNICIAN	1.0	1.0	1.0	1.0
SUPPORT SERVICES MANAGER	-	-	-	-
POLICE RECORDS SUPERVISOR	2.0	2.0	1.0	1.0
INTERNAL SERVICES SPECIALIST	1.0	-	1.0	1.0
ANIMAL CONTROL SUPERVISOR	1.0	1.0	1.0	1.0
ANIMAL CONTROL OFFICERS	5.0	5.0	4.0	4.0
SR ANIMAL CONTROL OFFICERS	1.0	-	1.0	1.0
ASST ANIMAL SHELTER ATTEND	1.0	-	-	-
ADMINISTRATIVE SUPPORT I	1.0	1.0	1.0	1.0
SUBTOTAL PUBLIC SAFETY	**170.0**	**168.0**	**169.0**	**169.4**
GRANT POSITIONS:				
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
POLICE OFFICER-DOWNTOWN BEAT	1.0	2.0	2.0	2.0
PC/COMPUTER FORENSIC EXAMINER	1.0	1.0	1.0	1.0
POLICE OFFICER-HOUSING AUTHORITY	1.0	-	-	-
TOTAL POLICE/POLICE GRANTS	**174.0**	**172.0**	**173.0**	**173.4**

MILLER CROSSING TAX INCREMENT OPERATING FUND
OPERATING BUDGET

FUND 198

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	$ -	$ (1)	$ -	$ -	$ -
REVENUE:					
TAXES	292,154	250,375	270,000	270,000	290,000
INTERFUND TRANSFERS - ARTERIAL	50,215	-	-	-	-
TOTAL REVENUE	$ 342,369	$ 250,375	$ 270,000	$ 270,000	$ 290,000
EXPENDITURES:					
OPERATION AND MAINTENANCE REFUNDS	342,370	250,374	270,000	270,000	290,000
TOTAL EXPENDITURES	$ 342,370	$ 250,374	$ 270,000	$ 270,000	$ 290,000
FUND BALANCE ENDING	$ (1)	$ -	$ -	$ -	$ -
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	(1)	-	-	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	$ -	$ -	$ -	$ -	$ -

MILLER CROSSING TAX INCREMENT OPERATING FUND BUDGET NARRATIVE

The Tax Increment Fund is used to account for the Miller Crossing portion of the South Tax Increment District.

Revenues

Revenues include property taxes as paid by the Miller Crossing property owners and transfers from Arterial Streets Fund. These amounts are determined by the taxes assessed and in accordance with the underlying Miller Crossing development agreement.

Expenditures

Expenditures are refunds paid back to the Miller Crossing property owners as determined by the Miller Crossing development agreement.

Capital

None

FUND 199

SOUTH TAX INCREMENT OPERATING FUND
OPERATING BUDGET

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	$ 1,378,270	$ 1,841,190	$ 2,715,911	$ 2,994,548	$ 3,900,484
REVENUE:					
TAXES	790,759	1,113,707	1,128,000	1,250,000	1,162,000
INTERGOVERMENTAL	-	190,169	137,600	110,000	100,500
INVESTMENT EARNINGS	8,203	3,816	5,310	10,000	8,665
TOTAL REVENUE	$ 798,962	$ 1,307,692	$ 1,270,910	$ 1,370,000	$ 1,271,165
EXPENDITURES:					
OPERATION AND MAINTENANCE	336,042	55,511	37,151	84,064	85,451
CAPITAL	-	98,823	524,156	380,000	3,255,000
TOTAL EXPENDITURES	$ 336,042	$ 154,334	$ 561,307	$ 464,064	$ 3,340,451
FUND BALANCE ENDING	$ 1,841,190	$ 2,994,548	$ 3,425,514	$ 3,900,484	$ 1,831,198
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	1,841,190	2,994,548	3,425,514	3,900,484	1,831,198
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	$ -	$ -	$ -	$ -	$ -

SOUTH TAX INCREMENT OPERATING FUND BUDGET NARRATIVE

The Tax Increment Fund is used to account for the South Tax Increment District not including the Miller Crossing property that is part of the district.

Revenues

Revenues include property taxes as paid by the South district property owners, excluding the Miller Crossing property owners, and earnings on cash and investments.

Expenditures

No significant changes.

Capital

Capital is for projects that include sidewalks, curb, gutter, and street improvements near Newman Lane.

EAST TAX INCREMENT OPERATING FUND
OPERATING BUDGET

FUND 201

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 309,444**	**$ 384,534**	**$ 414,423**	**$ 512,672**	**$ 796,383**
REVENUE:					
TAXES	$ 251,992	$ 332,570	$ 347,000	$ 530,000	$ 510,000
INTER-GOVERNMENTAL	$ -	$ 101,475	$ 76,000	$ 50,000	$ 50,000
INVESTMENT EARNINGS	479	(340)	-	1,500	900
TOTAL REVENUE	**$ 252,471**	**$ 433,705**	**$ 423,000**	**$ 581,500**	**$ 560,900**
EXPENDITURES:					
OPERATIONS AND MAINTENANCE					
CHARGE FOR SERVICES	$ 40,368	$ 40,344	$ 17,093	$ 27,093	$ 7,842
EBURD OPERATING AGREEMENT	-	81,839	138,496	138,496	168,775
DEVELOPMENT INCENTIVES	137,013	183,384	175,000	132,200	335,000
TOTAL EXPENDITURES	**$ 177,381**	**$ 305,567**	**$ 330,589**	**$ 297,789**	**$ 511,617**
FUND BALANCE ENDING	**$ 384,534**	**$ 512,672**	**$ 506,834**	**$ 796,383**	**$ 845,666**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	384,534	512,672	506,834	796,383	845,666
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
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 and costs allocated for the administration of the district.

Capital
None

DOWNTOWN TAX INCREMENT OPERATING FUND
OPERATING BUDGET

FUND 202

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	$ 76,009	$ 4,507	$ -	$ 4,507	$ -
REVENUE:					
DOWNTOWN DISTRICT					
PROPERTY TAXES	$ -	$ -	$ -	$ -	$ -
INTEREST ON INVESTMENTS	4,468	-	-	(4,507)	-
MISCELLANEOUS	(7,911)	-	-	-	-
TOTAL REVENUE	$ (3,443)	$ -	$ -	$ (4,507)	$ -
EXPENDITURES:					
OPERATION AND MAINTENANCE:					
DBP DEVELOPMENT INCENTIVES	$ 68,059	$ -	$ -	$ -	$ -
TOTAL EXPENDITURES	$ 68,059	$ -	$ -	$ -	$ -
FUND BALANCE ENDING	$ 4,507	$ 4,507	$ -	$ -	$ -
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	4,507	4,507	-	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	$ -	$ -	$ -	$ -	$ -

DOWNTOWN TAX INCREMENT OPERATING FUND BUDGET NARRATIVE

The Tax Increment Fund was used to account for the Downtown Tax Increment District and the North 27th Street Tax Increment District. The Downtown Tax Increment District sunsetted in May 2008.

Revenues
None

Expenditures
None

Capital
None

NORTH 27th STREET TAX INCREMENT OPERATING FUND
OPERATING BUDGET

FUND 203

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	$ 117,483	$ 793,657	$ 34,740	$ 11,339,273	$ 1,525,222
REVENUE:					
TAXES	1,591,890	1,876,629	1,904,250	2,220,000	1,975,000
INTER-GOVERNMENTAL	-	122,055	89,000	60,000	66,000
INVESTMENT EARNINGS	(2,329)	(9,123)	2,080	22,000	5,000
CONTRIBUTIONS/DONATIONS	-	-	-	-	-
DEBT PROCEEDS	-	13,210,000	-	-	-
MISCELLANEOUS	-	68,446	-	-	-
TOTAL REVENUE	$ 1,589,561	$ 15,268,007	$ 1,995,330	$ 2,302,000	$ 2,046,000
EXPENDITURES:					
OPERATION AND MAINTENANCE:					
CHARGE FOR SERVICES	$ 37,170	$ 48,772	$ 39,715	$ 39,715	$ 46,315
DBP DEVELOPMENT INCENTIVES O&M	651,217	157,862	-	30,000	450,000
DBP OPERATING AGREEMENT	225,000	232,875	232,875	220,000	232,875
BOND SALE FEES	-	248,112	-	-	-
DEBT SERVICE	-	-	495,885	495,884	799,429
CAPITAL	-	3,934,770	1,126,855	11,230,452	500,000
INTERFUND TRANSFERS	-	100,000	100,000	100,000	100,000
TOTAL EXPENDITURES	$ 913,387	$ 4,722,391	$ 1,995,330	$ 12,116,051	$ 2,128,619
FUND BALANCE ENDING	$ 793,657	$ 11,339,273	$ 34,740	$ 1,525,222	$ 1,442,603
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	793,657	11,339,273	34,740	1,525,222	1,442,603
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	$ -	$ -	$ -	$ -	$ -

NORTH 27th DISTRICT TAX INCREMENT OPERATING FUND BUDGET NARRATIVE

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

Revenues
No significant changes.

Expenditures
Expenditures are for development incentives within the District, cost allocation charges, the debt service costs to build the parking garage, and payment to Downtown Billings Association in accordance with the underlying agreement.

Capital
A parking structure on the 2700 block of Montana Avenue is currently being built using tax increment revenue bonds, reserves, and tax revenues.

GAS TAX FUND BUDGET NARRATIVE

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

Revenues
The FY 15 revenues are estimated at $3,742,092. This is an increase of $280,506 over the FY 14 budget, which is due to an increase in transfers from the Street Maintenance District Fund.

Expenditures
Operating and maintenance expenditures are budgeted at $349,746 for FY 15, which is a nominal increase from the FY 14 budget.

Capital
Capital expenses for FY 15 total $4,340,800 and include PAVER program funding, annual ADA improvements, contributions required to complete Street Improvement District projects, the annual miscellaneous and developer related curb, gutter, and sidewalk improvement project, improvements or reconstruction of Calhoun Street, Barrett Road, and Shawnee Drive, as well as upgrading the school flasher systems.

GAS TAX FUND
OPERATING BUDGET

FUND 205

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 2,980,187**	**$ 3,635,152**	**$ 1,531,149**	**$ 3,719,771**	**$ 1,583,673**
REVENUE:					
STATE GAS TAX	$ 1,759,434	$ 1,764,580	$ 1,765,000	$ 1,733,604	$ 1,745,000
COUNTY CONTRACT SERVICE	77,657	80,374	84,586	84,586	85,092
GRANTS	178,452	-	-	-	-
CHARGE FOR SERVICES	-	-	-	-	-
INTEREST ON INVESTMENTS	21,905	8,112	12,000	16,184	12,000
CONTRIBUTIONS/DONATIONS	14,750	130,991	-	-	-
TRANSFERS:					
STREET MAINT DISTRICTS	1,750,000	1,700,000	1,600,000	1,600,000	1,900,000
SALE OF FIXED ASSETS	62,238	125,143	-	22,800	-
MISCELLANEOUS	25	11,227	-	-	-
TOTAL REVENUE	**$ 3,864,461**	**$ 3,820,427**	**$ 3,461,586**	**$ 3,457,174**	**$ 3,742,092**
EXPENDITURES:					
PERSONAL SERVICES	$ 77,422	$ 53,499	$ 56,389	$ 53,665	$ 56,326
OPERATION & MAINTENANCE	308,093	2,179,382	291,617	277,817	293,420
CAPITAL PROJECTS	2,823,981	1,502,927	3,915,000	5,261,790	4,340,800
TOTAL EXPENDITURES	**$ 3,209,496**	**$ 3,735,808**	**$ 4,263,006**	**$ 5,593,272**	**$ 4,690,546**
FUND BALANCE ENDING	**$ 3,635,152**	**$ 3,719,771**	**$ 729,729**	**$ 1,583,673**	**$ 635,219**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	3,635,152	3,719,771	729,729	1,583,673	635,219
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

FUND 209

BUILDING INSPECTION FUND
OPERATING BUDGET

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 200,799**	**$ 446,204**	**$ 615,704**	**$ 1,266,728**	**$ 1,442,728**
REVENUE:					
LICENSES & PERMITS	$ 1,473,340	$ 2,149,374	$ 1,554,600	$ 1,700,000	$ 1,654,800
FEDERAL GRANT	6,036	-	$ -	$ -	$ -
CHARGES FOR SERVICE	-	-	200	-	-
INTEREST ON INVESTMENTS	990	631	1,581	4,000	3,300
MISCELLANEOUS	4,220	4,232	2,500	3,000	2,500
TOTAL REVENUE	**$ 1,484,586**	**$ 2,154,237**	**$ 1,558,881**	**$ 1,707,000**	**$ 1,660,600**
EXPENDITURES:					
PERSONAL SERVICES	$ 987,422	$ 1,012,164	$ 1,043,216	$ 1,061,000	$ 1,238,902
OPERATIONS & MAINT.	251,759	321,549	462,858	470,000	442,296
CAPITAL	-	-	-	-	20,299
TOTAL EXPENDITURES	**$ 1,239,181**	**$ 1,333,713**	**$ 1,506,074**	**$ 1,531,000**	**$ 1,701,497**
FUND BALANCE ENDING	**$ 446,204**	**$ 1,266,728**	**$ 668,511**	**$ 1,442,728**	**$ 1,401,831**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	446,204	1,266,728	668,511	1,442,728	1,401,831
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

BUILDING INSPECTION FUND BUDGET NARRATIVE

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

Revenues

Revenues are estimated at $1,660,000. This is approximately $100,000 above last year's estimate. Revenues can fluctuate a great deal based on actual construction and can vary as much as $100,000 or more.

Expenditures

Expenditures are set at $1,701,497; this is $195,423 more than the previous year. The increase reflects general expenses tied to the increase in construction activity, including the addition of staff and overall cost-of-living increases. The Division has added one plan reviewer to address review times during the busy construction season.

Capital

One Inspector passenger vehicle will be replaced, which was approved by the ERP committee.

FUND 209

BUILDING INSPECTION FUND
OPERATING BUDGET

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
PERSONAL SERVICES	$ 987,422	$ 1,012,164	$ 1,043,216	$ 1,061,000	$ 1,238,902
OPERATIONS AND MAINTENANCE	251,759	321,549	462,858	470,000	442,296
CAPITAL	-	-	-	-	20,299
TOTAL EXPENDTURES	**$ 1,239,181**	**$ 1,333,713**	**$ 1,506,074**	**$ 1,531,000**	**$ 1,701,497**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
BUILDING OFFICIAL	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
SR. PLANS EXAMINER	1.0	1.0	1.0	1.0
SR. COMBINATION INSPECTOR	1.0	1.0	-	-
SR. PERMIT TECHNICIAN/COORD	1.0	1.0	1.0	1.0
CODE ENFORCEMENT OFFICER	0.3	0.3	0.3	0.3
PLANS EXAMINER	2.0	2.0	2.0	3.0
ELECTRICAL INSPECTOR II	1.0	1.0	1.0	1.0
COMBINATION INSPECTOR III	2.0	2.0	4.0	2.0
COMBINATION INSPECTOR II	4.0	4.0	1.0	2.0
COMBINATION INSPECTOR I			1.0	1.0
ADMINISTRATIVE SUPPORT I	-	-	0.3	0.3
BUILDING PERMIT TECH	1.0	1.0	1.0	1.0
TOTAL	**15.3**	**15.3**	**14.6**	**14.6**

TRANSPORTATION ENHANCEMENT GRANT FUND BUDGET NARRATIVE

Community Transportation Enhancement Program (CTEP) Funds are designed to improve the transportation system by providing facilities for bicycles, pedestrians, and the beautification of portions of the transportation system. The projects in this budget are managed by the Public Works Department with reimbursement through an agreement with the Montana Department of Transportation.

Revenues
Revenues are directly related to capital expenditures through reimbursements.

Expenditures
No significant changes.

Capital
The FY 15 capital budget totals $222,638 and includes the Swords Park/6th Avenue connector, wayfaring and directional signage, and Poly Drive Elementary School pedestrian improvements.

TRANSPORTATION ENHANCEMENT GRANT FUND
OPERATING BUDGET

FUND 210, 212

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	$ (109,914)	$ (27,135)	$ -	$ (8,290)	$ -
REVENUE:					
FEDERAL GRANT	$ 609,677	$ 299,183	$ 1,651,708	$ 1,322,200	$ 222,638
CONTRIBUTIONS	-	27,483	-	-	-
TOTAL REVENUE	$ 609,677	$ 326,666	$ 1,651,708	$ 1,322,200	$ 222,638
EXPENDITURES:					
CAPITAL PROJECTS:					
SWORDS PARK TRAIL II	-	-	103,896	-	103,896
PONDEROSA ELEM SCHOOL	-	-	155,844	-	-
ARROWHEAD SCHOOL TRAIL	-	-	72,727	72,727	-
POLY DRIVE SCHOOL IMPROV	-	-	84,110	-	84,110
HOPE CHURCH SIDEWALK	-	-	51,775	51,775	-
WAYFARING	-	-	-	-	34,632
PEDESTRIAN BR-RAILROAD TR	-	-	528,226	594,843	-
SHILOH CONSERVATION AREA	-	-	415,000	415,000	-
BROADWATER CONNECTION	-	-	-	-	-
ARNOLD DRAIN/BROADWATER	59,412	-	-	-	-
ARONSON BYPASS TRAIL	-	-	205,498	-	-
ADA REPLACEMENTS	191,210	-	34,632	179,565	-
NORTHERN SIDEWALKS	276,276	307,821	-	-	-
TOTAL EXPENDITURES	$ 526,898	$ 307,821	$ 1,651,708	$ 1,313,910	$ 222,638
FUND BALANCE ENDING	$ (27,135)	$ (8,290)	$ -	$ -	$ -
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	$ (27,135)	$ (8,290)	$ -	$ -	$ -

STREET AND TRAFFIC FUND BUDGET NARRATIVE

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

Revenues
Revenues for FY 15 total $6,864,090. This is a decrease of $271,480. The decrease in revenue is from a reduction of storm charges for services.

Expenditures
Projected operating and maintenance expenditures for Street-Traffic are $7,429,252. This is an increase of $444,111 from FY 14. The increase includes funds for two additional equipment operators, additional street painting supplies, additional vehicle supplies and maintenance, and an increase in BOC rent.

Capital
The capital budget for FY 15 totals $770,965. The major capital items for FY 15 include the replacement of trucks, a loader, and asphalt roller. Other expenditures are for the addition of a new aerial truck, mini skid steer, snow blower attachment, and a variable message board.

STREET AND TRAFFIC FUND
OPERATING BUDGET

FUND 211

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 4,331,419**	**$ 4,488,568**	**$ 4,080,788**	**$ 4,803,377**	**$ 3,535,323**
REVENUE:					
STATE REIMBURSEMENTS	$ 575,563	$ 575,562	$ 590,000	$595,708	$ 600,000
COUNTY FEES	1,779	1,179	2,000	2,000	2,000
STATE FEES	76,455	48,051	-	7,500	7,440
FIRE SERVICES FEES	10,000	10,000	10,000	10,000	11,000
STREET LIGHT	198,553	246,056	225,000	255,000	327,000
STREET MAINTENANCE	4,738,852	4,700,000	5,079,070	4,079,070	5,040,000
STORM SEWER MAINT.	471,445	476,799	1,030,000	1,170,000	701,650
BBWA LATERAL MAINT.	4,500	4,500	4,500	4,500	4,500
UTILITY CHG FOR SERVICES	325,042	153,549	150,000	150,000	132,000
ENGINEERING CHG FOR SERVICE	17,855	3,168	5,000	2,500	-
INTERDEPARTMENTAL CHGS	84,654	34,134	20,000	20,000	15,500
INVESTMENT EARNINGS	16,952	7,951	14,000	17,022	12,000
MISCELLANEOUS	17,391	14,844	6,000	20,669	11,000
TRANSFER-EQUIPMENT REPL	486,223	-	-	-	-
TOTAL REVENUE	**$ 7,025,264**	**$ 6,275,793**	**$ 7,135,570**	**$ 6,333,969**	**$ 6,864,090**
EXPENDITURES:					
PERSONAL SERVICES	$ 3,005,083	$ 2,976,790	$ 3,201,227	$ 3,316,330	$ 3,510,829
OPERATIONS AND MAINTENANCE	2,306,264	2,315,785	2,792,800	2,883,175	2,939,956
CAPITAL	1,349,266	460,907	783,612	1,195,016	770,965
TRANSFERS	207,502	207,502	207,502	207,502	207,502
TOTAL EXPENDITURES	**$ 6,868,115**	**$ 5,960,984**	**$ 6,985,141**	**$ 7,602,023**	**$ 7,429,252**
FUND BALANCE ENDING	**$ 4,488,568**	**$ 4,803,377**	**$ 4,231,217**	**$ 3,535,323**	**$ 2,970,161**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	4,488,568	4,803,377	4,231,217	3,535,323	2,970,161
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

STREET AND TRAFFIC FUND
OPERATING BUDGET

FUND 211

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
PERSONAL SERVICES	$ 3,005,083	$ 2,976,790	$ 3,201,227	$ 3,316,330	$ 3,510,829
OPERATIONS AND MAINTENANCE	2,306,264	2,315,785	2,792,800	2,883,175	2,939,956
CAPITAL	1,349,266	460,907	783,612	1,195,016	770,965
TRANSFERS	207,502	207,502	207,502	207,502	207,502
TOTAL EXPENDITURES	**$ 6,868,115**	**$ 5,960,984**	**$ 6,985,141**	**$ 7,602,023**	**$ 7,429,252**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
STREET/TRAFFIC SUPERINTENDENT	1.0	1.0	1.0	1.0
STREET/TRAFFIC SUPERVISOR	3.0	4.0	4.0	4.0
SR. EQUIPMENT OPER/MAINT. WKR	4.0	3.0	3.0	3.0
EQUIP OPER/MAINT WORKER	26.0	26.0	26.0	25.0
MAINTENANCE	-	4.0	4.0	7.0
TRAFFIC INSPECTOR II	1.0	1.0	1.0	1.0
SIGN FABRICATOR/EQUIP OPERATOR/MAINT.	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT III	1.0	1.0	1.0	1.0
ELECTRICIAN III	3.0	3.0	3.0	3.0
ELECTRICIAN II	-	-	-	-
ELECTRICIAN I	1.0	-	-	-
CITY FORESTER	1.0	-	-	-
ARBORIST	1.0	1.0	1.0	1.0
TOTAL	**43.0**	**45.0**	**45.0**	**47.0**

FIRE PROGRAMS FUND BUDGET NARRATIVE

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

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

Donations received for Fire Programs are included in these funds as well.

Revenues
Revenues for the Regional Hazmat Team Budget from the State of Montana are expected to be $44,167 and donations received throughout the year are expected to be approximately $5,000.

Expenditures
The total expenditure budget for FY 2015 is $128,994, which includes approximately $4,500 out of donations and the remaining $124,494 being expended through the Regional Hazmat Team budget. Funds are used to maintain existing equipment and to purchase new equipment for the HazMat Regional Response Trailer, as well as offsetting overtime and backfill costs for Billings HazMat Team members to attend regional meetings, conduct team exercises, and outreach training.

Capital
None

FIRE PROGRAMS FUND
OPERATING BUDGET

FUND 219-223

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 142,619**	**$ 156,704**	**$ 170,271**	**$ 182,565**	**$ 117,888**
REVENUE:					
INTER-GOVERNMENTAL-STATE	$ 44,167	$ 44,167	$ 44,167	$ 44,167	$ 44,167
INTER-GOVERNMENTAL-FEDERAL	-	133,014	-	-	-
INVESTMENT EARNINGS	796	260	373	350	454
CONTRIBUTIONS / DONATIONS	8,710	9,450	3,500	3,804	5,000
TOTAL REVENUE	**$ 53,673**	**$ 186,891**	**$ 48,040**	**$ 48,321**	**$ 49,621**
EXPENDITURES:					
PERSONAL SERVICES	$ (888)	$ 12,507	$ 14,000	$ 12,000	$ 24,000
OPERATION & MAINTENANCE	40,476	15,509	71,598	7,000	104,994
CAPITAL	-	133,014	-	93,998	-
TOTAL EXPENDITURES	**$ 39,588**	**$ 161,030**	**$ 85,598**	**$ 112,998**	**$ 128,994**
FUND BALANCE ENDING	**$ 156,704**	**$ 182,565**	**$ 132,713**	**$ 117,888**	**$ 38,515**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	156,704	182,565	132,713	117,888	38,515
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

EMERGENCY OPERATIONS CENTER 9-1-1 BUDGET NARRATIVE

Revenues

Revenues to support this PSAP (Public Safety Answering Point) are collected and distributed by the State of Montana quarterly in three parts: Basic, Enhanced, and Wireless 9-1-1. Revenues for FY 2015 are estimated to be $971,960.

Expenditures

The O&M budget is $800,478. Included are 9-1-1 telephone line charges of $211,308. New World CAD (Computer Aided Dispatching) system and 24-hr recorder maintenance agreements and on-going replacement of PCs, printers, and related software / equipment, as needed and approved under the State of MT 9-1-1 Plan, are being estimated at $290,839.

Internal charges from the City's IT Department to support the computer network for the Joint City/County 9-1-1 Center are $152,929.

The FY 2015 O&M total above also includes $35,000 paid to Yellowstone County for GIS related services, $25,000 for the development of RFQ/RFP documents for the proposed construction of the new joint City-County 9-1-1 facility, property insurance and cost allocations, plus a $85,000 contingency in the event of a failure in the 9-1-1 Center or its equipment.

Capital

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

The total proposed expenditure budget for 9-1-1 Grant Fund in FY15, including capital, is $810,478.00.

EMERGENCY OPERATING CENTER 9-1-1 FUND
OPERATING BUDGET

FUND 225, 226

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 4,624,931**	**$ 5,054,186**	**$ 5,148,581**	**$ 5,660,973**	**$ 5,973,973**
REVENUE:					
STATE SHARED REVENUE	$ 980,280	$ 971,960	$ 976,000	$ 975,000	$ 971,960
INTEREST ON INVESTMENTS	13,319	3,637	13,465	13,000	17,310
TOTAL REVENUE	**$ 993,599**	**$ 975,597**	**$ 989,465**	**$ 988,000**	**$ 989,270**
EXPENDITURES:					
OPERATION & MAINTENANCE	$ 395,980	$ 368,810	$ 792,420	$ 415,000	$ 1,118,255
CAPITAL	168,364	-	638,763	260,000	10,000
TOTAL EXPENDITURES	**$ 564,344**	**$ 368,810**	**$ 1,431,183**	**$ 675,000**	**$ 1,128,255**
FUND BALANCE ENDING	**$ 5,054,186**	**$ 5,660,973**	**$ 4,706,863**	**$ 5,973,973**	**$ 5,834,988**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	5,054,186	5,660,973	4,706,863	5,973,973	5,834,988
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY-COUNTY PLANNING FUND BUDGET NARRATIVE

The Planning Division is funded through Federal Highway Transportation Planning funds, a 1.31 county-wide mill levy assessment on property taxes, application fees, and inter-departmental transfers. The Division provides community planning services to the City of Billings, Town of Broadview and the remaining unincorporated area of Yellowstone County. The Division staff provides current planning services that include processing zone change, special review, and variance requests, review of submittals for subdivisions and annexations, and review of building permits and sign permits for zoning compliance. The Division also supports long range planning efforts that include implementation of the City's Annexation Policy, Infill Development Policy, Billings Urban Area Transportation Plan, Yellowstone County and City of Billings Growth Policy, and Complete Streets Policy. The Division also provides support to the South Billings Boulevard Urban Renewal District (SBBURD), with the TIF District providing some financial support for these services. A portion of the annual budget provided by the Federal Highway Transportation Planning funds directly supports transportation planning and project management. Transportation planning projects slated to be underway in FY15 include drafting a Highway 3 Corridor Study between the Airport Road/27th Street intersection and the Highway 3/Apache Trail intersection and a feasibility study to determine a future trail corridor between Zoo Montana and Riverfront Park. The Division is supervised by the Planning and Community Services Department Director. The Division includes nine staff that support 10 boards and commissions for the City and County and maintains representation on other community boards, commissions, and organizations.

Revenues
The Division enters FY 2015 with an estimated $361,000 in fund balance. Revenues are shown to increase slightly from FY 14 due to estimated increases in property tax revenue, development activity, and the use of Federal Transportation Planning funding.

Expenditures
Expenditures appear to increase about $100,000 in FY 15. This is due to increases in operations and maintenance that include internal service cost increases and increases in existing personnel costs. Major expenses that will spend reserves from FY 14 to FY 15 include about $22,000 for one-time relocation of the Planning Division Offices in 2013, $10,000 to cover the completion of the Innoprise software conversion for the Division, $35,000 to cover cost of living increases for all staff and 30% of the new Department Receptionist, and other increases in various operating costs are anticipated in FY 15. Factoring in these expenses, the Division will maintain its reserves above the City Council set minimum reserve level. The Division will carry 9 staff in FY 15, the same as was budgeted for FY 14.

Capital
The Division anticipates replacing a multi-function printer/scanner/copier and a printer in FY 15 and will fund about 50% of this equipment through its Federal Transportation Planning program.

CITY-COUNTY PLANNING FUND
OPERATING BUDGET

FUND 238, 239, 240

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 460,389**	**$ 474,741**	**$ 419,099**	**$ 485,836**	**$ 358,092**
REVENUE:					
CITY-COUNTY PLANNING:					
COUNTY PROPERTY TAX	$ 369,161	$ 385,296	$ 388,000	$ 405,000	$ 405,000
LICENSES & PERMITS	21,315	31,005	25,000	25,000	28,000
FEDERAL/ LOCAL GRANTS	563,499	586,568	600,000	600,000	650,000
CHARGES FOR SERVICE	249,374	253,479	181,657	197,257	205,966
INTEREST ON INVESTMENTS	1,395	871	934	934	724
MISCELLANEOUS	812	2,487	-	-	3,000
HISTORIC PRESERVATION GRANT	6,750	6,000	6,969	6,969	6,694
PRESERVE AMERICA GRANT	2,000	-	-	-	-
TOTAL REVENUE	**$ 1,214,306**	**$ 1,265,706**	**$ 1,202,560**	**$ 1,235,160**	**$ 1,299,384**
EXPENDITURES:					
CITY-COUNTY PLANNING:					
PERSONAL SERVICES	$ 778,895	$ 799,304	$ 888,869	$ 900,000	$ 961,679
OPERATION & MAINTENANCE	406,740	442,208	528,001	450,000	509,764
TRANSFERS	5,336	5,082	4,904	4,904	4,237
HISTORIC PRESERVATION GRANT	7,693	8,017	8,000	8,000	7,725
PRESERVE AMERICA GRANT	1,290	-	-	-	-
TOTAL EXPENDITURES	**$ 1,199,954**	**$ 1,254,611**	**$ 1,429,774**	**$ 1,362,904**	**$ 1,483,405**
FUND BALANCE ENDING	**$ 474,741**	**$ 485,836**	**$ 191,885**	**$ 358,092**	**$ 174,071**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	474,741	485,836	191,885	358,092	174,071
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY-COUNTY PLANNING FUND
OPERATING BUDGET

FUNDS 238, 239, 240

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
PERSONAL SERVICES	$ 778,891	$ 799,304	$ 888,869	$ 900,000	$ 961,679
OPERATIONS AND MAINTENANCE	415,727	450,225	536,001	458,000	517,489
TRANSFERS	5,336	5,082	4,904	4,904	4,237
TOTAL EXPENDITURES	**$ 1,199,954**	**$ 1,254,611**	**$ 1,429,774**	**$ 1,362,904**	**$ 1,483,405**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
PLANNING DIRECTOR	1.0	1.0	1.0	1.0
PLANNING DIVISION MANAGER	1.0	1.0	1.0	1.0
PLANNING ASSISTANT	1.0	1.0	1.0	1.0
PLANNER II	4.0	4.0	4.0	4.0
PLANNER I	-	-	1.0	1.0
PLANNING CLERK	1.0	1.0	1.0	1.0
TIF DISTRICT COORD	1.0	1.0	-	-
ADMINISTRATIVE SUPPORT I	-	-	0.3	0.3
ALTERNATE MODES COORD.	-	-	0.6	0.6
TOTAL	**9.0**	**9.0**	**9.9**	**9.9**

CITY ATTORNEY GRANTS FUND
OPERATING BUDGET

FUNDS 241-243

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	$ 1,266	$ (4,108)	$ -	$ (2,694)	$ -
REVENUE:					
INTER-GOVERNMENTAL-ATTORNEY VICTIM/WITNES	$ 30,126	$ 30,126	$ 30,126	$ 30,126	$ 30,542
INTER-GOVERNMENTAL-DOMESTIC VIOLENCE UNIT	41,606	41,606	41,606	41,606	40,000
FINES & FORFEITS	61,863	72,854	70,000	72,694	62,000
INVESTMENT EARNINGS	18	1	-	-	-
INTERFUND TRANSFERS-GENERAL FUND	118,636	123,606	141,601	141,601	168,903
TOTAL REVENUE	$ 252,249	$ 268,193	$ 283,333	$ 286,027	$ 301,445
EXPENDITURES:					
GRANT-ATTORNEY VICTIM/WITNESS	$ 81,382	$ 80,546	$ 89,710	$ 89,710	$ 94,525
GRANT-DOMESTIC VIOLENCE UNIT	98,558	106,222	114,827	114,827	124,482
SURCHARGE-DOMESTIC VIOLENCE	77,683	80,011	78,796	78,796	82,438
TOTAL EXPENDITURES	$ 257,623	$ 266,779	$ 283,333	$ 283,333	$ 301,445
FUND BALANCE ENDING	$ (4,108)	$ (2,694)	$ -	$ -	$ -
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	(4,108)	(2,694)	-	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
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

CITY ATTORNEY GRANTS FUND
OPERATING BUDGET

FUND 241-243

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	PROPOSED FY 15
PERSONAL SERVICES	$ 254,210	$ 265,282	$ 281,443	$ 281,443	$ 299,565
OPERATION AND MAINTENANCE	3,113	1,497	1,890	1,890	1,880
CAPITAL	-	-	-	-	-
TOTAL EXPENDITURES	**$ 257,323**	**$ 266,779**	**$ 283,333**	**$ 283,333**	**$ 301,445**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	PROPOSED FY 15
VICTIM WITNESS SPECIALIST	1.5	1.5	1.0	1.0
VICTIM WITNESS PRG COORDINATOR	0.8	0.8	0.8	0.8
ADMINISTRATIVE ASSISTANT	-	-	0.5	0.5
ATTORNEY-DOMESTIC VIOLENCE	1.0	1.0	1.0	1.0
TOTAL	**3.3**	**3.3**	**3.3**	**3.3**

MUNICIPAL COURT GRANTS
OPERATING BUDGET

FUNDS 245-248, 737-738

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ (18,554)**	**$ 2,410**	**$ -**	**$ 361**	**$ -**
REVENUE:					
INTER-GOVERNMENTAL	$ 315,996	$ 428,967	$ 203,636	$ 687,252	$ 525,015
CHARGES FOR SERVICE	-	60	-	-	-
CONTRIBUTIONS/DONATIONS	2,000	-	-	-	-
INTERFUND TRANSFERS-GENERAL FUND	22,005	27,849	30,000	-	30,000
TOTAL REVENUE	**$ 340,001**	**$ 456,876**	**$ 233,636**	**$ 687,252**	**$ 555,015**
EXPENDITURES:					
PERSONAL SERVICES	$ 106,776	$ 155,608	$ 203,636	$ 204,732	$ 208,279
OPERATION & MAINTENANCE	212,261	303,317	-	482,881	346,736
TOTAL EXPENDITURES	**$ 319,037**	**$ 458,925**	**$ 203,636**	**$ 687,613**	**$ 555,015**
FUND BALANCE ENDING	**$ 2,410**	**$ 361**	**$ 30,000**	**$ -**	**$ -**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	2,410	361	30,000	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

MUNICIPAL COURT GRANTS BUDGET NARRATIVE

Municipal court grants include a drug court grant funded by the state of Montana, Substance Abuse and Mental Health Services Administration (SAMHSA) grant funded by the federal government, mental health enhancement court grant funded by the federal goverment, and DUI drug crout grant funded by the federal government. All court grants are used to aid offenders in treatment of mental, drug and/or alcohol related ailments to become contributing citizens of the community and to reduce the chance of repeat-offending. Transfers include $30,000 from the General Fund to cover the projected shortfall of operating costs provided by the new State 2012 biennium grant. Charge for services includes a $25 administrative fee per occurrence for treatment court costs and time spent by representatives of the Billings Municipal Court, Billings City Attorney's Office, and the Billings Public Defender's Office.

Revenues
No significant changes.

Expenditures
No significant changes

Capital
None

ADMINISTRATION GRANTS FUND BUDGET NARRATIVE

This special revenue fund accounts for the Department of Energy Grant that will provide in part for an energy efficient bookmobile at the Library, the completion of Swords Park Trail II, an Energy Star program, an energy performance study, and an International Energy Conservation Code program development. The grant projects are managed by the Library, Planning, Facilities Management, Airport, and Building, respectively. Administration grants also include an Economic Development Incentive grant from HUD in order to destruct and remediate asbestos contamination in the former Naval Reserve Center. This grant project is managed by the Administration Division

Revenues
No revenues are budgeted for FY 15.

Expenditures
No expenditures are budgeted for FY 15.

Capital
None

ADMINISTRATION GRANTS FUND
OPERATING BUDGET

FUND 233 & 234

	ACTUAL FY 15	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
ENERGY CONSERVATION GRANT (FUND 233)					
FUND BALANCE - BEGINNING	$ 9,421	$ 3,000	$ -	$ 45,000	$ -
REVENUE-INTER-GOVERNMENTAL	$ 588,258	$ 100,471	$ -	$ -	$ -
EXPENDITURES:					
OPERATION & MAINTENANCE	$ 106,791	$ 8,471	$ -	$ -	$ -
CAPITAL	487,888	50,000	-	-	-
INTERFUND TRANSFERS	-	-	-	45,000	-
TOTAL EXPENDITURES	$ 594,679	$ 58,471	$ -	$ 45,000	$ -
FUND BALANCE - ENDING	$ 3,000	$ 45,000	$ -	$ -	$ -
ECONOMIC DEV INCENTIVE GRANT-NAVAL RESERVE CENTER (FUND 234)					
FUND BALANCE - BEGINNING	$ (17,831)	$ (3,000)	$ -	$ -	$ -
REVENUE-INTER-GOVERNMENTAL	$ 244,229	$ 22,300	$ -	$ -	$ -
EXPENDITURES:					
OPERATION & MAINTENANCE	$ 229,398	$ 19,300	$ -	$ -	$ -
FUND BALANCE - ENDING	$ (3,000)	$ -	$ -	$ -	$ -
TOTAL FUND BALANCE - ENDING	$ -	$ 45,000	$ -	$ -	$ -
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	45,000	-	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	$ -	$ -	$ -	$ -	$ -

POLICE PROGRAMS BUDGET NARRATIVE

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

Revenues
The Police Department funds include a multitude of programs that could not be accomplished if it were not for the grants. The 2013 JAG Grant funds will be used to purchase, but are not limited to, TASERS, interior patrol car equipment, in-car radar units, patrol rifle ammunition, and honor guard and bike patrol uniforms. The amount of the JAG grants will vary each year as they are based on the number of Uniform Crime Reports Part 1 violent crimes reported to the FBI. As a result of the State of Montana being designated as a High Intensity Drug Traffic Area (H.I.D.T.A.), in 2012 the H.I.D.T.A. award was $190,257, in 2013 the H.I.D.T.A award was $191,289, and in 2014 the H.I.D.T.A award to PD was $194,245, (to fund an administrative support position, overtime costs for task force members, investigative travel, services, supplies, equipment, and informant costs). The H.I.D.T.A. awards provide federal resources to battle the drug epidemic in Montana cities. Without all of these grants, the Billings Police Department would not be in the position to assist the citizens of the community because of budget constraints.

In January 2009, the Billings Business Improvement District began funding an officer dedicated to the downtown Billings area. They are also providing a patrol vehicle and related equipment for the officer. In 2012, the Billings Business Improvement District doubled that pledge and currently funds two officers.

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

Expenditures
No significant changes.

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

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
MONTANA BOARD OF CRIME CONTROL (FUND 249)					
FUND BALANCE BEGINNING	$ 1,286	$ 1,287	$ -	$ -	$ -
REVENUE:					
INTER-GOVERNMENTAL	$ 25,728	$ 25,663	$ 19,416	$ 17,841	$ 15,000
INTERFUND TRANSFERS	-	-	-	-	-
TOTAL REVENUE	$ 25,728	$ 25,663	$ 19,416	$ 17,841	$ 15,000
EXPENDITURES:					
PERSONAL SERVICES	$ 21,402	$ 16,242	$ 16,556	$ 17,841	$ 12,140
OPERATION & MAINTENANCE	4,325	10,708	2,860	-	2,860
TOTAL EXPENDITURES	$ 25,727	$ 26,950	$ 19,416	$ 17,841	$ 15,000
FUND BALANCE ENDING	$ 1,287	$ -	$ -	$ -	$ -
INTERNET CRIMES AGAINST CHILDREN-RECOVERY (FUND 252)					
FUND BALANCE BEGINNING	$ (3,544)	$ (1,240)	$ -	$ -	$ -
REVENUE-INTER-GOVERNMENTAL	$ 100,898	$ 89,323	$ 22,199	$ 55,860	$ -
EXPENDITURES:					
PERSONAL SERVICES	$ 98,594	$ 88,083	$ 22,199	$ 55,860	$ -
OPERATION & MAINTENANCE	-	-	-	-	-
TOTAL EXPENDITURES	$ 98,594	$ 88,083	$ 22,199	$ 55,860	$ -
FUND BALANCE ENDING	$ (1,240)	$ -	$ -	$ -	$ -
INTERNET CRIMES AGAINST CHILDREN (FUND 251)					
FUND BALANCE BEGINNING	$ (1,896)	$ -	$ -	$ -	$ -
REVENUE-INTER-GOVERNMENTAL	$ 155,679	$ 256,834	$ 67,350	$ 140,052	$ 259,895
EXPENDITURES:					
PERSONAL SERVICES	$ 11,943	$ 11,845	$ 67,350	$ 67,350	$ 94,395
OPERATION & MAINTENANCE	141,840	244,989	-	72,702	165,500
CAPITAL	-	-	-	-	-
TOTAL EXPENDITURES	$ 153,783	$ 256,834	$ 67,350	$ 140,052	$ 259,895
FUND BALANCE ENDING	$ -	$ -	$ -	$ -	$ -

POLICE PROGRAMS (PAGE 2 OF 6)
OPERATING BUDGET

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
TECHNOLOGY GRANTS (FUND 253)					
FUND BALANCE BEGINNING	$ -	$ -	$ -	$ -	$ -
REVENUE-INTER-GOVERNMENTAL	$ 6,617	$ -	$ -	$ -	$ -
EXPENDITURES:					
OPERATION & MAINTENANCE	$ 6,617	$ -	$ -	$ -	$ -
TOTAL EXPENDITURES	$ 6,617	$ -	$ -	$ -	$ -
FUND BALANCE ENDING	$ -	$ -	$ -	$ -	$ -
TRAFFIC SAFETY (FUND 254)					
FUND BALANCE BEGINNING	$ 2,750	$ -	$ -	$ -	$ -
REVENUE-INTER-GOVERNMENTAL	$ 7,811	$ 11,136	$ 10,000	$ 10,000	$ 10,000
EXPENDITURES:					
PERSONAL SERVICES	$ 10,561	$ 11,136	$ 10,000	$ 10,000	$ 10,000
TOTAL EXPENDITURES	$ 10,561	$ 11,136	$ 10,000	$ 10,000	$ 10,000
FUND BALANCE ENDING	$ -	$ -	$ -	$ -	$ -
JUSTICE ASSISTANCE GRANTS (FUND 250)					
FUND BALANCE BEGINNING	$ 880	$ -	$ -	$ (1,978)	$ -
REVENUE-INTER-GOVERNMENTAL	$ 8,517	$ 81,329	$ 12,000	$ 96,687	$ 66,670
EXPENDITURES:					
OPERATION & MAINTENANCE	$ 9,397	$ 83,307	$ 12,000	$ 94,709	$ 66,670
TOTAL EXPENDITURES	$ 9,397	$ 83,307	$ 12,000	$ 94,709	$ 66,670
FUND BALANCE ENDING	$ -	$ (1,978)	$ -	$ -	$ -

POLICE PROGRAMS (PAGE 3 OF 6)
OPERATING BUDGET

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
HIDTA-ONDCP (FUND 255)					
FUND BALANCE BEGINNING	$ 189	$ 188	$ -	$ -	$ -
REVENUE-INTER-GOVERNMENTAL	$ 176,378	$ 192,698	$ 191,289	$ 191,289	$ 191,841
EXPENDITURES:					
PERSONAL SERVICES	$ 110,372	$ 117,611	$ 124,014	$ 124,014	$ 131,456
OPERATION & MAINTENANCE	62,207	75,275	67,275	67,275	60,385
CAPITAL	3,800	-	-	-	-
TOTAL EXPENDITURES	$ 176,379	$ 192,886	$ 191,289	$ 191,289	$ 191,841
FUND BALANCE ENDING	$ 188	$ -	$ -	$ -	$ -
DOWNTOWN CENTRAL BEAT OFFICER (FUND 256)					
FUND BALANCE BEGINNING	$ 63	$ -	$ -	$ (3,742)	$ -
REVENUE-CHARGES FOR SERVICE					
CHARGES FOR SERVICE	$ 95,995	$ 126,401	$ 142,329	$ 130,778	$ 147,502
INTERFUND TRANSFERS	-	-	-	-	-
TOTAL REVENUE	$ 95,995	$ 126,401	$ 142,329	$ 130,778	$ 147,502
EXPENDITURES:					
PERSONAL SERVICES	$ 96,058	$ 130,143	$ 142,329	$ 127,036	$ 147,502
TOTAL EXPENDITURES	$ 96,058	$ 130,143	$ 142,329	$ 127,036	$ 147,502
FUND BALANCE ENDING	$ -	$ (3,742)	$ -	$ -	$ -
JUSTICE ASSISTANCE GRANTS-RECOVERY (FUND 710)					
FUND BALANCE BEGINNING	$ -	$ (171)	$ -	$ -	$ -
REVENUE-INTER-GOVERNMENTAL	$ 17,453	$ 52,657	$ -	$ -	$ -
EXPENDITURES:					
OPERATION & MAINTENANCE	$ 17,624	$ 52,486	$ -	$ -	$ -
TOTAL EXPENDITURES	$ 17,624	$ 52,486	$ -	$ -	$ -
FUND BALANCE ENDING	$ (171)	$ -	$ -	$ -	$ -

POLICE PROGRAMS (PAGE 4 OF 6)
OPERATING BUDGET

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
POLICE DONATIONS (FUNDS 259, 709, 719, 720)					
FUND BALANCE BEGINNING	$ 36,224	$ 40,874	$ 39,466	$ 43,295	$ 40,897
REVENUE:					
INTER-GOVERNMENTAL	$ 1,000	$ -	$ -		$ -
CHARGES FOR SERVICE	5,649	6,735	5,000	5,000	5,000
INVESTMENT EARNINGS	198	75	102	102	95
CONTRIBUTIONS / DONATIONS	11,407	(181)	2,750	27,750	7,250
TOTAL REVENUE	$ 18,254	$ 6,629	$ 7,852	$ 32,852	$ 12,345
EXPENDITURES:					
OPERATION & MAINTENANCE	$ 13,604	$ 4,208	$ 10,250	$ 15,175	$ 10,250
CAPITAL	-	-	-	20,075	-
TOTAL EXPENDITURES	$ 13,604	$ 4,208	$ 10,250	$ 35,250	$ 10,250
FUND BALANCE ENDING	$ 40,874	$ 43,295	$ 37,068	$ 40,897	$ 42,992
COMMUNITY POLICING (FUND 257)					
FUND BALANCE BEGINNING	$ (177)	$ 184	$ -	$ 230	$ -
REVENUE-INTER-GOVERNMENTAL	$ 50,007	$ 225	$ -	$ (230)	$ -
EXPENDITURES-PERSONAL SERVICES	$ 49,646	$ 179	$ -	$ -	$ -
FUND BALANCE ENDING	$ 184	$ 230	$ -	$ -	$ -
SOCIAL HOST RESTITUTION (FUND 708)					
FUND BALANCE BEGINNING	$ 6,566	$ 9,009	$ 9,009	$ 8,838	$ 8,838
REVENUE-FINES & FORFEITS	$ 4,608	$ 1,140	$ 1,000	$ 1,000	$ 1,000
EXPENDITURES-OPERATION & MAINTENANCE	$ 2,165	$ 1,311	$ 1,000	$ 1,000	$ 1,000
FUND BALANCE ENDING	$ 9,009	$ 8,838	$ 9,009	$ 8,838	$ 8,838

POLICE PROGRAMS (PAGE 5 OF 6)
OPERATING BUDGET

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
HOMELAND SECURITY (FUND 258)					
FUND BALANCE BEGINNING	$ 23,658	$ 18,208	$ -	$ (746)	$ -
REVENUE:					
INTER-GOVERNMENTAL	$ 31,840	$ 30,277	$ 87,000	$ 87,000	$ 151,000
TOTAL REVENUE	$ 31,840	$ 30,277	$ 87,000	$ 87,000	$ 151,000
EXPENDITURES:					
OPERATION & MAINTENANCE	$ 37,290	$ 24,827	$ 87,000	$ 86,254	$ 151,000
CAPITAL	-	24,404	-	-	-
TOTAL EXPENDITURES	$ 37,290	$ 49,231	$ 87,000	$ 86,254	$ 151,000
FUND BALANCE ENDING	$ 18,208	$ (746)	$ -	$ -	$ -
POLICE DRUG FORFEITURES (Funds 717 & 718)					
FUND BALANCE BEGINNING	$ 428,177	$ 235,946	$ 30,698	$ 399,742	$ 324,797
REVENUE:					
FINES & FORFEITS	$ 227,569	$ 442,135	$ 340,000	$ 150,000	$ 120,000
INVESTMENT EARNINGS	2,216	607	886	2,000	999
DEBT PROCEEDS	264,935	-	-	-	-
MISCELLANEOUS	4,283	-	-	-	-
TOTAL REVENUE	$ 499,003	$ 442,742	$ 340,886	$ 152,000	$ 120,999
EXPENDITURES:					
OPERATION & MAINTENANCE	$ 108,701	$ 210,771	$ 144,455	$ 144,455	$ 129,855
CAPITAL	514,343	-	14,300	14,300	14,300
DEBT SERVICE	68,190	68,175	208,190	68,190	68,190
TOTAL EXPENDITURES	$ 691,234	$ 278,946	$ 366,945	$ 226,945	$ 212,345
FUND BALANCE ENDING	$ 235,946	$ 399,742	$ 4,639	$ 324,797	$ 233,451

POLICE PROGRAMS (PAGE 6 OF 6)
TOTAL OPERATING BUDGET

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 494,176**	**$ 304,285**	**$ 79,173**	**$ 445,639**	**$ 374,532**
REVENUE:					
INTER-GOVERNMENTAL	$ 581,928	$ 740,142	$ 409,254	$ 598,499	$ 694,406
CHARGES FOR SERVICE	101,644	133,136	147,329	135,778	152,502
FINES & FORFEITS	232,177	443,275	341,000	151,000	121,000
INVESTMENT EARNINGS	2,414	682	988	2,102	1,094
CONTRIBUTIONS / DONATIONS	11,407	(181)	2,750	27,750	7,250
DEBT PROCEEDS	264,935	-	-	-	-
MISCELLANEOUS	4,283	-	-	-	-
TOTAL REVENUE	**$ 1,198,788**	**$ 1,317,054**	**$ 901,321**	**$ 915,129**	**$ 976,252**
EXPENDITURES:					
PERSONAL SERVICES	$ 398,576	$ 375,239	$ 382,448	$ 402,101	$ 395,493
OPERATION & MAINTENANCE	403,770	707,882	324,840	481,570	587,520
CAPITAL	518,143	24,404	14,300	34,375	14,300
DEBT SERVICE	68,190	68,175	208,190	68,190	68,190
TOTAL EXPENDITURES	**$ 1,388,679**	**$ 1,175,700**	**$ 929,778**	**$ 986,236**	**$ 1,065,503**
FUND BALANCE ENDING	**$ 304,285**	**$ 445,639**	**$ 50,716**	**$ 374,532**	**$ 285,281**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	304,285	445,639	50,716	374,532	285,281
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY-COUNTY LIBRARY BUDGET NARRATIVE

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

Revenues
The FY 15 estimated revenues are $3,272,560, representing a decrease of $122,866, or 3.6%, from the FY 14 estimated revenues. This decrease is largely due the following one-time payments.

- County payment of protested taxes - $135,092
- Northwestern Energy reimbursement grants - $66,560
- Sale of surplus equipment from old building - $39,612.

Excluding the one-time payments, revenues will increase $118,398, or 3.7%, from the FY 14 estimated revenues. The most significant revenue changes in FY 15 are an increase in City tax revenue of $55,207, County tax revenue of $19,342, Donations/contributions of $18,667, Fines/forfeitures of $18,145 and State reimbursements of $13,799. There will be a decrease in charges for services, i.e. 4th floor office rent of $18,152.

Expenditures
There are no significant changes from the FY 14 operations and maintenance budget to the FY 15 budget.

Supplemental Budget Requests include:

- Building project completion - $27,500
- Seasonal employee for digital learning lab - $22,500
- Volunteer program costs - $16,763
- Technology maintenance increase - $10,522
- Increase in custodial hours - $9,505
- Security guard contract – $6,000
- Window cleaning services - $6,000
- Digitization of select Montana Room materials - $5,000
- Contract employee for the High Plains Book Awards - $3,600

Capital
The capital requests for FY 15 include a photocopy machine: $4,000.

CITY-COUNTY LIBRARY FUND
OPERATING BUDGET

FUND 260-261, 263

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 3,946,779**	**$ 3,232,943**	**$ 3,148,250**	**$ 3,183,447**	**$ 2,856,758**
REVENUE:					
CITY TAXES	$ 912,536	$ 915,495	$ 956,624	$ 963,287	$ 989,207
COUNTY PROPERTY TAX	687,124	730,974	750,000	905,000	789,250
STATE GRANTS/AID	14,490	14,585	14,475	51,663	51,633
STATE REIMBURSEMENTS	347,486	351,710	362,955	362,955	376,754
CHARGES FOR SERVICE	136,952	132,567	6,500	26,052	7,900
FINES & FORFEITURES	68,023	63,320	77,150	47,380	65,525
INTEREST ON INVESTMENTS	17,888	6,024	7,980	9,900	7,137
DONATIONS/CONTRIBUTIONS	40,966	36,313	40,741	45,000	63,667
TRANSFER FR GENERAL FUND	826,101	822,288	860,961	861,000	890,287
MAINTENANCE	-	-	-	83,227	-
SALE OF LAND	1,052	-	-	-	-
MISCELLANEOUS	5,545	506	28,000	39,962	31,200
TOTAL REVENUE	**$ 3,058,163**	**$ 3,073,782**	**$ 3,105,386**	**$ 3,395,426**	**$ 3,272,560**
EXPENDITURES:					
ADMINISTRATION	$ 534,896	$ 579,131	$ 704,218	$ 672,590	$ 651,262
FACILITIES	471,002	487,574	549,194	535,033	506,742
CIRCULATION	445,921	475,615	496,674	496,596	513,343
REFERENCE	238,567	237,520	273,889	274,729	309,715
YOUTH SERVICES	172,568	176,244	177,338	177,761	184,364
TECHNICAL PROCESS	198,862	216,757	234,866	221,587	243,592
OUTREACH SERVICES	191,192	227,100	215,537	216,002	221,884
SYSTEM ADMINISTRATION	269,371	363,423	802,285	787,811	298,097
LIBRARY RESOURCES	294,120	304,269	308,294	308,498	308,294
LIBRARY BOARD	2,503	22,744	3,320	3,320	5,520
DON-LOST/DAMAGED BOOKS	4,178	-	500	500	500
INTERFUND TRANSFERS	948,819	32,901	27,688	27,688	140,527
TOTAL EXPENDITURES	**$ 3,771,999**	**$ 3,123,278**	**$ 3,793,803**	**$ 3,722,115**	**$ 3,383,840**
FUND BALANCE ENDING	**$ 3,232,943**	**$ 3,183,447**	**$ 2,459,833**	**$ 2,856,758**	**$ 2,745,478**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	3,232,943	3,183,447	2,459,833	2,856,758	2,745,478
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY-COUNTY LIBRARY FUND
OPERATING BUDGET

FUND 260 & 261

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
PERSONAL SERVICES	$ 1,752,687	$ 1,854,422	$ 1,928,635	$ 1,926,817	$ 2,041,708
OPERATIONS AND MAINTENANCE	1,060,183	1,052,981	1,355,130	1,285,260	1,197,605
CAPITAL	10,310	182,974	482,350	482,350	4,000
TRANSFERS	948,819	32,901	27,688	27,688	140,527
TOTAL EXPENDITURES	**$ 3,771,999**	**$ 3,123,278**	**$ 3,793,803**	**$ 3,722,115**	**$ 3,383,840**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
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	9.0	10.0	10.0	10.0
ADMIN SUPPORT IV	1.0	1.0	1.0	1.0
LIBRARY TECHNICIAN	2.0	1.0	1.0	1.0
LIBRARY SVCS SPEC IV	2.0	2.0	2.0	2.0
LIBRARY SVCS SPEC II	7.9	7.9	7.9	7.9
FACILITIES MAINT SUPPORT II	2.0	2.0	2.0	2.0
FACILITIES MAINT SUPPORT I	0.8	0.8	0.8	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	**31.7**	**31.7**	**31.7**	**31.9**

COMMUNITY DEVELOPMENT BUDGET NARRATIVE

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

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

Community Development projects are designed to meet the Division's goals: 1) promoting the preservation of the existing supply of safe, affordable housing; 2) promoting new affordable housing opportunities; 3) working as an active partner to address housing and community development needs specific to lower income and special needs households; 4) promoting the preservation of older neighborhoods; 5) providing assistance to agencies serving lower income and special needs populations, particularly the homeless.

Revenues
Federal CDBG and HOME resources have decreased significantly over the past decade. Subsequently, Division efforts have been successfully focused in grant-writing efforts to improve revenues to further the goals of the Division's Consolidated Plan. Revenues including newly allocated CDBG and HOME funds and program revenue are estimated at $1,265,787, which is significantly lower ($250,000) than last year due to HUD's historically low allocations to the City of Billings.

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

Additional cash revenues include successful grant awards via competitive processes, including an AmeriCorps VISTA Project Grant's direct funding to the City totaling $278,431 and indirect project expenditures for VISTA members totaling $162,000. Therefore, the total influx for the project is $440,431, 25% of the Division's overall budget.

Program income is expected through the sale of a formerly vacant / foreclosed property (estimated at $50,000) bringing the total estimated direct revenue for Community Development to $1,594,218. Additional VISTA indirect project expenditures bring the Division's total budget to $1,756,218.

Expenditures
No Significant Changes

Capital
None.

FUNDS 265-299

COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 1 OF 6)
OPERATING BUDGET

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
COMMUNITY DEV BLOCK GRANTS(FUNDS 290-299)					
FUND BALANCE BEGINNING	$ 226,185	$ 280,677	$ 210,674	$ 126,019	$ 126,019
REVENUE:					
HUD GRANTS	$ 629,265	$ 495,640	$ 523,602	$ 500,000	$ 556,352
HUD GRANTS-REPROGRAMMED	-	-	363,460	100,000	36,999
INTEREST ON LOANS	-	-	-	-	-
PROGRAM INCOME	130,353	67,343	-	-	-
SALE OF FIXED ASSETS	68,856	17,000	-	35,000	50,000
MISCELLANEOUS	78	10	-	-	-
TOTAL REVENUE	$ 828,552	$ 579,993	$ 887,062	$ 635,000	$ 643,351
EXPENDITURES:					
PROJECTS	$ 561,003	$ 526,716	$ 610,760	$ 360,000	$ 370,551
ADMINISTRATION	160,192	121,415	202,028	200,000	118,175
REHAB ADMINISTRATION	52,865	86,520	74,274	75,000	104,625
TOTAL EXPENDITURES	$ 774,060	$ 734,651	$ 887,062	$ 635,000	$ 593,351
FUND BALANCE ENDING	$ 280,677	$ 126,019	$ 210,674	$ 126,019	$ 176,019
HOME PROGRAM (FUNDS 280-289)					
FUND BALANCE BEGINNING	$ 139,926	$ 219,132	$ 46,532	$ 362,213	$ 284,213
REVENUE:					
HUD GRANTS	$ 453,627	$ 275,705	$ 289,243	$ 275,000	$ 301,712
HUD GRANTS-REPROGRAMMED	211,979	297,760	260,967	260,000	370,724
PROGRAM INCOME	8,000	15,872	-	-	-
TOTAL REVENUE	$ 673,606	$ 589,337	$ 550,210	$ 535,000	$ 672,436
EXPENDITURES:					
AFFORDABLE HOUSING PROJ	$ 503,566	$ 325,808	$ 406,323	$ 300,000	$ 505,385
ADMINISTRATION	37,690	15,279	28,924	28,000	52,376
FIRST TIME HOME BUYER ADM	53,144	105,169	114,964	285,000	114,675
TOTAL EXPENDITURES	$ 594,400	$ 446,256	$ 550,211	$ 613,000	$ 672,436
FUND BALANCE ENDING	$ 219,132	$ 362,213	$ 46,531	$ 284,213	$ 284,213

COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 2 OF 6)

OPERATING BUDGET

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
VISTA ADMINISTRATION (FUND 265)					
FUND BALANCE BEGINNING	$ 4,663	$ 15,138	$ 16,138	$ 21,860	$ 21,860
REVENUE					
GRANT	$ 1,479	$ -	$ -	$ 11,000	$ 20,000
CHARGES FOR SERVICE	14,775	19,550	-	-	-
TOTAL REVENUE	$ 16,254	$ 19,550	$ -	$ 11,000	$ 20,000
EXPENDITURES-OPERATIONS & MAINTENANCE	$ 5,779	$ 12,828	$ -	$ 11,000	$ 20,000
FUND BALANCE ENDING	$ 15,138	$ 21,860	$ 16,138	$ 21,860	$ 21,860
AMERICAN RECOVERY & REINVESTMENT-CDBG (FUND 275)					
FUND BALANCE BEGINNING	$ 3,494	$ -	$ -	$ -	$ -
REVENUE-GRANT	$ 9,246	$ -	$ -	$ -	$ -
EXPENDITURES-OPERATIONS & MAINTENANCE	$ 12,740	$ -	$ -	$ -	$ -
FUND BALANCE ENDING	$ -	$ -	$ -	$ -	$ -
FAIR HOUSING (FUND 276)					
FUND BALANCE BEGINNING	$ -	$ 7,572	$ -	$ 5	$ 5
REVENUE					
HUD GRANT	$ 112,000	$ 13,000	$ -	$ -	$ -
CONTRIBUTIONS / DONATIONS	18,000	-	-	-	-
INVESTMENT EARNINGS	6	-	-	-	-
TOTAL REVENUE	$ 130,006	$ 13,000	$ -	$ -	$ -
EXPENDITURES:					
PERSONAL SERVICES	$ 33,000	$ -	$ -	$ -	$ -
OPERATIONS & MAINTENANCE	89,434	20,567	-	-	-
TOTAL EXPENDITURES	$ 122,434	$ 20,567	$ -	$ -	$ -
FUND BALANCE ENDING	$ 7,572	$ 5	$ -	$ 5	$ 5

COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 3 OF 6)

OPERATING BUDGET

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
HOUSING FIRST-FOOD STAMP (FUND 271)					
FUND BALANCE BEGINNING	$ 853	$ -	$ -	$ 1	$ 1
REVENUE-FOOD STAMP GRANT	$ 11,210	$ 10,438	$ -	$ -	$ -
EXPENDITURES-OPERATIONS & MAINTENANCE	$ 12,063	$ 10,437	$ -	$ -	$ -
FUND BALANCE ENDING	$ -	$ 1	$ -	$ 1	$ 1
HOUSING FIRST-FEDERAL APPROPRIATION (FUND 270)					
FUND BALANCE BEGINNING	$ -	$ (1,288)	$ 3,712	$ (5,526)	$ 9,483
REVENUE-GRANT	$ 76,873	$ -	$ 50,000	$ 51,677	$ -
EXPENDITURES-OPERATIONS & MAINTENANCE	$ 78,161	$ 4,238	$ 50,000	$ 36,668	$ -
FUND BALANCE ENDING	$ (1,288)	$ (5,526)	$ 3,712	$ 9,483	$ 9,483
PROJECT HOMELESS CONNECT (FUND 272)					
FUND BALANCE BEGINNING	$ 2,558	$ 845	$ 6,145	$ 4,459	$ 3,491
REVENUE:					
CONTRIBUTIONS	$ 339	$ 7,964	$ 1,500	$ 2,327	$ 1,500
INTEREST ON INVESTMENTS	6	-	-	-	-
TOTAL REVENUE	$ 345	$ 7,964	$ 1,500	$ 2,327	$ 1,500
EXPENDITURES-OPERATIONS & MAINTENANCE	$ 2,058	$ 4,350	$ 1,500	$ 3,295	$ 1,500
FUND BALANCE ENDING	$ 845	$ 4,459	$ 6,145	$ 3,491	$ 3,491

COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 4 OF 6)

OPERATING BUDGET

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FANNIE MAE (FUND 273)					
FUND BALANCE BEGINNING	$ 3,499	$ 1,873	$ 1,873	$ 1,873	$ 3,223
REVENUE:					
HOMELESS-TRAINING	$ -	$ -	$ 500	$ -	-
CONTRIBUTIONS	-	-	1,000	2,050	-
TOTAL REVENUE	$ -	$ -	$ 1,500	$ 2,050	$ -
EXPENDITURES-OPERATIONS & MAINTENANCE:					
B.P.A.I.H.	$ 1,616	$ -	$ 1,000	$ 500	$ -
HOMELESS-TRAINING	10	-	500	200	-
TOTAL EXPENDITURES	$ 1,626	$ -	$ 1,500	$ 700	$ -
FUND BALANCE ENDING	$ 1,873	$ 1,873	$ 1,873	$ 3,223	$ 3,223
BLGS AREA RESOURCE NETWORK (FUND 274)					
FUND BALANCE BEGINNING	$ 162	$ -	$ -	$ (339)	$ 5,696
REVENUE-TRANSFERS	$ -	$ -	$ 57,356	$ 53,823	$ 34,000
EXPENDITURES-OPERATIONS & MAINTENANCE	$ 162	$ 339	$ 57,356	$ 47,788	$ 34,000
FUND BALANCE ENDING	$ -	$ (339)	$ -	$ 5,696	$ 5,696
LOW INTEREST LOANS-WELLS FARGO (FUND 279)					
FUND BALANCE BEGINNING	$ (1,769)	$ (1,769)	$ -	$ -	$ -
REVENUE-INTEREST ON INVESTMENTS	$ -	$ -	$ -	$ -	$ -
EXPENDITURES-OPERATIONS & MAINTENANCE	$ -	$ -	$ -	$ -	$ -
FUND BALANCE ENDING	$ (1,769)	$ (1,769)	$ -	$ -	$ -

COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 5 OF 6)

OPERATING BUDGET

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
GRANT WRITING/ ENVIRON REVIEW (FUND 278)					
FUND BALANCE BEGINNING	$ 407	$ 408	$ 4,908	$ 4,908	$ 4,908
REVENUE					
INTEREST ON INVESTMENTS	$ 1	$ -	$ -	$ -	$ -
CHARGE FOR SERVICES	-	4,500	-	-	-
TOTAL REVENUE	$ 1	$ 4,500	$ -	$ -	$ -
EXPENDITURES-OPERATIONS & MAINTENANCE	$ -	$ -	$ -	$ -	$ -
FUND BALANCE ENDING	$ 408	$ 4,908	$ 4,908	$ 4,908	$ 4,908
NEIGHBORHOOD STABILIZATION PROGRAM (FUND 266)					
FUND BALANCE BEGINNING	$ (7,269)	$ 174,780	$ 37,325	$ 35,136	$ 13,030
REVENUE-HOUSING & ECON REC ACT 2008					
INTERGOVERMENTAL	$ 71,748	$ -	$ -	$ -	$ -
SALE OF FIXED ASSETS	179,722	42,169	150,000	-	-
TOTAL REVENUE	$ 251,470	$ 42,169	$ 150,000	$ -	$ -
EXPENDITURES-CAPITAL	$ 69,421	$ 181,813	$ 150,000	$ 22,106	$ -
FUND BALANCE ENDING	$ 174,780	$ 35,136	$ 37,325	$ 13,030	$ 13,030
HUD Special Grants (FUND 277)					
FUND BALANCE BEGINNING	$ -	$ -	$ -	$ 70,000	$ 65,000
REVENUE-TRANSFER IN	$ -	$ 250,000	$ -	$ -	$ -
EXPENDITURES-PROJECTS	$ -	$ 180,000	$ -	$ 5,000	$ -
FUND BALANCE ENDING	$ -	$ 70,000	$ -	$ 65,000	$ 65,000
BILLINGS MVP 2009 VISTA COORDINATOR-CLASSIC (FUND 269)					
FUND BALANCE BEGINNING	$ -	$ -	$ -	$ (1)	$ -
REVENUE-CORP NAT COMMUNITY SERVICE	$ 15,000	$ 31,850	$ -	$ 20,000	$ 278,431
EXPENDITURES-OPERATIONS & MAINTENANCE	$ 15,000	$ 31,851	$ -	$ 19,999	$ 278,431
FUND BALANCE ENDING	$ -	$ (1)	$ -	$ -	$ -

COMMUNITY DEVELOPMENT GRANT FUNDS (PAGE 6 OF 6)

OPERATING BUDGET

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
TOTAL OF COMMUNITY DEVELOPMENT GRANT FUNDS					
FUND BALANCE BEGINNING	$ 372,709	$ 697,368	$ 327,307	$ 620,608	$ 536,929
REVENUE:					
INTER-GOVERNMENTAL	$ 1,380,448	$ 826,633	$ 1,487,772	$ 1,217,677	$ 1,564,218
CHARGE FOR SERVICES	14,775	24,050	-	-	-
INTEREST ON INVESTMENTS	13	-	-	-	-
CONTRIBUTIONS / DONATIONS	18,339	7,964	2,500	4,377	1,500
SALE OF FIXED ASSETS	248,578	59,169	150,000	35,000	50,000
MISCELLANEOUS	350,410	380,985	-	-	-
TRANSFERS	-	250,000	57,356	53,823	34,000
TOTAL REVENUE	$ 2,012,563	$ 1,548,801	$ 1,697,628	$ 1,310,877	$ 1,649,718
EXPENDITURES:					
PERSONAL SERVICES	33,000	-	-	-	-
PROJECTS	1,066,195	1,032,524	1,018,583	665,700	875,936
ADMINISTRATION	251,026	241,863	345,916	513,000	285,226
REHAB ADMINISTRATION	52,865	86,520	74,274	75,000	104,625
OPERATIONS & MAINTENANCE	284,818	266,423	258,856	140,856	333,931
TOTAL EXPENDITURES	$ 1,687,904	$ 1,627,330	$ 1,697,629	$ 1,394,556	$ 1,599,718
FUND BALANCE - ENDING	$ 697,368	$ 618,839	$ 327,306	$ 536,929	$ 586,929
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	697,368	618,839	327,306	536,929	586,929
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	-	-	-	-	-

COMMUNITY DEVELOPMENT GRANTS FUND
OPERATING BUDGET

FUNDS 266-299

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
PERSONAL SERVICES	$ 253,570	$ 322,074	$ 313,244	$ 309,586	$ 345,762
OPERATIONS AND MAINTENANCE	1,434,334	1,128,959	1,234,385	1,062,857	1,253,956
CAPITAL	-	176,297	150,000	22,103	
TRANSFERS	-	-	-	-	-
TOTAL EXPENDITURES	**$ 1,687,904**	**$ 1,627,330**	**$ 1,697,629**	**$ 1,394,546**	**$ 1,599,718**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
COMMUNITY SERVICES MANAGER	1.0	1.0	1.0	1.0
COMM DEVELOPMENT GRANT COORD	2.0	2.0	2.0	2.0
GRANTS TECHNICIAN				1.5
ADMINISTRATIVE SUPPORT I	1.0	1.0	1.0	-
TOTAL	**4.0**	**4.0**	**4.0**	**4.5**

PARKS PROGRAMS OPERATING BUDGET NARRATIVE

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.

Revenues
Increased revenues are anticipated from the sale of Lampman Park and two other park areas, along with cash-in-lieu of parkland for FY15.

Expenditures
Major expenditures in FY 15 include a Master Plan for Cottonwood Park, repairs to the Amend Park irrigation water intake structure, repair and maintenance items at Dehler Park, and park tree purchases.

Capital
None

PARKS PROGRAMS
OPERATING BUDGET

FUND 769-775

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 1,873,824**	**$ 1,884,030**	**$ 1,752,852**	**$ 2,095,182**	**$ 2,184,376**
REVENUE:					
PARK ACQUISITION & IMPROVEMENTS					
INVESTMENT EARNINGS	$ 8,727	$ 3,692	$ 5,421	$ 6,000	$ 6,870
FEMA GRANT	3,709	(3,709)	-	-	-
CONTRIBUTIONS-MISC	9,553	34,792	75,000	40,000	40,500
DOG RACE REVENUE	4,199	4,880	10,000	7,000	8,000
RECREATION-CONCERTS	432	-	5,000	-	-
CONFERENCE CHARGE	7,380	-	-	-	-
DOG PARK DONATIONS	8,141	18,570	10,000	10,000	10,300
TRANSFER	-	15,000	-	-	-
PAY IN LIEU PARK DEDICATION	16,355	87,320	50,000	40,000	40,000
SWORDS PARK-LAND RENTAL	2,000	-	4,000	-	4,000
SALE OF LAND	3,000	75,000	50,000	25,000	350,000
DEHLER PARK SCOREBOARD	20,000	20,000	20,000	20,000	20,000
KIWANIS-LICENSE PLATES	9,840	9,040	8,000	8,000	4,000
TRASH FOR TREES	5,555	5,206	6,000	6,794	8,000
TOTAL REVENUE	**$ 98,891**	**$ 269,791**	**$ 243,421**	**$ 162,794**	**$ 491,670**
EXPENDITURES:					
PARK ACQUISITION & IMPROVEMENTS					
OPERATIONS & MAINTENANCE	$ 39,861	$ 12,818	$ 50,362	$ 40,000	$ 315,238
TRANSFER OUT	25,857	-	-	-	-
DOG RACE	-	994	2,500	1,500	2,500
RECREATION-CONCERTS	-	-	5,000	-	-
DEHLER PARK SCOREBOARD					
DEBT SERVICE	19,917	19,916	23,181	20,100	22,700
PARKLAND SALES	-	-	29,000	-	-
KIWANIS-LICENSE PLATES	1,311	6,040	8,000	6,000	9,000
COTTONWOOD PARK	-	-	110,000	-	-
TRASH FOR TREES	1,739	18,871	8,000	6,000	16,000
TOTAL EXPENDITURES	**$ 88,685**	**$ 58,639**	**$ 236,043**	**$ 73,600**	**$ 365,438**
FUND BALANCE ENDING	**$ 1,884,030**	**$ 2,095,182**	**$ 1,760,230**	**$ 2,184,376**	**$ 2,310,608**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	1,884,030	2,095,182	1,760,230	2,184,376	2,310,608
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

DOWNTOWN REVOLVING LOAN PROGRAM
OPERATING BUDGET

FUND 723

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 100,555**	**$ 219,329**	**$ 438,196**	**$ 376,285**	**$ 500,879**
REVENUE:					
INVESTMENT EARNINGS:					
INTEREST ON LOANS	$ 70,374	$ 67,635	$ 65,000	$ 90,000	$ 65,000
INTEREST ON INVESTMENTS	332	1,047	640	800	700
DEBT PROCEEDS-BANKS	-	-	1,000,000	-	1,000,000
MISCELLANEOUS-REPAYMENT OF LOANS	424,573	584,156	600,000	600,000	600,000
TOTAL REVENUE	**$ 495,279**	**$ 652,838**	**$ 1,665,640**	**$ 690,800**	**$ 1,665,700**
EXPENDITURES:					
OPERATION & MAINTENANCE:					
CHARGES FOR SERVICE	$ 39,712	$ 46,138	$ 50,206	$ 50,206	$ 54,016
LOANS	-	450,000	1,000,000	516,000	1,000,000
DEBT SERVICE	336,793	(256)	650,000	-	650,000
TOTAL EXPENDITURES	**$ 376,505**	**$ 495,882**	**$ 1,700,206**	**$ 566,206**	**$ 1,704,016**
FUND BALANCE ENDING	**$ 219,329**	**$ 376,285**	**$ 403,630**	**$ 500,879**	**$ 462,563**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	219,329	376,285	403,630	500,879	462,563
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

DOWNTOWN REVOLVING LOAN PROGRAM BUDGET NARRATIVE

The program provides loans up to $250,000 for qualified projects in the downtown area. The City entered into agreements with seven local banks to provide $3.2 million of funding for the downtown revolving loan program. Interest is adjusted annually based on the inter-creditor agreement with the banks. Interest rates on the loans between the City and end-borrowers adjust annually based on the terms of the inter-creditor agreement with the banks at the time of the loan. Current loan rates to end-borrowers are 1% to 5%.

Revenues
A similar number of loans are planned in FY 15.

Expenditures
A similar number of loans are planned in FY 15.

Capital
None

FUND 702

CEMETERY IMPROVEMENTS FUND
OPERATING BUDGET

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE - BEGINNING	**$ 299,224**	**$ 311,216**	**$ 320,216**	**$ 245,229**	**$ 158,829**
REVENUE:					
SALE OF LOTS	$ 14,080	$ 12,540	$ 14,000	$ 13,000	$ 14,000
INTEREST ON INVESTMENTS	1,467	509	755	600	600
TOTAL REVENUE	**$ 15,547**	**$ 13,049**	**$ 14,755**	**$ 13,600**	**$ 14,600**
EXPENDITURES:					
OPERATION & MAINTENANCE	$ 3,555	$ 79,036	$ 143,000	$ 100,000	$ 20,000
TOTAL EXPENDITURES	**$ 3,555**	**$ 79,036**	**$ 143,000**	**$ 100,000**	**$ 20,000**
FUND BALANCE - ENDING	**$ 311,216**	**$ 245,229**	**$ 191,971**	**$ 158,829**	**$ 153,429**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	311,216	245,229	191,971	158,829	153,429
ASSIGNED	-	-	-	-	-
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 the City Cemetery. City Council approves all funds used from this account for the betterment of the cemetery. Interest from this fund is transferred yearly into the General Fund.

Revenues
No significant changes.

Expenditures
Expenditures are for improvements of Section 15 and removal of dangerous trees.

Capital
None

BIKE PATHS AND TRAILS DONATIONS FUND
OPERATING BUDGET

FUND 236

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE - BEGINNING	$ -	$ 18,778	$ 19,227	$ 15,730	$ 12,554
REVENUES:					
FEDERAL & STATE GRANTS	$ -	$ 21,374	$ -	$ -	$ -
LOCAL CONTRIBUTION	36,625	13,091	214,949	20,000	$ 34,509
TOTAL REVENUE	$ 36,625	$ 34,465	$ 214,949	$ 20,000	$ 34,509
EXPENDITURES:					
ARNOLD DRAIN/BROADWATER AVE	$ -	$ -	$ -	$ -	$ -
PEDESTRIAN BRIDGE	13,837	6,057	129,290	23,176	-
ARONSON BYPASS TRAIL	-	-	31,852	-	-
WAYFAIRING & DIRECTIONAL SIGN	-	-	5,368	-	-
ARROWHEAD SCHOOL TRAIL	-	-	11,273	-	-
POLY DRIVE SCHOOL IMPROV	-	-	13,037	-	-
SWORDS PARK/6TH AVE CONNECT	-	-	16,104	-	-
HOPE CHURCH SIDEWALKS	-	-	8,025	-	-
BROADWATER TRAIL CONNECTOR	-	31,456	-	-	-
CAPITAL OUTLAY	4,010	-	-	-	34,509
TOTAL EXPENDITURES	$ 17,847	$ 37,513	$ 214,949	$ 23,176	$ 34,509
FUND BALANCE - ENDING	$ 18,778	$ 15,730	$ 19,227	$ 12,554	$ 12,554
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	18,778	15,730	19,227	12,554	12,554
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	$ -	$ -	$ -	$ -	$ -

BIKE PATHS AND TRAILS DONATIONS BUDGET NARRATIVE

This fund will be used to account for the contributions and grants related to the construction of bike and pedestrian pathways. In prior years, the Series 2000 Parks Improvement Fund was used to account for trails projects and that fund was closed in FY 2012.

ANIMAL CONTROL DONATIONS
OPERATING BUDGET

FUNDS 712,713,715,716

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 70,033**	**$ 34,043**	**$ 34,473**	**$ 34,507**	**$ 34,987**
REVENUE:					
INTEREST ON INVESTMENTS	$ 196	$ 66	$ 95	$ 80	$ 79
DONATIONS:					
BUILDING IMPROVEMENTS	-	-	-	-	-
GENERAL	220	398	40,395	400	44,912
TOTAL REVENUE	**$ 416**	**$ 464**	**$ 40,490**	**$ 480**	**$ 44,991**
EXPENDITURES:					
OPERATION AND MAINTENANCE					
SPAY & NEUTER	$ -	$ -	$ 1,805	$ -	$ 1,805
EDUCATION	1,039	-	921	-	921
GENERAL	-	-	37,128	-	41,147
GENERAL-CAPITAL	35,367	-	-	-	-
TOTAL EXPENDITURES	**$ 36,406**	**$ -**	**$ 39,854**	**$ -**	**$ 43,873**
FUND BALANCE ENDING	**$ 34,043**	**$ 34,507**	**$ 35,109**	**$ 34,987**	**$ 36,105**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	34,043	34,507	35,109	34,987	36,105
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

ANIMAL CONTROL DONATIONS BUDGET NARRATIVE

These funds are used to account for donations to Animal Control.

Revenues

With the privatization fo the Animal Shelter in 2009, projected revenues for the Animal Control building improvements, spay/neuter, education, and general donation accounts are not expected this fiscal year. Although revenues for these donantion accounts are not expected, the accounts have been left open in case a donation is recieved.

Expenditures

Expenditures will be used for spay and neuter relief, education, animal health and welfare, facility improvements, and other projects and initiatives to benefit animals.

Capital

None

STREET MAINTENANCE DISTRICT FUNDS BUDGET NARRATIVE

The street maintenance special assessment districts provide funding to maintain quality streets and street maintenance for the safety of the residents and visitors and to continue to improve the city's street network.

Street Maintenance District #1 is comprised of the central downtown area and Street Maintenance District #2 is the remainder of the city.

Street Maintenance assessments support Street-Traffic Division operations that maintain the public rights-of-way. Assessment revenues are also used for the PAVER Program for preventive maintenance of street surfacing and curb and gutter repairs. This funding is used to pay for repairs within the annual Miscellaneous Repair Program and comprehensive neighborhood street reconstruction work. The PAVER program was funded at a very low level for several years, resulting in deterioration and a backlog of needed repairs for City streets. In FY 2012, City Council directed staff to significantly increase the funding of the PAVER program.

Revenues
FY 15 revenues are estimated at $7,039,200, an increase of $209,800 over the FY 14 budget amount. There is a 3% rate increase for special assessments programmed per City Council's direction to implement smaller, annual inflationary increases rather than larger, less frequent rate increases.

Expenditures
FY 15 expenditures total $7,039,544, an increase of $248,538 over the FY 14 budget due to an increase in the transfer to Gas Tax for the PAVER program.

Capital
None

STREET MAINTENANCE DISTRICTS FUND
OPERATING BUDGET

FUND 801 & 802

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 2,017,697**	**$ 2,022,424**	**$ 2,141,836**	**$ 2,269,661**	**$ 3,294,839**
REVENUE:					
SPECIAL ASSESSMENTS	$ 6,617,341	$ 6,791,501	$ 6,825,000	$ 6,810,000	$ 7,035,000
INTEREST ON INVESTMENTS	6,017	3,688	4,400	6,184	4,200
TOTAL REVENUE	**$ 6,623,358**	**$ 6,795,189**	**$ 6,829,400**	**$ 6,816,184**	**$ 7,039,200**
EXPENDITURES:					
OPERATION & MAINTENANCE	$ 4,868,631	$ 4,847,952	$ 5,191,006	$ 4,191,006	$ 5,139,544
TRANSFER TO GAS TAX FUND	1,750,000	1,700,000	1,600,000	1,600,000	1,900,000
TOTAL EXPENDITURES	**$ 6,618,631**	**$ 6,547,952**	**$ 6,791,006**	**$ 5,791,006**	**$ 7,039,544**
FUND BALANCE ENDING	**$ 2,022,424**	**$ 2,269,661**	**$ 2,180,230**	**$ 3,294,839**	**$ 3,294,495**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	2,022,424	2,269,661	2,180,230	3,294,839	3,294,495
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

FIRE HYDRANT FUND
OPERATING BUDGET

FUND 805

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE - BEGINNING	$ 2,934,848	$ 2,298,941	$ 2,268,538	$ 37	$ -
REVENUE:					
SPECIAL ASSESSMENTS	$ 1,274,346	$ 41,101	$ -	$ -	$ -
FIRE HYDRANT REIMBURSEMENT	104,174	104,174	-	-	-
INTEREST EARNINGS	12,138	4,106	-	-	-
TOTAL REVENUE	$ 1,390,658	$ 149,381	$ -	$ -	$ -
EXPENDITURES:					
COST ALLOCATION CHARGE	$ 6,850	$ 6,934	$ -	$ -	$ -
CONTRACT SERVICES	236,632	236,632	-	-	-
OPERATIONS & MAINTENANCE	1,783,083	1,815,069	-	-	-
TRANSFER TO WATER	-	389,650	-	37	-
TOTAL EXPENDITURES	$ 2,026,565	$ 2,448,285	$ -	$ 37	$ -
FUND BALANCE - ENDING	$ 2,298,941	$ 37	$ 2,268,538	$ -	$ -
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	2,298,941	37	2,268,538	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	$ -	$ -	$ -	$ -	$ -

FIRE HYDRANT FUND BUDGET NARRATIVE

The remainder of the balance in the Fire Hydrant Fund was transferred to the Water Fund in FY 13. There are no revenues or expendtiures budgeted in FY 15.

Revenues
None

Expenditures
None

Capital
None

STREET LIGHT MAINTENANCE DISTRICTS FUND
OPERATING BUDGET

FUND 810

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE - BEGINNING	**$ 1,465,251**	**$ 1,389,809**	**$ 1,353,236**	**$ 1,276,262**	**$ 1,138,193**
REVENUE:					
INTEREST EARNINGS	$ 5,489	$ 2,632	$ 3,000	$ 3,658	$ 3,000
SPECIAL ASSESSMENTS	1,979,386	2,118,486	2,100,000	2,034,000	2,197,000
TRANSFER FROM EQUIP REPL	19,525	-	-	-	-
TOTAL REVENUE	**$ 2,004,400**	**$ 2,121,118**	**$ 2,103,000**	**$ 2,037,658**	**$ 2,200,000**
EXPENDITURES:					
OPERATIONS & MAINTENANCE	$ 2,079,842	$ 2,234,665	$ 2,303,847	$ 2,175,727	$ 2,349,144
TOTAL EXPENDITURES	**$ 2,079,842**	**$ 2,234,665**	**$ 2,303,847**	**$ 2,175,727**	**$ 2,349,144**
FUND BALANCE - ENDING	**$ 1,389,809**	**$ 1,276,262**	**$ 1,152,389**	**$ 1,138,193**	**$ 989,049**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	1,389,809	1,276,262	1,152,389	1,138,193	989,049
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

STREET LIGHT MAINTENANCE BUDGET NARRATIVE

The Street Light Maintenance Fund is used to pay light bills, assessments, administration, and maintenance on City-owned and Northwestern Energy owned street light districts. These funds are provided from assessments on 186 separate Special Improvement Light Maintenance Districts (SILMDs). Currently there are 117 NorthWestern Energy (NWE) districts, 58 City districts, 10 districts that have a combination of NWE and City owned lights, and 1 Yellowstone Valley Electric Cooperative District. Each light district's budget reflects projected expenses and revenues derived from historical and projected data.

Revenues

FY15 revenues are budgeted at $2,200,000, an increase of $97,000 over the FY 14 budget.

Expenditures

FY15 expenditures are estimated at $2,349,144, an increase of 2%. This increase is primarily due to an increase in maintenance costs.

Capital

None

STORM SEWER FUND BUDGET NARRATIVE

This special revenue fund is managed by the Public Works Department and funds the planning, engineering, and construction of storm drainage improvement projects. This includes paying debt service on revenues bonds, system maintenance performed by the Street-Traffic Division, MS4 permit compliance, and a capital program managed by the Engineering Division. The Storm operating fund has experienced increased expenses in recent years due to an increase in requirements to comply with storm water regulations.

Revenues
Revenues are budgeted at $3,595,952 for FY 15, a decrease of $3,424,355. This decrease is the result of the elimination of a budgeted transfer from storm sewer revenue bonds for the Shiloh Conservation Area revenue bond sale. There is also a 3.5% rate increase for special assessments programmed per City Council's direction to implement smaller, annual inflationary increases rather than larger, less frequent rate increases.

Expenditures
FY 15 operating expenditures are budgeted at $1,293,199, a decrease of $308,233. This decrease is primarily from a decrease in the Street-Traffic charge for service for a lesser amount of storm-related equipment purchases.

Capital
Capital expenses for FY 15 total $2,996,000. Projects for FY 15 include implementation of the Storm Water Master Plan, the annual storm drainage intersection trouble spot project, the portion of the East End Storm project that is not debt funded, as well as contributions needed for Special Improvement District (SID) and annual miscellaneous curb, gutter, and sidewalk projects.

FUND 840 & 207

STORM SEWER FUND
OPERATING BUDGET

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	$ 2,518,233	$ 4,182,521	$2,779,388	$ 5,075,509	$3,805,171
REVENUE:					
SPECIAL ASSESSMENTS	$ 3,354,308	$ 3,414,833	$ 3,450,000	$ 3,460,000	$ 3,580,000
INTEREST ON INVESTMENTS	13,560	9,015	10,500	17,214	10,500
LICENSES & PERMITS	4,522	3,704	6,000	3,600	4,000
SALE OF FIXED ASSETS	1,080		-	-	-
OTHER	1,452	1,452	1,452	1,452	1,452
GRANT REVENUE	3,025		-	-	-
TRANSFER FROM STORM SEWER	29,066	3,084	3,552,355	-	-
TRANSFER FROM EQUIP REPLACEMENT	-	-	-	-	-
TOTAL REVENUE	$ 3,407,013	$ 3,432,088	$ 7,020,307	$ 3,482,266	$ 3,595,952
EXPENDITURES:					
OPERATIONS & MAINTENANCE	$ 937,161	$ 1,239,554	$ 1,601,432	$ 1,689,689	$ 1,293,199
CAPITAL	605,564	1,096,199	4,897,250	2,850,090	2,996,000
TRANSFERS TO BOND AND INTEREST	200,000	203,347	502,360	212,825	1,161,000
TOTAL EXPENDITURES	$ 1,742,725	$ 2,539,100	$ 7,001,042	$ 4,752,604	$ 5,450,199
FUND BALANCE ENDING	$ 4,182,521	$ 5,075,509	$ 2,798,653	$ 3,805,171	$ 1,950,924
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	4,182,521	5,075,509	2,798,653	3,805,171	1,950,924
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	$ -	$ -	$ -	$ -	$ -

PARK MAINTENANCE DISTRICTS FUNDS
OPERATING BUDGET

FUND 872

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE	**$ 235,365**	**$ 164,001**	**$ 109,351**	**$ 66,926**	**$ 67,276**
REVENUE:					
SPECIAL ASSESSMENTS	$ 792,137	$ 827,546	$ 933,703	$ 930,000	$ 998,239
INTEREST EARNINGS	386	(67)	-	350	65
TOTAL REVENUE	**$ 792,523**	**$ 827,479**	**$ 933,703**	**$ 930,350**	**$ 998,304**
EXPENDITURES:					
OPERATIONS & MAINTENANCE	$ 863,887	$ 924,554	$ 937,597	$ 930,000	$ 994,450
CAPITAL	-	-	-	-	10,010
TRANSFER TO EQUIP REPLACE	-	-	-	-	-
TOTAL EXPENDITURES	**$ 863,887**	**$ 924,554**	**$ 937,597**	**$ 930,000**	**$ 1,004,460**
FUND BALANCE ENDING	$ 164,001	$ 66,926	$ 105,457	$ 67,276	$ 61,120
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	164,001	66,926	105,457	67,276	61,120
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

PARK MAINTENANCE DISTRICTS BUDGET NARRATIVE

The Park Maintenance District Division manages and maintains 40 developed community and neighborhood parks throughout Billings. Management and maintenance includes irrigation systems and water services, mowing and weed management, playground inspections and maintenance, trash removal and pickup, tree and shrub care, and other services.

Revenues

Revenues are increasing due to new park districts being formed resulting in increased maintenance costs.

Expenditures

Expenditures in the FY 15 have increased because of increased maintnenance costs due to the expansion of several park district areas, greater irrigation water use, and completion of needed deferred maintenance items.

Capital

Purchase of maintenance tracking computer software.

PARK DISTRICT 1 FUND BUDGET NARRATIVE

A city-wide park maintenance district was in place for the FY 13 budget. Staff implemented the proposed spending plan and the funding level is set by City Council. Through the establishment and funding of the city-wide park maintenance district, deferred maintenance items in General Fund – Parks will be fixed and repaired. Further, ongoing maintenance programs will be implemented to improve the park and trail maintenance levels; 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. In FY 15, the proposed assessment is $2,265,000.

Expenditures
Expenditures in FY 15 are anticipated to match assessments of $2,304,876.

Capital
Several capital improvements projects will be undertaken in FY 15, including upgrading some of Stewart Park's infrastructure (road, paving lots, etc.), constructing a large event shelter at Pioneer Park to replace a shelter that was destroyed during a storm at North Park, and upgrading the water service at Amend Park, as well as various emergency and general maintenance items on park facilities and buildings.

PARK DISTRICT 1
OPERATING BUDGET

FUND 873

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE	**$ -**	**$ -**	**$ 593,970**	**$ 1,230,877**	**$ 571,877**
REVENUE:					
SPECIAL ASSESSMENTS	$ -	$ 1,852,807	$ 1,895,000	$ 1,800,000	$ 2,265,000
INTEREST EARNINGS	-	(800)	-	6,000	2,300
TOTAL REVENUE	**$ -**	**$ 1,852,007**	**$ 1,895,000**	**$ 1,806,000**	**$ 2,267,300**
EXPENDITURES:					
PERSONAL SERVICES	$ -	$ 46,360	$ 196,456	$ 185,000	$ 213,292
OPERATIONS & MAINTENANCE	-	197,945	338,544	330,000	431,594
CAPITAL	-	376,825	1,360,000	1,950,000	1,659,990
TOTAL EXPENDITURES	**$ -**	**$ 621,130**	**$ 1,895,000**	**$ 2,465,000**	**$ 2,304,876**
FUND BALANCE ENDING	$ -	$ 1,230,877	$ 593,970	$ 571,877	$ 534,301
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	1,230,877	593,970	571,877	534,301
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

PARK DISTRICT 1

STAFFING AUTHORIZATION

FUND 873

STAFFING AUTHORIZATION

POSITION	ACTUAL FY12	ACTUAL FY13	BUDGET FY14	APPROVED FY15
VOLUNTEER PROGRAM COORD	-	1.0	1.0	1.0
EQUIPMENT OPER./MAINT.WORKER	-	1.0	1.0	1.0
ARBORIST	-	1.0	1.0	1.0
TOTAL	-	3.0	3.0	3.0

ARTERIAL STREET FEES FUND BUDGET NARRATIVE

The Arterial Street Fund is managed by the Public Works Department and complements other funds for the construction and reconstruction of arterial streets within the city. It also allows for lower assessments to property owners on arterial street segments included in Special Improvement Districts.

Revenues
FY 15 revenues are estimated at $3,498,000, a decrease of $7,299,000 from the FY 14 budget amount. The decrease is due to the elimination of a Federal grant for Zimmerman Trail improvements. The Zimmerman Trail project will be managed and paid for by the Montana Department of Transportation with a local share match. Thus, the revenue line item could be eliminated for this project. There is also a proposed 2.8% rate increase for special assessments, per City Council's direction, to implement smaller, annual inflationary increases rather than larger, less frequent rate increases.

Expenditures
Expenditures for FY 15 total $285,819, an increase of $146,511 over the FY 14 budget. This increase is for the restriping maintenance on the Shiloh Road Roundabouts.

Capital
Capital expenditures in the FY 15 budget total $3,720,200. Projects for FY 15 include construction of the signal at 32nd Street West and Gabel Road, intersection improvements at Poly Drive and Virginia Lane and Grand Avenue and 54th Street West, as well as reconstruction of Poly Drive from 32nd Street West to 38th Street West and the local share match for the Zimmerman Trail project.

ARTERIAL STREET FEES FUND
OPERATING BUDGET

FUND 845

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 1,237,316**	**$ 1,484,588**	**$ 1,702,755**	**$ 4,120,239**	**$ 1,924,717**
REVENUE:					
SPECIAL ASSESSMENTS	$ 3,293,416	$ 3,361,190	$ 3,390,000	$ 3,400,000	$ 3,491,000
INTEREST ON INVESTMENTS	13,496	6,703	7,000	11,822	7,000
LOCAL CONTRIBUTIONS	16,379	4,000	-	-	-
MISCELLANEOUS	-	-	-	38,423	-
GRANTS-ARRA	13,521	-	-	-	-
GRANTS-DOT	-	-	7,400,000	-	-
TOTAL REVENUE	**$ 3,336,812**	**$ 3,371,893**	**$ 10,797,000**	**$ 3,450,245**	**$ 3,498,000**
EXPENDITURES:					
OPERATION & MAINTENANCE	$ 137,425	$ 140,058	$ 139,308	$ 144,258	$ 285,819
CAPITAL	2,870,157	579,416	12,150,000	5,501,509	3,720,200
DEBT SERVICE (INTERFUND)	31,743	16,768	-	-	-
TRANSFERS	50,215	-	-	-	-
TOTAL EXPENDITURES	**$ 3,089,540**	**$ 736,242**	**$ 12,289,308**	**$ 5,645,767**	**$ 4,006,019**
FUND BALANCE ENDING	**$ 1,484,588**	**$ 4,120,239**	**$ 210,447**	**$ 1,924,717**	**$ 1,416,698**
FUND BALANCE ENDING					
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	1,484,588	4,120,239	210,447	1,924,717	1,416,698
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

AMEND PARK FUND
OPERATING BUDGET

FUND 758

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 201,861**	**$ 201,387**	**$ 158,685**	**$ 200,898**	**$ 175,246**
REVENUE:					
INTEREST ON INVESTMENTS	$ 963	$ 391	$ 571	$ 550	$ 600
TOTAL REVENUE	**$ 963**	**$ 391**	**$ 571**	**$ 550**	**$ 600**
EXPENDITURES:					
OPERATIONS & MAINT.	$ 475	$ 488	$ 85,514	$ 25,000	$ 30,557
TRANSFER-GENERAL FUND	962	392	1,202	1,202	1,202
TOTAL EXPENDITURES	**$ 1,437**	**$ 880**	**$ 86,716**	**$ 26,202**	**$ 31,759**
FUND BALANCE ENDING	**$ 201,387**	**$ 200,898**	**$ 72,540**	**$ 175,246**	**$ 144,087**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	201,387	200,898	72,540	175,246	144,087
ASSIGNED	-	-	-	-	-
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
No significant changes.

Expenditures
No significant changes.

Capital
None

BALLFIELD / STADIUM DONATION FOR CAPITAL MAINTENANCE FUND
OPERATING BUDGET

FUND 768

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 273,100**	**$ 297,160**	**$ 327,460**	**$ 342,328**	**$ 364,328**
REVENUE:					
PARK REPAIRS AND MAINTENANCE					
INTEREST ON INVESTMENTS	$ 1,392	$ 610	$ 982	$ 1,000	$ 1,300
LEASE - MUSTANGS	15,000	45,000	30,000	30,000	30,000
CONTRIBUTIONS	11,524	-	3,000	1,000	1,500
TOTAL REVENUE	**$ 27,916**	**$ 45,610**	**$ 33,982**	**$ 32,000**	**$ 32,800**
EXPENDITURES:					
PARK REPAIRS AND MAINTENANCE					
OPERATIONS & MAINTENANCE	$ 3,856	$ 442	$ 20,467	$ 10,000	$ 40,507
TOTAL EXPENDITURES	**$ 3,856**	**$ 442**	**$ 20,467**	**$ 10,000**	**$ 40,507**
PRIOR PERIOD ADJUSTMENT	$ -	$ -	$ -	$ -	$ -
FUND BALANCE ENDING	**$ 297,160**	**$ 342,328**	**$ 340,975**	**$ 364,328**	**$ 356,621**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	297,160	342,328	340,975	364,328	356,621
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

BALLFIELD/STADIUM DONATION BUDGET NARRATIVE

This fund is for maintenance of the Dehler Park ballfield / stadium.

Revenues
No significant changes.

Expenditures
No significant changes.

Capital
None

DEBT SERVICE FUNDS

DEBT SERVICE FUNDS

The Debt Service Funds are used to account for the accumulation of resources for the payment of general obligation bond principal and interest from governmental resources, tax increment bond principal, and interest from taxes levied on the incremental value of the tax increment district, and special assessment bond principal and interest from special assessment levies when the government is obligated in some manner for the payment. The debt limit for the City of Billings by state law is 2.50% of the total assessed market value. The City's debt service funds and their purposes are:

- The **Special Improvement Districts Fund** accounts for the payment of the debt used for the construction of streets, water, and wastewater trunk lines.
- The **Series 2010 Parks Fund** accounts for payment of debt used for City-Wide park improvements.
- The **Series 2004A Street Improvements Fund** accounts for the payment of debt issued for road improvement projects on Alkali Creek Road, South Billings Boulevard from Laurel Road to King Avenue East, and the Arlene Corridor.
- The **Storm Sewer Debt Fund** accounts for the payment of debt used for the construction of storm sewers.
- The **Sidewalk and Curb Districts Fund** accounts for the payment of debt used for the construction of sidewalks and curbs.
- The **Series 2007A Baseball Field & Stadium Fund** accounts for the payment of $10.7 million of general obligation bonds issued for the baseball field and stadium. Revenue from tax collection will be used to repay this debt.
- The **Series 2007B Baseball Field & Stadium Fund** accounts for the payment of $1.8 million of general obligation bonds issued for the baseball field and stadium. Revenue from various donations will be used to repay this debt.
- The **Series 2012 Library Fund** accounts for the payment of debt issued for the construction of the new library building.

DEBT SERVICE FUNDS
SUMMARY
OPERATING BUDGET
FY 15

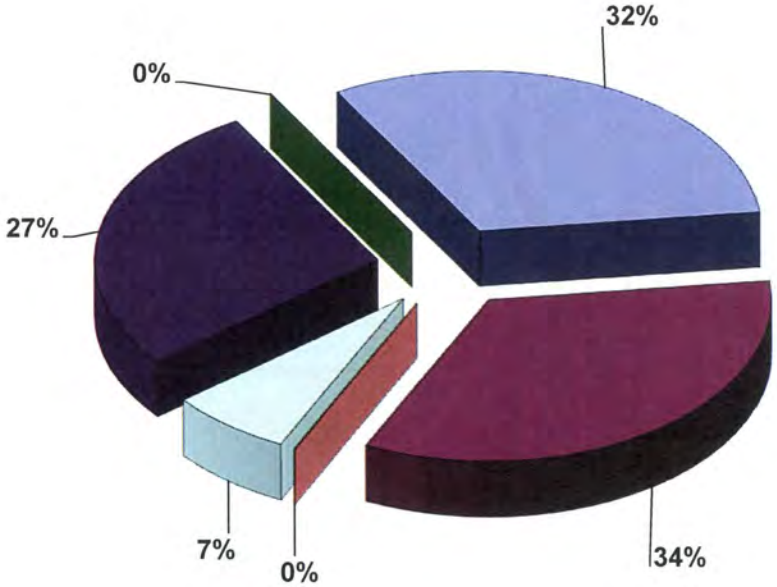
	SPECIAL IMPROVEMENT DISTRICTS	SERIES 2010 PARKS	SERIES 2004A STREET IMPROVEMENTS	STORM SEWER	SIDEWALK & CURB DISTRICTS	SERIES 2007A BASEBALL FIELD & STADIUM
FUND BALANCE - BEGINNING	**$ 4,965,547**	**$ 110,460**	**$ 291,837**	**$ 329,482**	**$ 290,005**	**$ 676,526**
REVENUE:						
TAXES	$ -	$ 97,297	$ 343,012	$ -	$ -	$ 832,794
SPECIAL ASSESSMENTS	2,120,000	-	-	-	340,000	-
LICENSES & PERMITS	-	-	-	-	-	-
INTER-GOVERNMENTAL	-	-	-	-	-	-
CHARGES FOR SERVICE	-	-	-	-	-	-
FINES & FORFEITS	-	-	-	-	-	-
INVESTMENT EARNINGS	750	32	75	100	200	210
DONATIONS	-	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	1,991,000	-	-
DEBT PROCEEDS	-	-	-	-	-	-
MISCELLANEOUS	-	-	-	-	-	-
TOTAL REVENUE	**$ 2,120,750**	**$ 97,329**	**$ 343,087**	**$ 1,991,100**	**$ 340,200**	**$ 833,004**
EXPENDITURES:						
PERSONAL SERVICES	$ -	$ -	$ -	$ -	$ -	$ -
OPERATION & MAINTENANCE		4,050	2,282	1,645	-	2,855
CAPITAL	-	-	-	-	-	-
DEBT SERVICE	2,478,350	122,675	337,675	1,101,305	392,100	807,420
INTERFUND TRANSFERS	-	-	-	-	-	-
TOTAL EXPENDITURES	**$ 2,478,350**	**$ 126,725**	**$ 339,957**	**$ 1,102,950**	**$ 392,100**	**$ 810,275**
FUND BALANCE ENDING	**$ 4,607,947**	**$ 81,064**	**$ 294,967**	**$ 1,217,632**	**$ 238,105**	**$ 699,255**

DEBT SERVICE FUNDS
SUMMARY
OPERATING BUDGET
FY 15

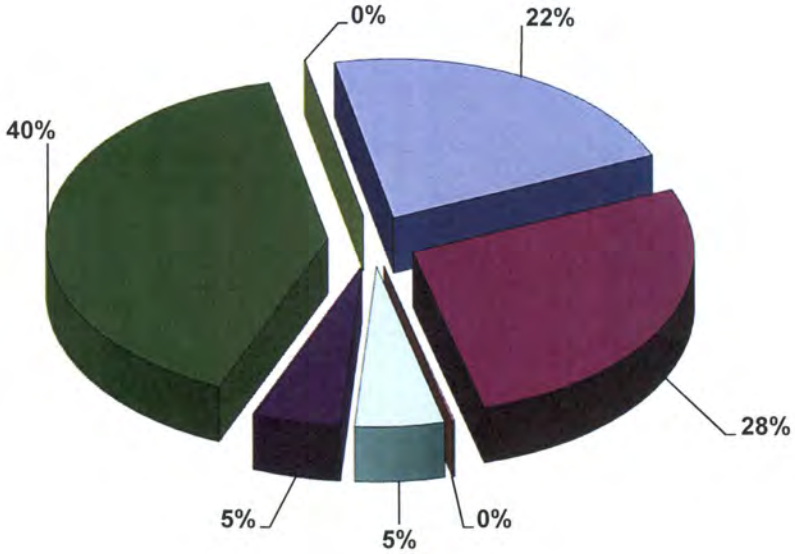
	SERIES 2007B BASEBALL FIELD & STADIUM	SERIES 2012 LIBRARY	APPROVED BUDGET FY 15	APPROVED BUDGET FY 14	INCREASE (DECREASE)	ACTUAL FY 13
FUND BALANCE - BEGINNING	$ 349,304	$ 1,010,439	$ 8,023,600	$ 18,190,070	$ (10,166,470)	$ 9,624,958
REVENUE:						
TAXES	$ -	$ 1,009,247	$ 2,282,350	$ 2,172,964	$ 109,386	$ 2,159,915
SPECIAL ASSESSMENTS	-		2,460,000	2,717,000	(257,000)	2,973,109
LICENSES & PERMITS	-		-	-	-	-
INTER-GOVERNMENTAL	-		-	-	-	-
CHARGES FOR SERVICE	-		-	-	-	-
FINES & FORFEITS	-		-	-	-	-
INVESTMENT EARNINGS	400	282	2,049	13,496	(11,447)	(9,881)
DONATIONS	210,000	300,000	510,000	510,000	-	560,000
INTERFUND TRANSFERS	-		1,991,000	502,360	1,488,640	49,458
DEBT PROCEEDS	-	-	-	4,000,000	(4,000,000)	10,233,802
MISCELLANEOUS	-	-	-	-	-	-
TOTAL REVENUE	$ 210,400	$ 1,309,529	$ 7,245,399	$ 9,915,820	$ (2,670,421)	$ 15,966,403
EXPENDITURES:						
PERSONAL SERVICES	$ -	$ -	$ -	$ -	$ -	$ -
OPERATION & MAINTENANCE	1,591	1,299	13,722	11,457	2,265	-
CAPITAL	-	-	-	-	-	-
DEBT SERVICE	194,525	1,232,200	6,666,250	7,023,648	(357,398)	15,191,454
INTERFUND TRANSFERS	-	-	-	3,552,355	(3,552,355)	1,864,464
TOTAL EXPENDITURES	$ 196,116	$ 1,233,499	$ 6,679,972	$ 10,587,460	$ (3,907,488)	$ 17,055,918
FUND BALANCE ENDING	$ 363,588	$ 1,086,469	$ 8,589,027	$ 17,518,430	$ (8,929,403)	$ 8,535,443

Debt Service Funds
Summary of Revenues

FY 15		FY 14
$ 2,282,350	TAXES	$ 2,172,964
2,460,000	SPECIAL ASSESSMENTS	2,717,000
2,049	INVESTMENT EARNINGS	13,496
510,000	DONATIONS	510,000
1,991,000	INTERFUND TRANSFERS	502,360
-	DEBT PROCEEDS	4,000,000
-	MISCELLANEOUS	-
$ 7,245,399	TOTAL	$ 9,915,820



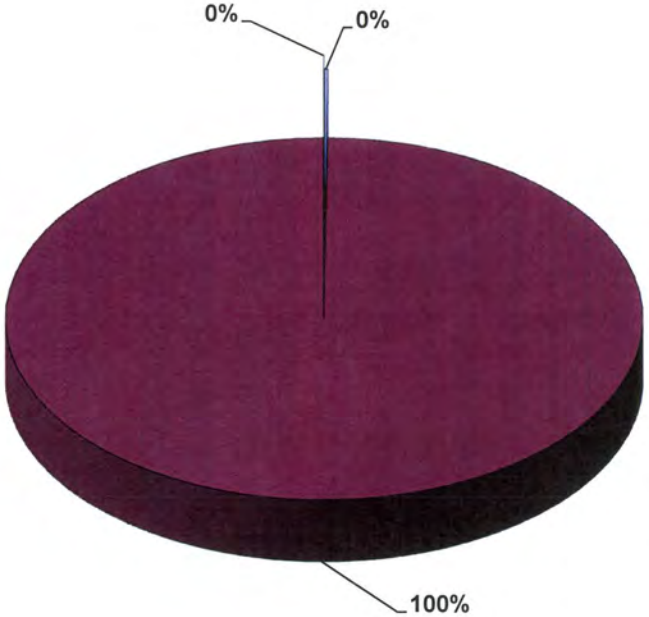
Fiscal Year 2015



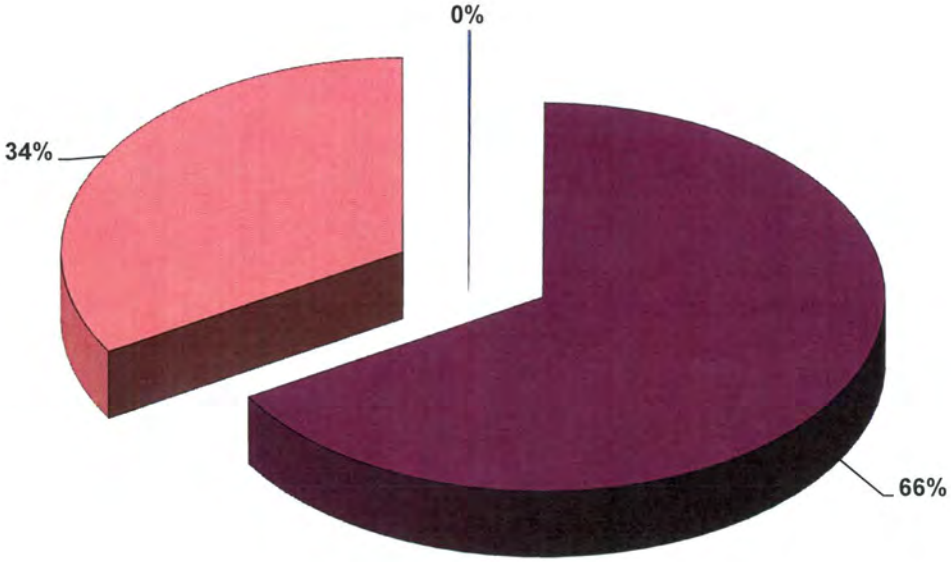
Fiscal Year 2014

Debt Service Funds
Summary of Expenditures

FY 15		FY 14
$ 13,722	OPERATION & MAINTENANCE	$ 11,457
6,666,250	DEBT SERVICE	7,023,648
-	INTERFUND TRANSFERS	3,552,355
$ 6,679,972	TOTAL	$ 10,587,460



Fiscal Year 2015



Fiscal Year 2014

SPECIAL IMPROVEMENT DISTRICTS FUNDS
OPERATING BUDGET

FUND 230, & 820-833

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	$ 7,324,502	$ 7,347,035	$ 11,325,589	$ 5,337,047	$ 4,965,547
REVENUES:					
SPECIAL ASSESSMENTS	$ 2,602,513	$ 2,576,528	$ 2,300,000	$ 2,000,000	$ 2,100,000
INTEREST ON INVESTMENTS	29,265	(12,001)	11,197	1,500	750
DEBT PROCEEDS RESERVE	-	-	30,000	30,000	20,000
BOND SALE PROCEEDS	2,625,000	5,545,000	-	-	-
TRANSFER	79,748	23,563	-	-	-
TOTAL REVENUE	$ 5,336,526	$ 8,133,090	$ 2,341,197	$ 2,031,500	$ 2,120,750
EXPENDITURES:					
PRINCIPAL	$ 4,305,070	$ 6,698,621	$ 1,950,000	$ 1,750,000	$ 1,975,000
INTEREST AND FISCAL CHARGES	918,580	1,580,466	851,000	650,000	500,000
TRANSFER	90,343	1,863,991	-	-	-
PAYING AGENT FEE	-	-	4,300	3,000	3,350
TOTAL EXPENDITURES	$ 5,313,993	$ 10,143,078	$ 2,805,300	$ 2,403,000	$ 2,478,350
FUND BALANCE ENDING	$ 7,347,035	$ 5,337,047	$ 10,861,486	$ 4,965,547	$ 4,607,947
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	7,347,035	5,337,047	10,861,486	4,965,547	4,607,947
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
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
2015	105,000	17,325	122,325
2016	105,000	15,225	120,225
2017	110,000	13,075	123,075
2018	110,000	10,738	120,738
2019	110,000	8,125	118,125
2020	110,000	5,100	115,100
2021	115,000	1,725	116,725
	$ 765,000	$ 71,313	$ 836,313

Revenues and Expenditures

Revenues are dependent upon required debt payments.

SERIES 2010 PARKS FUND
OPERATING BUDGET

FUND 311

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 119,691**	**$ 158,100**	**$ 125,670**	**$ 115,911**	**$ 110,460**
REVENUE:					
PROPERTY TAXES	$ 132,836	$ 88,457	$ 92,634	$ 123,000	$ 97,297
INTEREST ON INVESTMENTS	242	117	120	60	32
TRANSFER	35,934	-	-	-	-
TOTAL REVENUE	**$ 169,012**	**$ 88,574**	**$ 92,754**	**$ 123,060**	**$ 97,329**
EXPENDITURES:					
PRINCIPAL					
SERIES 2010	105,000	105,000	105,000	105,000	105,000
INTEREST					
SERIES 2010	23,623	21,525	19,425	19,425	17,325
OPERATION & MAINTENCE	300	773	300	300	350
CHARGE FOR SERVICES	1,680	3,465	3,786	3,786	4,050
TOTAL EXPENDITURES	**$ 130,603**	**$ 130,763**	**$ 128,511**	**$ 128,511**	**$ 126,725**
FUND BALANCE ENDING	**$ 158,100**	**$ 115,911**	**$ 89,913**	**$ 110,460**	**$ 81,064**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	158,100	115,911	89,913	110,460	81,064
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
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. The principal and interest of the original bond will be held in escrow until the payment is due.

Below is the debt service schedule for the Refunded Series

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2015	245,000	92,175	337,175
2016	250,000	84,750	334,750
2017	260,000	77,100	337,100
2018	270,000	69,150	339,150
2019	275,000	60,975	335,975
2020	290,000	52,500	342,500
2021	300,000	43,650	343,650
2022	310,000	34,500	344,500
2023	320,000	25,050	345,050
2023	330,000	15,300	345,300
2024	340,000	5,175	345,175
	$ 3,190,000	$ 560,325	$ 3,750,325

Revenues and Expenditures

Revenues are dependent upon required debt payments.

2004A SERIES STREET IMPROVEMENTS
OPERATING BUDGET

FUND 313

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 452,786**	**$ 410,863**	**$ 4,015,922**	**$ 310,037**	**$ 291,837**
REVENUE:					
PROPERTY TAXES	$ 324,224	$ 311,237	$ 326,573	$ 360,845	$ 343,012
BOND SALE PROCEEDS	-	$ 3,708,461	-	$ -	$ -
INTEREST ON INVESTMENTS	1,098	1,100	322	250	75
TOTAL REVENUE	**$ 325,322**	**$ 4,020,798**	**$ 326,895**	**$ 361,095**	**$ 343,087**
EXPENDITURES:					
PRINCIPAL	$ 220,000	$ 3,730,000	$ 235,000	$ -	$ -
PRINCIPAL 2012 REFUNDING	-	-	270,000	265,000	245,000
INTEREST AND FISCAL CHARGES	145,043	389,665	129,770	-	-
INTEREST 2012 REFUNDING	-	-	110,230	111,700	92,175
FISCAL AGENT FEES	250	-	1,250	500	500
COST ALLOCATION PLAN	1,952	1,959	2,095	2,095	2,282
TOTAL EXPENDITURES	**$ 367,245**	**$ 4,121,624**	**$ 748,345**	**$ 379,295**	**$ 339,957**
FUND BALANCE ENDING	**$ 410,863**	**$ 310,037**	**$ 3,594,472**	**$ 291,837**	**$ 294,967**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	410,863	310,037	3,594,472	291,837	294,967
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

STORM SEWER DEBT FUND BUDGET NARRATIVE

In FY 04, the City issued bonds totaling $7,055,000 for the refunding of Storm Sewer Series 1993 and 1994 Bond Issues. The bonds were paid off on July 1, 2013.

The City issued $4,270,000 in FY 14 for the Shiloh Conservation Area. The bonds will finance construction of a storm water facility on Shiloh Road. The Storm Sewer Bonds are supported by storm sewer assessments. New bonds will be issued in FY 15 but debt schedules are not available at this time.

Below is the debt service schedule for the bonds.

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2015	100,000	171,150	271,150
2016	160,000	169,250	329,250
2017	165,000	162,375	327,375
2018	170,000	157,350	327,350
2019	175,000	152,175	327,175
2020	180,000	146,850	326,850
2021	185,000	141,375	326,375
2022	190,000	135,750	325,750
2023	195,000	129,975	324,975
2024	200,000	124,050	324,050
2025	205,000	116,950	321,950
2026	215,000	108,550	323,550
2027	225,000	99,750	324,750
2028	235,000	89,375	324,375
2029	245,000	77,375	322,375
2030	255,000	64,875	319,875
2031	270,000	51,750	321,750
2032	285,000	37,875	322,875
2033	300,000	23,250	323,250
2034	315,000	7,875	322,875
	$ 4,270,000	$ 2,167,925	$ 6,437,925

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 336

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 391,110**	**$ 391,888**	**$ 394,200**	**$ 390,775**	**$ 329,482**
REVENUE:					
INTEREST ON INVESTMENTS	$ 1,677	$ (65)	$ 188	$ 200	$ 100
BOND PROCEED	-	-	4,000,000	-	-
TRANS.STORM SEW. OPER.	200,000	203,347	502,360	355,000	1,991,000
TOTAL REVENUE	**$ 201,677**	**$ 203,282**	**$ 4,502,548**	**$ 355,200**	**$ 1,991,100**
EXPENDITURES:					
PRINCIPAL					
2003 S.S. REFUNDING	$ 180,000	$ 185,000	$ 190,000	$ 385,000	$ -
2014 STORM SEWER	-	-	178,000	-	100,000
2015 STORM SEWER	-	-	-	-	400,000
INTEREST					
2014 STORM SEWER	-	-	120,895	23,500	171,150
2003 S.S. REFUNDING	19,160	14,140	8,700	5,775	-
2015 STORM SEWER	-	-	-	-	429,455
TRANSFER TO OPERATING	-	3,084	3,552,355	-	-
FISCAL CHARGES	-	473	148,750	-	-
FISCAL AGENT FEES	300	300	1,200	700	700
COST ALLOCATION PLAN	1,439	1,398	1,518	1,518	1,645
TOTAL EXPENDITURES	**$ 200,899**	**$ 204,395**	**$ 4,201,418**	**$ 416,493**	**$ 1,102,950**
FUND BALANCE ENDING	**$ 391,888**	**$ 390,775**	**$ 695,330**	**$ 329,482**	**$ 1,217,632**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	391,888	390,775	695,330	329,482	1,217,632
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

SIDEWALK AND CURB DISTRICTS FUND
OPERATING BUDGET

FUND 850-869 & 880-899

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 224,465**	**$ 325,853**	**$ 316,533**	**$ 355,605**	**$ 290,005**
REVENUE:					
SPECIAL ASSESSMENTS	$ 361,950	$ 396,581	$ 387,000	$ 360,000	$ 340,000
CHARGE FOR SERVICE	5,664	-	-	-	-
INTEREST ON INVESTMENTS	890	188	900	450	200
TRANSFER	120,229	25,895	-	-	-
TOTAL REVENUE	**$ 488,733**	**$ 422,664**	**$ 387,900**	**$ 360,450**	**$ 340,200**
EXPENDITURES:					
PRINCIPAL	$ 309,000	$ 315,000	$ 325,000	$ 352,000	$ 320,000
INTEREST	78,345	77,312	73,000	73,000	71,000
FEES	-	600	900	1,050	1,100
TOTAL EXPENDITURES	**$ 387,345**	**$ 392,912**	**$ 398,900**	**$ 426,050**	**$ 392,100**
FUND BALANCE ENDING	**$ 325,853**	**$ 355,605**	**$ 305,533**	**$ 290,005**	**$ 238,105**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	325,853	355,605	305,533	290,005	238,105
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

SIDEWALK AND CURB DISTRICTS FUND BUDGET NARRATIVE

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

Revenues and Expenditures

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

SERIES 2007A BASEBALL FIELD & STADIUM FUND BUDGET NARRATIVE

The series A bonds debt service fund is for the $10.7 million of G.O. bonds sold to build the new baseball field and stadium. The revenue is derived from a levy on tax bills.

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

Below is the debt service schedule for the Series 2007A Series Baseball Field & Stadium Fund

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2015	450,000	357,070	807,070
2016	470,000	337,519	807,519
2017	490,000	315,281	805,281
2018	510,000	292,194	802,194
2019	530,000	270,094	800,094
2020	550,000	247,144	797,144
2021	575,000	223,238	798,238
2022	600,000	197,894	797,894
2023	625,000	171,097	796,097
2024	650,000	143,206	793,206
2025	680,000	114,113	794,113
2026	710,000	83,706	793,706
2027	740,000	51,525	791,525
2028	775,000	17,438	792,438
	$8,355,000	$2,821,517	$11,176,517

Revenues and Expenditures

Revenues are dependent upon required debt service payments.

SERIES 2007A BASEBALL FIELD & STADIUM FUND
OPERATING BUDGET

FUND 314

	ACTUAL FY12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 781,225**	**$ 741,637**	**$ 692,921**	**$ 676,634**	**$ 676,526**
REVENUE:					
PROPERTY TAXES	$ 769,309	$ 755,598	$ 792,880	$ 815,000	$ 832,794
INTERFUND TRANSFERS	6,878		-	-	$ -
INTEREST ON INVESTMENTS	1,536	(138)	316	275	210
TOTAL REVENUE	**$ 777,723**	**$ 755,460**	**$ 793,196**	**$ 815,275**	**$ 833,004**
EXPENDITURES:					
PRINCIPAL	$ 400,000	$ 420,000	$ 435,000	$ 435,000	$ 450,000
INTEREST	414,732	397,306	377,507	377,507	357,070
PAYING AGENT FEE	279	279	300	300	350
FISCAL CHARGES	2,300	2,878	2,576	2,576	2,855
TOTAL EXPENDITURES	**$ 817,311**	**$ 820,463**	**$ 815,383**	**$ 815,383**	**$ 810,275**
FUND BALANCE ENDING	**$ 741,637**	**$ 676,634**	**$ 670,734**	**$ 676,526**	**$ 699,255**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	741,637	676,634	670,734	676,526	699,255
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

SERIES 2007B BASEBALL FIELD & STADIUM FUND BUDGET NARRATIVE

The series B bonds debt service fund is for the $1.8 million of G.O. bonds sold to build the new baseball field and stadium. The yearly donations are as follows:

Jon Dehler	$100,000
First Interstate BancSystem Foundation	$35,000
Wendy's of Montana Foundation	$35,000
First Interstate Bank	$15,000
Wendy's of Montana	$15,000
Bresnan Communications	$5,000
SFH II LLC	$5,000

Principal payments are due July 1st of the following fiscal year; therefore, revenue needs to be budgeted the fiscal year prior to the actual principal payment. In 2013, the City issued bonds for the refunding of the Series 2007B bonds

Below is the debt service schedule for the Series 2007B Series Baseball Field Stadium Fund.

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2015	175,000	19,425	194,425
2016	185,000	14,025	199,025
2017	185,000	8,475	193,475
2018	190,000	2,850	192,850
	$735,000	$44,775	$779,775

SERIES 2007B BASEBALL FIELD & STADIUM FUND
OPERATING BUDGET

FUND 315

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 196,107**	**$ 249,582**	**$ 298,902**	**$ 356,810**	**$ 349,304**
REVENUE:					
TAXES	$ 113,945	$ 94,064	$ -	$ 219	$ -
DONATIONS	160,000	260,000	210,000	210,000	210,000
INTERFUND TRANSFERS	1,119	-	-	-	-
BOND PROCEEDS	-	980,341	-	-	-
INTEREST ON INVESTMENTS	-	586	58	400	400
TOTAL REVENUE	**$ 275,064**	**$ 1,334,991**	**$ 210,058**	**$ 210,619**	**$ 210,400**
EXPENDITURES:					
PRINCIPAL	$ 170,000	$ 1,165,000	$ 185,000	$ 190,000	$ 175,000
INTEREST AND FISCAL CHARGES	51,568	62,742	31,482	28,060	21,016
PAYING AGENT FEES	21	21	21	65	100
TOTAL EXPENDITURES	**$ 221,589**	**$ 1,227,763**	**$ 216,503**	**$ 218,125**	**$ 196,116**
FUND BALANCE ENDING	**$ 249,582**	**$ 356,810**	**$ 292,457**	**$ 349,304**	**$ 363,588**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	249,582	356,810	292,457	349,304	363,588
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
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
2015	765,000	466,550	1,231,550
2016	775,000	451,150	1,226,150
2017	785,000	435,550	1,220,550
2018	795,000	415,775	1,210,775
2019	810,000	395,750	1,205,750
2020	825,000	371,725	1,196,725
2021	840,000	336,450	1,176,450
2022	860,000	308,500	1,168,500
2023	870,000	282,500	1,152,500
2024	620,000	255,950	875,950
2025	640,000	234,000	874,000
2026	665,000	207,900	872,900
2027	690,000	180,800	870,800
2028	720,000	152,600	872,600
2029	750,000	123,200	873,200
2029	775,000	96,575	871,575
2030	800,000	72,950	872,950
2031	825,000	44450	869,450
2032	860,000	13,975	873,975
	$14,670,000	$4,846,350	$19,516,350

Revenues and Expenditures

Revenues are dependent upon required debt service payements.

2012 SERIES LIBRARY
OPERATING BUDGET

FUND 304

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	$ -	$ -	$ 1,020,333	$ 1,006,489	$ 1,010,439
REVENUE:					
PROPERTY TAXES	$ -	$ 910,559	$ 960,877	$ 975,000	$ 1,009,247
DONATIONS	-	300,000	300,000	300,000	300,000
INTEREST ON INVESTMENTS	-	332	395	1,700	282
TOTAL REVENUE	$ -	$ 1,210,891	$ 1,261,272	$ 1,276,700	$ 1,309,529
EXPENDITURES:					
PRINCIPAL	$ -	$ -	$ 790,000	$ 790,000	$ 765,000
INTEREST AND FISCAL CHARGES	-	204,402	482,100	482,100	467,849
FISCAL AGENT FEES	-	-	1,000	650	650
TOTAL EXPENDITURES	$ -	$ 204,402	$ 1,273,100	$ 1,272,750	$ 1,233,499
FUND BALANCE ENDING	$ -	$ 1,006,489	$ 1,008,505	$ 1,010,439	$ 1,086,469
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	1,006,489	1,008,505	1,010,439	1,086,469
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
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.
- The **Series 2000 Parks Improvements Fund** accounts for the construction of bike trails, which were financed by general obligation bonds.
- **Aquatic Facilities Construction Fund** accounts for construction of future aquatic facilities. There is no budget for FY 2015.
- **Baseball Field and Stadium Construction Fund** accounts for the demolition of Cobb Field and the construction of the new baseball park and stadium. This was approved on the November 2006 ballot and will be funded by donations and General Obligation Bonds. There is no budget for FY 2015.
- **Capital Replacement Fund** is used for equipment replacement for all governmental fund departments.
- **Main Street Underpass Construction Fund** is used to account for the construction of a walking/biking path that is funded by an economic stimulus grant. There is no budget for FY 2015.
- **Dog Park Construction Fund** accounts for the construction of the dog park in the Billings' Heights.
- **New Library Construction Fund** will be used to account for the construction of the new Parmly Billings Library.
- **Storm Sewer Construction Fund** will be used to account for the construction of the East End Industrial Area Storm Drain. The project will alleviate surcharging and flooding of the storm drain in 4th Avenue North and 6th Avenue North by tying to, and redirecting flows from, the storm drain at North 23rd and 4th Avenue North.

CAPITAL PROJECT FUNDS
SUMMARY
OPERATING BUDGET
FY 15

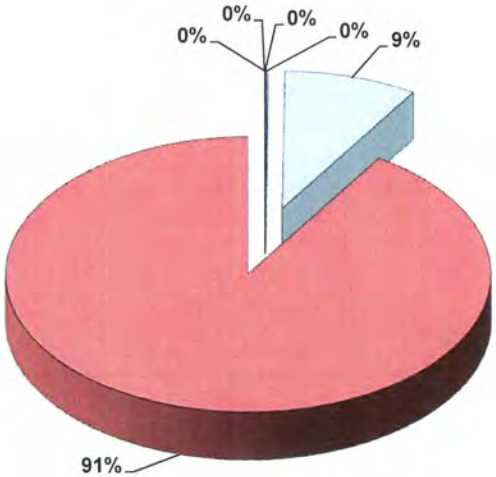
	URBAN RENEWAL PROP. ACQUIST.	SIDEWALK AND CURB DISTRICTS	SPECIAL IMPROVEMENT DISTRICTS	CAPITAL REPLACEMENT	DOG PARK CONSTRUCTION FUND	NEW LIBRARY CONSTRUCTION FUND	STORM SEWER CONSTRUCTION
FUND BALANCE - BEGINNING	**$ 262,154**	**$ -**	**$ -**	**$ 4,937,428**	**$ 4,657**	**$ -**	**$ -**
REVENUE:							
TAXES	$ -	$ -	$ -	$ -	$ -	$ -	$ -
SPECIAL ASSESSMENTS	-	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-	-
INTER-GOVERNMENTAL	-	-	-	-	-	-	-
CHARGES FOR SERVICE	-	-	-	-	-	-	-
FINES & FORFEITS	-	-	-	-	-	-	-
INVESTMENT EARNINGS	195	-	-	9,000	-	-	-
DONATIONS	-	-	-	-	20,000	-	-
INTERFUND TRANSFERS	-	-	-	1,198,200	-	112,500	-
DEBT PROCEEDS	-	412,195	1,686,750	-	-	-	11,342,750
MISCELLANEOUS	-	-	-	-	-	-	-
TOTAL REVENUE	**$ 195**	**$ 412,195**	**$ 1,686,750**	**$ 1,207,200**	**$ 20,000**	**$ 112,500**	**$ 11,342,750**
EXPENDITURES:							
PERSONAL SERVICES	$ -	$ -	$ -	$ -	$ -	$ -	$ -
OPERATION & MAINTENANCE	18,400	-	-	1,480	-	-	-
CAPITAL	75,000	399,495	1,637,750	1,729,509	20,000	112,500	10,253,750
DEBT SERVICE	-	12,700	49,000	-	-	-	259,000
INTERFUND TRANSFERS	-	-	-	-	-	-	830,000
TOTAL EXPENDITURES	**$ 93,400**	**$ 412,195**	**$ 1,686,750**	**$ 1,730,989**	**$ 20,000**	**$ 112,500**	**$ 11,342,750**
FUND BALANCE ENDING	**$ 168,949**	**$ -**	**$ -**	**$ 4,413,639**	**$ 4,657**	**$ -**	**$ -**

CAPITAL PROJECT FUNDS
SUMMARY
OPERATING BUDGET
FY 15

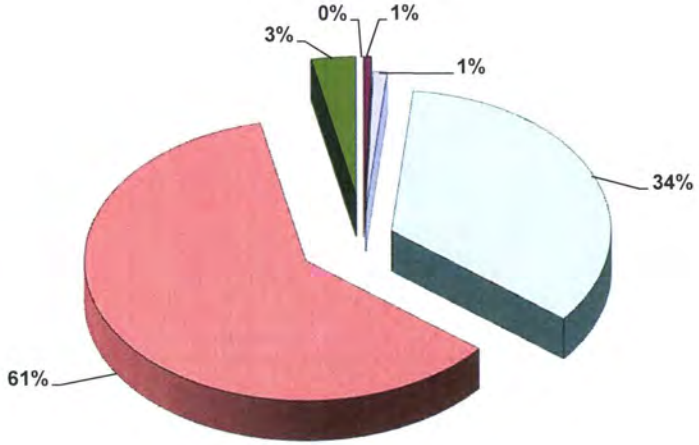
	APPROVED BUDGET FY 15	APPROVED BUDGET FY 14	INCREASE (DECREASE)	ACTUAL FY 13
FUND BALANCE - BEGINNING	**$ 5,204,239**	**$ 5,822,994**	**$ (618,755)**	**$ 3,823,638**
REVENUE:				
TAXES	$ -	$ -	$ -	$ -
SPECIAL ASSESSMENTS	-	-	-	-
LICENSES & PERMITS	-	-	-	-
INTER-GOVERNMENTAL	-	-	-	-
CHARGES FOR SERVICE	-	-	-	-
FINES & FORFEITS	-	-	-	-
INVESTMENT EARNINGS	9,195	17,178	(7,983)	42,407
DONATIONS	20,000	31,667	(11,667)	44,725
INTERFUND TRANSFERS	1,310,700	1,052,349	258,351	1,109,374
DEBT PROCEEDS	13,441,695	1,876,415	11,565,280	17,106,488
MISCELLANEOUS	-	100,000	(100,000)	138,390
TOTAL REVENUE	**$ 14,781,590**	**$ 3,077,609**	**$ 11,703,981**	**$ 18,441,384**
EXPENDITURES:				
PERSONAL SERVICES	$ -	$ -	$ -	$ -
OPERATION & MAINTENANCE	19,880	105,531	(85,651)	489,017
CAPITAL	14,228,004	3,205,059	11,022,945	11,828,305
DEBT SERVICE	320,700	-	320,700	8,000
INTERFUND TRANSFERS	830,000	16,956	813,044	23,563
TOTAL EXPENDITURES	**$ 15,398,584**	**$ 3,327,546**	**$ 12,071,038**	**$ 12,348,885**
FUND BALANCE ENDING	**$ 4,587,245**	**$ 5,573,057**	**$ (985,812)**	**$ 9,916,137**

Capital Project Funds
Summary of Revenues

	FY 15		FY 14
	$ -	INTER-GOVERNMENTAL	$ -
	9,195	INVESTMENT EARNINGS	17,178
	20,000	DONATIONS	31,667
	1,310,700	INTERFUND TRANSFERS	1,052,349
	13,441,695	DEBT PROCEEDS	1,876,415
	-	MISCELLANEOUS	100,000
	$ 14,781,590	TOTAL	$ 3,077,609



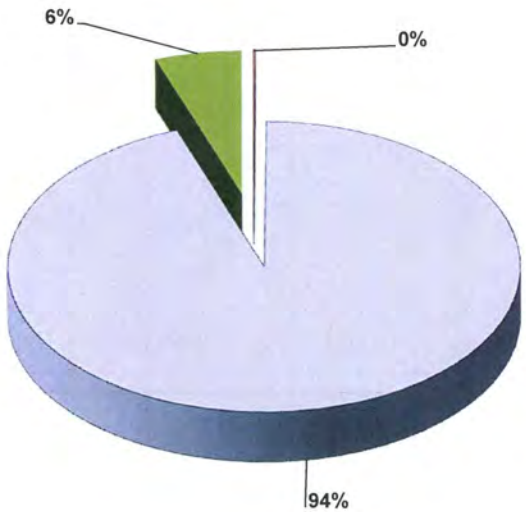
Fiscal Year 2015



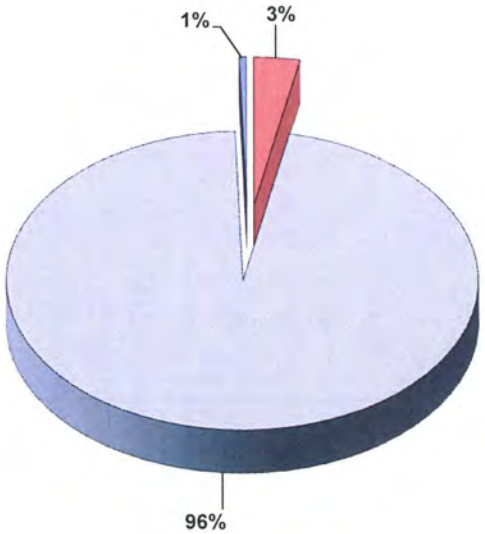
Fiscal Year 2014

Capital Project Funds
Summary of Expenditures

FY 15		FY 14
$ 19,880	OPERATION & MAINTENANCE	$ 105,531
14,228,004	CAPITAL	3,205,059
830,000	TRANSFERS	16,956
$ 15,077,884	TOTAL	$ 3,327,546



Fiscal Year 2015



Fiscal Year 2014

URBAN RENEWAL PROPERTY ACQUISTION FUND
OPERATING BUDGET

FUND 428

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 350,125**	**$ 337,340**	**$ 456,999**	**$ 309,727**	**$ 262,154**
REVENUE:					
INTEREST ON INVESTMENTS	$ 44	$ 563	$ 150	$ 300	$ 195
SALE OF PROPERTY	-	108,400	100,000	-	-
TOTAL REVENUE	**$ 44**	**$ 108,963**	**$ 100,150**	**$ 300**	**$ 195**
EXPENDITURES:					
OPERATIONS & MAINTENANCE	$ 12,829	$ 131,299	$ 74,242	$ 27,450	$ 18,400
LAND & IMPROVEMENTS	-	5,277	75,000	7,000	75,000
TRANSFER OUT	-	-	16,956	13,423	-
TOTAL EXPENDITURES	**$ 12,829**	**$ 136,576**	**$ 166,198**	**$ 47,873**	**$ 93,400**
FUND BALANCE ENDING	**$ 337,340**	**$ 309,727**	**$ 390,951**	**$ 262,154**	**$ 168,949**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	337,340	309,727	390,951	262,154	168,949
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
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 428, making them available for additional Tax Increment-related activities or for on-going operating and maintenance costs associated with the property previously acquired, such as snow removal and weed

Revenues
No significant changes.

Expenditures
No significant changes.

Capital
None

SIDEWALK AND CURB DISTRICTS FUND
OPERATING BUDGET

FUNDS 434

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	$ (309,371)	$ (472,213)	$ -	$ (377,793)	$ -
REVENUE:					
INTEREST EARNINGS	$ 54	$ 12,602	$ -	$ -	$ -
PRIVATE CONTRIBUTIONS	23,579	-	-	-	-
SALE OF BONDS	350,000	390,000	281,095	895,617	412,195
TOTAL REVENUE	$ 373,633	$ 402,602	$ 281,095	$ 895,617	$ 412,195
EXPENDITURES:					
OPERATIONS & MAINTENANCE	$ 5,220	$ 107,677	$ -	$ -	$ -
FEES	8,000	27,975	6,425	8,954	12,700
CONST-SIDEWALK BY CITY	484,801	172,530	274,670	508,870	399,495
TRANSFER OTHER FUNDS	38,454	-	-	-	-
TOTAL EXPENDITURES	$ 536,475	$ 308,182	$ 281,095	$ 517,824	$ 412,195
FUND BALANCE ENDING	$ (472,213)	$ (377,793)	$ -	$ -	$ -
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	(472,213)	(377,793)	-	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
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 $12,700 for FY 15 and are for the payment of bond fees associated with the sale of bonds.

Capital

FY 15 projects total $399,495 for the annual miscellaneous curb, gutter, and sidewalk improvement project.

SPECIAL IMPROVEMENT DISTRICTS FUND BUDGET NARRATIVE

Special Improvement District (SID) projects are managed by the Public Works Department and provide for the construction of SIDs approved by the City Council. These projects generate revenues allocated to the Finance Department, the Public Works Engineering Division, the Revolving Fund, and direct costs of the districts.

Revenues and expenditures are directly dependent on neighborhoods and developers interest in financing improvements in this manner.

Revenues
Revenues are directly related to expenses through the sale of bonds.

Expenditures
Expenditures for FY 15 total $49,000 and are for bond issuance costs associated with the sale of bonds.

Capital
FY 15 SID projects are budgeted at $1,637,750 for construction of anticipated SID projects.

SPECIAL IMPROVEMENT DISTRICT FUNDS
OPERATING BUDGET

FUND 450

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	$ 85,687	$ 132,707	$ -	$ (81,796)	$ -
REVENUE:					
INTEREST EARNINGS	$ 334	$ (25)	$ -	$ -	$ -
TRANSFER IN	-	-	-	-	-
PRIVATE CONTRIBUTIONS	-	42,590	-	668,845	-
SALE OF BONDS	1,975,000	185,000	1,595,320	255,313	1,686,750
ISSUE OF A LOAN	380,432	-	-	-	-
TOTAL REVENUE	$ 2,355,766	$ 227,565	$ 1,595,320	$ 924,158	$ 1,686,750
EXPENDITURES:					
BOND ISSUANCE COSTS	$ 78,751	$ 8,000	$ 23,505	$ 14,000	$ 49,000
BOND DISCOUNTS/PREMIUMS	24,076	-	-	-	-
REFUNDS	42,153	2,690	-	-	-
PRINCIPAL/INTEREST PAYMENT	382,337	-	-	-	-
CONST-ROADS/STREET/PARKING	1,710,249	407,815	1,571,815	827,854	1,637,750
TRANSFER OTHER FUNDS	71,180	23,563	-	508	-
TOTAL EXPENDITURES	$ 2,308,746	$ 442,068	$ 1,595,320	$ 842,362	$ 1,686,750
FUND BALANCE ENDING	$ 132,707	$ (81,796)	$ -	$ -	$ -
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	132,707	(81,796)	-	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	$ -	$ -	$ -	$ -	$ -

SERIES 2000 PARKS IMPROVEMENTS FUND
OPERATING BUDGET

FUND 490, 492

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE - BEGINNING	$ 64,556	$ -	$ -	$ -	$ -
REVENUES:					
FEDERAL & STATE GRANTS	$ 12,097	$ -	$ -	$ -	$ -
LOCAL CONTRIBUTION	13,561	-	-	-	-
INTEREST ON INVESTMENTS	146	-	-	-	-
TOTAL REVENUE	$ 25,804	$ -	$ -	$ -	$ -
EXPENDITURES:					
ALKALI CREEK TRAIL	$ 19,203	$ -	$ -	$ -	$ -
MISCELL PARKS PROJECTS	35,223	-	-	-	-
TRANSFER OUT-TO DEBT SERV	35,934	-	-	-	-
TOTAL EXPENDITURES	$ 90,360	$ -	$ -	$ -	$ -
FUND BALANCE - ENDING	$ -	$ -	$ -	$ -	$ -
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	$ -	$ -	$ -	$ -	$ -

SERIES 2000 PARKS IMPROVEMENTS BUDGET NARRATIVE

This fund was closed in FY 12.

AQUATIC FACILITIES CONSTRUCTION FUND
OPERATING BUDGET

FUND 491

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE - BEGINNING	$ 167	$ -	$ -	$ -	$ -
REVENUES:					
INTEREST ON INVESTMENTS	$ 3	$ -	-	$ -	-
TOTAL REVENUE	$ 3	$ -	$ -	$ -	$ -
EXPENDITURES:					
OPERATIONS AND MAINTENANCE	$ 170	$ -	$ -	$ -	$ -
TOTAL EXPENDITURES	$ 170	$ -	$ -	$ -	$ -
FUND BALANCE - ENDING	$ -	$ -	$ -	$ -	$ -
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	$ -	$ -	$ -	$ -	$ -

AQUATIC FACILITIES CONSTRUCTION BUDGET NARRATIVE

This fund was closed in FY 12.

BASEBALL FIELD AND STADIUM CONSTRUCTION
OPERATING BUDGET

FUND 494

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE - BEGINNING	$ 10,105	$ -	$ -	$ -	$ -
REVENUES:					
LOCAL CONTRIBUTIONS	$ 16,488	$ -	$ -	$ -	$ -
INTEREST ON INVESTMENTS	8	-	-	-	-
TOTAL REVENUE	$ 16,496	$ -	$ -	$ -	$ -
EXPENDITURES:					
OPERATION & MAINTENANCE	$ 156	$ -	$ -	$ -	$ -
CAPITAL OUTLAY	18,448	-	-	-	
TRANSFER OUT- TO DEBT SERV	7,997	-	-	-	-
TOTAL EXPENDITURES	$ 26,601	$ -	$ -	$ -	$ -
FUND BALANCE - ENDING	$ -	$ -	$ -	$ -	$ -
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	$ -	$ -	$ -	$ -	$ -

BASEBALL FIELD & STADIUM CONSTRUCTION FUND BUDGET NARRATIVE

The stadium opened June 29, 2008. This fund was closed in FY 2012.

CAPITAL REPLACEMENT FUND
OPERATING BUDGET

FUND 640

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE - BEGINNING	**$ 4,214,908**	**$ 4,226,038**	**$ 4,633,726**	**$ 4,372,438**	**$ 4,937,428**
REVENUES:					
TRANSFERS IN	$ 1,007,531	$ 1,109,374	$ 1,052,349	$ 1,052,349	$ 1,198,200
INTEREST EARNINGS	19,372	8,414	11,685	8,000	9,000
EQUIPMENT RENTAL	1,564	-	-	-	-
SALE OF EQUIPMENT	26,605	29,990	-	12,000	-
TOTAL REVENUE	**$ 1,055,072**	**$ 1,147,778**	**$ 1,064,034**	**$ 1,072,349**	**$ 1,207,200**
EXPENDITURES:					
CHARGE FOR SERVICES	$ 2,117	$ 1,310	$ 1,359	$ 1,359	$ 1,480
CAPITAL	507,011	1,000,068	540,415	506,000	1,729,509
TRANSFER OUT-STREET/TRAFFIC	486,223	-	-	-	-
TRANSFER OUT-ENGINEERING	-	-	-	-	-
TRANSFER OUT-LIGHT DISTRICTS	19,525	-	-	-	-
TRANSFER OUT-STORM SEWER	29,066	-	-	-	-
TOTAL EXPENDITURES	**$ 1,043,942**	**$ 1,001,378**	**$ 541,774**	**$ 507,359**	**$ 1,730,989**
FUND BALANCE - ENDING	**$ 4,226,038**	**$ 4,372,438**	**$ 5,155,986**	**$ 4,937,428**	**$ 4,413,639**
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	4,226,038	4,372,438	5,155,986	4,937,428	4,413,639
ASSIGNED	-	-	-	-	-
UNASSIGNED	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CAPITAL REPLACEMENT FUND BUDGET NARRATIVE

This fund is used for equipment replacement for all governmental fund departments. The equipment budgeted in FY 15 was approved through the Equipment Replacement Program (ERP) and adopted by the City Council. The revenue source for this fund will be through contributions from each governmental department based on the department's share of the 20-year equipment replacement plan.

Revenues

No significant changes.

Capital

Equipment is scheduled to be replaced in FY 15 in the amount of $1,729,509, which is an increase of $1,200,000 over FY 14.

MAIN STREET UNDERPASS CONSTRUCTION FUND
OPERATING BUDGET

FUND 497

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE - BEGINNING	$ (50,000)	$ -	$ -	$ -	$ -
REVENUES:					
STATE & FEDERAL GRANTS	$ 50,000	$ -	$ -	$ -	$ -
TOTAL REVENUE	$ 50,000	$ -	$ -	$ -	$ -
EXPENDITURES:					
CAPITAL OUTLAY	$ -	$ -	$ -	$ -	$ -
TOTAL EXPENDITURES	$ -	$ -	$ -	$ -	$ -
FUND BALANCE - ENDING	$ -	$ -	$ -	$ -	$ -
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	$ -	$ -	$ -	$ -	$ -

MAIN STREET UNDERPASS CONSTRUCTION BUDGET NARRATIVE

This fund was closed in FY 12.

DOG PARK CONSTRUCTION FUND
OPERATING BUDGET

FUND 499

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE - BEGINNING	$ -	$ 2,750	$ 3,750	$ 4,657	$ 4,657
REVENUES:					
LOCAL CONTRIBUTIONS	$ 27,006	$ 2,135	$ 15,000	$ 2,000	$ 20,000
INTERFUND TRANSFERS	25,857	-	-	-	-
TOTAL REVENUE	$ 52,863	$ 2,135	$ 15,000	$ 2,000	$ 20,000
EXPENDITURES:					
CAPITAL OUTLAY	$ 50,113	$ 228	$ 15,000	$ 2,000	$ 20,000
TOTAL EXPENDITURES	$ 50,113	$ 228	$ 15,000	$ 2,000	$ 20,000
FUND BALANCE - ENDING	$ 2,750	$ 4,657	$ 3,750	$ 4,657	$ 4,657
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	2,750	4,657	3,750	4,657	4,657
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	$ -	$ -	$ -	$ -	$ -

DOG PARK CONSTRUCTION FUND BUDGET NARRATIVE

The Dog Park construction occurred in FY12 and FY13. Donations were received and fund raisers were conducted to raise the necessary funding.

Revenues

Estimated contributions for FY 15 are $20,000.

Expenditures

Estimated Dog Park expenditures for FY 15 are $20,000.

NEW LIBRARY CONSTRUCTION FUND
OPERATING BUDGET

FUND 498

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE - BEGINNING	$ -	$ (402,984)	$ 728,519	$ 5,688,904	$ -
REVENUES:					
SALE OF BONDS	$ -	$ 16,531,488	$ -	$ -	$ -
LOCAL CONTRIBUTIONS	-	-	16,667	-	-
INTERFUND TRANSFERS	892,000	-	-	-	112,500
INTEREST ON INVESTMENTS	-	20,853	5,343	12,000	-
TOTAL REVENUE	$ 892,000	$ 16,552,341	$ 22,010	$ 12,000	$ 112,500
EXPENDITURES:					
COST ALLOCATION CHARGES	$ -	$ -	$ -	$ -	$ -
BOND SALE FEES	-	220,756	-	-	-
CAPITAL OUTLAY	$ 1,294,984	$ 10,239,697	$ 728,159	$ 5,700,904	$ 112,500
TOTAL EXPENDITURES	$ 1,294,984	$ 10,460,453	$ 728,159	$ 5,700,904	$ 112,500
FUND BALANCE - ENDING	$ (402,984)	$ 5,688,904	$ 22,370	$ -	$ -
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	(402,984)	5,688,904	22,370	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	$ -	$ -	$ -	$ -	$ -

NEW LIBRARY CONSTRUCTION FUND BUDGET NARRATIVE

On November 8, 2011, voters approved the construction of a new library to be built at the location next to the current library.

Revenues
None

Expendtiures
None

Capital
None

STORM SEWER CONSTRUCTION FUND
OPERATING BUDGET

FUND 425, 426

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE - BEGINNING	$ -	$ -	$ -	$ -	$ -
REVENUES:					
SALE OF BONDS	$ -	$ -	$ -	$ 4,270,000	$ 11,342,750
INTEREST ON INVESTMENTS	-	-	-	234,178	-
TOTAL REVENUE	$ -	$ -	$ -	$ 4,504,178	$ 11,342,750
EXPENDITURES:					
BOND SALE FEES	$ -	$ -	$ -	$ 113,236	$ 259,000
CAPITAL OUTLAY	-	-	-	4,060,192	10,253,750
TRANSFER OTHER FUNDS	-	-	-	330,750	830,000
TOTAL EXPENDITURES	$ -	$ -	$ -	$ 4,504,178	$ 11,342,750
FUND BALANCE - ENDING	$ -	$ -	$ -	$ -	$ -
LESS:					
NONSPENDABLE	-	-	-	-	-
RESTRICTED	-	-	-	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
UNASSIGNED	$ -	$ -	$ -	$ -	$ -

STORM SEWER CONSTRUCTION FUND BUDGET NARRATIVE

This fund was created in FY 14 to account for the construction associated with storm revenue bonds. Revenue bonds were sold in FY 14 for the Shiloh Conservation Area Project and additional storm revenue bonds are anticipated in FY 15 for the East End Storm Sewer Project.

Revenues

Revenues are directly related to expenses through the sale of revenue bonds.

Expendtiures

Expenditures total $259,000 for FY 15 and are for the payment of bond fees associated with the sale of bonds.

Capital

FY 15 projects total $10,253,750 for the East End Storm Sewer Project.

ENTERPRISE FUNDS

ENTERPRISE FUNDS

Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises – where the intent of the government's council is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or where the government's council has decided that periodic determination of net income is appropriate for accountability purposes. The City's enterprise funds and their purposes are:

- The **Water Fund** accounts for the operations of the City water system.
- The **Wastewater Fund** accounts for the operations of the City wastewater system.
- The **Parking Fund** accounts for the operations of the City parking operation.
- The **Solid Waste Fund** accounts for the operations of the City garbage collection and landfill activities.
- The **Airport Fund** accounts for the Billings Logan International Airport operations and for all the resources received and used for acquisition and development of airport capital improvements and equipment.
- The **Transit Fund** accounts for the operations of the City public transportation system.

ENTERPRISE FUNDS
SUMMARY
OPERATING BUDGET
FY 15

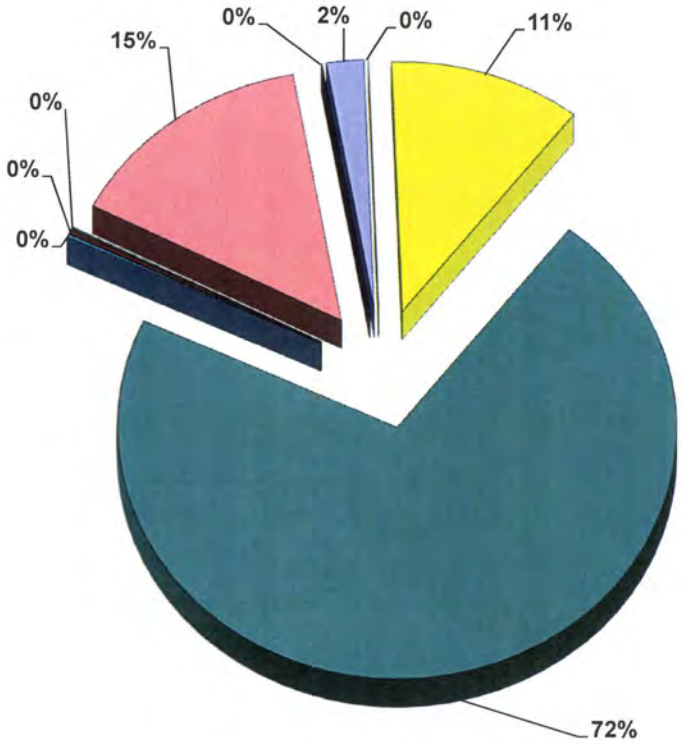
	WATER	WASTE-WATER	PARKING	SOLID WASTE	AIRPORT	TRANSIT
WORKING CAPITAL -BEGINNING	$ 19,723,516	$ 9,234,167	$ 481,408	$ 6,546,352	$ 8,816,332	$ 2,731,063
REVENUE:						
TAXES	$ -	$ -	$ -	$ -	-	$ 1,978,207
SPECIAL ASSESSMENTS	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
INTER-GOVERNMENTAL	-	-	-	-	7,097,100	3,099,453
CHARGES FOR SERVICE	23,262,998	16,645,732	1,628,500	12,156,450	11,461,246	646,022
FINES & FORFEITS	-	-	130,000	-	-	-
INVESTMENT EARNINGS	122,600	75,000	1,700	66,000	32,450	4,006
DONATIONS	-	-	-	-	-	-
INTERFUND TRANSFERS	-	-	100,000	-	-	-
DEBT PROCEEDS	13,490,000	-	-	-	-	-
MISCELLANEOUS	7,200	-	-	-	14,000	6,750
TOTAL REVENUE	$ 36,882,798	$ 16,720,732	$ 1,860,200	$ 12,222,450	$ 18,604,796	$ 5,734,438
EXPENDITURES:						
PERSONAL SERVICES	$ 4,831,697	$ 3,323,833	$ 669,481	$ 4,809,021	$ 4,534,531	$ 3,761,540
OPERATION & MAINTENANCE	7,715,952	4,919,945	741,507	5,143,279	3,431,160	1,740,750
CAPITAL	29,123,204	8,903,506	430,344	3,014,107	9,675,350	750,764
DEBT SERVICE	2,490,000	1,445,000	253,819	-	1,606,613	-
INTERFUND TRANSFERS	-	-	-	-	-	-
TOTAL EXPENDITURES	$ 44,160,853	$ 18,592,284	$ 2,095,151	$ 12,966,407	$ 19,247,654	$ 6,253,054
WORKING CAPITAL NOT BUDGETED						
WORKING CAPITAL - ENDING	$ 12,445,461	$ 7,362,615	$ 246,457	$ 5,802,395	$ 8,173,474	$ 2,212,447
LESS DUE FROM ARTERIAL STREET FEES FUND	-	-	-	-	-	-
LESS OPERATING RESERVE	3,380,000	1,480,000	295,000	4,242,060	1,350,000	935,000
LESS BOND/LOAN RESERVE REQUIREMENTS	2,490,000	1,445,000	-	-	2,664,044	-
AVAILABLE WORKING CAPITAL	$ 6,575,461	$ 4,437,615	$ (48,543)	$ 1,560,335	$ 4,159,430	$ 1,277,447

ENTERPRISE FUNDS
SUMMARY
OPERATING BUDGET
FY 15

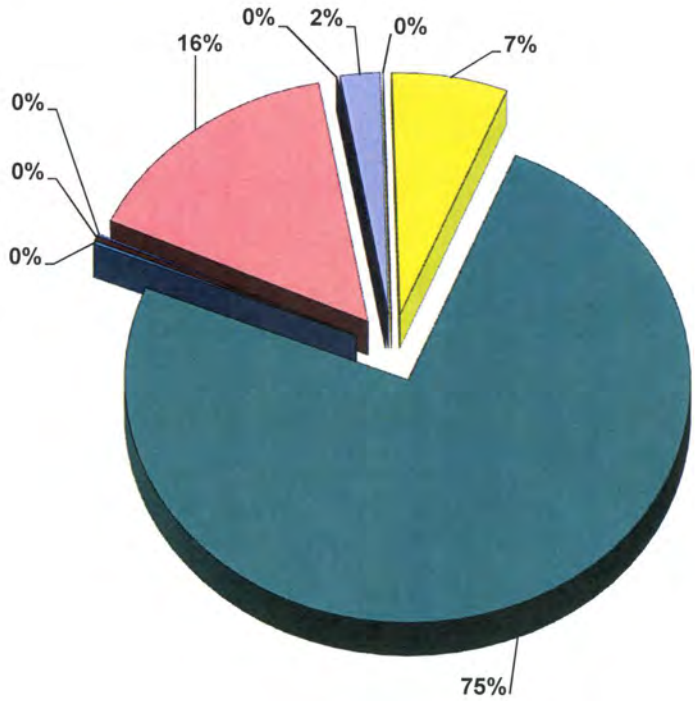
	APPROVED BUDGET FY 15	APPROVED BUDGET FY 14	INCREASE (DECREASE)	ACTUAL FY 13
WORKING CAPITAL -BEGINNING	**$ 47,532,838**	**$ 45,065,982**	**$ 2,466,856**	**$ 57,445,229**
REVENUE:				
TAXES	$ 1,978,207	$ 1,913,050	$ 65,157	$ 1,864,282
SPECIAL ASSESSMENTS	-	-	-	-
LICENSES & PERMITS	-	-	-	-
INTER-GOVERNMENTAL	10,196,553	5,512,601	4,683,952	5,219,364
CHARGES FOR SERVICE	65,800,948	62,767,137	3,033,811	65,771,366
FINES & FORFEITS	130,000	130,000	-	-
INVESTMENT EARNINGS	301,756	291,885	9,871	222,507
DONATIONS	-	-	-	-
INTERFUND TRANSFERS	100,000	100,000	-	100,000
DEBT PROCEEDS	13,490,000	12,890,000	600,000	-
MISCELLANEOUS	27,950	38,000	(10,050)	623,110
TOTAL REVENUE	**$ 92,025,414**	**$ 83,642,673**	**$ 8,382,741**	**$ 73,800,629**
EXPENDITURES:				
PERSONAL SERVICES	$ 21,930,103	$ 20,554,242	$ 1,375,861	$ 20,309,921
OPERATION & MAINTENANCE	23,692,593	22,539,204	1,153,389	21,664,264
CAPITAL	51,897,275	41,160,903	10,736,372	23,273,095
DEBT SERVICE	5,795,432	5,915,731	(120,299)	1,934,777
INTERFUND TRANSFERS	-	-	-	-
TOTAL EXPENDITURES	**$ 103,315,403**	**$ 90,170,080**	**$ 13,145,323**	**$ 67,182,057**
WORKING CAPITAL NOT BUDGETED				(609,558)
WORKING CAPITAL - ENDING	**$ 36,242,849**	**$ 38,538,575**	**$ (2,295,726)**	**$ 63,454,243**
LESS DUE FROM ARTERIAL STREET FEES FUND	-	-	-	-
LESS OPERATING RESERVE	**11,682,061**	**11,057,000**	**625,061**	**5,891,000**
LESS BOND/LOAN RESERVE REQUIREMENTS	**6,599,044**	**6,698,045**	**(99,001)**	**6,142,062**
AVAILABLE WORKING CAPITAL	**$ 17,961,744**	**$ 20,783,530**	**$ (2,821,786)**	**$ 51,421,181**

Enterprise Funds
Summary of Revenues

	FY 15		FY 14
$	1,978,207	TAXES	$ 1,913,050
	-	SPECIAL ASSESSMENTS	-
	10,196,553	INTER-GOVERNMENTAL	5,512,601
	65,800,948	CHARGES FOR SERVICE	62,767,137
	130,000	FINES & FORFEITS	130,000
	301,756	INVESTMENT EARNINGS	291,885
	100,000	INTERFUND TRANSFERS	100,000
	13,490,000	DEBT PROCEEDS	12,890,000
	27,950	MISCELLANEOUS	38,000
$	92,025,414	TOTAL	$ 83,642,673



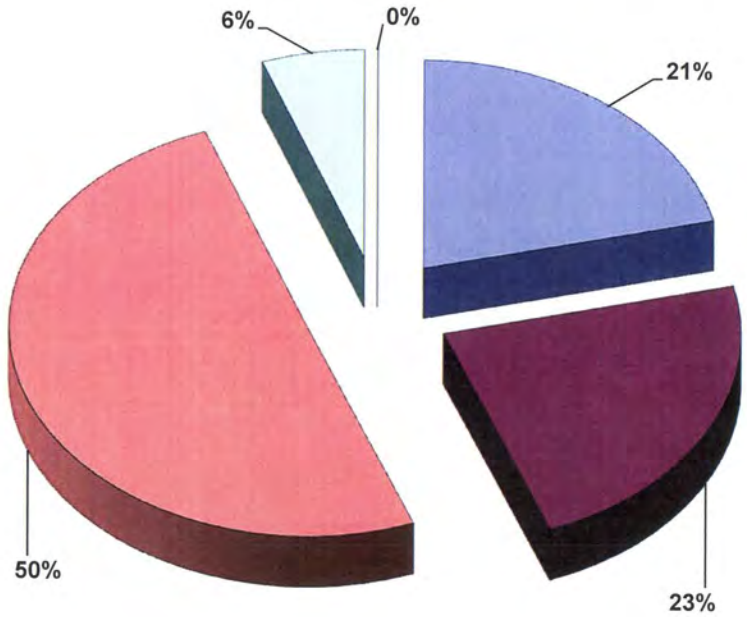
Fiscal Year 2015



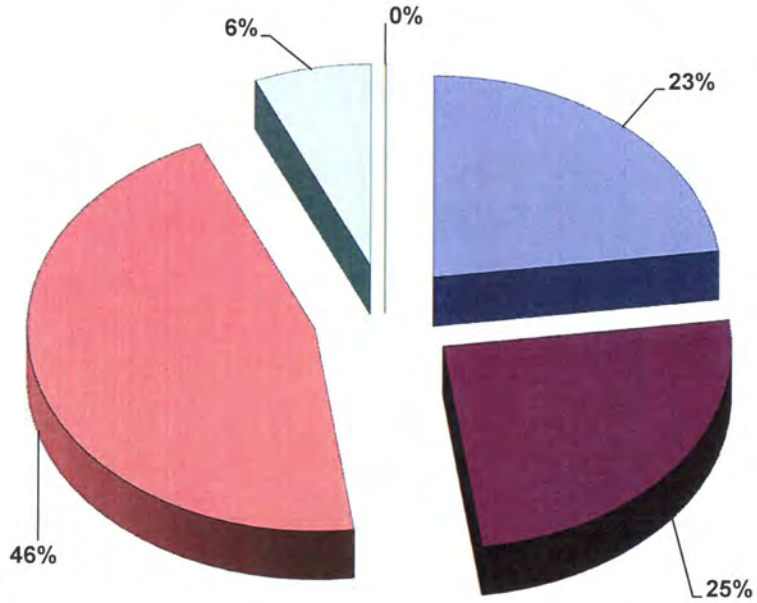
Fiscal Year 2014

Enterprise Funds
Summary of Expenditures

FY 15		FY 14
$ 21,930,103	PERSONAL SERVICES	$ 20,554,242
23,692,593	OPERATION & MAINTENANCE	22,539,204
51,897,275	CAPITAL	41,160,903
5,795,432	DEBT SERVICE	5,915,731
-	INTERFUND TRANSFERS	-
$ 103,315,403	TOTAL	$ 90,170,080



Fiscal Year 2015



Fiscal Year 2014

WATER FUND BUDGET NARRATIVE

The Water Division's primary function is to provide water services within the approved service area. The Water divisions are also responsible for:

- Exceeding all federal and state regulatory standards for drinking water.
- Maintaining 11 pumping stations and 14 reservoirs.
- The installation, maintenance, and repair of the City's water mains and fire hydrants.
- The installation, repair, and billing for all residential and business water meters within the City.
- Providing customer service to over 106,000 residents.

Revenues
Projected water revenues for FY 15 are $36,882,798, which is an increase of $512,029 over FY 14 budgeted revenues. The increase is mainly due to an increase in anticipated State Revolving Fund loan revenue.

Expenses
FY 15 operating expenses for water are $12,547,649, a $307,114 increase over FY 14 budgeted expenses. This increase is primarily the result of an increase in personnel costs for the vacation and sick payment for retirements of longtime employees and an additional Electrical Maintenance supervisor, as well as an increase in franchise fees and Information Technology Division charges for service.

Capital
Capital expenses for FY 15 total $29,123,204. This total includes projects for water main replacements, future water plant land purchases, Chemical Building improvements at the water plant, interior recoating of Clearwell #2 reservoir, Calhoun Street reconstruction, Chapple pipeline construction, Briarwood and Cedar Park reservoirs, reservoir pressure zone adjustments, redundant line to High Service Pump Station, as well as a number of other miscellaneous repairs, upgrades, and equipment replacements.

WATER FUND
OPERATING BUDGET

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

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
WORKING CAPITAL - BEGINNING	**$ 22,755,640**	**$ 24,081,863**	**$ 19,292,961**	**$ 28,006,708**	**$ 19,723,516**
REVENUES:					
WATER SALES	$ 19,392,153	$ 20,786,467	$ 20,713,300	$ 19,576,300	$ 20,133,300
FIRE HYDRANT CHARGES	1,962,566	1,998,798	270,000	271,240	270,000
WATER SERVICE LINE INS.	405,177	411,023	435,000	435,000	435,000
OTHER CHARGES FOR SERV.	367,484	552,747	423,369	471,513	469,698
FRANCHISE FEE REVENUE	874,477	979,760	870,000	870,000	895,000
LATE PAYMENT CHARGES	44,902	52,425	45,000	45,000	45,000
SYSTEM DEVELOPMENT FEE	468,533	963,438	600,000	1,200,000	1,000,000
STATE FEE	57,672	58,042	58,000	58,633	60,000
CONTRIBUTIONS-DONATIONS	24,560	-	-	-	-
MISCELLANEOUS	-	-	-	-	7,200
GRANT REVENUE	231,382	755,168	-	-	-
SALE OF EQUIPMENT/LAND	7,972	1,876	-	-	-
SRF LOAN REVENUE	-	-	12,890,000	3,465,000	13,490,000
TRANSFER FROM FIRE HYDRANT	-	-	-	-	-
INTEREST ON INVESTMENTS	108,638	50,381	66,100	106,169	77,600
TOTAL REVENUE	**$ 23,945,516**	**$ 26,610,125**	**$ 36,370,769**	**$ 26,498,855**	**$ 36,882,798**
EXPENSES:					
ADMINISTRATION	$ 2,160,426	$ 2,378,878	$ 2,310,127	$ 2,154,891	$ 2,364,221
COMMERCIAL & METER	2,315,740	2,167,111	2,422,146	2,308,321	2,387,695
TREATMENT PLANT	4,144,523	4,704,496	4,930,062	4,894,737	5,127,218
TRANSMISSION & DISTRIBUT.	1,894,861	1,841,761	2,111,664	2,014,997	2,195,657
ENVIRONMENTAL AFFAIRS	50,207	49,886	116,536	118,443	122,858
REPLACEMENT EXPEND.	9,708,841	7,643,453	14,968,102	19,357,153	16,028,204
CONSTRUCTION	1,498,231	2,626,923	12,123,000	1,399,505	13,095,000
WATER SERVCE INS. PROG	371,307	387,722	350,000	300,000	350,000
BOND PRINCIPAL	-	-	1,675,000	1,601,000	1,790,000
BOND INTEREST **	650,175	656,185	905,000	633,000	700,000
TOTAL EXPENSES	**$ 22,794,311**	**$ 22,456,415**	**$ 41,911,637**	**$ 34,782,047**	**$ 44,160,853**
W.C. CHANGES NOT BUDGETED	175,018	(228,865)	-	-	-
WORKING CAPITAL - ENDING	**$ 24,081,863**	**$ 28,006,708**	**$ 13,752,093**	**$ 19,723,516**	**$ 12,445,461**
LESS OPERATING RESERVE	**3,034,000**	**3,207,000**	**3,300,000**	**3,184,000**	**3,380,000**
LESS SRF LOAN RESERVE	**2,172,324**	**2,140,434**	**2,580,000**	**2,234,000**	**2,490,000**
AVAILABLE WORKING CAPITAL	**$ 18,875,539**	**$ 22,659,274**	**$ 7,872,093**	**$ 14,305,516**	**$ 6,575,461**

** Interest Expenses of $239,292 and $44,593 were capitalized in the CAFR in years FY12 and FY13 respectively.

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

WATER FUND
OPERATING BUDGET

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
PERSONAL SERVICES	$ 4,156,458	$ 4,555,579	$ 4,552,829	$ 4,572,789	$ 4,831,697
OPERATIONS AND MAINTENANCE	6,334,085	6,974,275	7,687,706	7,218,600	7,715,952
CAPITAL	11,653,593	10,270,376	27,091,102	20,756,658	29,123,204
DEBT SERVICE	650,175	656,185	2,580,000	2,234,000	2,490,000
TOTAL EXPENSES	**$ 22,794,311**	**$ 22,456,415**	**$ 41,911,637**	**$ 34,782,047**	**$ 44,160,853**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
ADMINISTRATIVE SUPPORT II	0.6	0.6	0.6	0.6
APPLICATION DEVELOPER	1.0	1.0	1.0	1.0
COMMERCIAL & METER SUPT	0.7	0.7	0.7	0.7
ACCOUNTING SUPERVISOR	0.5	0.5	0.5	0.5
SR. ACCOUNT CLERK	1.0	1.0	1.0	1.0
ACCOUNT CLERK II	2.0	2.0	2.0	2.0
FIELD SERVICE MGR	1.0	1.0	1.0	1.0
FIELD SERVICE REP.	8.0	8.0	8.0	8.0
METER READER	1.0	1.0	1.0	1.0
METER MAINTENANCE REP	1.0	1.0	1.0	1.0
INVENTORY CONT. SPEC. II	0.7	0.7	0.7	0.7
MECHANIC I	0.7	0.7	0.7	0.7
FACILITIES MAINT SUPPORT I	1.7	1.7	1.7	1.7
FACILITIES MAINT MECH.	0.7	0.7	0.7	0.7
D&C SUPERINTENDANT	0.6	0.6	0.6	0.6
SYSTEMS MAINT SUPERVISOR	2.4	2.4	2.4	2.4
EQUIP. OPER/MAINT WORKER	9.6	9.6	9.6	9.6
SR. EQUIP OPER MAINT WKR	2.4	2.4	2.4	2.4
ENGINEER II	0.6	0.6	0.6	0.6
ELECTRICAL MAIN SUPERVISOR	-	0.5	0.5	1.0
ELECTRICIAN II	1.0	1.0	0.5	0.5
ELECTRICIAN III	2.0	2.0	1.5	1.5

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

WATER FUND

STAFFING AUTHORIZATION - Continued

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
ENG. CONSTRUCTION INSPECTOR II	1.2	1.2	1.2	1.2
DRAFTING TECHNICIAN	0.6	0.6	0.6	0.6
ENVIRONMENTAL ENGINEER	0.3	0.3	0.3	0.3
CHIEF CHEMIST	0.9	0.9	1.0	1.0
CHEMIST	2.9	3.0	3.0	3.0
LAB TECHNICIAN	1.0	-	-	-
WATER TREATMENT SUPT.	1.0	1.0	1.0	1.0
PLANT MECHANIC SUPERVISOR	1.0	1.0	1.0	1.0
PUD PLANT OPER SUPERVISOR	1.0	1.0	1.0	1.0
TREATMENT PLANT TECHNICIAN I	3.0	3.0	2.0	2.0
TREATMENT PLANT TECHNICIAN II	9.0	9.0	11.0	11.0
ENVIRONMENTAL COORDINATOR	0.2	0.2	0.2	0.2
TOTAL	61.3	60.9	61.0	61.5

WASTEWATER FUND BUDGET NARRATIVE

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

- Exceeding all federal and state regulatory standards for sewer treatment.
- Maintaining 11 sewer lift stations and the wastewater treatment plant.
- The installation, maintenance, and repair of the City's wastewater mains and manholes.
- Providing customer service for over 106,000 residents.

Revenues
Projected wastewater revenues for FY 15 are $16,720,732, which is an increase of $937,419 over FY 14 budgeted revenues. This increase is the result of an increase in proposed wastewater charges, which is needed to fund the construction of wastewater treatment plant improvements required to meet new Federal regulations, as well as additional System Development Fees from an increase in construction activity.

Expenses
Projected operating expenses for FY 15 are $8,243,778, which is an increase of $829,355 compared to FY 14. This increase is primarily the result of an increase in maintenance needed at the wastewater treatment plant, the addition of an Electrical Maintenance Supervisor, trunk cleaning of the sanitary sewer mainline, and a lift station pump replacement. The sanitary sewer replacement capital project was decreased to pay for the increase in operating expenses.

Capital
Capital expenses for FY 15 total $8,903,506. This total includes electrical replacements, sewer main replacements, the 38th Street West Sanitary Sewer replacement, Calhoun Street reconstruction, a blower for the wastewater plant, the Elysian Road Sanitary Sewer main extension, as well as a number of other miscellaneous repairs, upgrades, and equipment replacements.

WASTEWATER FUND
OPERATING BUDGET

FUNDS 512,513,518,421

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
WORKING CAPITAL - BEGINNING	**$ 7,741,371**	**$ 11,793,587**	**$ 9,487,314**	**$ 14,346,507**	**$ 9,234,167**
REVENUES:					
WASTEWATER CHARGES	$ 12,733,266	$ 14,169,357	$ 14,447,000	$ 14,291,300	$ 14,986,000
PERMITS	23,830	37,553	35,000	48,000	77,000
OTHER CHARGES FOR SERV.	76,365	96,286	95,313	93,973	97,732
FRANCHISE FEE REVENUE	540,600	625,141	600,000	600,000	640,000
LATE PAYMENT CHARGES	32,064	37,093	30,000	37,000	35,000
SYSTEM DEVELOPMENT FEE	687,504	1,043,925	500,000	800,000	800,000
STATE FEE	40,003	31,024	45,000	45,000	45,000
GRANT REVENUE	50,044	68,976	-	-	-
MISCELLANEOUS	18,412	7,739	-	23,500	-
SALE OF LAND	-	-	-	248,735	-
TRANSFERS IN-OTHER FUNDS	1,650	-	-	-	-
INTEREST ON INVESTMENTS	42,584	21,339	31,000	52,589	40,000
TOTAL REVENUE	**$ 14,246,322**	**$ 16,138,433**	**$ 15,783,313**	**$ 16,240,097**	**$ 16,720,732**
EXPENSES:					
ADMINISTRATION	$ 1,246,675	$ 2,097,792	$ 1,486,247	$ 1,534,747	$ 1,542,682
COMMERCIAL	768,382	601,252	604,233	586,924	584,280
TREATMENT PLANT	3,287,663	3,837,577	3,893,002	3,909,469	4,321,579
COLLECTION SYSTEM	1,145,941	1,362,653	1,313,955	1,316,260	1,672,329
ENVIRONMENTAL AFFAIRS	207,413	209,532	116,986	115,304	122,908
REPLACEMENT EXPEND.	2,383,161	3,215,472	4,097,521	7,019,327	6,523,506
CONSTRUCTION	103,138	2,040,457	2,000,000	5,433,406	2,380,000
BOND PRINCIPAL	-	-	918,000	945,000	495,000
BOND INTEREST **	590,784	463,435	560,000	492,000	950,000
TOTAL EXPENSES	**$ 9,733,157**	**$ 13,828,170**	**$ 14,989,944**	**$ 21,352,437**	**$ 18,592,284**
W.C. CHANGES NOT BUDGETED	(460,949)	242,657	-	-	-
WORKING CAPITAL - ENDING	**$ 11,793,587**	**$ 14,346,507**	**$ 10,280,683**	**$ 9,234,167**	**$ 7,362,615**
LESS OPERATING RESERVE	**1,370,535**	**1,352,000**	**1,335,000**	**1,343,000**	**1,480,000**
LESS SRF LOAN RESERVE	**1,344,763**	**1,332,124**	**1,478,000**	**1,437,000**	**1,445,000**
AVAILABLE WORKING CAPITAL	**$ 9,078,289**	**$ 11,662,383**	**$ 7,467,683**	**$ 6,454,167**	**$ 4,437,615**

** Interest Expenses of $13,487 and $24,415 were capitalized in the CAFR in years FY12 and FY13 respectively.

WASTEWATER FUND
OPERATING BUDGET

FUND 512,513,518,421

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
PERSONAL SERVICES	$ 2,938,955	$ 3,083,184	$ 3,114,906	$ 3,175,767	$ 3,323,833
OPERATIONS AND MAINTENANCE	3,717,119	5,025,622	4,299,517	4,286,937	4,919,945
CAPITAL	2,486,299	5,255,929	6,097,521	12,452,733	8,903,506
DEBT SERVICE	590,784	463,435	1,478,000	1,437,000	1,445,000
TOTAL EXPENSES	**$ 9,733,157**	**$ 13,828,170**	**$ 14,989,944**	**$ 21,352,437**	**$ 18,592,284**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
ADMINISTRATIVE SUPPORT II	0.4	0.4	0.4	0.4
COMMERCIAL& METER SUPT	0.3	0.3	0.3	0.3
ACCOUNTING SUPERVISOR	0.5	0.5	0.5	0.5
SR. ACCOUNT CLERK	1.0	1.0	1.0	1.0
ACCOUNT CLERK II	2.0	2.0	2.0	2.0
MECHANIC I	0.3	0.3	0.3	0.3
FACILITIES MAINT SUPPORT I	1.3	1.3	1.3	1.3
FACILITIES MAINT MECH.	0.3	0.3	0.3	0.3
D&C SUPERINTENDENT	0.4	0.4	0.4	0.4
EQUIP OPER/MAINT WORKER	6.4	6.4	6.4	6.4
SYSTEMS MAINT SUPERVISOR	1.6	1.6	1.6	1.6
ENGINEER II	0.4	0.4	0.4	0.4
ELECTRICAL CNTRL SYS SPEC	1.0	1.0	1.0	1.0
ELECTRICIAN I	1.0	1.0	1.0	1.0
ELECTRICIAN III	2.0	2.0	1.5	1.5
ENG INSPECTOR II	0.8	0.8	0.8	0.8
DRAFTING TECHNICIAN	0.4	0.4	0.4	0.4
INVENTORY CONT SPEC II	0.3	0.3	0.3	0.3

FUND 512,513,518,421

WASTEWATER FUND

STAFFING AUTHORIZATION - Continued

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
ENVIRONMENTAL ENGINEER	0.7	0.7	0.7	0.7
CHIEF CHEMIST	1.1	1.1	1.0	1.0
CHEMIST	0.1	-	-	-
ELECTRICAL MAINT SUPERVISOR	-	0.5	0.5	1.0
LAB TECHNICIAN	2.0	2.0	2.0	2.0
WASTEWATER TREATMENT SUPT	1.0	1.0	1.0	1.0
PLANT MECHANIC SUPERVISOR	1.0	1.0	1.0	1.0
PLANT OPER SUPERVISOR	1.0	1.0	1.0	1.0
SR EQUIP OPER MAINT WKR	1.6	1.6	1.6	1.6
ELECTRICIAN II-A	-	-	0.5	0.5
ENVIRONMENTAL COORDINATOR	0.8	0.8	0.8	0.8
TREATMENT PLANT TECH III	3.0	3.0	3.0	3.0
TREATMENT PLANT TECHNICIAN I	5.0	5.0	5.0	1.0
TREATMENT PLANT TECHNICIAN II	4.0	4.0	4.0	8.0
TOTAL	**41.7**	**42.1**	**42.0**	**42.5**

PARKING FUND BUDGET NARRATIVE

For FY15, the Parking Division is responsible for operating and maintaining the City's three parking garages, five parking lots, and 2 hour to 10 hour parking meters, totaling over 2,300 parking spaces. The garages and lots offer over 1,800 spaces for long-term parking that provide employees and others with affordable, safe, and convenient off-street parking, while reserving the more convenient storefront parking for customers. The division maintains and enforces approximately 500 on-street, metered parking spaces to create parking space turnover, which helps to sustain downtown businesses. Completion and addition of the Empire Parking Garage on Montana Avenue should occur by June of 2014, which will add over 300 leased and hourly parking spaces to this revitalizing downtown neighborhood. The Parking Division and Parking Advisory Board have proposed a Downtown Billings Strategic Plan process to be completed by August of 2014.

Revenues
Fiscal Year 2015 revenues are just over $1.8 million dollars, which is higher than 2014 due to the addition of revenues from the Empire Garage. Staff will propose a modest rate change for the parking garages, but will not propose an on-street parking rate increase this year. The new Empire Parking Garage will be the City's first fully automated garage - pay by card or validation only. The Parking Division will administer the City's monthly, leased spaces.

Expenditures
The Parking Division expenses will be just under $1.5 million. The anticipated Empire Garage expenses depict a first full-year estimate.

Capital
The $333,700 capital budget will implement Phase I from the findings of the condition audit completed by Walker Restoration in FY 14. The consultant recommended about $1 million in repairs to Park 1, Park 2, and Park 3 combined. The consultant assisted the Parking Division in creating a 3-year plan to complete the repairs. The updates will keep these assets productive and viable into the future. Parking will also be acquiring a shared portion of a large sweeper/scrubber to maintain the garages appropriately.

PARKING FUND
OPERATING BUDGET

FUND 521, 414

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
WORKING CAPITAL - BEGINNING	**$ (20,586)**	**$ (217,439)**	**$ 100,006**	**$ 616,822**	**$ 481,408**
REVENUES:					
PARKING METER INCOME	$ 274,426	$ 339,249	$ 354,400	$ 270,000	$ 320,500
VIOLATIONS	118,267	146,789	130,000	140,000	130,000
SURFACE LOTS	52,376	62,001	50,200	50,200	57,000
PARK 1 - GARAGE	240,404	235,676	250,425	242,750	256,000
PARK 1 - STORE RENTAL	53,875	70,570	72,584	68,500	70,000
PARK 2	542,604	497,421	522,000	515,700	519,000
PARK 3	152,553	151,462	155,000	152,000	155,000
PARK 4	287,181	24,497	-	-	-
EMPIRE PARKING GARAGE	-	-	91,948	-	251,000
INVESTMENT EARNINGS	3,203	373	1,000	1,000	1,700
TIF TRANSFER	-	100,000	100,000	100,000	100,000
LIGHTING REBATE-NW ENERGY	-	227,428	-	-	-
MISC. REVENUE	594,145	438,274	-	-	-
TOTAL REVENUE	**$ 2,319,034**	**$ 2,293,740**	**$ 1,727,557**	**$ 1,540,150**	**$ 1,860,200**
EXPENSES:					
ADMINISTRATION	$ 269,664	$ 215,575	$ 171,356	$ 397,721	$ 208,893
ENFORCEMENT	216,183	216,260	219,727	205,400	225,344
METER COLLECT. & MAINT.	98,832	102,744	113,195	106,000	110,538
SURFACE LOTS	20,964	6,904	17,935	5,200	17,608
PARK 1 - GARAGE	454,595	138,988	168,888	125,000	147,461
PARK 1 - STORE RENTAL	9,922	29,962	16,136	59,000	18,136
PARK 2	606,910	323,771	348,851	351,000	343,996
PARK 3	312,783	166,298	183,769	170,000	192,357
PARK 4	213,295	20,298	-	2,424	-
EMPIRE PARKING GARAGE	-	-	54,079	-	146,655
DEBT SERVICE-PRINCIPAL	-	-	128,129	128,129	128,129
DEBT SERVICE-INTEREST	292,439	175,570	125,690	125,690	125,690
CONSTRUCTION & CAPITAL	342,502	25,000	43,892	-	430,344
TOTAL EXPENSES	**$ 2,838,089**	**$ 1,421,370**	**$ 1,591,647**	**$ 1,675,564**	**$ 2,095,151**
WORKING CAP. CHANGES NOT BUDGETED	322,202	(38,109)	$ -	-	$ -
WORKING CAPITAL - ENDING	**$ (217,439)**	**$ 616,822**	**$ 235,916**	**$ 481,408**	**$ 246,457**
LESS OPERATING RESERVE	**352,504**	**195,328**	**212,000**	**264,000**	**295,000**
AVAILABLE WORKING CAPITAL	**$ (569,943)**	**$ 421,494**	**$ 23,916**	**$ 217,408**	**$ (48,543)**

PARKING FUND
OPERATING BUDGET

FUND 521,414

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY14	ESTIMATE FY14	APPROVED FY15
PERSONAL SERVICES	$ 715,225	$ 642,847	$ 620,036	$ 608,000	$ 669,481
OPERATIONS AND MAINTENANCE	1,395,090	577,953	673,900	671,024	741,507
CAPITAL	202,027	25,000	43,892	-	430,344
DEBT SERVICE	292,439	175,570	253,819	253,819	253,819
TRANSFERS	233,308	-	-	-	-
TOTAL EXPENSES	**$ 2,838,089**	**$ 1,421,370**	**$ 1,591,647**	**$ 1,532,843**	**$ 2,095,151**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY14	APPROVED FY15
PARKING MANAGER	1.0	1.0	1.0	1.0
PARKING GARAGE ATTENDANT	0.8	0.8	0.5	0.5
PARKING METER COLLECTION / MAINTENANCE WORKER	2.0	2.0	2.0	2.0
PKG GARAGE ATTNDT/ACCT CLERK I	5.0	3.0	3.0	3.0
FACILITIES MAINT SUPPORT I	1.5	1.5	1.5	1.5
PARKING ENFORCEMENT OFFICERS	4.0	3.0	3.0	3.0
ADMINISTRATIVE SUPPORT I	1.0	1.0	1.0	1.0
TOTAL	**15.3**	**12.3**	**12.0**	**12.0**

SOLID WASTE FUND BUDGET NARRATIVE

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

Revenues
The Solid Waste Division revenues are estimated at $12,222,450 for FY 15, an increase of $1,745,640. This increase is for a proposed rate increase for residential and roll-off collection and landfill fees to bring the revenues to the level needed to cover the cost of services.

Expenditures
The expenses for FY 15 are budgeted at $9,952,300. This is an increase of $897,048 from FY 14 and is primarily the result of increases in fuel, additional container purchases, maintenance services, and personnel costs. The personnel cost increases include two additional landfill maintenance positions. The maintenance services include additional costs for handling of household hazardous waste collection, an increase for groundwater monitoring and closure/post-closure costs for the landfill, franchise fees, as well as an increase in charges for property and liability insurance and rent for space at the Billings Operations Center (BOC).

Capital
The capital budget for FY 15 totals $3,014,107. The major capital items include the purchase of land for future landfill expansion, overlay of the main landfill access road, landfill licensing, the replacement of seven solid waste collection trucks, a landfill compactor, as well as the replacement of one vehicle.

SOLID WASTE FUND
OPERATING BUDGET

FUNDS 541,542,544

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
WORKING CAPITAL - BEGINNING	**$ 9,438,942**	**$ 10,008,755**	**$ 6,676,602**	**$ 8,213,505**	**$ 6,546,352**
REVENUES:					
CONTAINER SALES	$ 2,470	$ 876	$ 2,500	$ 1,000	$ 1,000
GARBAGE COLLECTION-RES	3,706,837	3,301,484	-	108	-
GARBAGE COLLECTION-COMM	3,323,062	2,982,093	-	24,319	-
COLLECTION-BILLED	689,781	581,450	6,600,000	6,702,000	7,650,000
LANDFILL CHARGES	2,871,817	2,652,993	3,221,000	3,301,095	3,844,900
MISC CHARGE FOR SERVICES	67,987	51,859	69,310	72,510	75,550
FRANCHISE FEES	-	460,569	495,000	495,000	585,000
SPECIAL ASSESSMENTS	7,273	4,710	-	-	-
INTEREST ON INVSTMNT/LOANS	122,947	36,438	89,000	75,151	66,000
SALE OF SURPLUS EQUIP/LAND	-	-	-	-	-
REFUNDS/REIMBURSEMENTS	10,796	4,203	-	-	-
TOTAL REVENUE	**$ 10,802,970**	**$ 10,076,675**	**$ 10,476,810**	**$ 10,671,183**	**$ 12,222,450**
EXPENSES:					
ADMINISTRATION	$ 1,468,011	$ 1,499,649	$ 1,261,578	$ 1,350,411	$ 1,440,424
COLLECTION	6,367,912	5,770,761	6,360,999	7,001,892	7,498,780
LANDFILL	2,456,196	4,880,087	3,833,613	3,986,033	4,027,203
TOTAL EXPENSES	**$ 10,292,119**	**$ 12,150,497**	**$ 11,456,190**	**$ 12,338,336**	**$ 12,966,407**
WORKING CAP. CHANGES NOT BUDGETED	58,962	278,572	-	-	-
WORKING CAPITAL - ENDING	**$ 10,008,755**	**$ 8,213,505**	**$ 5,697,222**	**$ 6,546,352**	**$ 5,802,395**
DUE FROM ARTERIAL STREET FEES FUND	(1,544,822)	-	-	-	-
WORKING CAPITAL - ENDING	**$ 8,463,933**	**$ 8,213,505**	**$ 5,697,222**	**$ 6,546,352**	**$ 5,802,395**
LESS OPERATING RESERVE	**3,897,000**	**3,924,083**	**3,985,000**	**4,133,000**	**4,242,060**
AVAILABLE WORKING CAPITAL	**$ 4,566,933**	**$ 4,289,422**	**$ 1,712,222**	**$ 2,413,352**	**$ 1,560,335**

SOLID WASTE FUND
OPERATING BUDGET

FUNDS 541,542,543,544

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
PERSONAL SERVICES	$ 4,107,659	$ 4,363,902	$ 4,399,620	$ 4,597,603	$ 4,809,021
OPERATIONS AND MAINTENANCE	4,695,043	4,653,527	4,655,632	4,796,667	5,143,279
CAPITAL	1,489,417	3,133,068	2,400,938	2,944,066	3,014,107
TOTAL EXPENSES	**$ 10,292,119**	**$ 12,150,497**	**$ 11,456,190**	**$ 12,338,336**	**$ 12,966,407**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
SOLID WASTE SUPT.	1.0	1.0	1.0	1.0
SOLID WASTE SUPERVISOR	4.0	4.0	5.0	5.0
SR EQUIP. OPER / MAINT WORKER	7.0	7.0	6.0	6.0
ADMINISTRATIVE SUPPORT III	1.0	1.0	1.0	1.0
EQUIP. OPER / MAINT. WORKER	33.0	33.0	39.0	39.0
MAINTENANCE WORKER	12.0	12.0	7.0	9.0
ADMINISTRATIVE SUPPORT I	1.0	1.0	1.0	1.0
FACILITIES MAINT SUPPORT I	0.5	0.5	0.5	0.5
LANDFILL ATTENDANTS	2.0	2.0	2.0	2.0
SR. ACCOUNT CLERK / SOLID WASTE INSPECT.	1.0	1.0	1.0	1.0
ENVIRONMENTAL COMPLIANCE COORDINATOR	1.0	1.0	1.0	1.0
TOTAL	**63.5**	**63.5**	**64.5**	**66.5**

AIRPORT FUND BUDGET NARRATIVE

The Aviation Division of the Aviation and Transit Department operates and maintains the City of Billings Logan International Airport, providing the facilities for commercial service airline operators to offer transportation for nearly 800,000 annual travelers utilizing the Airport's Terminal Building. Other businesses and activities located at the Airport include car rentals, restaurant/deli/lounge, gift shop, public parking, a Fixed Base Operator (FBO), radio/avionics repair shops, executive hangars, a general aviation hangar complex, air freight/mail operators, the Transportation Security Administration (TSA), the Federal Aviation Administration (FAA), as well as numerous other State and Federal agencies. The Airport operation is a self-supporting Enterprise Fund that does not receive any General Fund or tax revenue support. Airport concession, rental, and lease revenues offset the costs to operate and maintain the Airport facilities.

Revenues

For FY 2015, the Airport revenue budget reflects increases in the Charge for Services and in the Federal and State Grant Revenue lines. Budgeted Charge for Services revenues show an increase of $459,296 from FY 2014 to FY 2015, mainly due to car rental, parking and airline concessions and leases. During FY 2014, the Airport closed its main runway for six consecutive weekends during July and August for repaving. These closures significantly reduced the anticipated FY 2014 revenues for these three business functions. The FY 2015 airport revenue budget reflects "back to normal" operations for the Airport during FY 2015.

Federal and State grant revenues show a budget increase of over $4,000,000 from FY 2014 to FY 2015, which is the result of a larger Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grant funded capital program for the FY 2015 budget year.

Expenses

The Airport's total FY 2015 operating budget has not changed significantly from FY 2014. Payroll related costs are up approximately $188,000 due to COLA and wage step increases. The car rental fuel costs are down $103,000 due to a combination of lower anticipated fuel prices and car rental demand.

Capital

The Airport's capital budget varies annually based on the projects planned for each budget year. The FY 2015 capital projects include the following:

1. AIP grant projects total $7,747,000 (90% funded by the FAA) and include improvements to the Airport's storm water drainage system ($2,700,000), costs to extend Runway 10L ($930,000), public ramp construction ($1,667,000), the repaving of air carrier ramps ($450,000), and a project tc expand Concourse B hold rooms and restrooms ($2,000,000).
2. Passenger Facility Charge (PFC) funded projects total $880,000 and include replacement of two escalators in the Terminal Building ($450,000), planning/design work for the future rebuilding of airline ticket counter and baggage makeup areas to accommodate baggage screening behind the ticket counter ($330,000), and new fencing around Airport Storm Water Collection Ponds A, B, and C ($100,000).
3. Projects funded with Airport operating revenues total $1,048,350 and include roofing projects ($505,000), Terminal signs ($200,000), painting and flooring ($200,000), and miscellaneous equipment and software purchases ($143,350).

Debt Service

The Airport did not incur any new debt in FY 2015. Subsequently, there are no significant changes to budgeted principal and interest lines.

AIRPORT FUND
OPERATING BUDGET

FUNDS 561-569 & 405-409

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
WORKING CAPITAL - BEGINNING	**$ 8,940,348**	**$ 9,394,302**	**$ 6,836,027**	**$ 9,483,925**	**$ 8,816,332**
REVENUES:					
CHARGE FOR SERVICES	$ 9,518,582	$ 9,684,275	$ 9,248,323	$ 8,973,036	$ 9,707,619
FEDERAL/STATE GRANT REVENUE	2,529,030	1,317,085	3,096,800	9,417,915	7,097,100
PFC REVENUE	1,085,595	1,090,212	1,118,820	1,000,000	1,046,527
CFC REVENUE	806,133	785,550	810,000	640,000	707,100
BOND PROCEEDS	1,353,078	-	-	-	-
INVESTMENT INTEREST	44,078	20,392	24,310	31,368	32,450
SALE OF EQUIPMENT/LAND	6,188	6,415	-	80,000	-
REFUNDS/REIMBURSEMENTS	73,405	155,976	31,000	25,547	14,000
TOTAL REVENUE	**$ 15,416,089**	**$ 13,059,905**	**$ 14,329,253**	**$ 20,167,866**	**$ 18,604,796**
EXPENSES:					
ADMINISTRATION	$ 1,511,084	$ 1,585,623	$ 1,832,018	$ 1,354,428	$ 1,809,924
BUILDING MAINTENANCE	1,629,112	1,711,753	1,766,308	1,669,512	1,790,224
AIRFIELD MAINTENANCE	2,120,235	2,135,330	1,490,777	1,420,901	1,544,804
AIRPORT POLICE	777,421	802,023	857,208	717,482	850,264
AIRCRAFT RESCUE FIREFIGHTING	68,350	92,807	1,027,375	932,677	1,059,869
BUSINESS PARK	125,162	177,056	180,287	217,093	220,595
CAR RENTAL FUELING	630,417	536,954	623,638	474,980	520,532
CAR WASH FACILITY O&M	91,070	130,571	137,161	161,685	169,479
AIRPORT GRANT PROJECTS	2,493,566	2,175,385	600,000	9,360,618	7,747,000
AIRPORT PFC PROJECTS	246,366	1,220,276	1,286,200	1,640,017	880,000
AIRPORT CFC PROJECTS	1,579,155	12,073	530,000	32,068	-
CAPITAL OUTLAY	2,194,291	750,787	2,775,000	1,250,086	1,048,350
DEBT SERVICE-PRINCIPAL	-	-	1,067,934	1,067,934	1,110,760
DEBT SERVICE-INTEREST	574,869	639,587	535,978	535,978	495,853
TRANSFER OUT-TRANSIT	9,426	-	-	-	-
TOTAL EXPENSES	**$ 14,050,524**	**$ 11,970,225**	**$ 14,709,884**	**$ 20,835,459**	**$ 19,247,654**
WORKING CAPITAL CHANGES NOT BUDGETED:	(911,611)	(1,000,057)	-	-	-
WORKING CAPITAL - ENDING	**$ 9,394,302**	**$ 9,483,925**	**$ 6,455,396**	**$ 8,816,332**	**$ 8,173,474**
LESS OPERATING RESERVE	**1,279,000**	**1,332,000**	**1,345,000**	**1,345,000**	**1,350,000**
LESS REVENUE BOND RESERVE	**2,140,001**	**2,664,044**	**2,640,045**	**2,664,044**	**2,664,044**
AVAILABLE WORKING CAPITAL	**$ 5,975,301**	**$ 5,487,881**	**$ 2,470,351**	**$ 4,807,288**	**$ 4,159,430**

AIRPORT FUND
OPERATING BUDGET

FUND 561,562,563,564-569,405-409

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
PERSONNEL SERVICES	$ 3,967,851	$ 4,160,659	$ 4,346,087	$ 4,007,029	$ 4,534,531
OPERATIONS AND MAINTENANCE	3,261,430	3,011,458	3,568,685	2,954,393	3,431,160
CAPITAL	6,236,948	4,158,521	5,191,200	12,270,125	9,675,350
DEBT SERVICE	574,869	639,587	1,603,912	1,603,912	1,606,613
TRANSFERS	9,426	-	-	-	-
TOTAL EXPENSES	**$ 14,050,524**	**$ 11,970,225**	**$ 14,709,884**	**$ 20,835,459**	**$ 19,247,654**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
AVIATION & TRANSIT DIRECTOR	1.0	1.0	1.0	1.0
ASSISTANT AVIATION DIRECTOR	1.0	1.0	1.0	1.0
AVIATION & TRANS BUSINESS MGR	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
AIRPORT POLICE SUPERVISOR	1.0	1.0	1.0	1.0
AIRPORT POLICE OFFICERS	8.0	8.0	8.0	8.0
POLICE SUPPORT SPECIALIST	1.0	1.0	1.0	1.0
AIRFIELD OPERATIONS SUPT.	1.0	1.0	1.0	1.0
ARFF/AIRFIELD MAINT. WORKER	15.0	15.0	15.0	15.0
ARFF/ELECTRICIAN II	2.0	2.0	1.0	1.0
AIRPORT FACILITIES SUPT	1.0	1.0	1.0	1.0
FACILITIES MAINT. MECHANIC	2.0	2.0	3.0	3.0
BLDG MAINT WORKER	-	1.0	-	-
FACILITIES MAINT SUPPORT I	12.0	11.0	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
LEAD FACILITIES MAIN SUPPORT I	1.0	1.0		-
FACILITIES MAINT SUPPORT II	-	-	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	**56.0**	**56.0**	**56.0**	**56.0**

TRANSIT FUND BUDGET NARRATIVE

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

Revenues
The operating revenue budget reflects an anticipated increase of $284,627 from FY 2014 to FY 2015, mainly due to the Federal Transportation Administration's (FTA) allocation of operating grants. FY 2015 tax revenues and state revenues show an increase of $79,798.

Expenditures
Total FY 2015 budgeted operating expenses increased $327,762 over FY 2014. The increase includes $208,016 for salaries and wages, $63,746 for liability and property insurance, and $56,000 for additional bus repair and maintenance costs required to accommodate Transit's aging fleet.

Capital
Transit's FY 2015 capital expenditure budget is $414,514 greater than budgeted for FY 2014. Expenditures are for one small bus and four vans. Federal and State capital grants will fund 80% of the transportation equipment costs.

TRANSIT FUND
OPERATING BUDGET

FUNDS 571,572,411,412,204

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
WORKING CAPITAL - BEGINNING	**$ 2,468,636**	**$ 2,384,161**	**$ 2,673,072**	**$ 2,786,776**	**$ 2,731,063**
REVENUES:					
STATE AND FEDERAL GRANTS	$ 1,886,507	$ 2,329,664	$ 1,836,000	$ 2,197,835	$ 2,087,500
ARRA OPERATING/CAP GRANT	270,458	-	-	-	-
FTA CAPITAL GRANT	259,005	375,593	195,000	77,997	612,511
TAX REVENUE	1,880,465	1,864,282	1,913,050	1,895,716	1,978,207
INTER GOVERNMENTAL	368,437	372,878	384,801	385,934	399,442
OPERATING REVENUES	659,760	663,256	613,645	638,700	646,022
INTEREST ON INVESTMENTS	10,367	4,066	5,475	6,640	4,006
TRANSFERS IN - FROM AIRPORT	9,426	-	-	-	-
SALE SURPLUS EQUIP	4,058	12,012	7,000	-	6,750
TOTAL REVENUE	**$ 5,348,483**	**$ 5,621,751**	**$ 4,954,971**	**$ 5,202,822**	**$ 5,734,438**
EXPENSES:					
ADMINISTRATION	$ 575,988	$ 554,710	$ 624,198	$ 539,284	$ 671,607
OPERATIONS/DRIVERS	1,606,625	1,768,338	1,588,257	1,836,817	1,751,465
OPERATIONS/NON-DRIVERS	452,270	452,835	557,319	560,951	645,443
MAINTENANCE	907,906	955,617	966,016	1,006,224	977,042
MARKETING	43,561	25,173	49,930	46,930	43,930
PARATRANSIT	1,222,077	1,154,306	1,371,019	1,167,392	1,394,956
DOWNTOWN TRANSFER CNTR	13,606	8,388	17,789	7,889	17,847
CAPITAL-LOCAL	-	-	92,500	73,325	238,000
CAPITAL-FEDERAL	591,475	430,201	243,750	17,907	512,764
O & M - LOCAL	35,214	5,812	-	1,816	-
TOTAL EXPENSES	**$ 5,448,722**	**$ 5,355,380**	**$ 5,510,778**	**$ 5,258,535**	**$ 6,253,054**
WORKING CAP. CHANGES NOT BUDGETED	15,764	136,244	-	-	-
WORKING CAPITAL - ENDING	**$ 2,384,161**	**$ 2,786,776**	**$ 2,117,265**	**$ 2,731,063**	**$ 2,212,447**
LESS OPERATING RESERVE	**751,000**	**855,000**	**880,000**	**855,000**	**935,000**
AVAILABLE WORKING CAPITAL	**$ 1,633,161**	**$ 1,931,776**	**$ 1,237,265**	**$ 1,876,063**	**$ 1,277,447**

TRANSIT FUND
OPERATING BUDGET

FUND 571,572,411,412,204

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
PERSONAL SERVICES	$ 3,429,485	$ 3,503,750	$ 3,520,764	$ 3,568,000	$ 3,761,540
OPERATIONS AND MAINTENANCE	1,427,762	1,421,429	1,653,764	1,599,303	1,740,750
CAPITAL	591,475	430,201	336,250	91,232	750,764
TOTAL EXPENSES	**$ 5,448,722**	**$ 5,355,380**	**$ 5,510,778**	**$ 5,258,535**	**$ 6,253,054**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
TRANSIT MANAGER	1.0	1.0	1.0	1.0
TRANSIT OPERATIONS SUPR.	2.0	2.0	2.0	2.0
TRANSIT PLANNING & DEVELOPMENT COORD.	1.0	1.0	1.0	1.0
TRANSIT OPERATORS	34.0	34.0	34.0	33.0
ADMINISTRATIVE SUPPORT III	1.0	1.0	1.0	1.0
TRANSIT SERVICE WORKER	1.0	1.0	1.0	1.0
MECHANIC II	3.0	3.0	3.0	3.0
ADMINISTRATIVE SUPPORT I	1.0	1.0	1.0	1.0
VEHICLE SERVICE TECHNICIAN	1.0	1.0	1.0	1.0
PARATRANSIT COORDINATOR	1.0	1.0	1.0	1.0
ON CALL DRIVER	6.3	6.3	6.3	7.3
TRANSIT SERVICES DISPATCHER	3.0	3.0	3.0	3.0
TOTAL	**55.3**	**55.3**	**55.3**	**55.3**

INTERNAL SERVICE FUNDS

INTERNAL SERVICE FUNDS

The internal service fund accounts for activities and services performed for other organizational units within the City. Charges to other City Departments are made on a cost-reimbursement basis to support these activities. The City's internal service funds and their purposes are:

- The **Fleet Services Fund** provides for the maintenance and repair of vehicles used in the operation of City services.

- The **Central Services Fund** provides postage and copying service used in the operation of City services.

- The **Information Technology Fund** provides the City with technology related strategic planning, project management, integration, technology procurement, E-mail, networking, communications, application development, GIS, mapping, overall hardware and software support, vendor relations, and training services.

- The **City Health Benefits Fund** accounts for amounts received for use in paying health costs of City employees. Those health care costs are paid directly from this fund.

- The **Central Telephone Services Fund** provides for the maintenance and operation of the city-wide telephone system.

- The **Radio Communications Fund** provides for the maintenance and operation of the city-wide radio system.

- The **Property Insurance Fund** purchases liability insurance from MMIA and property insurance from a third party provider for the City and provides for the cost of claims, deductibles, and equipment damages.

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

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

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

INTERNAL SERVICE FUNDS
SUMMARY
OPERATING BUDGET
FY 15

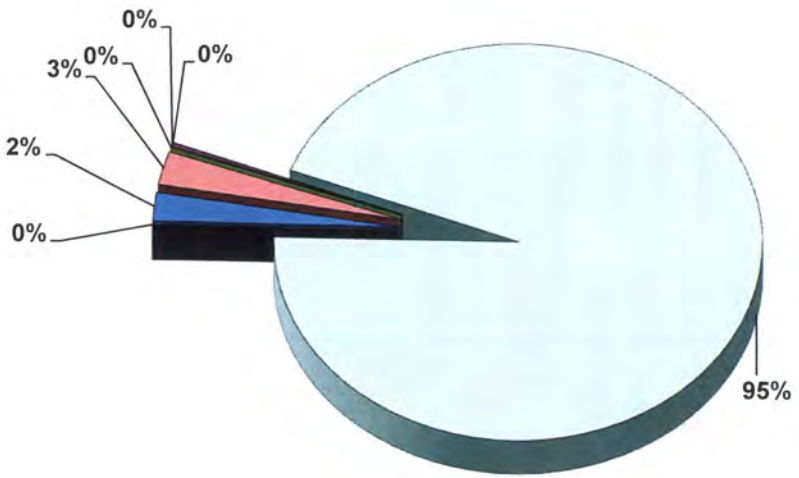
	FLEET SERVICES	CENTRAL SERVICES	INFORMATION TECHNOLOGY	CITY HEALTH BENEFITS	CENTRAL TELEPHONE	RADIO COMMUNICATIONS	PROPERTY INSURANCE	FACILITIES MANAGEMENT
WORKING CAPITAL - BEGINNING	**$ 1,105,684**	**$ 105,893**	**$ 766,659**	**$ 4,856,721**	**$ 272,138**	**$ 199,308**	**$ 1,953,269**	**$ 459,687**
REVENUE:								
TAXES	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
SPECIAL ASSESSMENTS	-	-	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-	-	-
INTER-GOVERNMENTAL	-	-	-	-	-	-	-	-
CHARGES FOR SERVICE	1,610,900	95,661	2,137,222	13,182,500	355,380	263,522	2,456,950	491,107
FINES & FORFEITS	-	-	-	-	-	-	-	-
INVESTMENT EARNINGS	3,000	242	2,527	8,400	500	1,955	5,232	1,651
DONATIONS / CONTRIBUTIONS	-	-	-	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-	-	120,000	480,199
DEBT PROCEEDS	-	-	-	-	-	-	-	-
MISCELLANEOUS	11,300	4,531	-	-	-	-	-	674,931
TOTAL REVENUE	**$ 1,625,200**	**$ 100,434**	**$ 2,139,749**	**$ 13,190,900**	**$ 355,880**	**$ 265,477**	**$ 2,582,182**	**$ 1,647,888**
EXPENDITURES:								
PERSONAL SERVICES	$ 1,265,939	$ -	$ 1,547,941	$ 11,346,000	$ 115,700	$ -	$ 94,270	$ 397,338
OPERATION & MAINTENANCE	342,183	99,599	483,632	1,423,964	233,795	275,012	2,546,159	625,650
CAPITAL	27,209	-	98,000	-	-	-	-	194,264
DEBT SERVICE	-	-	-	-	-	-	-	532,056
INTERFUND TRANSFERS	95,770	-	-	-	-	-	-	-
TOTAL EXPENDITURES	**$ 1,731,101**	**$ 99,599**	**$ 2,129,573**	**$ 12,769,964**	**$ 349,495**	**$ 275,012**	**$ 2,640,429**	**$ 1,749,308**
WORKING CAPITAL- ENDING	**$ 999,783**	**$ 106,728**	**$ 776,835**	**$ 5,277,657**	**$ 278,523**	**$ 189,773**	**$ 1,895,022**	**$ 358,267**
WORKING CAPITAL NOT BUDGETED	50,000	-	-	-	-	-	-	-
LESS RESERVED/DESIGNATED	**388,420**	**-**	**507,893**	**-**	**27,960**	**-**	**844,937**	**139,945**
UNDESIGNATED WORKING CAPITAL BALANCE ENDING	**$ 661,363**	**$ 106,728**	**$ 268,942**	**$ 5,277,657**	**$ 250,563**	**$ 189,773**	**$ 1,050,085**	**$ 218,322**

INTERNAL SERVICE FUNDS
SUMMARY
OPERATING BUDGET
FY 15

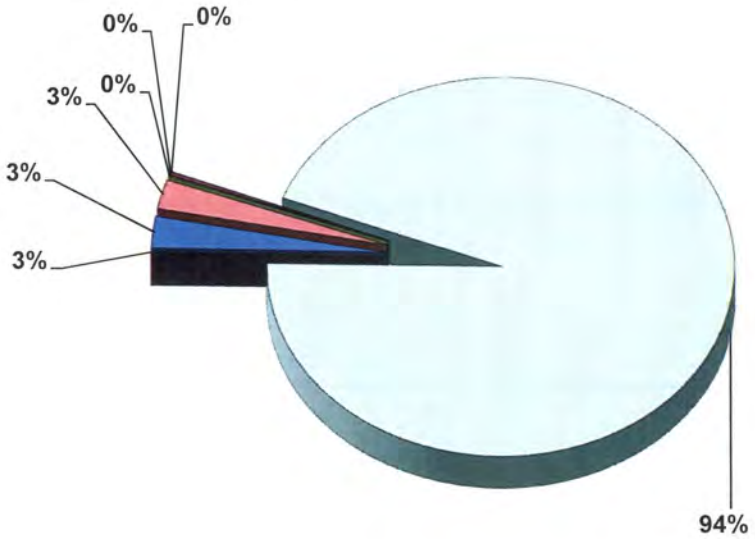
	PUBLIC WORKS ADMINISTRATION	PUBLIC WORKS ENGINEERING	APPROVED BUDGET FY 15	APPROVED BUDGET FY 14	INCREASE (DECREASE)	ACTUAL FY 13
WORKING CAPITAL - BEGINNING	**$ 178,615**	**$ 662,382**	**$ 10,560,356**	**$ 4,764,323**	**$ 5,796,033**	**$ 5,760,667**
REVENUE:						
TAXES	$ -	$ -	$ -	$ -	$ -	$ -
SPECIAL ASSESSMENTS	-	23,000	23,000	22,000	1,000	$ 23,924
LICENSES & PERMITS	-	71,200	71,200	72,600	(1,400)	$ -
INTER-GOVERNMENTAL	-	-	-	-	-	$ 1,084
CHARGES FOR SERVICE	1,030,000	2,526,095	24,149,337	23,699,732	449,605	$ 22,964,824
FINES & FORFEITS	-	-	-	-	-	$ -
INVESTMENT EARNINGS	600	2,400	26,507	23,659	2,848	$ 14,894
DONATIONS / CONTRIBUTIONS	-	-	-		-	$ -
INTERFUND TRANSFERS	-	-	600,199	682,056	(81,857)	$ 816,404
DEBT PROCEEDS	-	-	-		-	$ -
MISCELLANEOUS	-	-	690,762	620,917	69,845	$ 840,303
TOTAL REVENUE	**$ 1,030,600**	**$ 2,622,695**	**$ 25,561,005**	**$ 25,120,964**	**$ 440,041**	**$ 24,661,433**
EXPENDITURES:						
PERSONAL SERVICES	$ 756,145	$ 1,958,855	$ 17,482,188	$ 18,026,901	$ (544,713)	$ 14,488,503
OPERATION & MAINTENANCE	293,271	597,212	6,920,477	6,149,314	771,163	$ 5,774,116
CAPITAL	-	15,000	334,473	1,509,829	(1,175,356)	$ 1,501,965
DEBT SERVICE	-	-	532,056	532,057	(1)	$ 510,764
INTERFUND TRANSFERS	-	-	95,770	95,769	1	$ 131,251
TOTAL EXPENDITURES	**$ 1,049,416**	**$ 2,571,067**	**$ 25,364,964**	**$ 26,313,870**	**$ (948,906)**	**$ 22,406,599**
WORKING CAPITAL- ENDING	**$ 159,799**	**$ 714,010**	**$ 10,756,397**	**$ 3,571,417**	**$ 7,184,980**	**$ 8,015,501**
WORKING CAPITAL NOT BUDGETED	-	-	50,000	50,000	-	62,771
LESS RESERVED/DESIGNATED	**83,953**	**255,607**	**2,248,715**	**1,011,028**	**1,237,687**	**1,373,942**
UNDESIGNATED WORKING CAPITAL BALANCE ENDING	**$ 75,846**	**$ 458,403**	**$ 8,557,682**	**$ 2,610,389**	**$ 5,947,293**	**$ 6,704,330**

Internal Service Fund Summary of Revenues

FY 15		FY 14
$ 23,000	SPECIAL ASSESSMENTS	$ 22,000
71,200	LICENSES AND PERMITS	72,600
-	INTER-GOVERNMENTAL	-
24,149,337	CHARGES FOR SERVICE	23,699,732
26,507	INVESTMENT EARNINGS	23,659
600,199	INTERFUND TRANSFERS	682,056
690,762	MISCELLANEOUS	620,917
$ 25,561,005	TOTAL	$ 25,120,964



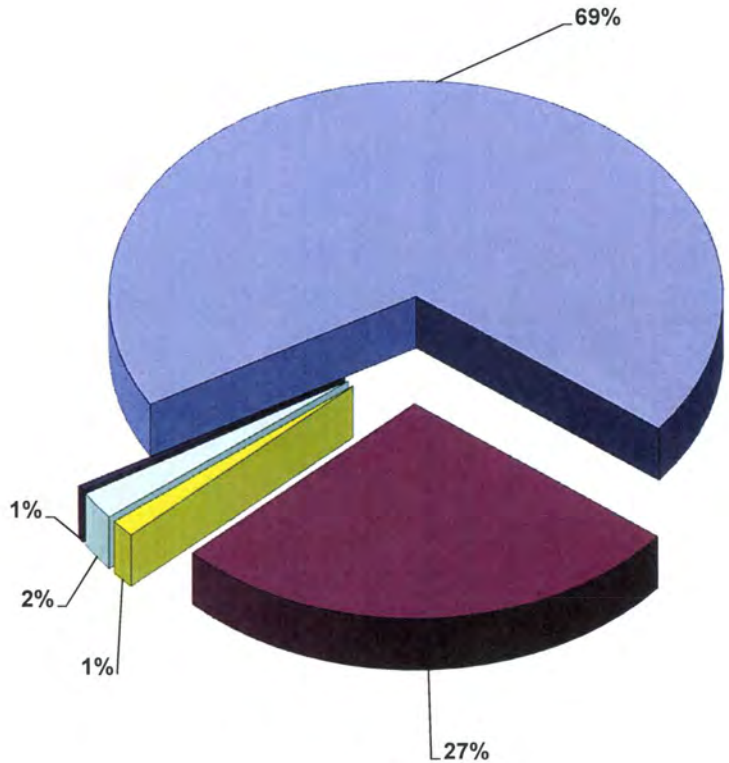
Fiscal Year 2015



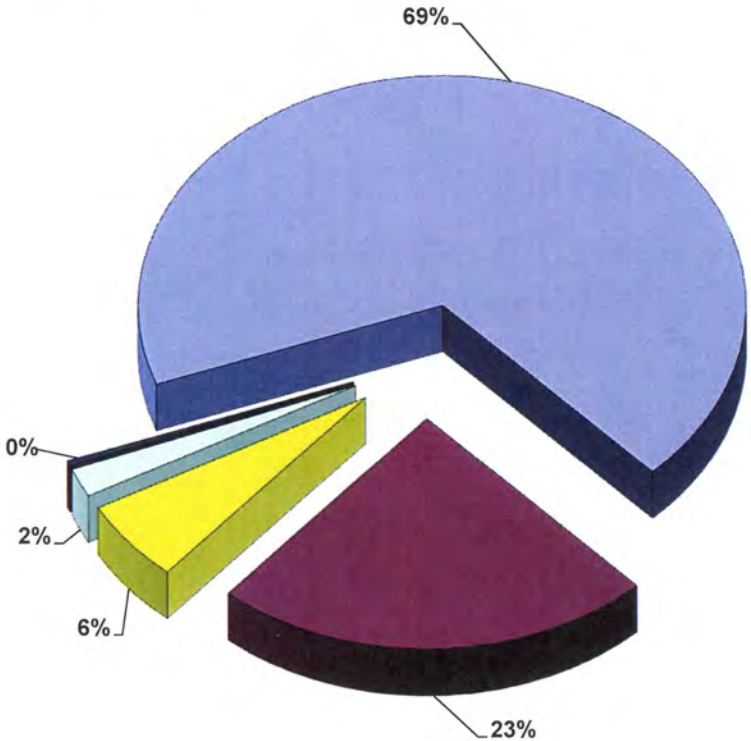
Fiscal Year 2014

Internal Service Fund Summary of Expenditures

FY 15		FY 14
$ 17,482,188	PERSONAL SERVICES	$ 18,026,901
6,920,477	OPERATION & MAINTENANCE	6,149,314
334,473	CAPITAL	1,509,829
532,056	DEBT SERVICE	532,057
95,770	INTERFUND TRANSFERS	95,769
$ 25,364,964	TOTAL	$ 26,313,870



Fiscal Year 2015



Fiscal Year 2014

FLEET SERVICES BUDGET NARRATIVE

Fleet Services is responsible for maintaining and repairing over 800 City vehicles and other motorized equipment, preventive maintenance programs, parts and fuel inventory management, fleet inventory, fleet computer module operation and maintenance, assisting departments with vehicle specification and disposal, preparing vehicles for service, and maintenance activity reporting. The division is also responsible for the City Courier service functions.

Revenues
Fleet Services revenues are generated from user departments for services provided, including 86% of revenues from mechanic labor; 11% from parts, tires and fuel markup; and 3% from courier services, pool vehicle rental, and interest on investments. Total projected revenue for FY 2015 is $1,625,200, an increase of $73,583 from the prior year.

Expenditures
Total expenditures for FY 2015 are $1,731,101. Included within the expenditure total are:
Personal Services, $1,265,939; Cost allocation and interdepartmental charge for services, $80,560; rent and transfer for debt service, $143,395; liability insurance, $17,583; and other O&M, $223,624.

The FY15 budget represents an expenditure increase of $171,782 primarily due to increase in personal costs, upgrade to the fueling operating system, increase in technician training costs, and used transfer replacements of fleet vehicles.

Capital
Capital expenditure requests total $27,209 for the replacement of the three pool vehicles through the Equipment Replacement Plan with used transfer vehicles from Public Works.

FUND 601

FLEET SERVICES FUND
OPERATING BUDGET

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
WORKING CAPITAL - BEGINNING	**$ 972,828**	**$ 1,034,759**	**$ 991,985**	**$ 1,042,058**	**$ 1,105,684**
REVENUES:					
FLEET SERVICES	$ 1,447,527	$ 1,450,769	$ 1,514,917	$ 1,500,000	$ 1,577,400
COURIER	32,617	32,395	33,000	32,395	33,500
INTEREST EARNINGS	3,918	1,622	2,000	2,000	3,000
MISCELLANEOUS	-	7,381	1,700	8,000	11,300
TOTAL REVENUE	**$ 1,484,062**	**$ 1,492,167**	**$ 1,551,617**	**$ 1,542,395**	**$ 1,625,200**
EXPENDITURES:					
FLEET SERVICES	$ 1,354,304	$ 1,461,542	$ 1,430,723	$ 1,400,000	$ 1,601,809
COURIER	32,330	32,516	32,827	33,000	33,522
TRANSFERS OUT-FAC MGMT	97,416	95,769	95,769	95,769	95,770
TOTAL EXPENDITURES	**$ 1,484,050**	**$ 1,589,827**	**$ 1,559,319**	**$ 1,528,769**	**$ 1,731,101**
WORKING CAP. CHANGES NOT BUDGETED	61,919	104,959	50,000	50,000	50,000
WORKING CAPITAL - ENDING	**$ 1,034,759**	**$ 1,042,058**	**$ 1,034,283**	**$ 1,105,684**	**$ 1,049,783**
LESS OPERATING RESERVE	**$ 513,055**	**$ 552,801**	**$ 382,685**	**$ 530,210**	**$ 388,420**
AVAILABLE WORKING CAPITAL	**$ 521,704**	**$ 489,257**	**$ 651,598**	**$ 575,474**	**$ 661,363**

FLEET SERVICES FUND
OPERATING BUDGET

FUND 601

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
PERSONAL SERVICES	$ 1,133,744	$ 1,192,645	$ 1,204,487	$ 1,180,000	$ 1,265,939
OPERATIONS AND MAINTENANCE	252,890	279,211	259,063	253,000	342,183
CAPITAL	-	22,202	-	-	27,209
TRANSFERS	97,416	95,769	95,769	95,769	95,770
TOTAL EXPENDITURES	**$ 1,484,050**	**$ 1,589,827**	**$ 1,559,319**	**$ 1,528,769**	**$ 1,731,101**

FLEET SERVICES FUND
STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
FLEET SERVICES MANAGER	1.0	1.0	1.0	1.0
MECHANIC II	9.0	9.0	9.0	9.0
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**

CENTRAL SERVICES FUND
OPERATING BUDGET

FUND 605

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
WORKING CAPITAL-BEGINNING	**$ 139,285**	**$ 148,457**	**$ 92,857**	**$ 133,545**	**$ 105,893**
REVENUES:					
MAIL SERVICE	$ 49,613	$ 52,814	$ 65,000	$ 46,248	$ 68,252
DUPLICATION	49,174	43,682	55,881	44,000	31,940
INTEREST EARNINGS	717	284	451	348	242
TOTAL REVENUE	**$ 99,504**	**$ 96,780**	**$ 121,332**	**$ 90,596**	**$ 100,434**
EXPENDITURES:					
MAIL SERVICE	$ 57,645	$ 49,341	$ 65,000	$ 46,248	$ 68,250
DUPLICATION	32,687	62,351	80,166	72,000	31,349
TOTAL EXPENDITURES	**$ 90,332**	**$ 111,692**	**$ 145,166**	**$ 118,248**	**$ 99,599**
WORKING CAP. CHANGES NOT BUDGETED	-	-	-	-	-
WORKING CAPITAL-ENDING	**$ 148,457**	**$ 133,545**	**$ 69,023**	**$ 105,893**	**$ 106,728**

CENTRAL SERVICES BUDGET NARRATIVE

The mail and duplication services are provided to the departments for their postage and copier needs. The departments are charged for these services based on their usage. By providing these central services in major work areas or locations in the City, lower costs can be provided to users. The lower cost factors include less equipment being leased or purchased, lower maintenance costs, and large volume discount for supplies.

Revenue
No significant changes.

Expenditures
No significant changes.

Capital
None

CENTRAL SERVICES FUND
OPERATING BUDGET

FUND 605

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
OPERATIONS AND MAINTENANCE	$ 90,332	$ 78,710	$ 98,166	$ 105,000	$ 99,599
CAPITAL	-	32,982	47,000	50,000	-
TOTAL EXPENDITURES	**$ 90,332**	**$ 111,692**	**$ 145,166**	**$ 155,000**	**$ 99,599**

INFORMATION TECHNOLOGY BUDGET NARRATIVE

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

Revenues
Information Technology is an internal support function with revenues of $2,139,749 generated primarily by charges for service. The IT charges for each department/division are based on the previous calendar year's usage of PC and Network resources/support time, application & i5 resources/programmer time, virtual server services, and GIS resources/support time. The number of PC's, the amount of disk space allocated, the total CPU/processor time used, the number of virtual servers, the number of E-mail accounts, and the amount of requested printing services are all examples of resources used to calculate annual charges.

Expenditures
Information Technology's FY 2015 proposed budget is $2,129,573. Annual expenses are lower than last year due to lower expenses in the capital projects.

Capital
Information Technology has proposed a capital budget of $98,000. Information Technology plans to upgrade the E-mail Exchange server to the latest 2013 release, new network storage hardware to upgrade existing storage that is now 5 years old, enterprise grade server replacements, and an upgrade of the wireless point-to-point communications from City Hall to 4-Dances Tower. IT plans to use reserve funds to pay for the $ 25,000 wireless upgrade to the 4-Dances Tower. This upgrade will provide faster network speeds to the PW-Belknap/Water Plant facilities, the Billings Operations Center, the Landfill, and the Waste Water Plant.

INFORMATION TECHNOLOGY FUND
OPERATING BUDGET

FUND 620

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
WORKING CAPITAL-BEGINNING	**$ 740,874**	**$ 839,359**	**$ 831,164**	**$ 883,642**	**$ 766,659**
REVENUES:					
CHARGE FOR SERVICES	$ 1,957,538	$ 1,981,369	$ 2,078,061	$ 2,060,000	$ 2,137,222
INTEREST EARNINGS	4,913	1,987	2,961	3,000	2,527
OTHER	2,639	702	-	167	-
TOTAL REVENUE	**$ 1,965,090**	**$ 1,984,058**	**$ 2,081,022**	**$ 2,063,167**	**$ 2,139,749**
EXPENDITURES:					
PERSONAL SERVICES	$ 1,421,387	$ 1,464,131	$ 1,485,564	$ 1,450,000	$ 1,547,941
OPERATIONS & MAINTENANCE	374,351	390,155	461,963	440,000	483,632
CAPITAL	72,430	147,461	198,000	250,000	98,000
TOTAL EXPENDITURES	**$ 1,868,168**	**$ 2,001,747**	**$ 2,145,527**	**$ 2,140,000**	**$ 2,129,573**
WORKING CAPITAL - ENDING	**$ 837,796**	**$ 821,670**	**$ 766,659**	**$ 806,809**	**$ 776,835**
WORKING CAP. CHANGES NOT BUDGETED	1,563	61,972	-	-	-
LESS OPERATING RESERVE	448,935	463,572	486,882	472,500	507,893
WORKING CAPITAL-ENDING	**$ 390,424**	**$ 420,070**	**$ (70,673)**	**$ 334,309**	**$ 268,942**

INFORMATION TECHNOLOGY FUND
OPERATING BUDGET

FUND 620

STAFFING AUTHORIZATION

POSITION	ACTUAL FY12	ACTUAL FY13	BUDGET FY14	APPROVED FY 15
CHIEF INFORMATION OFFICER	1.0	1.0	1.0	1.0
APPLICATION DEVELOPER	3.0	3.0	3.0	3.0
OPERATION SUPPORT SPECIALIST	1.0	1.0	1.0	1.0
GIS SPECIALIST	1.0	1.0	1.0	1.0
GIS COORDINATOR	1.0	1.0	1.0	1.0
LAND MANAGEMENT COORDINATOR	1.0	1.0	1.0	1.0
SENIOR APPLICATION DEVELOPER	1.0	1.0	1.0	1.0
APPLICATION DEVELOPMENT MGR	1.0	1.0	1.0	1.0
SENIIOR GIS TECHNICIAN	1.0	1.0	1.0	1.0
PUBLIC SAFETY TECH SUPPORT	1.0	1.0	1.0	1.0
P. C. SUPPORT SPECIALIST	2.0	2.0	2.0	2.0
NETWORK ADMINISTRATOR	1.0	1.0	1.0	1.0
ASST. NETWORK ADMINISTRATOR	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
GIS TECHNICIAN	1.0	1.0	1.0	1.0
TOTAL	18.0	18.0	18.0	18.0

CITY HEALTH BENEFITS BUDGET NARRATIVE

The City of Billings provides health, life, dental, and vision benefits to its employees. The City self-insures for health and dental benefits and purchases insurance to cover life and vision claims. A recommended reserve was omitted from the budget as it is established by the City's Health Plan consultant on a calendar year basis.

Revenues
In total, revenues show an increase from the FY14 budget of approximately $500,000.

Expenditures
Overall, expenditures show a decrease from the FY14 budget of approximately $56,000. Over the past three years, the Health Insurance Committee eliminated the most costly plan and selected one medical provider through a Request for Proposal process. In addition, the Plan had fewer large claims than in the past. These three changes have significantly reduced expenses in the fund.

The City continues to look for opportunities to manage increases in health care, including cost containment, cost sharing, and cost shifting, while providing quality health benefits.

Capital
None

CITY HEALTH BENEFITS FUND
OPERATING BUDGET

FUND 627

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
WORKING CAPITAL - BEGINNING	$ (4,674)	$ 757,041	$ 1,176,264	$ 2,762,379	$ 4,856,721
REVENUES:					
INVESTMENT EARNINGS	$ 4,212	$ 2,983	$ 4,766	$ 17,988	$ 8,400
CHARGES FOR SERVICE:					
CITY CONTRIBUTION HEALTH	7,457,610	8,103,061	9,277,000	8,084,000	8,597,000
CITY CONTRIBUTION LIFE $10,000	31,028	32,341	34,000	32,525	34,000
CITY CONTRIBUTION LIFE $15,000	9,210	9,627	12,000	9,227	12,000
CITY CONTRIBUTION DENTAL	78,067	79,260	77,000	81,738	85,000
EMPLOYEE CONTRIBUTION LIFE	47,354	52,824	50,000	55,666	55,000
EMPLOYEE FLEX CONTRIB.	757,707	702,166	825,000	564,049	825,000
EMPLOYEE DENTAL CONTRIB	306,556	315,502	325,000	297,875	325,000
EMPLOYEE HEALTH CONTRIB.	1,098,529	1,026,036	900,000	1,176,798	1,918,000
RETIREE/COBRA CONTRIB	1,254,174	891,443	900,000	962,578	950,000
CLAIM OVERPAYMENTS	42,511	46,099	42,000	100,000	50,000
PRESCRIPTION DRUG REBATE	79,783	223,489	55,000	75,000	130,000
STOP LOSS REIMBURSEMENTS	747,094	246,061	185,000	50,000	200,000
OTHER	2,511	5,338	1,500	806	1,500
TOTAL REVENUE	$ 11,916,346	$ 11,736,230	$ 12,688,266	$ 11,508,250	$ 13,190,900
EXPENDITURES:					
PERSONAL SERVICES:					
HEALTH CLAIMS	$ 8,993,839	$ 7,524,035	$ 10,075,000	$ 7,326,704	$ 10,025,000
LIFE INSURANCE PREMIUMS	89,983	94,133	96,000	96,880	96,000
DENTAL CLAIMS	342,529	380,905	405,000	356,329	400,000
FLEX PLAN CLAIMS	756,927	702,166	825,000	564,049	825,000
OPERATION AND MAINTENANCE:					
125K FLEX ADMIN. CHGS.	22,170	22,250	27,300	23,942	27,300
HEALTH/DENTAL ADMIN. CHGS.	183,680	211,232	241,500	215,111	230,000
PRESCRIPTION ADMIN. CHGS.	7,839	-	24,150	-	26,250
SELECT CARE ADMIN. CHGS	-	-	47,250	6,657	47,250
STOP LOSS PREMIUM	436,617	522,267	601,650	544,805	575,000
H.S.A. ADMIN. FEES	5,401	6,984	5,250	3,198	6,000
WELLNESS EVENTS	7,885	6,082	10,000	10,000	10,000
CONSULTANT SERVICES	89,203	52,969	49,350	100,872	52,250
EMPLOYEE ASSIST. PROGRAM	46,894	62,854	84,000	26,810	88,200
CARE LINK SERVICES	79,930	58,264	94,500	41,515	97,000
AFFORDABLE CARE ACT FEE	-	-	138,600	-	138,600
COST ALLOCATION / OTHER	91,734	86,751	101,715	97,036	126,114
TOTAL EXPENDITURES	$ 11,154,631	$ 9,730,892	$ 12,826,265	$ 9,413,908	$ 12,769,964
WORKING CAPITAL - ENDING	$ 757,041	$ 2,762,379	$ 1,038,265	$ 4,856,721	$ 5,277,657

CENTRAL TELEPHONE SERVICES BUDGET NARRATIVE

The Central Telephone Service provides telecommunication support to the entire organization. Under the direction of the Chief Information Officer, the Telecommunications Manager and the IT Administrative Secretary provide telephone, voice mail, call accounting, communications related procurement, cell phone, infrastructure support, and related financial accounting services for 8 telephone PBX's, 487 landline phones, 70 Centrex phone lines, and 391 Smartphones/cell phones/Push-to-Talk radio/phones.

Revenues
The Central Telephone Service is an internal support function with revenues of $355,880 derived predominately from phone services, with additional revenue from Centrex lines and interest income. Phone services charges are calculated based on: 1) the charges from the telephone service providers (Qwest & Integra Telecom), 2) the maintenance costs associated with the phone system, voice mail system, and call accounting system, and 3) related personal service charges. The total charges are then charged back to the departments based on the number of phones serviced via PBX's at each location. Centrex lines are charged at a per line rate and are used in outlying areas that require a minimal number of phone lines or in cases where analog phone service is required. Remote fire station phones, fax line service, and support lines for dial-up hardware/software support are all examples of where Centrex lines are used.

Expenditures
The proposed Central Telephone Service budget for 2015 operating costs is $ 349,495. The overall annual expenditures are less for FY 2015 because there are no large projects planned for the telephone system in the coming budget year.

Capital
None

CENTRAL TELEPHONE SERVICES FUND
OPERATING BUDGET

FUND 606

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
WORKING CAPITAL-BEGINNING	**$ 243,276**	**$ 280,966**	**$ 269,385**	**$ 309,338**	**$ 272,138**
REVENUES:					
CHARGE FOR SERVICES	$ 356,986	$ 355,836	$ 367,337	$ 350,000	$ 355,380
STATE REIMBURSEMENTS	1,978	145	-	-	-
INTEREST EARNINGS	1,247	540	800	800	500
TOTAL REVENUE	**$ 360,211**	**$ 356,521**	**$ 368,137**	**$ 350,800**	**$ 355,880**
EXPENDITURES:					
PERSONAL SERVICES	$ 81,264	$ 96,726	$ 109,552	$ 98,000	$ 115,700
OPERATIONS & MAINTENANCE	162,099	183,777	232,806	205,000	233,795
CAPITAL	80,513	50,554	35,000	85,000	-
TOTAL EXPENDITURES	**$ 323,876**	**$ 331,057**	**$ 377,358**	**$ 388,000**	**$ 349,495**
WORKING CAPITAL-ENDING	**$ 279,611**	**$ 306,430**	**$ 260,164**	**$ 272,138**	**$ 278,523**
WORKING CAP. CHANGES NOT BUDGETED	1,355	2,908	-	-	-
LESS OPERATING RESERVE	-	-	27,389	24,240	27,960
AVAILABLE WORKING CAPITAL	**$ 280,966**	**$ 309,338**	**$ 232,775**	**$ 247,898**	**$ 250,563**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
TELECOMMUNICATIONS SYSTEM MANAGER	1.0	1.0	1.0	1.0
TOTAL	**1.0**	**1.0**	**1.0**	**1.0**

RADIO COMMUNICATIONS FUND
OPERATING BUDGET

FUND 607

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
WORKING CAPITAL-BEGINNING	**$ 564,528**	**$ 126,928**	**$ (269,361)**	**$ 87,308**	**$ 199,308**
REVENUES:					
CHARGES FOR SERVICE	$ 462,719	$ 627,768	$ 694,715	$ 685,000	$ 263,522
TRANSFER FROM GENERAL FUND	-	693,670	30,000	30,000	-
SALE OF EQUIPMENT	-	18,000	-		-
INTEREST EARNINGS	1,223	761	1,758	2,000	1,955
TOTAL REVENUE	**$ 463,942**	**$ 1,340,199**	**$ 726,473**	**$ 717,000**	**$ 265,477**
EXPENDITURES:					
OPERATIONS & MAINTENANCE	$ 198,906	$ 181,014	$ 208,794	$ 205,000	$ 275,012
CAPITAL	702,636	1,198,805	433,037	400,000	-
TOTAL EXPENDITURES	**$ 901,542**	**$ 1,379,819**	**$ 641,831**	**$ 605,000**	**$ 275,012**
WORKING CAP. CHANGES NOT BUDGETED	-	-	-	-	-
WORKING CAPITAL-ENDING	**$ 126,928**	**$ 87,308**	**$ (184,719)**	**$ 199,308**	**$ 189,773**

RADIO COMMUNICATIONS FUND BUDGET NARRATIVE

The 800MHz Radio Systems budget is an internal service fund comprised of all City departments utilizing the 800 MHz system. User departments fund the operation and maintenance charges for the base system and the oversight of the expenditure budget is maintained by Fire Department / 9-1-1 Center personnel.

Revenues
User departments are assessed by Finance based upon total minutes used in the previous fiscal year. This year, revenues are estimated at $265,477.

Expenditures
Expenditures decreased by $366,819 because the last payment for the new radio system was made in FY14.

Capital
None

PROPERTY INSURANCE FUND
OPERATING BUDGET

FUND 630

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
WORKING CAPITAL-BEGINNING	**$ 2,847,537**	**$ 2,434,808**	**$ 2,192,824**	**$ 2,208,452**	**$ 1,953,269**
REVENUES:					
CHARGE FOR SERVICES	$ 1,407,055	$ 1,927,304	$ 2,223,337	$ 2,223,337	$ 2,456,950
INTEREST EARNINGS	13,183	5,709	7,386	11,633	5,232
TRANSFERS FROM PUBLIC SAFETY FUND	120,000	120,000	120,000	20,000	120,000
OTHER	29,530	25,009	-	80	-
TOTAL REVENUE	**$ 1,569,768**	**$ 2,078,022**	**$ 2,350,723**	**$ 2,255,050**	**$ 2,582,182**
EXPENDITURES:					
PERSONAL SERVICES	$ 86,220	$ 85,913	$ 87,523	$ 87,924	$ 94,270
OPERATIONS & MAINTENANCE	1,896,991	2,222,699	2,425,089	2,422,309	2,546,159
TOTAL EXPENDITURES	**$ 1,983,211**	**$ 2,308,612**	**$ 2,512,612**	**$ 2,510,233**	**$ 2,640,429**
WORKING CAPITAL - ENDING	**$ 2,434,094**	**$ 2,204,218**	**$ 2,030,935**	**$ 1,953,269**	**$ 1,895,022**
WORKING CAP. CHANGES NOT BUDGETED	714	4,234	-	-	-
LESS OPERATING RESERVE	-	-	804,036	803,275	844,937
AVAILABLE WORKING CAPITAL	**$ 2,434,808**	**$ 2,208,452**	**$ 1,226,899**	**$ 1,149,994**	**$ 1,050,085**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
SAFETY/RISK OFFICER	1.0	1.0	1.0	1.0
TOTAL	**1.0**	**1.0**	**1.0**	**1.0**

PROPERTY INSURANCE BUDGET NARRATIVE

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

Revenues

No significant changes

Expenditures

No significant changes

FACILITIES MANAGEMENT BUDGET NARRATIVE

Facilities Management is responsible for operating and maintaining City Hall and the Billings Operations Center facilities. Facilities Management also operates as an internal service provider for project management by providing specifications for projects or consulting to all City departments as requested. Staff also provides maintenance support for the Animal Shelter and Fire Stations and other project needs as necessary.

In the coming year, the Facilities Manager will continue as the project manager for the numerous Energy Conservation Projects and complete the Lighting Retrofits, the City's ADA Coordinator, and as an energy conservation leader for the City. The Facilities Manager will be supporting work on the Facilities Master Plan Project for the City.

The Facilities Manager was called up to manage the Parking Division in FY14 and will continue to support facilities related projects with the Parking Division.

Revenues
No significant changes.

Expenditures
No significant changes.

Capital
Phase III of the BOC Concrete Aprons upgrades is proposed for FY15. This process is upgrading deteriorating asphalt on the 23 acre site at Garage Door entrances. This phase is budgeted at $56,000.

FACILITIES MANAGEMENT FUND
OPERATING BUDGET

FUND 650

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
WORKING CAPITAL-BEGINNING	**$ (36,232)**	**$ 100,507**	**$ 341,913**	**$ 336,196**	**$ 459,687**
REVENUES:					
CHARGE FOR SERVICES - ADMIN	$ 23,500	$ 20,636	$ 21,052	$ 21,050	$ 24,780
CHARGE FOR SERVICES - CITY HALL	460,643	451,554	464,263	464,268	466,327
RENTS - BOC	637,506	625,349	619,217	620,000	674,931
GRANT INCOME	680	1,084	-	-	-
BOND PREMIUM	-	249,380	-	-	-
SALE OF EQUIPMENT	2,321	-	-	-	-
INTEREST EARNINGS	2,275	1,087	1,437	1,600	1,651
TRANSFER IN	532,056	532,056	532,056	532,056	480,199
TOTAL REVENUE	**$ 1,658,981**	**$ 1,881,146**	**$ 1,638,025**	**$ 1,638,974**	**$ 1,647,888**
EXPENDITURES:					
ADMINISTRATION	$ 134,389	$ 162,577	$ 88,310	$ 80,483	$ 155,130
CITY HALL	388,084	370,230	411,555	370,000	408,618
BOC	984,400	1,033,721	1,108,684	1,065,000	1,185,560
TOTAL EXPENDITURES	**$ 1,506,873**	**$ 1,566,528**	**$ 1,608,549**	**$ 1,515,483**	**$ 1,749,308**
WORKING CAP. CHANGES NOT BUDGETED	(15,369)	(78,929)	-	-	-
WORKING CAPITAL-ENDING	**$ 100,507**	**$ 336,196**	**$ 371,389**	**$ 459,687**	**$ 358,267**
LESS OPERATING RESERVE	120,550	125,322	128,684	121,239	139,945
AVAILABLE WORKING CAPITAL	**$ (20,043)**	**$ 210,874**	**$ 242,706**	**$ 338,448**	**$ 218,322**

FACILITIES MANAGEMENT FUND
OPERATING BUDGET

FUND 650

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	PROPOSED FY15
EXPENDITURES:					
PERSONAL SERVICES	$ 359,016	$ 393,424	$ 328,678	$ 366,978	$ 397,337
OPERATIONS AND MAINTENANCE	615,800	597,246	661,814	652,038	625,650
CAPITAL	3,400	65,094	86,000	20,927	194,264
DEBT SERVICE	532,056	510,764	532,057	532,057	532,057
TOTAL EXPENDITURES	**$ 1,510,272**	**$ 1,566,528**	**$ 1,608,549**	**$ 1,572,000**	**$ 1,749,308**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	PROPOSED FY15
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**

PUBLIC WORKS ADMINISTRATION DEPARTMENT BUDGET NARRATIVE

The Administration Division's main function is to support the Public Works operational divisions by performing the following functions:

Personnel Administration	Rate & Fee Determination
Budget Preparation & Control	Financial Management
Public Relations	Planning & Organization
Safety & Training Coordination	Interdepartmental Coordination
Special Assessments	Complaint Management
Contract Payment & Administration	Information Management

Revenues
FY 15 revenues are estimated at $1,030,600, an increase of $30,985 from FY 14. Revenues are derived from charges for services to the Public Works divisions per a cost allocation plan.

Expenditures
Operating and maintenance expenditures are budgeted at $1,049,416 for FY 15, an increase of $70,081 from the FY 14 budget. The increase is primarily from an increase in general fund cost allocation plan expenses.

Capital
None

PUBLIC WORKS ADMINISTRATION
OPERATING BUDGET

FUND 660

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
WORKING CAPITAL-BEGINNING	**$ 196,204**	**$ 145,701**	**$ 104,967**	**$ 138,147**	**$ 178,615**
REVENUES:					
CHARGE FOR SERVICES	$ 840,754	$ 898,580	$ 998,915	$ 998,915	$ 1,030,000
INTEREST EARNINGS	1,246	454	700	878	600
TOTAL REVENUE	**$ 842,000**	**$ 899,034**	**$ 999,615**	**$ 999,793**	**$ 1,030,600**
EXPENDITURES:					
PERSONAL SERVICES	$ 640,805	$ 706,472	$ 712,559	$ 704,062	$ 756,145
OPERATIONS & MAINTENANCE	245,700	249,467	236,708	238,489	293,271
CAPITAL	9,044	-	30,068	16,774	-
TOTAL EXPENDITURES	**$ 895,549**	**$ 955,939**	**$ 979,335**	**$ 959,325**	**$ 1,049,416**
WORKING CAP. CHANGES NOT BUDGETED	3,046	49,351	-	-	-
WORKING CAPITAL-ENDING	**$ 145,701**	**$ 138,147**	**$ 125,247**	**$ 178,615**	**$ 159,799**
LESS OPERATING RESERVE	70,920	76,475	75,941	75,404	83,953
AVAILABLE WORKING CAPITAL	**$ 74,781**	**$ 61,672**	**$ 49,306**	**$ 103,211**	**$ 75,846**

STAFFING AUTHORIZATION

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	APPROVED FY 15
DIRECTOR OF PUBLIC WORKS	1.0	1.0	1.0	1.0
DEPUTY DIRECTOR OF PUBLIC WORKS	2.0	2.0	2.0	2.0
PUBLIC WORKS FINANCIAL MGR	1.0	1.0	1.0	1.0
PUBLIC WORKS FINANCIAL ANALYST	-	-	-	1.0
SAFETY & TRAINING COORDINATOR	1.0	1.0	1.0	1.0
ADMINISTRATIVE SUPPORT III	2.0	2.0	2.0	1.0
SENIOR ACCOUNT/PERMIT CLERK	1.0	1.0	1.0	1.0
TOTAL	**8.0**	**8.0**	**8.0**	**8.0**

PUBLIC WORKS ENGINEERING BUDGET NARRATIVE

The Engineering Division is responsible for all street, sidewalk, storm drain, trails, building, water, and wastewater design, construction, and project management. Engineering administers a large portion of the City's Capital Improvement Program (CIP). The Engineering Division designs about 40% of the CIP projects that it is responsible for in-house and performs a project management function for the remaining CIP projects. Engineering is also responsible for:

- Inspection of projects in City right-of way
- Accessibility study review
- Traffic control
- Street light design and construction
- Traffic engineering
- Infrastructure review for subdivisions
- Storm water management
- CIP planning

The proposed FY 15 budget is funded by permit fees and fees associated with SID's, CIP projects, and private contracts.

Revenues
Engineering Division revenues are estimated at $2,622,695 for FY 15. This is an increase of $66,941 over FY 14. It is anticipated that permit and private contract revenue will remain steady in FY 15.

Expenditures
The FY 15 Engineering Division operating and maintenance expenditures budget of $2,571,067 is an increase of $105,415 from the FY 14 budget. This increase is primarily due to an increase in personnel expenses from positions that have previously been held vacant. As construction activity picks up, it is necessary to fill these positions to keep up with growth.

Capital
The capital budget for FY 15 is $15,000 for the replacement of a scanner that is able to provide high quality/resolution copies of maps and plans.

PUBLIC WORKS ENGINEERING
OPERATING BUDGET

FUND 670

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
WORKING CAPITAL-BEGINNING	**$ 97,041**	**$ 318,187**	**$ 529,898**	**$ 820,041**	**$ 662,382**
REVENUES:					
SPECIAL ASSESSMENTS	$ 23,073	$ 23,924	$ 22,000	$ 23,000	$ 23,000
LICENSES & PERMITS	379,308	514,128	403,800	393,400	392,400
CHARGE FOR SERVICES	2,013,284	2,256,233	2,168,554	1,893,347	2,204,895
TRANSFERS FROM GENERAL FUND	33,600	-	-	-	-
TRANSFERS FROM EQUIP. REPL.	-	-	-	-	-
INVESTMENT EARNINGS	887	554	1,400	3,137	2,400
MISCELLANEOUS	2,648	2,437	-	29	-
TOTAL REVENUE	**$ 2,452,800**	**$ 2,797,276**	**$ 2,595,754**	**$ 2,312,913**	**$ 2,622,695**
EXPENDITURES:					
PERSONAL SERVICES	$ 1,626,599	$ 1,847,953	$ 1,771,133	$ 1,807,564	$ 1,958,855
OPERATIONS & MAINTENANCE	575,499	564,684	638,638	613,094	597,212
CAPITAL	35,698	17,849	55,881	49,914	15,000
TOTAL EXPENDITURES	**$ 2,237,796**	**$ 2,430,486**	**$ 2,465,652**	**$ 2,470,572**	**$ 2,571,067**
WORKING CAP. CHANGES NOT BUDGETED	6,142	135,064	-	-	-
WORKING CAPITAL-ENDING	**$ 318,187**	**$ 820,041**	**$ 660,000**	**$ 662,382**	**$ 714,010**
LESS OPERATING RESERVE	220,210	241,264	240,977	242,066	255,607
AVAILABLE WORKING CAPITAL	**$ 97,977**	**$ 578,777**	**$ 594,000**	**$ 420,316**	**$ 458,403**

PUBLIC WORKS ENGINEERING
OPERATING BUDGET

POSITION	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	PROPOSED FY 15
CITY ENGINEER	1.0	1.0	1.0	1.0
CITY TRAFFIC ENGINEER	1.0	1.0	1.0	1.0
ENGINEER II	6.0	6.0	7.0	6.0
ENGINEER I	4.0	4.0	2.0	2.0
ENGINEER III	-	-	-	1.0
PERMIT CLERK	1.0	1.0	1.0	1.0
SENIOR GIS TECH	1.0	1.0	1.0	1.0
ENGINEER INSPECTOR II	3.0	3.0	5.0	5.0
ENGINEERING INSPECTOR SUPERVISOR	1.0	1.0	1.0	1.0
SURVEYOR/CAD TECH	1.0	1.0	1.0	1.0
TRAFFIC TECHNICIAN	1.0	1.0	1.0	1.0
SENIOR ENGINEERING TECH	2.0	2.0	1.0	1.0
ADMINISTRATIVE SUPPORT II	1.0	1.0	1.0	1.0
TOTAL	23.0	23.0	23.0	23.0

PERMANENT FUND

PERMANENT FUND

Permanent funds are used to account for resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that support the City's programs – that is, for the benefit of the government or its citizenry.

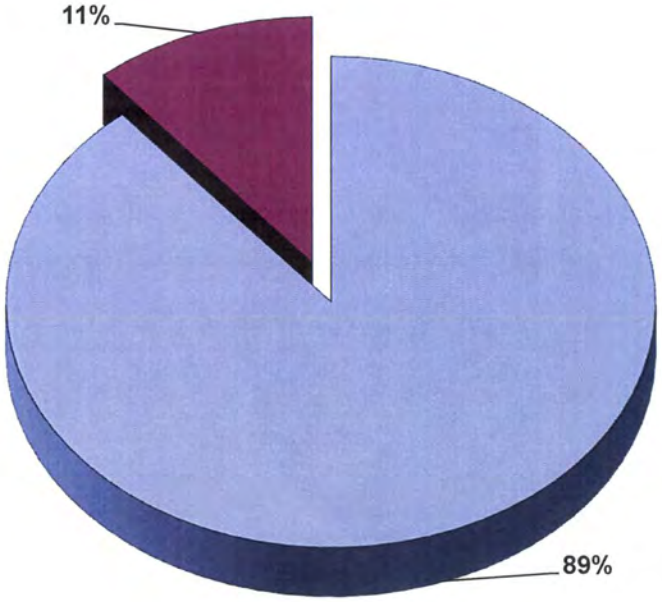
- The **Cemetery Perpetual Care Fund** accounts for private contributions to the cemetery.

PERMANENT FUND
SUMMARY
OPERATING BUDGET
FY15

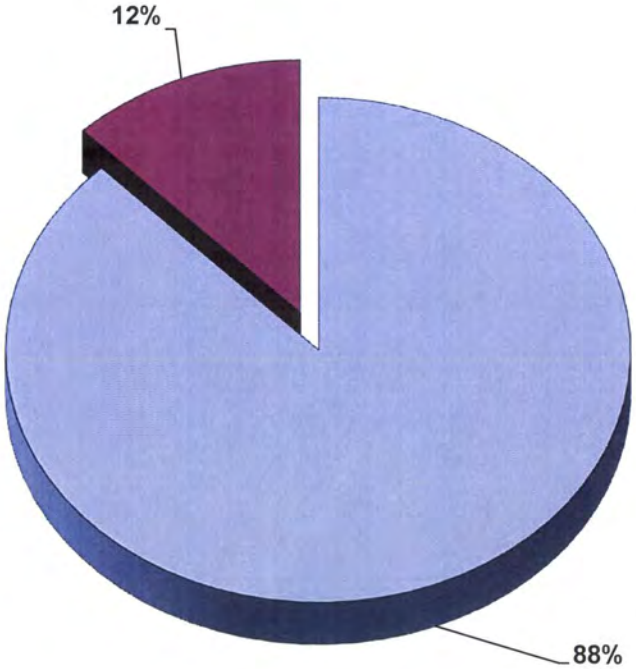
	CEMETERY PERPETUAL CARE	APPROVED BUDGET FY 15	APPROVED BUDGET FY 14	INCREASE (DECREASE)	ACTUAL FY 13
FUND BALANCE - BEGINNING	**$ 647,975**	**$ 647,975**	**$ 638,430**	**$ 9,545**	**$ 626,520**
REVENUE:					
CHARGES FOR SERVICE	$ 12,300	$ 12,300	$ 12,300	$ -	$ 10,455
INVESTMENT EARNINGS	1,540	1,540	1,705	(165)	1,222
TOTAL REVENUE	**$ 13,840**	**$ 13,840**	**$ 14,005**	**$ (165)**	**$ 11,677**
EXPENDITURES:					
INTERFUND TRANSFERS	$ 1,540	$ 1,540	$ 1,705	$ (165)	$ 1,222
TOTAL EXPENDITURES	**$ 1,540**	**$ 1,540**	**$ 1,705**	**$ (165)**	**$ 1,222**
FUND BALANCE ENDING	**$ 660,275**	**$ 660,275**	**$ 650,730**	**$ 9,545**	**$ 636,975**

Permanent Fund Summary of Revenues

FY 15		FY 14
$ 12,300	CHARGES FOR SERVICE	$ 12,300
1,540	INVESTMENT EARNINGS	1,705
$ 13,840	TOTAL	$ 14,005



Fiscal Year 2015.



Fiscal Year 2014

CEMETERY PERPETUAL CARE FUND
OPERATING BUDGET

FUNDS 701 & 703

	ACTUAL FY 12	ACTUAL FY 13	BUDGET FY 14	ESTIMATE FY 14	APPROVED FY 15
FUND BALANCE BEGINNING	**$ 613,663**	**$ 626,520**	**$ 638,430**	**$ 636,975**	**$ 647,975**
REVENUE:					
PERPETUAL CARE FEES	$ 12,856	$ 10,455	$ 12,300	$ 11,000	$ 12,300
INTEREST ON INVESTMENTS	2,963	1,222	1,705	1,500	1,540
TOTAL REVENUE	**$ 15,819**	**$ 11,677**	**$ 14,005**	**$ 12,500**	**$ 13,840**
EXPENDITURES:					
TRANSFER-GENERAL FUND	$ 2,962	$ 1,222	$ 1,705	$ 1,500	$ 1,540
TOTAL EXPENDITURES	**$ 2,962**	**$ 1,222**	**$ 1,705**	**$ 1,500**	**$ 1,540**
FUND BALANCE ENDING	**$ 626,520**	**$ 636,975**	**$ 650,730**	**$ 647,975**	**$ 660,275**
LESS:					
NONSPENDABLE	626,520	636,975	650,730	647,975	660,275
RESTRICTED	-	-	-	-	-
COMMITTED	-	-	-	-	-
ASSIGNED	-	-	-	-	-
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 income generated from investments is transferred into the General Fund to be used for care of the cemetery.

B.I.D.'S

B.I.D.'S

BUSINESS IMPROVEMENT DISTRICTS

- The Downtown Business Improvement District (DBID) is dedicated to improving the cleanliness, appearance, and perception of safety in Downtown Billings to further enhance and make Billings a vibrant destination for visitors, residents, owners, employees, and students. The BID is publicly-sanctioned, assessment financed, and property owner managed. The DBID narrative and budget are provided to the City by the Downtown Billings Partnership.

- The Tourism Business Improvement District's (TBID) purpose is to market the Billings region as a preferred travel destination. Visitors to lodging facilities are assessed a nightly fee to fund the District. The TBID narrative and budget are provided to the City by the Billings Chamber of Commerce.

Downtown Billings Starts here.

Billings Business Improvement District #001
Work Plan FY 2015

Mission Statement

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

Business Structure

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

Products and Services

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

Clean program (street level)

- Sidewalk sweeping
- *Snow removal, 4' pedestrian right of way
- Trash removal
- Graffiti removal
- Power washing

Safe program

- Expanded Safety BID
- Cooperative Safety Program, Downtown Resource Officers
- Crime Watch

Landscape/Beautification

Planter Maintenance

Kit of Parts

- Street Furniture, Maintenance, Power Washing
- Event/Staging

Hospitality

- ✓ Info Bike
- ✓ Loan A Bike

Outreach

- ✓ Spare Change for Real Change
- ✓ Purple 5K
- ✓ Crit Bike Race

Contract Services

Service **Park Maintenance Districts** as per contract with the City of Billings

Any other lawful activity deemed necessary by the Board of Directors.

Financial Forecast

The Business Improvement District is an organizing and financing mechanism used by property owners to determine the future of their retail, commercial and industrial areas. The BID is based on state and local law, which permits property owners to band together to use the city's tax collection powers to "assess" themselves. These funds are collected by the city and returned in their entirety to the BID and are used for purchasing supplemental services (e.g. maintenance, sanitation, safety, hospitality, events, and outreach) and improvements (landscape, street furniture, etc.) beyond those services and improvements provided by the city.

The Billings BID is publicly-sanctioned, assessment -financed, and property owner managed.

Key Staff

The BID is managed by the BID Board of Directors via the BID Executive Director and includes the following staff:

Director of Operations - full time

2 Billings Police Department Downtown Resource Officers

4 Ambassadors – part time

Additional seasonal staff as required

*The City of Billings wants to remind property owners they are responsible for removing snow on sidewalks in front or adjacent to their properties. According to City Code (Section 22-406), owners or their agents are required to remove all snow, ice, or slush within 24 hours after the storm event.

Business Improvement District
Budget

			Final Budget	Final Budget	Final Budget	Final Budget
Revenue			FY2012	FY2013	FY2014	FY2015
Property Assessments		as per assmt formula	$ 264,104.00	$ 271,000.00	$291,370.00	$287,160.00
Other Income		variable	$ 57,200.00	$ 61,500.00	$56,300.00	$56,300.00
DBP Assistance		discontinued	$ 25,000.00	$ 25,000.00	$25,000.00	$25,000.00
Investment Income		variable	$ 2,406.00	$ 1,000.00	$1,000.00	$1,000.00
	Delinquent Assmts		$ (26,410.40)	$ (27,100.00)	$ (29,137.00)	$ (28,716.00)
	Total Revenue		**$ 322,300.00**	**$ 331,400.00**	**$ 344,533.00**	**$340,744.00**
	Subtotal w/o Other		***$ 265,099.60***	***$ 269,900.00***	***$ 288,233.00***	***$ 284,444.00***
Expenses						
BID Staffing			$ 145,800.00	$ 134,600.00	$ 131,148.00	$ 136,244.01
Capital Equipment/Equipment O&M			$ 10,750.00	$ 8,700.00	$ 23,700.00	$ 18,100.00
Special Projects			$ 117,500.00	$ 140,250.00	$ 138,750.00	$ 138,750.00
Overhead			$ 31,750.00	$ 31,750.00	$ 34,035.00	$ 30,650.00
Occupancy (rent, phone, internet, janitorial)			$ 16,500.00	$ 16,100.00	$ 16,900.00	$ 17,000.00
	Total Expense		**$ 322,300.00**	**$ 331,400.00**	**$ 344,533.00**	**$ 340,744.01**

***Assessment Formula FY 07:**	0.04500 X sq ft lot +	0.00065 X tx mkt value +
***Assessment Formula FY 08:**	0.04500 X sq ft lot +	0.00065 X tx mkt value +
****Assessment Formula FY 09:**	0.049500 X sq ft lot +	0.000702 X tx mkt value +
****Assessment Formula FY2010:**	0.049500 X sq ft lot +	0.000702 X tx mkt value +

Assessment Formulas FY2012, FY2013, FY2014:

Zone 1 (Clean): 0.049500 X SQ FT LOT · 0.000702 X TMV +

Zone 2 - Expanded Safety Zone:

.00249 cents per square foot if total ownership is more than 3 Million sq. ft.
.00319 cents psf if total ownership is between 2 Million & 3 Million sq. ft.
.00224 cents psf if total ownership is between 1.1 Million and 2 Million sq. ft.
.00450 cents psf if total ownership is between 33,333 and 1.1 Million sq. ft.
$150 FLAT RATE divided by # of taxcodes if psf total ownership is less than 33,333 sq. ft.
$150 FLAT Rate divided by # of taxcodes within single condominium parcel

Upcoming FY15 Highlights

July – Catholic Daughters of the Americas International Convention
July – Northern Classic Regional Soccer Tournament (U13-U19)
September – Montana Treasurer's Convention
November - Host city for the NCAA Cross Country Regional Championships
March – GNAC Men's and Women's National Basketball Championships
Fiscal Yearlong – Preps for the 2015 (July) BMW MOA International Rally

Executive Summary for the Visit Billings FY15 Marketing Plan and Budget

This 2014-2015 Marketing Plan serves as an inspirational guide for Visit Billings as a destination marketing organization. This document offers the reader comprehensive insight for Billings as a destination and an overview of the fiscal year's strategies, activities, goals and plans to grow tourism at Montana's Trailhead.

It is important to note that this plan is a broad-brush, high-level strategic view from which we will develop actions. It is meant to be a living, and at times fluid, document that will allow the Visit Billings team to continually refine actions based upon opportunities, existing resources, ongoing research, measurable program results, Board direction, and the ever-changing demands of Billings' dynamic marketplace.

Tourism is a crucial part of the Billings economy. This plan provides strategic direction to help guide success for Visit Billings stakeholders and the local hospitality community with goals to drive the economic and social importance of the tourism industry.

The Visit Billings team operates on a fiscal year calendar from July one through June thirty. In order to fulfill the mission and objectives of this document, Visit Billings Board members and staff will work with the Montana Office of Tourism, tourism entities, the City of Billings, Yellowstone County, Downtown Billings, Big Sky Economic Development, area attractions, private sector businesses and the media as well as regional partners including, but not limited to, Southeast Montana and neighboring communities like Red Lodge. This plan positions the organization into a leadership role for tourism growth. This includes meetings and conventions recruitment, leisure travel segment, sporting events, and film for the purpose of economic and cultural growth for Billings and the surrounding region.

The main goal of this plan is to pursue the Visit Billings mission. Staff will execute and follow this marketing plan and budget outline in order to generate room nights for lodging facilities in the city of Billings by effectively marketing the city as a preferred travel destination. Through visitor and convention recruitment, Billings' industries and businesses will continue to grow and prosper resulting in a positive economic impact for stakeholders, the city of Billings, county of Yellowstone and state of Montana.

FY15 Budget
Billings Tourism Business Improvement District

Revenues	
Collections	$1,500,000.00
Carryover	$88,357.00
Revenue Total	**$1,588,357.00**
Staff Expenses	**$328,707.00**
Administrative Expenses	**$65,650.00**
Marketing:	
Advertising	$597,500.00
Opportunity	$170,000.00
Printed & Digital Materials	$105,500.00
Sales Expenses	$160,500.00
Tradeshows/Conventions	$62,500.00
Publicity	$29,000.00
Website	$33,400.00
Film	$2,000.00
Visitor Center	$8,600.00
Total Marketing	**$1,169,000.00**
Total Expenses	**$1,563,357.00**
Revenue less Expenses	**$25,000.00**
Reserves	**$25,000.00**
Revenue less Reserves	**$0.00**

CAPITAL IMPROVEMENT PLAN

CAPITAL IMPROVEMENT PLAN

The City of Billings presents the **2015 – 2019 Capital Improvement Plan**. The FY 2015 through 2019 plan represents all capital projects in excess of $25,000 that are planned for a six fiscal (budget) year time frame.

CITY OF BILLINGS FY15 - FY19 CAPITAL IMPROVEMENT PROGRAM
APPROVED BY THE BILLINGS CITY COUNCIL ON APRIL 14, 2014

Airport

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/01/15 - 6/30/16 FY '16	7/01/16 - 6/30/17 FY '17	7/01/17 - 6/30/18 FY '18	7/01/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
				AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	
BIL-031 & 032	**New Freight and Cargo Facility**	Construction of a multi-tenant cargo sort facility, which would be leased to the two largest air cargo haulers at the airport, meeting their needs and consolidating this activity to one area of the airport.							
	Airport User Fee		*Approved*	$0	$0	$0	$0	$5,000,000	**$5,000,000**
			Total	**$0**	**$0**	**$0**	**$0**	**$5,000,000**	**$5,000,000**
	Relocate East End Stair Tower	Relocate the Terminal Building East End Stairwell to the south to open up the terminal lobby. The current ticket counter space in front of the former Big Sky Airlines area is significantly reduced due to the location of the stair tower on the east end of the Terminal Building. Design work and construction.							
		Deferred until Terminal Building Master Plan is completed							
	Passenger Facility Charge		*Approved*	$0	$0	$0	$0	$0	**$0**
			Total	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
	Baggage Circulation Project	Rebuild airline ticket counter and baggage makeup areas to accommodate baggage screening behind the ticket counter. Design work and construction.							
	FAA Grant		*Approved*	$0	$0	$0	$3,000,000	$0	**$3,000,000**
	Passenger Facility Charge		*Approved*	$330,000	$0	$0	$4,000,000	$0	**$4,330,000**
			Total	**$330,000**	**$0**	**$0**	**$7,000,000**	**$0**	**$7,330,000**

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PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/01/15 - 6/30/16 FY '16	7/01/16 - 6/30/17 FY '17	7/01/17 - 6/30/18 FY '18	7/01/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
BIL-076	**Anti-Crash Bollard System**	Bollard System to be installed in front of Terminal Building to prevent vehicles from crashing into the Terminal.							
	Passenger Facility Charge		*Approved*	$0	$0	$0	$300,000	$0	**$300,000**
			Total	**$0**	**$0**	**$0**	**$300,000**	**$0**	**$300,000**
	Convert Building IP-8 to Warehouse	Project would convert building into warehouse facility.							
	Airport User Fee		*Approved*	$0	$50,000	$0	$0	$0	**$50,000**
			Total	**$0**	**$50,000**	**$0**	**$0**	**$0**	**$50,000**
BIL-033	**Environmental Assessment for Runway 10R Extension**	Before runways can be lengthened or modified, an Environmental Assessment must be performed for the FAA.							
	FAA Grant		*Approved*	$195,000	$0	$0	$0	$0	**$195,000**
			Total	**$195,000**	**$0**	**$0**	**$0**	**$0**	**$195,000**
BIL-028	**Repave Airport Service Road**	Project repaves the service road used by fuel trucks to get to the Business Park to fuel aircraft. Road is near end of useful life.							
	FAA Grant		*Approved*	$0	$0	$0	$0	$1,000,000	**$1,000,000**
			Total	**$0**	**$0**	**$0**	**$0**	**$1,000,000**	**$1,000,000**
BIL-029	**Runway 10R Extension and Widening**	Project would add 1000 feet of runway to the west and relocate the east end threshold to the west by 1000 feet so that more developable space can be opened up in the airfield.							
	FAA Grant		*Approved*	$0	$3,300,000	$0	$0	$0	**$3,300,000**
			Total	**$0**	**$3,300,000**	**$0**	**$0**	**$0**	**$3,300,000**
BIL-006	**West GA Area New Taxilane**	Expand the West GA area with new North/South Taxilane for additional hangar sites.							
	FAA Grant		*Approved*	$0	$0	$210,000	$0	$0	**$210,000**
			Total	**$0**	**$0**	**$210,000**	**$0**	**$0**	**$210,000**

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BIL-no#	**Deicing Fluid Collection System**	Due to recent improvements to the storm collection system for the runoff from the aircraft ramp areas east of the Terminal, a higher concentration of aircraft deicing fluid is reaching the airport's storm water detention ponds. This project would identify ways to capture the deicing fluid so that the remaining storm water out flows will meet EPA requirements.							
	FAA Grant		*Approved*	$0	$0	$0	$0	$2,000,000	**$2,000,000**
			Total	**$0**	**$0**	**$0**	**$0**	**$2,000,000**	**$2,000,000**
	Storm Water Drainage System Improvements for the West End of Airport	With the growth and development of the Airports west end, Storm water improvements will need to be made to accommodate the water flows from hard surfaces such as parking lots.							
	FAA Grant		*Approved*	$500,000	$0	$0	$0	$0	**$500,000**
			Total	**$500,000**	**$0**	**$0**	**$0**	**$0**	**$500,000**
	West End GA Area Parking Apron	As the development and growth of the west end of the Airport takes place, additional apron space will be needed to accommodate additional aircraft parking.							
	FAA Grant		*Approved*	$0	$0	$0	$522,000	$0	**$522,000**
			Total	**$0**	**$0**	**$0**	**$522,000**	**$0**	**$522,000**
	Update Terminal Signing	This project would modernize the interior and exterior signing of the Terminal building. May include electronic signing for better versatility.							
	Airport User Fee		*Approved*	$200,000	$0	$0	$0	$0	**$200,000**
			Total	**$200,000**	**$0**	**$0**	**$0**	**$0**	**$200,000**

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PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/01/15 - 6/30/16 FY '16	7/01/16 - 6/30/17 FY '17	7/01/17 - 6/30/18 FY '18	7/01/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
	Terminal Concourse Carpet Replacement	This project would replace the Concourse carpeting installed in 2006.							
	Airport User Fee		*Approved*	$0	$100,000	$0	$0	$0	**$100,000**
			Total	**$0**	**$100,000**	**$0**	**$0**	**$0**	**$100,000**
	Repave Rimtop Drive / Business Park Road	This 1.3 miles of road connects Highway 3 with the Airport Business Park. Rimtop Drive was last resurfaced in 1995.							
	Airport User Fee		*Approved*	$0	$0	$1,500,000	$0	$0	**$1,500,000**
			Total	**$0**	**$0**	**$1,500,000**	**$0**	**$0**	**$1,500,000**
	Rehab Taxiway A West End	This project replaces the taxiway surface that was put in place in 1999. This is the last section of Taxiway 'A' that has not been replaced.							
	FAA Grant		*Approved*	$0	$0	$2,000,000	$0	$0	**$2,000,000**
			Total	**$0**	**$0**	**$2,000,000**	**$0**	**$0**	**$2,000,000**
	Rehab Taxiway B-North	This project replaces the 20 year old asphalt on Taxiway B-North, which serves the hangars at the Airport Business Park.							
	FAA Grant		*Approved*	$0	$0	$1,000,000	$0	$0	**$1,000,000**
			Total	**$0**	**$0**	**$1,000,000**	**$0**	**$0**	**$1,000,000**
	Runway 10R Extension - Land Purchase	In order to extend Runway 10R to the west by 1000 feet, additional land will need to be acquired just west of the Airport.							
	FAA Grant		*Approved*	$500,000	$0	$0	$0	$0	**$500,000**
			Total	**$500,000**	**$0**	**$0**	**$0**	**$0**	**$500,000**

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	Water/Sewer Extension for General Aviation Area	Since sewer was extended to the Car Rental QTA facility just west of the General Aviation Area, a number of requests have been fielded regarding sewer being brought into the GA hangar area.							
	Airport User Fee		*Approved*	$0	$0	$0	$750,000	$0	**$750,000**
			Total	**$0**	**$0**	**$0**	**$750,000**	**$0**	**$750,000**
	Parking Garage Planning and Design	Preliminary planning and design work for the placement, funding and construction of a parking structure at the Airport in the future.							
	Airport User Fee		*Approved*	$0	$0	$0	$500,000	$0	**$500,000**
			Total	**$0**	**$0**	**$0**	**$500,000**	**$0**	**$500,000**
	Replace Concourse Exterior Skin and Insulation	The replacement of the nearly 40 year old concourse exterior skin and insulation upgrade.							
	Airport User Fee		*Approved*	$0	$300,000	$0	$0	$0	**$300,000**
			Total	**$0**	**$300,000**	**$0**	**$0**	**$0**	**$300,000**
	Ticketing Carpet Replacement	Project replaces the carpeting in an around the Airline ticketing counters in the Terminal building lobby.							
	Airport User Fee		*Approved*	$40,000	$0	$0	$0	$0	**$40,000**
			Total	**$40,000**	**$0**	**$0**	**$0**	**$0**	**$40,000**
	IP-9 Roof Replacement	Replacement of the roofing material on the IP-9 office building.							
	Airport User Fee		*Approved*	$275,000	$0	$0	$0	$0	**$275,000**
			Total	**$275,000**	**$0**	**$0**	**$0**	**$0**	**$275,000**

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	Operations Equipment Cold Storage Building	Construction of a cold storage building to house out of season equipment, such as mowing equipment, during winter time snow removal operations.							
	Airport User Fee		*Approved*	$0	$200,000	$0	$0	$0	**$200,000**
			Total	**$0**	**$200,000**	**$0**	**$0**	**$0**	**$200,000**
	IP-9 Paint for Lobby, Hallways, Conference Rooms and Offices.	Project will update the paint in the Lobby area, hallways, and conference rooms and some offices in the IP-9 office building. Some carpet replacements as needed.							
	Airport User Fee		*Approved*	$80,000	$0	$0	$0	$0	**$80,000**
			Total	**$80,000**	**$0**	**$0**	**$0**	**$0**	**$80,000**
	Replace Door on City Owned Hangar	The overhead hangar door is over 25 years old and replacement parts have to be fabricated, which is expensive. Project would replace with a lighter, better insulated door.							
	Airport User Fee		*Approved*	$0	$50,000	$0	$0	$0	**$50,000**
	Total For Project		**Total**	**$0**	**$50,000**	**$0**	**$0**	**$0**	**$50,000**
	Paint IP-7 Exterior	The exterior of Airport Building IP7 has not been painted in over 20 years. Building is leased to BLM.							
	Airport User Fee		*Approved*	$0	$20,000	$0	$0	$0	**$20,000**
	Total For Project		**Total**	**$0**	**$20,000**	**$0**	**$0**	**$0**	**$20,000**

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	Terminal Interior Wall Protective Wainscot Lower Level	In FY2013 we completed installing the protective wainscoting on the Concourse level. Project would finish the lower level.							
	Airport User Fee		*Approved*	$30,000	$0	$0	$0	$0	**$30,000**
	Total For Project		**Total**	**$30,000**	**$0**	**$0**	**$0**	**$0**	**$30,000**
	Fence Storm Ponds A, B, & C	Due to the increase of residental areas north and east of the airport, more people are using airport property to walk dogs and hike. Additionally, more children are playing in the area near our storm ponds. Project would put a security fence around the ponds to protect folks from an accident.							
	Passenger Facility Charge		*Approved*	$100,000	$0	$0	$0	$0	**$100,000**
	Total For Project		**Total**	**$100,000**	**$0**	**$0**	**$0**	**$0**	**$100,000**
	Environmental Assessment for Runway 10R Extension - Land Purchase	In order to extend Runway 10R 1000 feet to the west, land from adjacent land owner would need to be purchased. FAA requires an Environmental Assessment for this land before Federal grant funds can be used to purchase the property.							
	FAA Grant		*Approved*	$85,000	$0	$0	$0	$0	**$85,000**
	Total For Project		**Total**	**$85,000**	**$0**	**$0**	**$0**	**$0**	**$85,000**
	Repave Air Carrier Ramp - NW Section	A section of ramp pavement north of the air carrier ramps is showing signs of failing and needs to be replaced.							
	FAA Grant		*Approved*	$450,000	$0	$0	$0	$0	**$450,000**
	Total For Project		**Total**	**$450,000**	**$0**	**$0**	**$0**	**$0**	**$450,000**

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	Replace Terminal Roof - West End	20+year old roof needs replaced on terminal over baggage claim area.							
	Airport User Fee		*Approved*	$230,000	$0	$0	$0	$0	**$230,000**
	Total For Project		**Total**	**$230,000**	**$0**	**$0**	**$0**	**$0**	**$230,000**
	Replace Terminal Roof - Front and Entry Parapets	20+year old roof needs to be replaced on terminal over the expanded area in front of ticketing.							
	Airport User Fee		*Approved*	$0	$160,000	$0	$0	$0	**$160,000**
	Total For Project		**Total**	**$0**	**$160,000**	**$0**	**$0**	**$0**	**$160,000**
	Replace Terminal Roof - Atrium Area	20+year old roof needs to be replaced on terminal atrium area behind ticketing.							
	Airport User Fee		*Approved*	$0	$0	$155,000	$0	$0	**$155,000**
	Total For Project		**Total**	**$0**	**$0**	**$155,000**	**$0**	**$0**	**$155,000**
	Exit Lane Technology	Congress recently mandated that the TSA continue to man the exit lanes at America's Airports. Staff believes that this topic will be resurrected in the future and where exit lanes are not near screening areas, may be given back to airports to man. Staff would use technology to fulfill this task. Pay back would be 5 years or less.							
	Passenger Facility Charge		*Approved*	$0	$500,000	$0	$0	$0	**$500,000**
	Total For Project		**Total**	**$0**	**$500,000**	**$0**	**$0**	**$0**	**$500,000**

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	Expand Deli	Due to Security Screening, most travelers perfer to go thru screening before getting a drink or food. The Concourse Deli would benefit from an expansion, resulting in higher revenues.							
	Airport User Fee		*Approved*	$0	$500,000	$0	$0	$0	**$500,000**
	Total For Project		**Total**	**$0**	**$500,000**	**$0**	**$0**	**$0**	**$500,000**
	Expand Holdroom for Gate A1	The Holdroom for Gate A1 is regularly too small for the number of passengers waiting to board an aircraft. Project would expand size of this area.							
	Passenger Facility Charge		*Approved*	$0	$100,000	$0	$0	$0	**$100,000**
	Total For Project		**Total**	**$0**	**$100,000**	**$0**	**$0**	**$0**	**$100,000**
	Redo or Move Gift Shop	In order to accommodate the expansion of the Holdroom for Gate A1, the gift shop would also be impacted. Project would reconfigure or move the Airport's Gift Shop.							
	Airport User Fee		*Approved*	$0	$100,000	$0	$0	$0	**$100,000**
	Total For Project		**Total**	**$0**	**$100,000**	**$0**	**$0**	**$0**	**$100,000**
	Relocate Elevator in Screening Lobby	Project would relocate Screening Lobby elevator next to escalator for easier access.							
	Airport User Fee		*Approved*	$0	$200,000	$0	$0	$0	**$200,000**
	Total For Project		**Total**	**$0**	**$200,000**	**$0**	**$0**	**$0**	**$200,000**

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	Expand Concourse B Holdroom and Bathrooms	The concourse holdroom at Gate B4 has become overcrowded on a regular basis. Additionally the Concourse B restrooms are under sized. Project would expand these areas.							
	FAA Grant		*Approved*	$2,000,000	$0	$0	$0	$0	**$2,000,000**
	Total For Project		**Total**	**$2,000,000**	**$0**	**$0**	**$0**	**$0**	**$2,000,000**
	Construct Public Ramps - North Side	This project would expand public parking for aircraft on the north side of the airport near the BLM tanker operation.							
	FAA Grant		*Approved*	$1,667,000	$0	$0	$0	$0	**$1,667,000**
	Total For Project		**Total**	**$1,667,000**	**$0**	**$0**	**$0**	**$0**	**$1,667,000**
	Replace Terminal Building Escalators (2)	The Airport Terminal Building has two escalators to assist passengers moving to or from the Concourse level. The escalators are now 12 years old and getting parts is becoming difficult.							
	Passenger Facility Charge		*Approved*	$450,000	$0	$0	$0	$0	**$450,000**
	Total For Project		**Total**	**$450,000**	**$0**	**$0**	**$0**	**$0**	**$450,000**
	Fix Terminal Building Terrazzo Floor	The Terminal Building terazzo floor has a number of cracks that have become unsightly. The Airport will implement a program to fix or cover the cracks.							
	Airport User Fee		*Approved*	$50,000	$0	$0	$0	$0	**$50,000**
	Total For Project		**Total**	**$50,000**	**$0**	**$0**	**$0**	**$0**	**$50,000**

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	10R Extension AGIS / Design Fees	Project would fund the design for the extension of 10R to the west. Construct in the following year.							
	FAA Grant		*Approved*	$150,000	$0	$0	$0	$0	**$150,000**
	Total For Project		**Total**	**$150,000**	**$0**	**$0**	**$0**	**$0**	**$150,000**
	Storm Water 36" Runway Crossing	Project will bore two 36" crossing underneath the main runway to move storm water to the other side and prevent large flows from crossing over the runway.							
	FAA Grant		*Approved*	$2,200,000	$0	$0	$0	$0	**$2,200,000**
	Total For Project		**Total**	**$2,200,000**	**$0**	**$0**	**$0**	**$0**	**$2,200,000**

Airport Funding Total *Approved* Projects		FY '15	FY '16	FY '17	FY '18	FY '19	FY15-19 FUND
Airport User Fee	**Approved**	**$905,000**	**$1,680,000**	**$1,655,000**	**$1,250,000**	**$5,000,000**	**$10,490,000**
CFC User Fee	**Approved**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
ARRA Grant	**Approved**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
FAA Grant	**Approved**	**$7,747,000**	**$3,300,000**	**$3,210,000**	**$3,522,000**	**$3,000,000**	**$20,779,000**
Passenger Facility Charge	**Approved**	**$880,000**	**$600,000**	**$0**	**$4,300,000**	**$0**	**$5,780,000**
		$9,532,000	**$5,580,000**	**$4,865,000**	**$9,072,000**	**$8,000,000**	**$37,049,000**

CITY OF BILLINGS FY15 - FY19 CAPITAL IMPROVEMENT PROGRAM
APPROVED BY THE BILLINGS CITY COUNCIL ON APRIL 14, 2014

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
Facilities Management				AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	
FM3.02	**Extending HVAC systems to 3rd floor**	The 3rd floor City Hall is heated and conditioned by 2 - single zone gas furnaces with DX cooling. There is deficient ventilation air and no economizer with poor control.							
	Facilities Management Revenues		*Approved*	$0	$275,000	$0	$0	$0	$275,000
			Total	**$0**	**$275,000**	**$0**	**$0**	**$0**	**$275,000**
FM3.04	**Upgrade Existing Exhaust System**	There is opportunity for heat recovery in this project.							
	Facilities Management Revenues		*Approved*	$0	$25,000	$0	$0	$0	$25,000
			Total	**$0**	**$25,000**	**$0**	**$0**	**$0**	**$25,000**
	BOC Concrete Aprons, PH 3	This involves removing asphalt and replacing with Conrete at needed garage door entrances.							
	Facilities Management Revenues		*Approved*	$53,000	$0	$0	$0	$0	$53,000
			Total	**$53,000**	**$0**	**$0**	**$0**	**$0**	**$53,000**

Facilities Mgmt Funding Approved Projects		FY '15	FY '16	FY '17	FY '18	FY '19	FY15-19 FUND
ARRA Grant	**Approved**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
Facilities Management Revenues	**Approved**	**$53,000**	**$300,000**	**$0**	**$0**	**$0**	**$353,000**
		$53,000	**$300,000**	**$0**	**$0**	**$0**	**$353,000**

CITY OF BILLINGS FY15 - FY19 CAPITAL IMPROVEMENT PROGRAM
APPROVED BY THE BILLINGS CITY COUNCIL ON APRIL 14, 2014

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15 AMOUNT FOR EACH FUNDING SOURCE	7/1/15 - 6/30/16 FY '16 AMOUNT FOR EACH FUNDING SOURCE	7/1/16 - 6/30/17 FY '17 AMOUNT FOR EACH FUNDING SOURCE	7/1/17 - 6/30/18 FY '18 AMOUNT FOR EACH FUNDING SOURCE	7/1/18 - 6/30/19 FY '19 AMOUNT FOR EACH FUNDING SOURCE	FY15-19 FUND TOTALS
Fire / 911 Communication Center Facility									
	911 Center Facility - Construction	Construction of a New Joint City-County 911 Center. Note: Design will be in FY 2014 with anticipated construction in FY 2014. The construction funding may be shifted to FY 2015 if needed.							
	Bond / Intercap Loan		*Approved*	$2,307,318	$0	$0	$0	$0	$2,307,318
	911 Building Reserve [225]		*Approved*	*$2,598,872*	$0	$0	$0	$0	$2,598,872
	AMR Dispatching Fee		*Approved*	*$24,000*	$0	$0	$0	$0	$24,000
			Total	**$4,930,190**	**$0**	**$0**	**$0**	**$0**	**$4,930,190**
	Fire Station #5 - Relocation	Relocation of Station #5 & Maintenance Shop.							
	Sale of Station #5		*Approved*	$0	$0	$0	$0	$1,500,000	$1,500,000
	Public Safety Fund		*Approved*	$0	$0	$0	$0	$750,000	$750,000
			Total	**$0**	**$0**	**$0**	**$0**	**$2,250,000**	**$2,250,000**
	Fire Station #8 - Site Plan/Design/Architect Fees	Location Determination Design Plans - Construction of a new Fire Station #8.							
	Public Safety Fund		*Approved*	$0	$275,000	$450,000	$1,500,000	$0	$2,225,000
			Total	**$0**	**$275,000**	**$450,000**	**$1,500,000**	**$0**	**$2,225,000**
	Regional Training Center (150)	City Public Safety Training Facility.							
	Bond / Intercap Loan		*Approved*	$1,500,000	$0	$0	$0	$0	$1,500,000
			Total	**$1,500,000**	**$0**	**$0**	**$0**	**$0**	**$1,500,000**

Fire / 911 Communication Funding Approved Projects		FY '15	FY '16	FY '17	FY '18	FY '19	FY15-19 FUND
911 Building Reserve [225]	*Approved*	**$2,598,872**	**$0**	**$0**	**$0**	**$0**	**$2,598,872**
Bond / Intercap Loan	*Approved*	**$3,807,318**	**$0**	**$0**	**$0**	**$0**	**$3,807,318**
AMR Dispatching Fee	*Approved*	**$24,000**	**$0**	**$0**	**$0**	**$0**	**$24,000**
ARRA Grant	*Approved*	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
Sale of Station #5	*Approved*	**$0**	**$0**	**$0**	**$0**	**$1,500,000**	**$1,500,000**
Public Safety Fund	*Approved*	**$0**	**$275,000**	**$450,000**	**$1,500,000**	**$750,000**	**$2,975,000**
		$6,430,190	**$275,000**	**$450,000**	**$1,500,000**	**$2,250,000**	**$10,905,190**

CITY OF BILLINGS FY15 - FY19 CAPITAL IMPROVEMENT PROGRAM
APPROVED BY THE BILLINGS CITY COUNCIL ON APRIL 14, 2014

Library

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
				AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	
PBL 0901	Joint Community Library @ MSU B COT	Construct Joint Community Library that will serve as West End Branch for Parmly Billings Library and as College Library for COT students. Council to set bond/levy election continugent upon University securing its funding for project. Reflects 2% annual increase of 50% of High Plain's final project estiimate.							
	Library G.O. Bonds		*Approved*	$0	$0	$7,230,625	$0	$0	$7,230,625
			Total	**$0**	**$0**	**$7,230,625**	**$0**	**$0**	**$7,230,625**
	Heights Branch Site Evaluation	Evaluate multiple potential sites for future Heights branch library. Reduced to $75,000 per Council action in FY 10 budget.							
	Library Reserves		*Approved*	$0	$75,000	$0	$0	$0	$75,000
			Total	**$0**	**$75,000**	**$0**	**$0**	**$0**	**$75,000**

Library Funding Approved		FY '15	FY '16	FY '17	FY '18	FY '19	FY15-19 FUND
Library G.O. Bonds	Approved	$0	$0	$7,230,625	$0	$0	$7,230,625
ARRA Grant	Approved	$0	$0	$0	$0	$0	$0
Library Reserves	Approved	$0	$75,000	$0	$0	$0	$75,000
		$0	$75,000	$7,230,625	$0	$0	$7,305,625

CITY OF BILLINGS FY15 - FY19 CAPITAL IMPROVEMENT PROGRAM
APPROVED BY THE BILLINGS CITY COUNCIL ON APRIL 14, 2014

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
Parking				AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	
PK001	**Striping Parking lanes in Downtown**	Re-Painting of all parallel and diagonal parking spaces in the CBD. Will be completed in two phases.							
	Reserves		*Approved*	$40,000	$40,000	$65,000	$0	$0	$145,000
			Total	**$40,000**	**$40,000**	**$65,000**	**$0**	**$0**	**$145,000**
PK002	**Parking Garage Condition Audit**	Structural review of all City-owned parking facilities to examine overall condition of building and recommend repairs if needed.							
	Reserves		*Approved*	$0	$0	$0	$60,000	$0	$60,000
			Total	**$0**	**$0**	**$0**	**$60,000**	**$0**	**$60,000**
	Parking Garage Repairs	Concrete repairs and waterproofing necessary to maintain concrete and steel structures.							
	Reserves		*Approved*	$325,000	$325,000	$300,000	$0	$0	$950,000
	Total For Project			**$325,000**	**$325,000**	**$300,000**	**$0**	**$0**	**$950,000**

Parking Funding Approved Projects		FY '15	FY '16	FY '17	FY '18	FY '19	FY15-19 FUND
Revenue Bond	**Approved**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
Reserves	**Approved**	**$365,000**	**$365,000**	**$365,000**	**$60,000**	**$0**	**$1,155,000**
ARRA Grant	**Approved**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
Parking User Fee	**Approved**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
		$365,000	**$365,000**	**$365,000**	**$60,000**	**$0**	**$1,155,000**

CITY OF BILLINGS FY15 - FY19 CAPITAL IMPROVEMENT PROGRAM
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PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
Planning				AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	
	Riverfront Park	Trail in Riverfront Park and connection to trail in Mystic Park.							
		Note: A feasability study was completed for this project and it is likely it will be completed in phases along the corridor.							
	TAP		*Approved*	$0	$1,298,700	$0	$0	$0	$1,298,700
	Private Contribution		*Approved*	$0	$100,000	$0	$0	$0	$100,000
	RTP		*Approved*	$0	$101,300	$0	$0	$0	$101,300
			Total	**$0**	**$1,500,000**	**$0**	**$0**	**$0**	**$1,500,000**
	Alkali Creek Connection	Extend trail from Swords Park northeast along Alkali Creek or Swords Lane to Main Street Pedestrian Underpass.							
	TAP		*Approved*	$0	$0	$216,450	$0	$0	$216,450
	BikeNet		*Approved*	$0	$0	$33,550	$0	$0	$33,550
			Total	**$0**	**$0**	**$250,000**	**$0**	**$0**	**$250,000**
	Downtown -Coulson Park Trail Connection	Extend trail from South 25th Street to 8th Ave. South to South 26th Street to Lillian Avenue and Coulson Park Trail.							
	TAP		*Approved*	$0	$865,800	$0	$0	$0	$865,800
	Private Contribution		*Approved*	$0	$134,200	$0	$0	$0	$134,200
			Total	**$0**	**$1,000,000**	**$0**	**$0**	**$0**	**$1,000,000**
	Ponderosa Elementary School Multi Use Connector	Extend trail from Kings Green Subdivision to Ponderosa School.							
	TIFD		*Approved*	$24,156	$0	$0	$0	$0	$24,156
	CTEP		*Approved*	$155,844	$0	$0	$0	$0	$155,844
			Total	**$180,000**	**$0**	**$0**	**$0**	**$0**	**$180,000**

CITY OF BILLINGS FY15 - FY19 CAPITAL IMPROVEMENT PROGRAM
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PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
	Rim Top Trail from 27th Street West/ Airport Road to Zimmerman Trail Vicinity	This project would include a trail along the rims, improved parking off of Hwy. 3 and stormwater management along the rim tops in this corridor. The project would likely be completed in phases and directed by a Highway 3 Corridor Study to be completed in FY2014. The cost estimate includes only the trail/parking/access portion with the stormwater portion being analyzed to determine a cost.						
	MDT Safety		*Approved*	$0	$200,000	$0	$0	$0	$200,000
	TAP		*Approved*	$0	$850,000	$0	$0	$0	$850,000
	Private Contribution		*Approved*	$0	$100,000	$0	$0	$0	$100,000
	BikeNet		*Approved*	$0	$50,000	$0	$0	$0	$50,000
			Total	**$0**	**$1,200,000**	**$0**	**$0**	**$0**	**$1,200,000**
	Trail Connector from McCall Trail to TransTech Center	Bring McCall Trail segment up to standards and complete connection to TransTech Center Trail at 32nd Street West.							
	TAP		*Approved*	$0	$0	$380,000	$0	$0	$380,000
	RTP		*Approved*	$0	$0	$25,000	$0	$0	$25,000
	BikeNet		*Approved*	$0	$0	$25,000	$0	$0	$25,000
	Private Contribution		*Approved*	$0	$0	$50,000	$0	$0	$50,000
			Total	**$0**	**$0**	**$480,000**	**$0**	**$0**	**$480,000**
	Downtown BBWA Corridor Trail/On Street Facilities	Complete Trail through MSU-B Campus in alignment with MSU-B Master Plan and trail/on-street facilities along Poly Dr. through Virgina Lane intersection to 13th/Poly Dr.							
	TAP		*Approved*	$0	$187,500	$0	$0	$0	$187,500
	Gas Tax		*Approved*	$0	$22,500	$0	$0	$0	$22,500
			Total	**$0**	**$210,000**	**$0**	**$0**	**$0**	**$210,000**

CITY OF BILLINGS FY15 - FY19 CAPITAL IMPROVEMENT PROGRAM
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PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
	6th Avenue North Bike Facilities	Provide bicycle facilities along 6th Avenue North to facilitate a safe connection from the east end of Swords Park and the Heights into Downtown.							
	Private Contribution		*Approved*	$0	$35,000	$0	$0	$0	$35,000
	TIFD		*Approved*	$0	$30,000	$0	$0	$0	$30,000
	TAP		*Approved*	$0	$435,000	$0	$0	$0	$435,000
			Total	**$0**	**$500,000**	**$0**	**$0**	**$0**	**$500,000**
	Bike Lane Striping - Various Locations	Provide program funding for striping of bike lanes around the City as needs and opportunities arise. Examples: Lewis Avenue sharrows, completion of Poly Drive bike lane, completion of 2nd Ave. and 3rd Ave. North bike lanes.							
	TAP		*Approved*	$0	$100,000	$0	$0	$0	$100,000
	BikeNet		*Approved*	$0	$15,000	$0	$0	$0	$15,000
			Total	**$0**	**$115,000**	**$0**	**$0**	**$0**	**$115,000**
	Swords Park/6th Avenue North Connector	This project would include planning, design, and construction of a trail connection from where the Swords Park Trail crosses the Airport Road/6th Avenue North connector to existing sidewalk on 6th Avenue North at the base of rims across from Metra Park.							
	CTEP		*Approved*	$103,896	$0	$0	$0	$0	$103,896
	BikeNet		*Approved*	$16,104	$0	$0	$0	$0	$16,104
			Total	**$120,000**	**$0**	**$0**	**$0**	**$0**	**$120,000**

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PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
new	**Hope Church Sidewalk**	This project would include planning, design, and construction of sidewalk and trail improvements along Grand Avenue and 56th Street West on the perimeter of the Hope Church property at the southeast corner of the Grand/56th Street intersection.							
	CTEP		*Approved*	$84,197	$0	$0	$0	$0	$84,197
	Private Contribution		*Approved*	$13,051	$0	$0	$0	$0	$13,051
			Total	**$97,248**	**$0**	**$0**	**$0**	**$0**	**$97,248**

Planning Funding Approved Projects		FY '15	FY '16	FY '17	FY '18	FY '19	FY15-19 FUND
CTEP	*Approved*	**$343,937**	**$0**	**$0**	**$0**	**$0**	**$343,937**
City of Billings	*Approved*	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
SRTS Grant	*Approved*	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
LWCF	*Approved*	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
Developer Match	*Approved*	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
BikeNet	*Approved*	**$16,104**	**$65,000**	**$58,550**	**$0**	**$0**	**$139,654**
Private Contribution	*Approved*	**$13,051**	**$369,200**	**$50,000**	**$0**	**$0**	**$432,251**
Federal Appropriations	*Approved*	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
Federal TCSP	*Approved*	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
Gas Tax	*Approved*	**$0**	**$22,500**	**$0**	**$0**	**$0**	**$22,500**
Bikes Belong Match	*Approved*	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
City Parking Funds	*Approved*	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
Coal Board Grant	*Approved*	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
RTP	*Approved*	**$0**	**$101,300**	**$25,000**	**$0**	**$0**	**$126,300**
TIFD	*Approved*	**$24,156**	**$30,000**	**$0**	**$0**	**$0**	**$54,156**
Yellowstone County	*Approved*	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
MDT Safety	*Approved*	**$0**	**$200,000**	**$0**	**$0**	**$0**	**$200,000**
School District #2	*Approved*	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
Public Works Department	*Approved*	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
TAP	*Approved*	**$0**	**$3,737,000**	**$596,450**	**$0**	**$0**	**$4,333,450**
CDBG	*Approved*	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
		$397,248	**$4,525,000**	**$730,000**	**$0**	**$0**	**$5,652,248**

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PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
PRPL-A010	**Cottonwood Park - Development**	Develop a park master plan and Implement phase 1 construction.							
	SID		*Approved*	$0	$0	$0	$0	$0	$0
	Cash-in Lieu		*Approved*	$378,000	$0	$0	$0	$0	$378,000
	SD 2		*Approved*	$200,000	$0	$0	$0	$0	$200,000
			Total	**$578,000**	**$0**	**$0**	**$0**	**$0**	**$578,000**
PRPL-C001	**Cemetery - Chip Seal Roads**	Repair deteriorating road sections and put a chip seal on all of it and restore road markings. Note: Second half will be completed in FY17.							
	Cemetery Expansion Fund		*Approved*	$123,000	$0	$0	$0	$0	$123,000
			Total	**$123,000**	**$0**	**$0**	**$0**	**$0**	**$123,000**
PRPL-A013	**Dog Park - Develop Second Facility**	Construct 2nd and 3rd dog parks at YBGR and mid-town.							
	General/Private Fund		*Approved*	$25,000	$0	$0	$0	$0	$25,000
			Total	**$25,000**	**$0**	**$0**	**$0**	**$0**	**$25,000**
PRPL-P009	**Park Tree Replacement and Planting Program**	Various Parks - Tree Replacement and planting Program.							
	General Fund		*Approved*	$0	$0	$0	$0	$0	$0
	Trash For Trees Fund		*Approved*	$2,000	$2,000	$2,000	$2,000	$2,000	$10,000
	Kiwanis Donation		*Approved*	$8,000	$8,000	$8,000	$8,000	$80,000	$112,000
			Total	**$10,000**	**$10,000**	**$10,000**	**$10,000**	**$82,000**	**$122,000**
PRPL-P021	**Stewart Park - Infrastructure Improvement**	Upgrade roads, parking and stormwater.							
	Parks District 1		*Approved*	$1,200,000	$0	$0	$0	$0	$1,200,000
			Total	**$1,200,000**	**$0**	**$0**	**$0**	**$0**	**$1,200,000**
	Cemetery - Tree Planting Plan	Plant/replace trees in Mountview Cemetery.							
	Special Revenue Fund	Cemetery Expansion Fund	*Approved*	$10,000	$0	$0	$0	$0	**$10,000**
			Total	**$10,000**	**$0**	**$0**	**$0**	**$0**	**$10,000**
	Cemetery - Section 15 Improvements	Install improvements in preparation for near future expansion of grave plots.							
	Special Revenue Fund	Cemetery Expansion Fund	*Approved*	$15,000	$0	$0	$0	$0	**$15,000**
			Total	**$15,000**	**$0**	**$0**	**$0**	**$0**	**$15,000**

CITY OF BILLINGS FY15 - FY19 CAPITAL IMPROVEMENT PROGRAM
APPROVED BY THE BILLINGS CITY COUNCIL ON APRIL 14, 2014

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
PRPL Funding Approved Projects				FY '15	FY '16	FY '17	FY '18	FY '19	FY15-19 FUND
	General Fund		*Approved*	$0	$0	$0	$0	$0	$0
	Gen Fund Not Funded		*Approved*	$0	$0	$0	$0	$0	$0
	ARRA Grant		*Approved*	$0	$0	$0	$0	$0	$0
	G.O. Bond		*Approved*	$0	$0	$0	$0	$0	$0
	Cash-in Lieu		*Approved*	$378,000	$0	$0	$0	$0	$378,000
	SD 2		*Approved*	$200,000	$0	$0	$0	$0	$200,000
	C-in Lieu from SD 2		*Approved*	$0	$0	$0	$0	$0	$0
	SID		*Approved*	$0	$0	$0	$0	$0	$0
	Special Revenue Fund		*Approved*	$25,000	$0	$0	$0	$0	$25,000
	General/Private Fund		*Approved*	$25,000	$0	$0	$0	$0	$25,000
	Trash For Trees Fund		*Approved*	$2,000	$2,000	$2,000	$2,000	$2,000	$10,000
	Kiwanis Donation		*Approved*	$8,000	$8,000	$8,000	$8,000	$80,000	$112,000
	Private Fund		*Approved*	$0	$0	$0	$0	$0	$0
	CDBG/General Fund		*Approved*	$0	$0	$0	$0	$0	$0
	Parks District 1		*Approved*	$1,200,000	$0	$0	$0	$0	$1,200,000
	Federal Appropriation		*Approved*	$0	$0	$0	$0	$0	$0
	CDBG		*Approved*	$0	$0	$0	$0	$0	$0
				$1,838,000	$10,000	$10,000	$10,000	$82,000	$1,950,000

CITY OF BILLINGS FY 15 - FY 19 CAPITAL IMPROVEMENT PROGRAM
APPROVED BY THE BILLINGS CITY COUNCIL ON APRIL 14 2014

Public Works Roads and Storm Sewer

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
				AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	
ENG98	PAVER Program	Annual Program responsible for crack sealing, overlay and chip seals of various streets throughout the City.							
	Gas Tax		*Approved*	$2,200,000	$2,000,000	$2,300,000	$2,300,000	$2,300,000	$11,100,000
			Total	**$2,200,000**	**$2,000,000**	**$2,300,000**	**$2,300,000**	**$2,300,000**	**$11,100,000**
ENG22	Misc. Curb, Gutter, & Sidewalk	Annual replacement and infill program of curb, gutter and sidewalk.							
	Sidewalk Bonds		*Approved*	$200,000	$200,000	$200,000	$200,000	$200,000	$1,000,000
	Gas Tax		*Approved*	$250,000	$250,000	$250,000	$250,000	$250,000	$1,250,000
	Storm Drain		*Approved*	$52,500	$52,500	$52,500	$52,500	$52,500	$262,500
			Total	**$502,500**	**$502,500**	**$502,500**	**$502,500**	**$502,500**	**$2,512,500**
ENG ADA	Annual ADA Replacement	Replace handicapped ramps in accordance with the signed agreement between the City of Billings and the Department of Justice.							
	Arterial Fee Fund		*Approved*	$100,000	$100,000	$0	$0	$0	$200,000
	Gas Tax		*Approved*	$150,000	$150,000	$250,000	$250,000	$250,000	$1,050,000
			Total	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$1,250,000**
E - SD AN 1	Annual Storm Drainage Intersection Trouble Spot Project	Funding reserved for intersections with drainage problems as determined by staff and public comment.							
	Storm Drain		*Approved*	$150,000	$150,000	$150,000	$150,000	$150,000	$750,000
			Total	**$150,000**	**$150,000**	**$150,000**	**$150,000**	**$150,000**	**$750,000**
ENG33	Intersection Capacity Improvements	Evaluate and construct improvements to selected intersection trouble areas. The funding for this line item has been moved to individual intersection projects except for FY2019.							
	Arterial Fee Fund		*Approved*	$0	$0	$0	$0	$350,000	$350,000
			Total	**$0**	**$0**	**$0**	**$0**	**$350,000**	**$350,000**

CITY OF BILLINGS FY 15 - FY 19 CAPITAL IMPROVEMENT PROGRAM
APPROVED BY THE BILLINGS CITY COUNCIL ON APRIL 14 2014

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
E - SD AN 3	**Stormwater Master Plan Implementation**	Work on projects listed in the master plan document.							
	Projects are expected to include:	*Hilltop Road* *Aronson Road* *a Study on Pallisades* *14th Street* *29th Street* *Canyon Creek* *Purchase of 2 tracts of land*							
	Storm Drain		*Approved*	$1,600,000	$1,100,000	$1,000,000	$1,200,000	$1,200,000	$6,100,000
			Total	**$1,600,000**	**$1,100,000**	**$1,000,000**	**$1,200,000**	**$1,200,000**	**$6,100,000**
SID Ann	**Annual SID Contribution**	This project will provide SID funding for Public Work's property that may be included in an SID for a given year.							
	Gas Tax		*Approved*	$200,000	$200,000	$200,000	$200,000	$200,000	$1,000,000
	SID Bonds		*Approved*	$800,000	$800,000	$800,000	$800,000	$800,000	$4,000,000
			Total	**$1,000,000**	**$1,000,000**	**$1,000,000**	**$1,000,000**	**$1,000,000**	**$5,000,000**
	Grand Avenue (32nd St. W. to Shiloh Rd)	Road reconstruction project. Note: Design complete.							
	Arterial Fee Fund		*Approved*	$0	$2,800,000	$0	$0	$0	$2,800,000
			Total	**$0**	**$2,800,000**	**$0**	**$0**	**$0**	**$2,800,000**
	Central Avenue (35th St. W. to Shiloh Rd)	Reconstruction of Central Ave. This project also includes some work on 36th St. W. south of Central.							
	Gas Tax		*Approved*	$0	$0	$70,000	$0	$0	$70,000
	Arterial Fee Fund		*Approved*	$0	$500,000	$2,500,000	$0	$0	$3,000,000
			Total	**$0**	**$500,000**	**$2,570,000**	**$0**	**$0**	**$3,070,000**
	32nd St. West and Gabel Signal	Signal at 32nd and Gabel.							
	Arterial Fee Fund		*Approved*	$300,000	$0	$0	$0	$0	$300,000
			Total	**$300,000**	**$0**	**$0**	**$0**	**$0**	**$300,000**
	East End Storm Sewer System	Storm water improvements to the east side of downtown Note: Design completed in FY 2013.							
	Storm Drain Bonds		*Approved*	$10,253,750	$0	$0	$0	$0	$10,253,750
	Storm Drain		*Approved*	$1,000,000	$0	$0	$0	$0	$1,000,000
			Total	**$11,253,750**	**$0**	**$0**	**$0**	**$0**	**$11,253,750**

CITY OF BILLINGS FY 15 - FY 19 CAPITAL IMPROVEMENT PROGRAM
APPROVED BY THE BILLINGS CITY COUNCIL ON APRIL 14 2014

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
	Poly Drive, 32nd St. W to 38th St. W.	Road construction project including a signal at Poly and Zimmerman.							
	Arterial Fee Fund		*Approved*	$2,125,000	$0	$0	$0	$0	$2,125,000
	SID Bonds		*Approved*	$200,000	$0	$0	$0	$0	$200,000
			Total	**$2,325,000**	**$0**	**$0**	**$0**	**$0**	**$2,325,000**
	Upgrade School Flasher Systems	Upgrade flashers at 15 locations.							
	Gas Tax		*Approved*	$150,000	$0	$0	$0	$0	$150,000
			Total	**$150,000**	**$0**	**$0**	**$0**	**$0**	**$150,000**
	Calhoun Street Reconstruction	Street reconstruction and overlay. This project is proposed by the SBURA. The Public Works Department will overlay the street using PAVER funding. This project also includes $70,000 for water and $60,000 for sanitary sewer. These two items are shown on their respective CIP lists.							
	Gas Tax		*Approved*	$172,000	$0	$0	$0	$0	$172,000
	TIFD		*Approved*	$2,000,000	$0	$0	$0	$0	$2,000,000
			Total	**$2,172,000**	**$0**	**$0**	**$0**	**$0**	**$2,172,000**
	Orchard Lane Street Reconstruction	Street reconstruction and overlay. Note: This project is proposed by the SBURA. The Public Works Department will overlay the street using PAVER funding.							
	Gas Tax		*Approved*	$0	$217,000	$0	$0	$0	$217,000
	TIFD		*Approved*	$200,000	$2,500,000	$0	$0	$0	$2,700,000
			Total	**$200,000**	**$2,717,000**	**$0**	**$0**	**$0**	**$2,917,000**
	Wicks Lane (Bench to Hawthorne)	Street reconstruction that also includes Bitterroot.							
	Developer Contributions		*Approved*	$0	$0	$0	$80,000	$0	$80,000
	Arterial Fee Fund		*Approved*	$0	$0	$600,000	$2,200,000	$0	$2,800,000
			Total	**$0**	**$0**	**$600,000**	**$2,280,000**	**$0**	**$2,880,000**
	Grand Avenue (Shiloh to 54th)	Street reconstruction. Design in FY 18.							
	Arterial Fee Fund		*Approved*	$0	$0	$0	$800,000	$0	$800,000
			Total	**$0**	**$0**	**$0**	**$800,000**	**$0**	**$800,000**

CITY OF BILLINGS FY 15 - FY 19 CAPITAL IMPROVEMENT PROGRAM
APPROVED BY THE BILLINGS CITY COUNCIL ON APRIL 14 2014

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
	Grand Avenue and 54th Intersection	Improvements to the intersection.							
	Developer Contributions		*Approved*	$59,800	$0	$0	$0	$0	**$59,800**
	Arterial Fee Fund		*Approved*	$115,200	$0	$0	$0	$0	**$115,200**
			Total	**$175,000**	**$0**	**$0**	**$0**	**$0**	**$175,000**
	Shawnee Drive Improvements	Road reconstruction.							
	Gas Tax		*Approved*	$65,000	$0	$0	$0	$0	**$65,000**
			Total	**$65,000**	**$0**	**$0**	**$0**	**$0**	**$65,000**
	Poly Drive and Virginia Lane Intersection	Intersection Improvements.							
	Arterial Fee Fund		*Approved*	$410,000	$0	$0	$0	$0	**$410,000**
			Total	**$410,000**	**$0**	**$0**	**$0**	**$0**	**$410,000**
	Monad Road and Daniel Street Intersection	Intersection Improvements.							
	Arterial Fee Fund		*Approved*	$0	$400,000	$0	$0	$0	**$400,000**
			Total	**$0**	**$400,000**	**$0**	**$0**	**$0**	**$400,000**
	4th Avenue North and Division Street Intersection	Intersection Improvements.							
	Arterial Fee Fund		*Approved*	$0	$320,000	$0	$0	$0	**$320,000**
			Total	**$0**	**$320,000**	**$0**	**$0**	**$0**	**$320,000**
	24th St. West and King Avenue Intersection	Intersection Improvements.							
	Arterial Fee Fund		*Approved*	$0	$0	$200,000	$0	$0	**$200,000**
			Total	**$0**	**$0**	**$200,000**	**$0**	**$0**	**$200,000**
	24th St West Signal Improvements	Upgrade of signals.							
	Arterial Fee Fund		*Approved*	$0	$0	$220,000	$0	$0	**$220,000**
			Total	**$0**	**$0**	**$220,000**	**$0**	**$0**	**$220,000**
	32nd St. West - King Ave. West to Gabel Road	Road reconstruction.							
	Arterial Fee Fund		*Approved*	$0	$0	$600,000	$0	$3,500,000	**$4,100,000**
			Total	**$0**	**$0**	**$600,000**	**$0**	**$3,500,000**	**$4,100,000**

CITY OF BILLINGS FY 15 - FY 19 CAPITAL IMPROVEMENT PROGRAM
APPROVED BY THE BILLINGS CITY COUNCIL ON APRIL 14 2014

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
	Central Ave. and 24th St. West Intersection	Intersection Improvements.							
	Arterial Fee Fund		*Approved*	$0	$0	$0	$400,000	$0	$400,000
			Total	$0	$0	$0	$400,000	$0	$400,000
	Barrett Road	Road reconstruction east of Bench Blvd. in the area of Bitteroot School.							
	Gas Tax		*Approved*	$350,000	$0	$0	$0	$0	$350,000
			Total	$350,000	$0	$0	$0	$0	$350,000

Public Works Engineering Funding Approved Projects		FY '15	FY '16	FY '17	FY '18	FY '19	FY15-19 FUND
CMAQ/MAQI Funds	*Approved*	$0	$0	$0	$0	$0	$0
Storm Drain Bonds	*Approved*	$10,253,750	$0	$0	$0	$0	$10,253,750
General Obligation Bonds	*Approved*	$0	$0	$0	$0	$0	$0
Safe Routes to School	*Approved*	$0	$0	$0	$0	$0	$0
CDBG	*Approved*	$0	$0	$0	$0	$0	$0
Sidewalk Bonds	*Approved*	$200,000	$200,000	$200,000	$200,000	$200,000	$1,000,000
Gas Tax	*Approved*	$3,537,000	$2,817,000	$3,070,000	$3,000,000	$3,000,000	$15,424,000
Storm Drain	*Approved*	$2,802,500	$1,302,500	$1,202,500	$1,402,500	$1,402,500	$8,112,500
PWB Utility Repair	*Approved*	$0	$0	$0	$0	$0	$0
Street Maintenance Fees	*Approved*	$0	$0	$0	$0	$0	$0
SID Bonds	*Approved*	$1,000,000	$800,000	$800,000	$800,000	$800,000	$4,200,000
Street Lights	*Approved*	$0	$0	$0	$0	$0	$0
Developer Contributions	*Approved*	$59,800	$0	$0	$80,000	$0	$139,800
ARRA Grant	*Approved*	$0	$0	$0	$0	$0	$0
State & Federal	*Approved*	$0	$0	$0	$0	$0	$0
TIFD	*Approved*	$2,200,000	$2,500,000	$0	$0	$0	$4,700,000
CTEP	*Approved*	$0	$0	$0	$0	$0	$0
Road Bonds	*Approved*	$0	$0	$0	$0	$0	$0
BSEDA Grant	*Approved*	$0	$0	$0	$0	$0	$0
Arterial Fee Fund	*Approved*	$3,050,200	$4,120,000	$4,120,000	$3,400,000	$3,850,000	$18,540,200
		$23,103,250	$11,739,500	$9,392,500	$8,882,500	$9,252,500	$62,370,250

CITY OF BILLINGS FY15 - FY19 CAPITAL IMPROVEMENT PROGRAM
APPROVED BY THE BILLINGS CITY COUNCIL ON APRIL 14, 2014

Public Works Solid Waste

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
				AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	
SW10	Phase 3 Closure Construction	Construction of the landfill closure cap identified as Phase 3 Closure in the 2006 Master Plan.							
	Landfill Reserves		*Approved*	$0	$0	$1,027,000	$0	$0	$1,027,000
			Total	**$0**	**$0**	**$1,027,000**	**$0**	**$0**	**$1,027,000**
SW14	Phase 4 Closure Design	Design of landfill closure cap identified as Phase 4 in the June 2006 Landfill Master Plan. This item will be moved to beyond FY2019.							
	Landfill Reserves		*Approved*	$0	$0	$0	$0	$0	$0
			Total	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
SW15	Phase 4 Closure Construction	Construction of the landfill closure cap identified as Phase 4 in the June 2006 Master Plan. This item will be moved to beyond FY2019.							
	Landfill Reserves		*Approved*	$0	$0	$0	$0	$0	$0
			Total	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
	Overlay Main Landfill Access Road	Asphalt overlay for the road leading from the landfill entrance to the scale house.							
	Landfill Reserves		*Approved*	$100,000	$0	$0	$0	$0	$100,000
			Total	**$100,000**	**$0**	**$0**	**$0**	**$0**	**$100,000**
	CNG Fueiling Station	Compressed natural gas fueling station for solid waste vehicles.							
	Landfill Reserves		*Approved*	$0	$0	$750,000	$0	$0	$750,000
			Total	**$0**	**$0**	**$750,000**	**$0**	**$0**	**$750,000**

CITY OF BILLINGS FY15 - FY19 CAPITAL IMPROVEMENT PROGRAM
APPROVED BY THE BILLINGS CITY COUNCIL ON APRIL 14, 2014

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
	Landfill Master Plan Update	Update to the existing plan.							
	Landfill Reserves		*Approved*	$0	$0	$75,000	$0	$0	$75,000
			Total	$0	$0	$75,000	$0	$0	$75,000
	Land Purchase for Hillcrest Road	Purchase land for the future realignment of Hillcrest Road.							
	Landfill Reserves		*Approved*	$105,000	$0	$0	$0	$0	$105,000
			Total	$105,000	$0	$0	$0	$0	$105,000
	Landfill Licensing - Expansion	Licensing of the landfill expansion area.							
	Landfill Reserves		*Approved*	$150,000	$0	$0	$0	$0	$150,000
			Total	$150,000	$0	$0	$0	$0	$150,000
	Landfill Licensing - Class IV	Licensing of the landfill class IV area (construction debris section).							
	Landfill Reserves		*Approved*	$0	$0	$0	$150,000	$0	$150,000
			Total	$0	$0	$0	$150,000	$0	$150,000

Public Works Solid Waste Funding		FY '15	FY '16	FY '17	FY '18	FY '19	FY15-19 FUND
Landfill Reserves	*Approved*	**$355,000**	**$0**	**$1,852,000**	**$150,000**	**$0**	**$2,357,000**

CITY OF BILLINGS FY15 - FY19 CAPITAL IMPROVEMENT PROGRAM
APPROVED BY THE BILLINGS CITY COUNCIL ON APRIL 14, 2014

Public Works Waste Water

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
				AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	
PUD 302	**Sanitary Sewer Main Replacement**	Annual replacement program of sanitary sewer mains throughout the City.							
	Wastewater Revenues		*Approved*	$4,000,000	$4,000,000	$4,000,000	$4,000,000	$4,000,000	$20,000,000
			Total	**$4,000,000**	**$4,000,000**	**$4,000,000**	**$4,000,000**	**$4,000,000**	**$20,000,000**
PWU-WW029	**Digester Grinder Replacement**	Replace grinders used to pretreat sludges entering the digesters to reduce plugging and ragging problems at the wastewater plant.							
	Wastewater Revenues		*Approved*	$42,000	$0	$0	$0	$0	$42,000
			Total	**$42,000**	**$0**	**$0**	**$0**	**$0**	**$42,000**
PWU-WW14-1	**38th St. West Sanitary Sewer**	Trunk Sewer Upgrade. Note: This project will be reviewed with the updated sanitary sewer model.							
	State Revolving Fund Loan		*Approved*	$2,221,000	$0	$0	$0	$0	$2,221,000
			Total	**$2,221,000**	**$0**	**$0**	**$0**	**$0**	**$2,221,000**
PWU-WW14-2	**North 15th Street Sewer Interceptor Upgrade**	Increase pipe size for this existing sanitary sewer. This project is now included in the sanitary sewer main replacement project.							
	Wastewater Revenues		*Approved*	$0	$0	$0	$0	$0	$0
			Total	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
	New Wastewater Treatment Plant	New plant to meet the requirements for nitrogen and phosphorus removal. Note the construction costs are a very rough estimate at this time and are subject to change.							
	Revenue Bond		*Approved*	$0	$55,500,000	$0	$0	$0	$55,500,000
			Total	**$0**	**$55,500,000**	**$0**	**$0**	**$0**	**$55,500,000**

CITY OF BILLINGS FY15 - FY19 CAPITAL IMPROVEMENT PROGRAM
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PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
	South Side Sanitary Sewer	Provide sewer mains to all areas that do not currently have sanitary sewer within the SBURD TIFD. This project was previously listed under the Public Works Road and Storm Sewer CIP. The first part of this project is under contract in FY14. The estimated remaining funds are included in a second project in FY15.							
	TIFD		*Approved*	$1,055,000	$0	$0	$0	$0	$1,055,000
			Total	**$1,055,000**	**$0**	**$0**	**$0**	**$0**	**$1,055,000**
	Sanitary Sewer Compensation Agremeents	Funding for compensation agreements with private developers for oversize and other city authorized costs.							
	Wastewater Revenues		*Approved*	$300,000	$300,000	$300,000	$300,000	$300,000	$1,500,000
	Total For Project			**$300,000**	**$300,000**	**$300,000**	**$300,000**	**$300,000**	**$1,500,000**
	Waste Water Treatment Plant Blower	Installation of a new high speed turbo blower at the plant. The city has applied for a reimbusement of $145,000 from Northwestern Energy for this piece of equipment.							
	Wastewater Revenues		*Approved*	$280,000	$0	$0	$0	$0	$280,000
	Total For Project			**$280,000**	**$0**	**$0**	**$0**	**$0**	**$280,000**
	Bench Blvd. - Hilltop Road to Mary St. Sanitary Sewer	New sanitary sewer main prior to MDT Bench Blvd. reconstruction.							
	Wastewater Revenues		*Approved*	$300,000	$0	$0	$0	$0	$300,000
	Total For Project			**$300,000**	**$0**	**$0**	**$0**	**$0**	**$300,000**
	Waste Water Treatment Plant Building Improvements	Improvements to a number of buildings on the plant campus.							
	Wastewater Revenues		*Approved*	$0	$0	$1,000,000	$0	$0	$1,000,000
	Total For Project			**$0**	**$0**	**$1,000,000**	**$0**	**$0**	**$1,000,000**
	Waste Water Treatment Plant Sidestream Improvements								
	Wastewater Revenues		*Approved*	$0	$0	$0	$2,000,000	$0	$2,000,000
	Total For Project			**$0**	**$0**	**$0**	**$2,000,000**	**$0**	**$2,000,000**

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PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
	Sanitary Sewer Main Extension on Elysian Road	New sanitary sewer main. Elysian road also includes water shown in the Public Works Water CIP.							
	Developer Contribution		*Approved*	$200,000	$0	$0	$0	$0	$200,000
	Wastewater Revenues		*Approved*	$1,300,000	$0	$0	$0	$0	$1,300,000
	Total For Project			**$1,500,000**	**$0**	**$0**	**$0**	**$0**	**$1,500,000**
	Sanitary Sewer Main Improvements for the Calhoun Street Reconstruction Project	Sanitary sewer improvements for the road reconstruction project shown in the Roads and Storm Sewer CIP. $70,000 of water improvements are also included in the CIP.							
	Wastewater Revenues		*Approved*	$60,000	$0	$0	$0	$0	$60,000
	Total For Project			**$60,000**	**$0**	**$0**	**$0**	**$0**	**$60,000**

Public Works Waste Water Fundings Approved Projects		FY '15	FY '16	FY '17	FY '18	FY '19	FY15-19 FUND
Wastewater Revenues	*Approved*	$6,282,000	$4,300,000	$5,300,000	$6,300,000	$4,300,000	$26,482,000
Revenue Bond	*Approved*	$0	$55,500,000	$0	$0	$0	$55,500,000
ARRA Grant	*Approved*	$0	$0	$0	$0	$0	$0
Developer Contribution	*Approved*	$200,000	$0	$0	$0	$0	$200,000
TIFD	*Approved*	$1,055,000	$0	$0	$0	$0	$1,055,000
State Revolving Fund Loan	*Approved*	$2,221,000	$0	$0	$0	$0	$2,221,000
		$9,758,000	$59,800,000	$5,300,000	$6,300,000	$4,300,000	$85,458,000

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Public Works Water

PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
				AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	AMOUNT FOR EACH FUNDING SOURCE	
PUD 205	Water Main Replacement	Annual replacement program of water mains throughout the City. The funding for the 17th St. W. transmission project has been added to FY15.							
	Water Revenues		*Approved*	$6,600,000	$4,000,000	$4,000,000	$4,000,000	$4,000,000	$22,600,000
			Total	**$6,600,000**	**$4,000,000**	**$4,000,000**	**$4,000,000**	**$4,000,000**	**$22,600,000**
PUD 205	Electrical	Replace power lines, switches and transformers at Water Treatment Plant and pump stations.							
	Water Revenues		*Approved*	$484,000	$484,000	$484,000	$484,000	$484,000	$2,420,000
			Total	**$484,000**	**$484,000**	**$484,000**	**$484,000**	**$484,000**	**$2,420,000**
PWB 5	Water Plant Land Purchases	Purchase properties east side of Charlene Street adjacent to Water Treatment facility as available for purchase.							
	Water Revenues		*Approved*	$200,000	$0	$200,000	$0	$200,000	$600,000
			Total	**$200,000**	**$0**	**$200,000**	**$0**	**$200,000**	**$600,000**
PWU-W004	Replacement of Old High Service Pumps & Motors	Programmed replacement of high service pumping systems (pump,motor,drive valve). This project will replace pump H2-2.							
	Water Revenues		*Approved*	$0	$0	$0	$1,480,000	$0	$1,480,000
			Total	**$0**	**$0**	**$0**	**$1,480,000**	**$0**	**$1,480,000**
PWB-UR05	Briarwood / Cedar Park Reservoirs	Construction of new Briarwood reservoir to overcome storage shortage and accommodate growth and land purchase for Cedar Park reservoir.							
	State Revolving Fund Loan		*Approved*	$1,750,000	$0	$0	$0	$0	$1,750,000
			Total	**$1,750,000**	**$0**	**$0**	**$0**	**$0**	**$1,750,000**
PWU-W006	New Water Treatment Plant Land	Purchase land for new westend treatment facility.							
	Water Revenues		*Approved*	$1,000,000	$0	$0	$0	$0	$1,000,000
			Total	**$1,000,000**	**$0**	**$0**	**$0**	**$0**	**$1,000,000**

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PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
PWU-W023	**Reservoir Pressure Zone Adjustment**	Design and build a replacement reservoir for the Logan Reservoir to increase storage in Zone 5 for the Airport area.							
	State Revolving Fund Loan		*Approved*	$7,000,000	$0	$0	$0	$0	$7,000,000
			Total	**$7,000,000**	**$0**	**$0**	**$0**	**$0**	**$7,000,000**
PWU-W028	**Redundant Line to High Service Pump Station**	Construct additional line for reliability to High Service Pump Station at existing water treatment plant.							
	Water Revenues		*Approved*	$523,000	$0	$0	$0	$0	$523,000
			Total	**$523,000**	**$0**	**$0**	**$0**	**$0**	**$523,000**
PWU-W039	**WTP UV Disinfection**	WTP Disinfection Improvements. Add this project into the Chemical Building Improvements project.							
	State Revolving Fund Loan		*Approved*	$0	$0	$0	$0	$0	$0
			Total	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
PWU-W027	**Chemical Building Improvements**	Improvements to chemical building at existing water treatment plant. Includes the addition of UV disinfection.							
	Water Revenues		*Approved*	$6,000,000	$0	$0	$0	$0	$6,000,000
			Total	**$6,000,000**	**$0**	**$0**	**$0**	**$0**	**$6,000,000**
PWU-W 14-4	**Staples Reservoir Rehabilitation**	The repairs were completed on the first tank in FY11. The funding shown in FY15 is for the replacement of the tank at this location. Note: Move project to FY20 for $6.5 Million							
	State Revolving Fund Loan		*Approved*	$0	$0	$0	$0	$0	$0
			Total	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
	Installation of New Liner in Leavens Storage Reservoir	This reservoir is located near Rimrock Road and Normal. It was constructed in 1940.							
	Water Revenues		*Approved*	$0	$950,000	$0	$0	$0	$950,000
			Total	**$0**	**$950,000**	**$0**	**$0**	**$0**	**$950,000**

CITY OF BILLINGS FY15 - FY19 CAPITAL IMPROVEMENT PROGRAM
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PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
	L Structure Rapid Mixer and Flocculator	Replacement of existing rapid mix basin with two side by side rapid mix chambers and a new baffled outlet to improve preliminary water treatment.							
	Water Revenues		*Approved*	$0	$0	$2,900,000	$0	$0	$2,900,000
			Total	$0	$0	$2,900,000	$0	$0	$2,900,000
	High Service Pump 5KV Switchgear	Replacement of the switchgear and moving it to a separate outside enclosure.							
	Water Revenues		*Approved*	$0	$1,350,000	$0	$0	$0	$1,350,000
			Total	$0	$1,350,000	$0	$0	$0	$1,350,000
	Recoat Clearwell #2 Interior	Remove and repaint delaminating coating on interior of 5.2 MG Clearwell #2.							
	Water Revenues		*Approved*	$250,000	$0	$0	$0	$0	$250,000
			Total	$250,000	$0	$0	$0	$0	$250,000
	Recoat Fox Reservoir #1	Replace interior and exterior coating on 2 MG Fox Reservoir #1.							
	Water Revenues		*Approved*	$0	$400,000	$0	$0	$0	$400,000
			Total	$0	$400,000	$0	$0	$0	$400,000
	Replace/ Install WTP Distribution Valves	Replace or install valves on distribution piping at WTP.							
	Water Revenues		*Approved*	$150,000	$0	$0	$0	$0	$150,000
			Total	$150,000	$0	$0	$0	$0	$150,000
	Replace Voelker Pump Station Pumps	Replace pumps #1 and #3 at Voelker Pump Sation.							
	Water Revenues		*Approved*	$0	$0	$0	$500,000	$0	$500,000
			Total	$0	$0	$0	$500,000	$0	$500,000

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PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
	Recoat Staples Standpipe	Recoat the interior and Exterior of 0.5 MG Staples Standpipe. The latest master plan for water shows this standpipe to be replaced at a later date. Depending on the timing of the replacement the recoating of the existing standpipe may not be needed.							
	Water Revenues		*Approved*	$0	$0	$0	$350,000	$0	$350,000
			Total	$0	$0	$0	$350,000	$0	$350,000
	17th St. W. Transmission Main	Replace 20-inch diameter main from Avenue D to the Staples pump station. This project is now included in the water main replacement project.							
	Water Revenues		*Approved*	$0	$0	$0	$0	$0	$0
			Total	$0	$0	$0	$0	$0	$0
	Water Compensation Agreements	Funding for compensation agreements with private developers for oversize and other city authorized costs.							
	Water Revenues		*Approved*	$300,000	$300,000	$300,000	$300,000	$300,000	$1,500,000
			Total	$300,000	$300,000	$300,000	$300,000	$300,000	$1,500,000
	New Zone 5 N Reservoir and Fox Pump Station Remodal	New reservoir and associated pump station improvements.							
	Water Revenues		*Approved*	$0	$0	$4,300,000	$0	$0	$4,300,000
			Total	$0	$0	$4,300,000	$0	$0	$4,300,000
	Water Main Improvements for the Calhoun Street Reconstruction Project	Water improvements for the road reconstruction project shown in the Roads and Storm Sewer CIP. $60,000 of sanitary sewer improvements are also included in the CIP.							
	Water Revenues		*Approved*	$70,000	$0	$0	$0	$0	$70,000
			Total	$70,000	$0	$0	$0	$0	$70,000

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PROJECT NUMBER	TITLE	SHORT DESCRIPTION	PROJ. STATUS	7/1/14 - 6/30/15 FY '15	7/1/15 - 6/30/16 FY '16	7/1/16 - 6/30/17 FY '17	7/1/17 - 6/30/18 FY '18	7/1/18 - 6/30/19 FY '19	FY15-19 FUND TOTALS
	Water Main Extension on Elysian Road	New water main. Elysian Road also includes sanitary sewer shown in the Public Works Sanitary CIP.							
	Water Revenues		*Approved*	$1,000,000	$0	$0	$0	$0	$1,000,000
			Total	$1,000,000	$0	$0	$0	$0	$1,000,000
	Pressure Zone Redundancy Control Valves	Provide pressure zone redundancy by installing automated control valves with pressure reducing valves at strategic locations in the water system.							
	Water Revenues		*Approved*	$0	$1,200,000	$0	$0	$0	$1,200,000
			Total	$0	$1,200,000	$0	$0	$0	$1,200,000
	New Zone 4 Reservoir	Construct new 2 million gallon reservoir including land purchase and associated piping.							
	Water Revenues		*Approved*	$0	$0	$0	$0	$7,100,000	$7,100,000
			Total	$0	$0	$0	$0	$7,100,000	$7,100,000
	48th St. W. Trunk Main	Construction and upsizing of a major water main.							
	Water Revenues		*Approved*	$0	$0	$0	$3,430,000	$0	$3,430,000
			Total	$0	$0	$0	$3,430,000	$0	$3,430,000

Public Works Water Funding Total *Approved* Projects		FY '15	FY '16	FY '17	FY '18	FY '19	FY15-19 FUND
Water Revenues	*Approved*	$16,577,000	$8,684,000	$12,184,000	$10,544,000	$12,084,000	$60,073,000
State Revolving Fund Loan	*Approved*	$8,750,000	$0	$0	$0	$0	$8,750,000
ARRA Grant	*Approved*	$0	$0	$0	$0	$0	$0
Developer Contribution	*Approved*	$0	$0	$0	$0	$0	$0
Federal Revenues	*Approved*	$0	$0	$0	$0	$0	$0
		$25,327,000	$8,684,000	$12,184,000	$10,544,000	$12,084,000	$68,823,000

NON-ROUTINE CAPITAL

NON-ROUTINE CAPITAL

The pages in this section include all the non-routine capital in the FY15 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

Storm Water Crossing

Purpose of Project: The Airport plans to create better drainage under the main runway to keep storm water from flowing across the runway.

Project Cost/Funding Source(s):	$2,200,000 – Estimated construction cost source funding is 90% Airport Improvement Program (AIP) grant funds and 10% Airport revenues.
Additional/Increased Operating Costs:	Additional costs to maintain will be minimal.
Anticipated Savings/Revenue Expected:	None

Storm Water Drainage System Improvements – West End

Purpose of Project: The Airport plans to enhance the storm water drainage system on the Airport's west end.

Project Cost/Funding Source(s):	$ 500,000 – Estimated construction cost source funding is 90% Airport Improvement Program (AIP) grant funds and 10% Airport revenues.
Additional/Increased Operating Costs:	Minimal costs to maintain drainage system.
Anticipated Savings/Revenue Expected:	None

Runway 10R Extension; Environmental Assessment, Design, and Land Purchase Phases

Purpose of Project: In Fiscal Year 2016 the Airport plans to add 1,000 feet of runway to the west end of Runway 10R and to relocate the east end threshold to the west by 1,000 feet. This will create space on the airfield for future development. The environmental and design work and the land purchase all must be completed prior to construction.

Project Cost/Funding Source(s):	$ 930,000 – Estimated construction cost source funding is 90% Airport Improvement Program (AIP) grant funds and 10% Airport revenues.

Additional/Increased Operating Costs:	Costs to maintain the new runway will be comparable to those needed to maintain the current runway.
Anticipated Savings/Revenue Expected:	None

Construct Public Ramps

Purpose of Project: The Airport plans to expand public aircraft parking on the Airport's north side near the BLM tanker base.

Project Cost/Funding Source(s):	$1,667,000 - Estimated construction cost source funding is 90% Airport Improvement Program (AIP) grant funds and 10% Airport revenues.
Additional/Increased Operating Costs:	On-going costs will increase slightly to maintain the additional ramps.
Anticipated Savings/Revenue Expected:	None

Expand Concourse Holdrooms and Restrooms

Purpose of Project: The Airport plans to reconfigure concourse holdrooms and restroom areas to alleviate overcrowding created by the increased number of passengers boarding.

Project Cost/Funding Source(s):	$2,000,000 - Estimated construction cost source funding is 90% Airport Improvement Program (AIP) grant funds and 10% Airport revenues.
Additional/Increased Operating Costs:	On-going costs are not expected to change.
Anticipated Savings/Revenue Expected:	None

LIBRARY

Furnishing and equipping of the new Library parking lot and Community Garden

Purpose of Project: This includes purchasing and installing a Pay-by License Plate parking system and patio furniture for the Community Garden.

Project Cost/Funding Source(s):	$ 27,500 – Library un-obligated cash
Additional/Increased Operating Costs:	$ 300 annually.

Anticipated Savings/Revenue Expected: Not known at this time.

PUBLIC WORKS DEPARTMENT

Zimmerman Trail – Rimrock Road to Highway 3
Purpose of Project: The Zimmerman Trail project contains several features to improve Zimmerman Trail, including paving, widening of the lower and upper sections of the road, storm drainage, lighting, guardrail, signing, and striping. This is a Federal project, managed by the State, and the amount budgeted will fund the local share portion.

Project Cost/Funding Source/Sources: $ 670,000 – Arterial Fees

Additional/Increased Operating Costs: Decrease in the short term because of fewer rock falls, less storm drain issues, and a new surface.

Anticipated Savings/Revenue Expected: None

Shiloh Conservation Area
Purpose of Project: The Shiloh Conservation Area project includes the construction of a stormwater treatment area west of Shiloh Road and south of King Avenue West. The budgeted amount for FY 15 is for final change orders to complete the project.

Project Cost/Funding Source/Sources: $ 50,000 – Storm Sewer

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

Chapple Pipeline
Purpose of Project: This will fund the upgrade of the water line under Rimrock Road from Clearview Drive to 38th Street West.

Project Cost/Funding Source/Sources: $2,200,000 – Water Revenues

Additional/Increased Operating Costs: None

Anticipated Savings/Revenue Expected: None

Briarwood/Cedar Park Reservoirs
Purpose of Project: This project will expand Zone 3 Heights storage to correct the current shortage, as well as support ongoing growth in the area. Included in this project is a zone pressure analysis. The design for this project was in FY 14, and the budgeted amount for FY 15 is for the construction.

Project Cost/Funding Source/Sources: $1,450,000 – State Revolving Fund Loan

Additional/Increased Operating Costs:	$ 10,000 for electricity and $59,000 for annual debt service payments for 20 years.
Anticipated Savings/Revenue Expected:	None

Water Plant Land Purchases
Purpose of Project: This will allow for the purchase of 40 acres of land for a proposed west end water treatment facility, as well as properties on the east side of Charlene Street adjacent to the water treatment facility as property becomes available.

Project Cost/Funding Source/Sources:	$1,396,000 – Water Revenues
Additional/Increased Operating Costs:	$ 10,000 in additional assessments on the land.
Anticipated Savings/Revenue Expected:	None

56th Street Water Line
Purpose of Project: This project will construct a new water line to match up with Zone 3 westend storage facilities. The project will be phased with development.

Project Cost/Funding Source/Sources:	$1,426,000 – Water Revenues
Additional/Increased Operating Costs:	Minimal for maintenance of the line.
Anticipated Savings/Revenue Expected:	None

Reservoir Pressure Zone Adjustment
Purpose of Project: This project will fund the design and construction of a replacement reservoir for the Logan Reservoir to increase storage in Zone 5 for the Airport area. It will also include valve modification to increase pressure zone operation.

Project Cost/Funding Source/Sources:	$7,000,000 – State Revolving Fund Loan
Additional/Increased Operating Costs:	$20,000 for electricity and $234,000 for annual debt service payments for 20 years.
Anticipated Savings/Revenue Expected:	None

Calhoun Street Reconstruction
Purpose of Project: This will fund the reconstruction of Calhoun Lane by overlaying the existing street and adding curb and gutter and sidewalk. It also includes small improvements to the water and wastewater lines. The design for this project was in FY 14, and the budgeted amount for FY 15 is for the construction of the project.

Project Cost/Funding Source/Sources:	$2,000,000 – Tax Increment Financing $ 172,000 – Gas Tax $ 70,000 – Water Revenues $ 60,000 – Wastewater Revenues
Additional/Increased Operating Costs:	Decrease in short term due to new asphalt and addition of storm drainage.
Anticipated Savings/Revenue Expected:	None

Poly Drive School Pedestrian Improvements
Purpose of Project: This project includes the design and construction of two curb extensions and associated street crossing, a bicycle and pedestrian landing area, ADA compliant sidewalk, and curb and gutter to improve pedestrian safety for students.

Project Cost/Funding Source/Sources:	$ 84,110 – CTEP $ 8,037 – BikeNet $ 5,000 – School District #2
Additional/Increased Operating Costs:	Minimal for on-going maintenance.
Anticipated Savings/Revenue Expected:	None

Poly Drive 32nd Street West to 38th Street West
Purpose of Project: This project includes road reconstruction and a traffic signal at the intersection of Poly Drive and Zimmerman Trail.

Project Cost/Funding Source/Sources:	$2,125,000 – Arterial Fees $ 200,000 – SID Bonds
Additional/Increased Operating Costs:	$ 2,500 for electricity and maintenance of the traffic signal.
Anticipated Savings/Revenue Expected:	None

Swords Park/6th Avenue North Connector
Purpose of Project: This project consists of the design and construction of a hard-surface bicycle path on the west side of the 6th Avenue Bypass between Main Street and Aronson Avenue.

Project Cost/Funding Source/Sources:	$ 103,896 – CTEP $ 16,104 – BikeNet
Additional/Increased Operating Costs:	Minimal for maintenance.
Anticipated Savings/Revenue Expected:	None

Wayfaring and Directional Signage
Purpose of Project: This project will include planning, design, and construction of wayfaring and directional signage on street right-of-ways for cyclists to find parks, downtown, points of interest, trails, etc.

Project Cost/Funding Source/Sources:	$ 34,632 – CTEP $ 5,368 – Local Contribution
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

Upgrade School Flasher Systems
Purpose of Project: This project will upgrade school flashers at 15 different school locations throughout the city.

Project Cost/Funding Source/Sources:	$ 150,000 – Gas Tax
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

Shawnee Drive Improvements
Purpose of Project: This project will fund the paving of Shawnee Drive.

Project Cost/Funding Source/Sources:	$ 65,000 – Gas Tax
Additional/Increased Operating Costs:	Decrease in maintenance costs as it is currently a high maintenance gravel street.
Anticipated Savings/Revenue Expected:	None

Barrett Road
Purpose of Project: This project will reconstruct Barrett Road east of Bench Boulevard in the area of Bitterroot School.

Project Cost/Funding Source/Sources:	$ 350,000 – Gas Tax
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

32nd Street West and Gabel Signal
Purpose of Project: This project will install a new 4-way traffic signal at the intersection of 32nd Street West and Gabel Avenue.

Project Cost/Funding Source/Sources:	$ 300,000 – Arterial Fees

Additional/Increased Operating Costs:	$ 2,500 for electricity and maintenance of the traffic signal.
Anticipated Savings/Revenue Expected:	None

Poly Drive and Virginia Lane Intersection
Purpose of Project: This project will allow for intersection improvements.

Project Cost/Funding Source/Sources:	$ 410,000 – Arterial Fees
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

Bench Boulevard – Hilltop Road to Mary Street
Purpose of Project: This project will install new sanitary sewer main prior to the reconstruction of Bench Boulevard.

Project Cost/Funding Source/Sources:	$ 300,000 – Wastewater Revenues
Additional/Increased Operating Costs:	Minimal for annual maintenance.
Anticipated Savings/Revenue Expected:	None

Wastewater Treatment Plant Blower
Purpose of Project: This project will install a new high speed turbo blower at the Wastewater Treatment Plant.

Project Cost/Funding Source/Sources:	$ 280,000 – Wastewater Revenues
Additional/Increased Operating Costs:	Minimal
Anticipated Savings/Revenue Expected:	None

Chemical Building Improvements
Purpose of Project: This project will make improvements, including the addition of UV disinfection, to the chemical building at the existing Water Treatment Plant.

Project Cost/Funding Source/Sources:	$6,000,000 – Water Revenues
Additional/Increased Operating Costs:	$ 10,000 for chemicals and maintenance.
Anticipated Savings/Revenue Expected:	None

Clearwell #2 Interior Recoat
Purpose of Project: This project will remove and repaint delaminating coating on the interior of the 5.2 MG Clearwell #2 reservoir.

Project Cost/Funding Source/Sources:	$ 250,000 – Water Revenues
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

Water Treatment Plan Distribution Valves – Replace/Install
Purpose of Project: This project will allow for the replacement of existing, or installation of new, distribution piping at the Water Treatment Plant.

Project Cost/Funding Source/Sources:	$ 150,000 – Water Revenues
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

Overlay Main Landfill Access Road
Purpose of Project: This project will put down an asphalt overlay on the road leading from the landfill entrance to the scale house.

Project Cost/Funding Source/Sources:	$ 100,000 – Landfill Reserves
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

Hillcrest Road Land Purchase
Purpose of Project: This will allow for the purchase of land for the future realignment of Hillcrest Road.

Project Costs/Funding Source/Sources:	$ 105,000 – Landfill Reserves
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

Landfill Licensing Expansion
Purpose of Project: This will allow for licensing of the landfill expansion area.

Project Costs/Funding Source/Sources:	$ 150,000 – Landfill Reserves
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

Phase 4 Closure Design
Purpose of Project: This will fund the design phase of the closure cap identified as Phase 4 closure in the June 2006 Landfill Master Plan.

Project Cost/Funding Source/Sources:	$ 52,000 – Landfill Reserves
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

Grand Avenue and 54th Street Intersection
Purpose of Project: This will fund intersection improvements at Grand and 54th Street West.

Project Cost/Funding Source/Sources:	$ 115,200 – Arterial Fees $ 59,800 – Developer Contributions
Additional/Increased Operating Costs:	$ 2,500 for electricity and maintenance of the traffic signal.
Anticipated Savings/Revenue Expected:	None

South Side Sanitary Sewer
Purpose of Project: This project will provide sewer mains to all areas that do not have sanitary sewer within the South Billings Urban Renewal District Tax Increment Financing District.

Project Cost/Funding Source/Sources:	$1,055,000 – Tax Increment Financing
Additional/Increased Operating Costs:	$ 10,000 for maintenance.
Anticipated Savings/Revenue Expected:	None

Digester Grinder Replacement
Purpose of Project: This project will replace the grinders used at the Wastewater Treatment Plant to pretreat sludge entering the digesters to reduce plugging and ragging problems.

Project Cost/Funding Source/Sources:	$ 42,000 – Wastewater Revenues
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

38th Street West Sanitary Sewer
Purpose of Project: This project will fund the upgrade of the trunk sewer under 38th Street West as identified in the Wastewater Master Plan.

Project Cost/Funding Source/Sources:	$2,221,000 – State Revolving Fund Loan
Additional/Increased Operating Costs:	Annual debt service payments of $75,000
Anticipated Savings/Revenue Expected:	None

Redundant Line to High Service Pump Station
Purpose of Project: This project will construct an additional line at the Water Treatment Plant for increased reliability to the High Service Pump Station.

Project Cost/Funding Source/Sources:	$ 523,000 – Water Revenues
Additional/Increased Operating Costs:	Minimal for maintenance.
Anticipated Savings/Revenue Expected:	None

Stormwater Master Plan Implementation
Purpose of Project: This project will replace original, undersized storm drain under Grand Avenue from 17th to 24th Street.

Project Cost/Funding Source/Sources:	$1,600,000 – Storm Sewer
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

Orchard Land Street Reconstruction
Purpose of Project: The Orchard Lane project will allow for street reconstruction and overlay of asphalt on Orchard Lane. The budgeted amount for FY 15 is for the design, and the construction is slated for FY 16.

Project Costs/Funding Source/Sources:	$ 200,000 – Tax Increment Financing
Additional/Increased Operating Costs:	None
Anticipated Savings/Revenue Expected:	None

Elysian Road Water/Sewer Main Extension
Purpose of Project: This project will install a new water and sewer main extension.

Project Cost/Funding Source/Sources:	$1,000,000 – Water Revenues $1,300,000 – Wastewater Revenues $ 200,000 – Developer Contributions
Additional/Increased Operating Costs:	Minimal for maintenance.
Anticipated Savings/Revenue Expected:	None

SUPPLEMENTAL INFORMATION

City of Billings - Statistical Information:

This section presents basic statistical information about the City of Billings over the past five years. It provides comparative information on various services the City performs for the community. It should be noted that the information is reported on an annual basis either by calendar year (CY) or by fiscal year (FY).

Activity	Report Period	2009	2010	2011	2012	2013
Demographic:						
Area in Square Miles	FY	42.0	42.0	42.0	42.0	42.0
Population**	CY	103,994	105,845	104,170	104,170	106,954
Per Capita Income**	CY	36,513	38,737	39,212	38,488	41,546
Median Age**	CY	37.9	38	39.0	39.0	37.0
School Enrollment	FY	15,681	15,608	15,715	16,223	16,238
Infrastructure:						
Miles of Streets	CY	523	523	523.4	527.9	530
Miles of Alleys	CY	123	123	123	123.4	123.4
Miles of Highway/Interstate	CY	19	19	19	19	19
Street Light Maint. Dist.	FY	181	181	184	185	185
No. of Street Lights	FY	7,958	8,000	8,179	8,202	8,202
Miles of Storm Sewer	CY	149	149	149.2	149.2	149.2
No. of Fire Hydrants (per PUD)	FY	3,981	4,023	4,204	4,211	4,242
New Special Improvement Districts	CY	3	2	2	4	1
New Private Contract Projects	CY	6	7	11	17	23
Fire Protection:						
No. of Stations	CY	7	7	7	7	7
No. of Firefighters/Officers Dispatchers	FY	146	148	148	148	146
No. of Dispatched Calls	CY	10,728	10,499	10,841	11,228	11,194
No. of Fire Inspections	CY	2,840	1,021	1,972	1,191	1,209
Police Protection:						
No. of Stations	CY	1	1	1	1	1
No. of Police Officers	FY	143	143	142	141	140
No. of Dispatched Calls	CY	60,112	59,840	60,686	63,915	66,510
No. of Arrests	CY	7,631	6,815	7,324	9,116	9,265
No. of Traffic Violations	CY	28,884	24,024	27,240	30,473	26,478
No. of Traffic Accidents	CY	3,081	2,912	3,623	3,524	3,329
Animal Shelter:						
No. of Animals Processed	CY	3,318	3,534	4,100	Not Available	4,022
No. of Licenses Issued	CY	4,480	5,174	5,027	4,998	4,916
No. of Citations Issued	CY	1,843	697	490	454	528
No. of Complaints Received	CY	5,064	5,256	5,452	5,811	5,601

** Figures are estimates

City of Billings - Statistical Information: Continued

Activity	Report Period	2009	2010	2011	2012	2013
Municipal Water:						
No. of Consumers	FY	29,073	29,248	29,309	29,537	29,811
Average Daily Consumption	FY	22	20	19	23	23
Maximum Daily Capacity (millions of gallons)	FY	60	60	60	60	60
Miles of Water Mains	FY	441	447	447	465	467
Municipal Wastewater:						
No. of Customers	FY	31,909	32,193	32,390	32,586	32,951
Average Daily Treatment	FY	15	16	16	16	16
Maximum Daily Capacity (millions of gallons)	FY	21	26	26	26	26
Miles of Sanitary Sewers	FY	444	466	473	461	486
Solid Waste:						
No. of Residential Customers	FY	31,101	31,554	31,735	32,359	32,772
No. of Commercial Customers	FY	3,642	3,704	3,720	3,982	4,071
Total Customers	FY	34,743	35,258	35,455	36,341	36,843
No. of Landfill Trips	FY	145,831	143,046	105,663	164,667	166,777
Building						
Residential Permits	CY	341	372	287	452	517
Remodel/Addition Permits	CY	366	549	611	680	709
Commercial Permits	CY	47	61	67	72	97
Remodel/Addition Permits	CY	230	258	324	310	275
Total Number Permits	CY	984	1,240	1,289	1,514	1,598
New Residential Valuation	CY	$ 63.3	$ 74.1	$ 47.7	$ 104.7	$ 165.7
Remodel/Addition Valuation	CY	6.7	7.6	6.2	6.9	6.9
New Commercial Valuation	CY	46.6	32.9	30.7	71.1	141.5
Remodel/Addition Valuation	CY	39.0	37.3	34.0	47.4	71.8
Total Permit Valuation		$ 155.6	$ 151.9	$ 118.6	$ 230.1	$ 385.9
Airport Activity:						
No. of Enplanements	CY	407,163	399,545	418,046	451,442	394,942
Tons of Freight Handled	CY	22,361	22,853	25,227	26,397	27,915
Tons of Mail Handled	CY	3,640	3,584	3,384	3,504	3,385
No. of Crash/Fire Responses	CY	86	101	137	115	94
Transit Activity:						
No. of Miles Traveled	FY	887,162	841,740	861,599	838,312	884,328
Ridership	FY	735,316	688,519	668,314	676,307	662,790
Wheel Chair Ridership	FY	23,650	21,932	25,021	25,635	25,322
Fleet Services:						
Preventive Maintenance Orders	FY	2,135	2,154	1,997	1,950	2,050
Other Repair Orders	FY	4,678	5,108	5,510	5,030	4,970
Total Repair Orders	FY	6,813	7,262	7,507	6,980	7,020
Maintenance Hours Charged	FY	17,264	19,874	20,135	19,754	19,960
Fuel Consumption (Gallons)	FY	804,212	836,533	822,000	831,482	864,133

City of Billings - Statistical Information: Continued

Activity	Report Period	2009	2010	2011	2012	2013
Municipal Cemetery:						
No. of Spaces Occupied	FY	24,555	24,635	24,725	24,810	24,898
No. of Spaces Un-Occupied	FY	7,000	6,920	6,830	6,745	6,657
Total Spaces	FY	31,555	31,555	31,555	31,555	31,555
No. of Full Burials	FY	60	59	58	46	53
No. of Cremation Burials	FY	88	65	69	83	75
Total Burials	FY	148	124	127	129	128
Municipal Parking Garages:						
No. of Parking Garages	FY	4	4	4	3	3
No. of Available Spaces	FY	2,403	2,403	2,436	1,661	1,487
No. of Lease Spaces	FY	2,123	2,153	2,036	1,526	1,256
No. of Shopper Spaces	FY	280	250	400	135	231
On-Street Parking:						
No. of Parking Meters	FY	1,097	1,179	1,075	675	884
City Parks:						
Developed Acres	FY	1,183	1,183	1,183	1,183	1,183
Undeveloped Acres	FY	290	290	290	290	290
Natural Park Acres	FY	1,107	1,107	1,170	1,170	1,170
Total Park Acres	FY	2,580	2,580	2,580	2,580	2,580
City/County Library:						
No. of Volumes	FY	243,374	261,872	310,890	295,823	217,177
No. of Annual Circulations	FY	979,928	943,955	933,547	867,922	786,884
City Recreation:						
No. of Recreation Programs	FY	489	498	492	495	503
No. of Participants	FY	73,647	74,046	74,132	74,645	75,038
Legal /Judicial:						
Warrants Reviewed	FY	936	4,795	5,492	6,187	7,739
Appeals to Higher Court	FY	12	15	16	15	21
Financial Acitiviy:						
Investment Rate of Return	FY	2.27%	1.26%	1.21%	0.70%	0.33%
No. of New Businesses	FY	940	Not Available	Not Available	Not Available	Not Available
No. of Renewal Businesses	FY	5,110	Not Available	Not Available	Not Available	Not Available
Total Businesses	FY	6,050	Not Available	Not Available	Not Available	Not Available

CITY OF BILLINGS, MONTANA
Principal Employers
Current Year and Ten Years Ago

	2013			2004		
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	3,636	1	4.36%	2,500	1	-
St. Vincent Healthcare	2,100	2	2.52%	1,850	3	-
School District #2	1,920	3	2.30%	2,010	2	-
Stillwater Mining Company	1,729	4	2.07%	1,570	4	-
Wal Mart	905	5	1.09%	900	5	-
City of Billings	878	6	1.05%	809	6	-
Avitus Group	914	8	1.10%	580	7	-
Yellowstone County	764	7	0.92%	unavailable	-	-
Montana State University-Billings	608	9	0.73%	540	8	-
St John's Lutheran Home	596	10	0.71%	412	9	-
Total	14,050		16.85%	11,171		-

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 83,400 employees in the greater Billings Metro Area.

[3] Total City Employment not available for 2004.

CITY OF BILLINGS, MONTANA
Principal Property Taxpayers
June 30, 2013 and Ten Years Ago
(Unaudited)

	Tax Year 2012			Tax Year 2003		
Taxpayer	**Assessed Valuation**	**Rank**	**Percentage of Total Assessed Valuation**	**Assessed Valuation**	**Rank**	**Percentage of Total Assessed Valuation**
Northwestern Corp Transmission	$ 7,404,380	1	4.5%	$ 4,242,376	1	3.5%
Bresnan Broadband Dba Mt Teleg	4,373,411	2	2.6%	-		0.0%
Qwest Corporation	3,243,259	3	2.0%	3,642,278	2	3.0%
Montana Dakota Utilities	2,208,617	4	1.3%	1,157,573	3	0.9%
Verizon Wireless	1,015,142	5	0.6%	-		0.0%
AT & T Mobility LLC	926,439	6	0.6%	-		0.0%
Wal-Mart Real Estate Business	812,083	7	0.5%	586,493	5	0.5%
Rimrock Owner LP	639,078	8	0.4%	-		0.0%
MWSH Billings LLC	471,309	9	0.3%	-		0.0%
Wells Fargo Corporate Properties	454,479	10	0.3%	-		0.0%
Macerich Rimrock Limited Partner	-		0.0%	828,462	4	0.7%
Touch America	-		0.0%	370,739	10	0.3%
Western Sugar Co.	-		0.0%	516,716	6	0.4%
United Industries	-		0.0%	404,170	8	0.3%
West Park Plaza Investors	-		0.0%	379,051	9	0.3%
Irte Properties	-		0.0%	417,692	7	0.3%
Total	$ 21,548,197		13.0%	$ 12,545,550		10.2%
Total assessed value	$ 165,402,334			$ 122,425,248		

Source: City of Billings, Montana

GLOSSARY

GLOSSARY

Accrual Basis of Accounting

Accrual Basis of Accounting is the method of accounting under which revenues are recorded when earned and expenses that are recorded when goods and services are received (regardless of the timing of related cash flows).

Actual

Actual, as used in the fund summaries and department and division summaries within the budget document, represents the FY 08 and FY 09 results of operations.

Airport Improvement Program (AIP)

Airport Improvement Program (AIP) is a Federally funded grant program in which annual entitlements combined with local share dollars, are used to fund Federally approved airfield improvements and/or equipment purchases. Examples of AIP improvements and purchases include taxiway/runway overlays, airfield lighting projects, navigational equipment installations, airfield fire fighting equipment, etc.

Appropriation

An Appropriation is expenditure authority with specific limitations as to the amount, purpose, and time established by formal action of a governing body such as the City Council for a specific use.

Arcview

Arcview is the software used with (GIS) Geographic Information Systems.

Assessed Market Valuation

The Assessed Market Valuation is the value set upon real estate or other property by a government as a basis for levying taxes.

AVL

Automatic Vehicle Locators enable 911 Center dispatchers to view on a map where each equipped fire truck is at the present moment.

Balanced Budget

A Balanced Budget is one in which expenditures equal revenues for the fiscal year.

Billings Operations Center (BOC)

The Billings Operations Center (BOC) is the facility that houses Central Motor Pool, Solid Waste Division, Street and Traffic Division, Parks Maintenance Operation, and the Police roll call and training facility.

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.

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.

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.

MMIA

The Montana Municipal Insurance Authority (MMIA) is a self-insured pool made up of the participating cities and towns within the State of Montana. The MMIA makes available two coverages to each of the municipalities: the Workers Compensation Program and the General Liability Program. The City of Billings is a member of both programs.

Modified Accrual Basis of Accounting

Modified Accrual Basis of Accounting is an accounting method by which revenues are recognized in the accounting period in which they become measurable and available. Expenditures are recognized in the accounting period in which the fund liability is incurred. However, debt service expenditures, as well as expenditures related to compensated absences, claims, and judgments, are recorded only when payment is due

Non-departmental

General Fund expenditures that are not specifically allocable to an individual general fund department are termed Non-departmental. The largest such expenditures include transfers to the Public Safety Fund and property/liability insurance payments.

Ordinance

Ordinance – A formal legislative enactment by the governing body of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

Park Maintenance Districts (PMD)

Park Maintenance Districts (PMD) are districts established in certain areas for the upkeep and maintenance of parks.

Permanent Fund

The Permanent Fund is used to account for resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that support the City's programs – that is, for the benefit of the government or its citizenry.

Personal Services

Personal Services are those costs related to employee compensation, including salaries, wages, and benefit costs.

Refunding

Refunding is the redemption of a bond with proceeds received from issuing lower-cost debt obligations ranking equal to, or superior to, the debt to be redeemed.

Reserve for Debt Service

A Reserve for Debt Service is an account used to segregate a portion of fund balance for Debt Service Funds.

Resolution

Resolution is a formal expression of opinion or intent voted by an official body such as the City Council.

Revenue

Revenue is the total income produced by a given source, such as business taxes, permits, fines and forfeitures, etc.

Revenue Book

The Revenue Book is the City prepared document that reports estimated tax, special assessment, and entitlement revenues each fiscal year. Each revenue estimate includes actual revenue history for 5 to 10 years, estimated revenue for the current budget year, and percentage changes.

Risk Management

Risk Management is an organized attempt to protect a government's assets against accidental loss in the most economical method.

SDF

System Development Fees (SDF) are one-time fees assessed against new water or wastewater customers as a way to recover a part of the cost of additional system capacity constructed for their use. The amount of the fees is based upon the size of the customer's water meter.

SID

Special Improvement Districts (SID) are districts established for specific improvements such as water sanitary sewer, storm drain, and/or streets. These improvements are paid for by special assessments.

Special Assessment

A Special Assessment is a levy made against certain properties to defray part or all of the cost of a specific improvement or service primarily benefiting those properties.

Special Revenue Funds

Special Revenue Funds are funds earmarked for special activities as required by law or administrative regulation. Examples are City-County Library, Street/Gas tax, Tax Increment District, and the Community Development Grants.

Tax Increment Bond

Tax Increment Bond is a specially limited obligation bond payable from anticipated incremental increases in tax revenues, resulting from the redevelopment of an

area. Tax revenue from construction and improvements in the Tax Increment District provides funding for new construction and improvements.

Tax Increment District(s)

Tax Increment Districts are areas within the City that the governing body has established by resolution as "blighted"; which allows for special property tax treatment. Blight is defined as an area declining in taxable value and that requires rehabilitation and redevelopment in the interest of the public health, safety, morals, or welfare of the citizens. Boundaries of the District are defined and tax revenue (based upon taxable value) is determined. This taxable value amount becomes the BASE value. Tax collections from the BASE continue to be distributed to the taxing entities. The taxable value in excess of the BASE (*tax* increment) is used to pay for incentives established to create tax value growth. After a period of time, the District sunsets and all tax collections are distributed to the taxing entities.

Taxable Valuation

The Taxable Valuation is the portion of the assessed value of a property that is taxable.

TBID

The Tourism Business Improvement District's (TBID) purpose is to market the Billings region as a preferred travel destination. Visitors to lodging facilities are assessed a nightly fee to fund the District.

Transfers

Transfers are authorized exchanges of cash or other resources between funds.

Transmittal Letter

Transmittal Letter is a general discussion of the proposed budget as presented in writing by the Mayor to the Council. The message contains an explanation of the principal budget items and recommendations regarding the financial policy for the upcoming year.

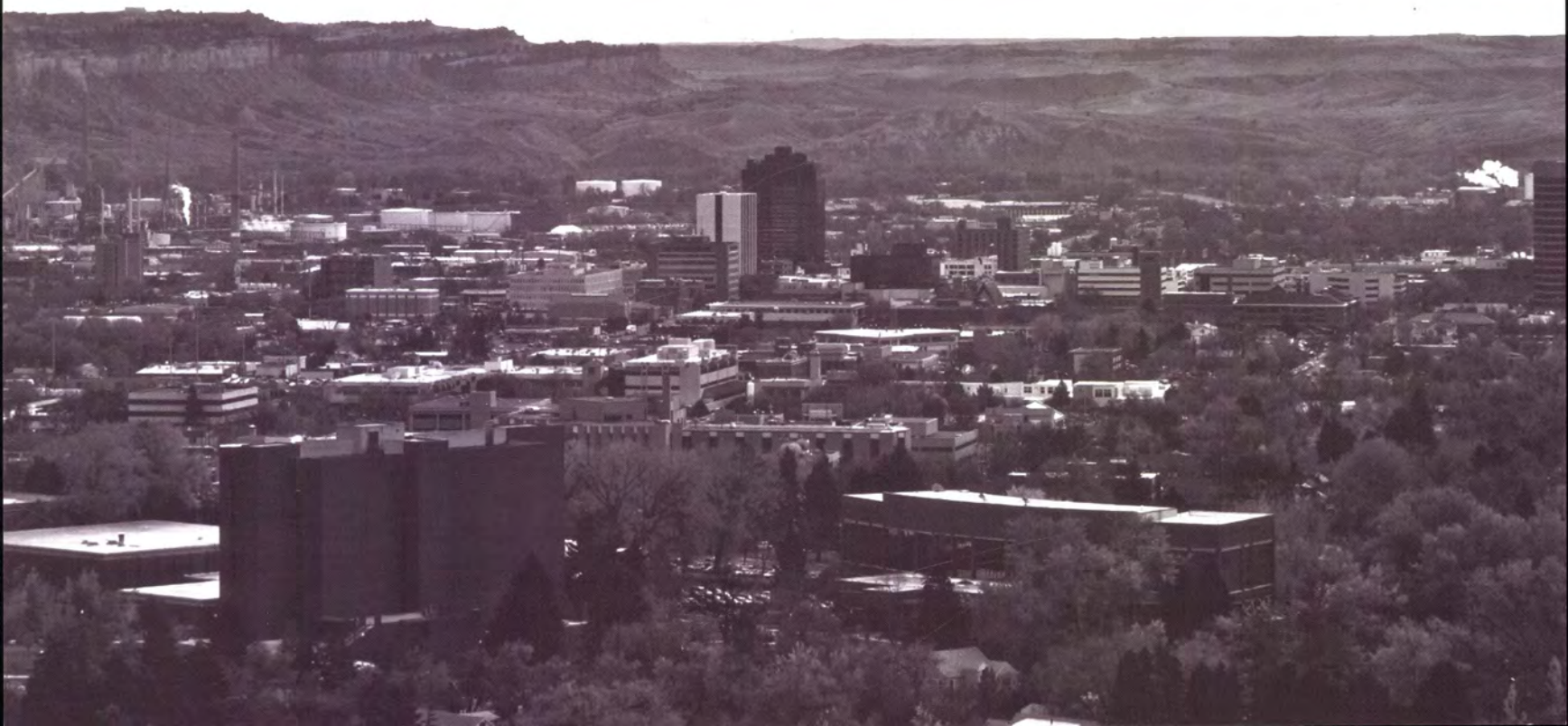
Working Capital

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).

2015

City of Billings

MONTANA

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