

FINAL BUDGET

FISCAL YEAR 2022



City of
Helena

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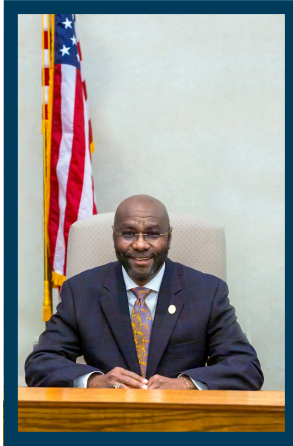
BUDGET MESSAGES



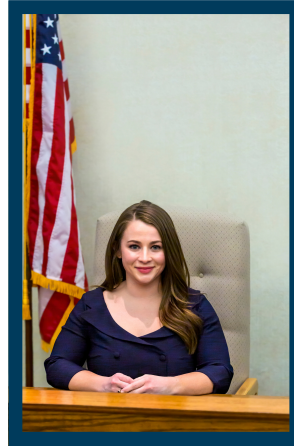
SEAN LOGAN
COMMISSIONER



HEATHER O'LOUGHLIN
COMMISSIONER



WILMOT COLLINS
MAYOR



EMILY DEAN
COMMISSIONER



ANDRES HALADAY
COMMISSIONER



City of
Helena

**FINAL
BUDGET**
FISCAL YEAR 2022



Office of the
Mayor & Commission
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Helena, MT 59623

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June 30, 2021

To the residents of Helena:

We are pleased to present the fiscal year 2022 annual budget for the City of Helena, Montana. The annual budget is the principal mechanism through which the goals of the City Commission and the needs of the community are implemented.

This document represents the culmination of an extensive and thoughtful process. For the City Commission, this process concluded after reviewing the budget at work sessions in May 2021, followed by the subsequent public hearing and adoption of this budget on June 28, 2021. In the months leading up to adoption, the City Commission met as body to establish desired strategic outcomes for this year's budget, with input from the public and the Helena Citizens' Council. We are confident that this annual budget provides a solid framework toward accomplishing those goals in the coming fiscal year.

City Commission – Strategic Outcomes FY2022 Budget

1. Promote Healthy and Sustainable Growth in Helena by:



- Supporting effective and innovative economic health initiatives.
- Supporting employment opportunities through business retention, expansion, incubation and attraction.
- Supporting workforce development.
- Fostering sustainable infill and redevelopment on private property.
- Diversifying economic activity to improve the economic vitality of the community.
- Sustaining high water quality and quantity to support the community.

2. Promote a Safe Community by:



- Fostering public trust and creating a safer community.
- Increasing the community's wildfire preparedness.

3. Improve Neighborhood Livability by:



- Increasing the integrity of streets & sidewalks.
- Increasing access to a broad range of quality housing that is accessible and affordable.
- Protecting and preserving the City's quality of life and neighborhoods.

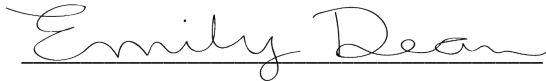
- Ensuring that future development is compatible with community expectations through public engagement through appropriate planning, land use, and historical preservation.

We do acknowledge that the City's operations are dynamic and therefore revisions to this budget and operating plan may be necessary during the fiscal year due to changing circumstances and unforeseen events. Nevertheless, we believe this document will serve the City as a solid foundation for the operational challenges in the year ahead.

Signed:



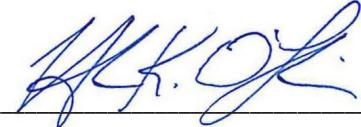
Wilmot J. Collins, Mayor



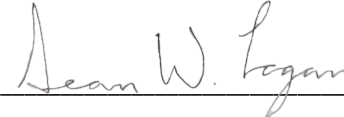
Emily Dean, Commissioner



Andres Haladay, Commissioner



Heather O'Loughlin, Commissioner



Sean Logan, Commissioner

BUDGET CERTIFICATION

THIS IS TO CERTIFY that the Annual Budget for Fiscal 2022, was prepared according to law and adopted by the City Commission, on September 7, 2021 and that all financial data and other information set forth herein are completed and correct to the best of my knowledge and belief.

Signed

Mayor



Date

9-28-21

Signed

Manager



Date

9-28-21

City of Helena, Montana



Helena Citizens' Council
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May 21, 2021

TO: The Helena City Commission

FROM: The Helena Citizens' Council

RE: Helena Citizens' Council Review and Recommendations Regarding the Fiscal Year
2022 Revised Preliminary City Budget

Summary of Review and Recommendations

The Helena City Charter calls for a citizens' council, saying "There shall be seven (7) Neighborhood Councils, collectively comprising a Helena Citizens' Council. Operating independently from the city commission or city officials, the Helena Citizens' Council shall review and recommend actions relating to the annual budget, and make recommendations relating to future development of the city." Thus, this document.

The City Charter states that the Helena Citizens' Council (HCC) operates independently from the Commission. It makes sense for the HCC to be independently placed by the Municipal Judge in the city organizational chart with a line connecting the HCC to the Commission as we make recommendations to them. The HCC would also like clarification on where the other city advisory boards fit within the city organization chart. They have historically been important public stakeholders to the city government. The HCC recommends against structural changes to the HCC budget or Coordinator position this budget cycle but remains open to conversations about structural changes in future fiscal years. Overall, the HCC recommends a long-term future analysis of all funds (Enterprise, Special Revenue and General) including consideration of the continuing economic impacts of COVID-19 as well as other funding sources. Project and operational needs should be reviewed and revenue sources identified that will be needed to retain or attain financial stability in each fund.

Steps the City might propose to respond to future funding needs due to anticipated revenue shifts could include: cutting costs, increasing revenues, drawing down reserves (some of which have been on the decline), establishing minimum guidelines for reserves for each fund as these needs vary, etc. This analysis would provide an overview of steps the City might take in the future to manage each of these funds. Continued reliance on tax and fee increases and drawing from the General Fund will not always be possible. Fund reserves and other responses need to be looked at more closely.

The HCC encourages the City, led by the City Manager and Finance Department, to engage in strategic planning regarding the city budget, in collaboration with the City Commission,

department heads, City Advisory committees, the public, and consultation with Lewis and Clark County. Long-term fiscal sustainability for the City is dependent on a cohesive, strategic plan with input and understanding by all of the above interested parties to support a prosperous city for residents and to provide high-quality services for residential neighborhoods as well as for specific districts.

Some things to consider:

1. The City of Helena has made every effort to continue to function throughout the Covid-19 pandemic, particularly by using on-line meetings, mandating masks in the City-County building, and working remotely by email or phone to provide non-essential services to the public. Some facilities, closed at the beginning of the fiscal year, are back open, with social distancing at parks and open spaces, food trucks, the Civic Center, the Farmers' Market, Capital Transit, and the Bill Roberts Golf Course and Muni's restaurant. Helena's budget will reflect the effects of this pandemic for a while.
2. Reduced tourism in FY2021 means reduced city bed tax revenues. The Canadian border has been closed to incoming tourists since March 21, 2020. American tourism was similarly reduced. The Helena Tourism Business Improvement District (TBID)/Helena Tourism Alliance lost 50% in revenue (\$265,000) compared to 2019. The Helena Visitor Center was not open for the roughly 400 visitors/month at Reeder's Alley nor the additional visitors normally visiting at the Helena Chamber/Convention and Visitor Bureau. Average yearly hotel occupancy rates for Helena range around 65%; for 2020 that was closer to 35%, and at one point sank to 3%.
3. The relationship between the Helena Airport Authority and the City of Helena is not well documented. Assessments and leases, including leases of airport facilities held by third parties are, in some cases, two years delinquent. Currently the Airport Authority owes the City as much as \$344,000. Relative to the size of Helena's budget, this is a sizeable sum. The City Manager vows to untangle those relationships and get the City the money owed it. HCC is concerned that so much money has been 'left on the table' as a result of past inadequate recordkeeping. We are grateful to the City Manager for persevering in clearing up this particular issue and urge the City to look for other instances where the City is owed money.
4. Revenue from City recreation facilities continues to suffer due to closures or operating at limited capacity. In FY2021, the swimming pool operated at limited capacity with reduced swim lessons, suffering revenue losses of ~\$15,000. The Memorial Park skating rink was open in a limited capacity with minimal revenue losses. The three small neighborhood rinks were open in FY2021 but do not charge admission and registered no losses. The Civic Center lost \$477,000 in revenues from March 2020 through February 2021, reflecting the 103 cancelled events and the 18 events held at discounted rates (see below). The Bill Roberts Golf Course estimates lost or unrealized revenue of \$200,000 for FY2021. Muni's restaurant closed for two months and estimates lost or unrealized revenue of \$250,000. The smaller recreation venues (tennis, park rentals, food rental spaces) lost ~\$10,000-\$15,000 due to Covid-19.

5. An ongoing annual expense for Helena is road maintenance. Within Helena several entities have financial responsibility for various stretches of roadway, including the Federal Government, the State of Montana, Lewis and Clark County, and the City of Helena. Local neighborhood streets, including collectors as well as local streets, connect neighborhood streets, with major roadways supported by State and Federal agencies. Exceptions include a few private roads running within some residential developments.

Helena uses revenues collected through the Streets & Traffic Fund (#201) as well as from other sources such as the City's share of State gas taxes to fund repair of local roads. Street surfaces are given new life with scheduled chip seal applications.

However, some of our oldest streets are so worn that chip seal treatment is inadequate; major repairs and even rebuilding streets are needed. These local street conditions are getting worse with added wear and tear as well as impacts on surfaces resulting from a continuing need for replacement of aging water and sewer lines under the streets. In some cases, the continuing chip seal treatments have resulted in impacts to drainage along curbs as the height of curbs relative to the street surface has diminished and access points to under-street infrastructure are well below grade. In some cases, the underlying structure of some local streets was never built to standards and has failed or is failing.

Several years ago, the City undertook a study of street conditions and identified those streets most in need of major repairs or reconstruction. We recommend this study be updated on a regular basis; conditions are getting worse and many of these street conditions do not seem to have been addressed.

The need to address neighborhood streets, now and in the future, deserves consideration in a more strategic and structured long-term continuing manner. It is recommended that a separate neighborhood/local street fund be established to address these current and future needs. For example, this fund could be established with a set aside of a portion of gas tax funds from the State (the state gas tax will be increasing over the next several years and the City should anticipate added revenues from this source), a set aside from the City street fund, or a referral to the voters for a specific continuing funding source for a neighborhood street fund for major repairs or reconstructions. These revenue sources could then be used to pay back revenue bonds for these improvements.

6. On October 28, HCC recommended to the City Commission the conversion of the Upper and Lower DeFord Trail to an ADA compliant trail that could accommodate wheelchairs. If the recommendation is enacted, the Lower DeFord trail will provide an open-space trail to persons with disabilities and/or mobility issues and the Upper DeFord Trail will provide that same population an even more challenging trail to navigate. The trail's total length is approximately 1.5 miles. The goal is to enhance the livability of our community for everyone. Parks & Recreation has assigned HCC's recommendation to the Upper DeFord Working Group for consideration. The working group will study the trail's topography to determine if it can be made ADA compliant. Depending on the study results, they will or will not approve HCC's recommendation to the City. The City

will apply for a federal grant to make improvements on the DeFord and on Davis Street, running parallel to it. Any improvements will take place only after public review.

7. Capital Transit is Helena's public bus system. It has two Red and Blue fixed-route buses and three paratransit buses running in Helena and one deviated fixed-route bus serving the East Helena-East Valley region. Although Capital Transit has maintained service during the pandemic, ridership has fallen approximately 29%, resulting in a loss of \$25,880 and decreases in Federal and State funding during the same period. On April 13, HCC recommended that Capital Transit take a few steps to increase ridership and the visibility of the Capital Transit system. These recommendations include improvements to signage at bus stops and additional stops on residential streets. The Department of Transportation studied our recommendation and explored solutions. They responded that signs bearing route or schedule information would have to be replaced whenever routes or schedules change. The initial signage would cost approximately \$4750. No funding source was identified. Adding additional stops on residential streets would not be a trivial change; no plan to effect this change was offered. HCC recommends that funding for the new signage be identified and further thought be given to adding stops on residential streets.
8. Deer are a common sight in Helena. They are comfortable around people and can become a nuisance. They eat landscaping plants, carry ticks, and cause deer-vehicle collisions. In 2020 the State of Montana authorized Helena's urban wildlife program (UWP) to control the size of the deer herd, allowing up to 250 animals to be culled annually. The Police Department administers the UWP; its budget is part of the overall police budget. However, the UWP was budgeted \$0 in both FY2020 and FY2021. Helena's deer herd has grown and so have the problems it causes. In 2019 there were 31 collisions, 67 complaints, and 11 road hazards caused by deer. In 2020 those totals rose to 47 collisions, 117 complaints, and 15 road hazards caused by deer. We recommend funding be made available to the UWP in FY2022 for purposes of culling the deer herd.
9. In 2006 and again in 2008, studies of the Helena Fire Department (HFD) pointed to the need for a third fire station in the northern part of town. While the station still has not been built, the City has continued to grow, giving our two existing fire stations a larger area of responsibility and increased demands on their services, resulting in longer emergency response times, overlapping calls, increased property loss, delayed medical care, and higher fire insurance rates paid by property owners. With only two fire stations, HFD exceeds the National Fire Protection Agency industry standards for both average fire response times and average EMS response times. We urge the City Commission to make it a priority to improve fire and EMS service in Helena to include: forming a stakeholder task force to review the 2006 and 2008 studies, seek current information from staff including urban/wildland interface service as well as inter-local agreements, identify current needs, recommend improvements and offer funding options to include the establishment of a third fire station on the north end of the city.
10. The Helena Regional; Sports Association (HRSA) is partnering with the YMCA to bring the community a regional sports complex that eventually would include an indoor

swimming pool, a family pool, field sports, court sports, and an early child education center. HRSA incorporated and formed a 501c3, and began collecting grant money and contributions, including a contribution of \$10,000 from the City of Helena. Believing that a public/private partnership would be required to build such a large facility, HRSA hired a nonprofit consultancy firm to do a feasibility study to determine if the greater community of Helena, East Helena, and Northern Jefferson County could generate the philanthropic support necessary to bring the project about. They also asked both the City of Helena and Lewis and Clark County to promise to float a public bond in the future. It is early in the campaign, and they anticipate it would take at least two or three years before an appropriate site is identified and construction can begin.

Review and Recommendations by Fund Number

Fund #100-General - The Sun Run is a long-standing community event (first Saturday in October) to raise awareness and funds in support of renewable energy projects. Funds raised previously have been used to purchase and install solar arrays on the Lewis and Clark Public Library, Carroll College, and the new Central Elementary School. Future projects include funding to purchase and install solar panel arrays at the new Bryant and Jim Darcy Elementary Schools.

Recommendation: The HCC recommends the City Commission continue its support for the Sun Run in FY2022 (\$1000).

Fund #100-011-General Government - To continue to support the City's efforts to save money and resources, the City has been a member of Local Governments for Sustainability (ICLEI) for the past few years. ICLEI provides training, systems tracking, and other resources to help Helena improve its energy and resource efficiency (which saves funds). As an additional part of the City's sustainability efforts, a small amount of funding could be used to hold community meetings to raise awareness and promote conservation measures. In support of the implementation of the Waste Reduction Resolution (February 2021), there is \$60,000 in the current budget for a Strategic Plan to identify opportunities for waste reduction in the Helena community. There are certain grants which require matching funds and this budget anticipates applying for such grants to leverage City funds. There is on-going coordination to advance the 100% Clean Electricity Goal through Helena's joint work with Missoula City and County and Bozeman; the budget contains funds in support of this inter-local policy development and coordination.

Recommendation: For the FY2022 budget, the HCC recommends the City Commission continue its ICLEI membership (\$600); sustainability meetings (\$1400), support funding for the Waste Reduction Strategic Plan (\$60,000), support grant matching funds (\$30,000), and inter-local policy development (\$30,000).

Fund #011-1701-Helena Citizens' Council

Recommendation: The HCC Budget Committee has agreed with the Preliminary Budget with some additions. Personnel Services at \$26894 which includes a cost-of-living increase and raise, \$650 for Supplies and Materials, Total Purchased Services at \$4615 which includes increases in other contracted services (\$700 Neighborhood Outreach, \$300 Survey Outreach, \$650 Water Bill insert). Total for Helena Citizens' Council is \$32779.

Fund #211-Civic Center - Because it lacks air conditioning, the Civic Center remains dark all summer. It was closed most of 2020 because of the pandemic. A steering committee was appointed to determine the facility's path forward. After studying many similar facilities in similarly sized cities, they proposed allowing a nonprofit advisory body to lease, operate, and manage the building while the City maintains ownership. The nonprofit could do strategic planning and fund raising in ways that the City cannot, employing tax exemptions, grants, individual donations, partnerships, naming rights, rentals, and sponsorships. However, the

nonprofit could take from five to ten years to become totally independent of City subsidies. The steering committee compared the Civic Center to other City owned venues currently run by non-profits, including the Myrna Loy and Grandstreet Theater. They admitted that the situations are not comparable because the Civic Center is not simply an entertainment venue, it also houses Fire Station #1. The City Commission will decide whether or not to allow the Civic Center to be managed by a nonprofit created by the City.

Recommendation: The HCC recommends that the City Commission take its time to thoughtfully decide whether to allow the Civic Center to be managed by a nonprofit. Meanwhile, the manager of the Civic Center should work to maximize usage of the building. As soon as it is fiscally possible, air conditioning should be added to make the building usable year-round.

Fund #521-Water – The Water Treatment Plant (WTP) requests funds to optimize plant operations with new chemical feed systems and pumps, enabling them to treat our water using less chemical product, fewer backwashes, and less wastewater. Requested upgrades to the PreSettlement Building (natural gas heater and primary and secondary HVAC systems) would save 25-50% in natural gas and other costs. In addition to improving the current water supply system, WTP is developing a Master Water Plan for future (next 25 years) water supplies, sources, and needs. A comprehensive Water Master Plan should consider the needs and interests of current and future City residents, including those in areas adjacent to Helena. Helena currently relies on two sources of water: Upper Ten Mile and the Missouri River, both of which have certain vulnerabilities (fire, lack of snowpack, harmful algal blooms, etc.). Helena could add groundwater as its third potable water source. Decreasing consumption is the other half of the equation that can allow Helena to better meet its future water needs.

Fund #531-Wastewater – Staff and management at the Wastewater Treatment Facility (WWTF) continue to look for opportunities to conserve energy and water resources. They requested funding for a standby generator and other equipment (e.g., roll-off containers, secondary sampler, etc.). The WWTF is also developing a Wastewater Master Plan to take a holistic look at the wastewater collection, sources, volume, and treatment of wastewater to effectively plan for future scenarios.

Recommendation: Planning for future water quantity and quality and wastewater treatment is critical as population growth continues throughout the region. The City Master Plan is needed to address the needs of the City's projected population. In addition, a longer-range (time and geographic) study is needed to address future roles and responsibilities for serving regional needs and the City's role in addressing these needs, if any.

The City Water/Wastewater Master Plan should consider climate change and its effect on flooding, reduced snow pack, drought, and fire needs. The plan should consider protecting the City's existing supply sources such as Ten-Mile, Missouri River, and groundwater. The plan should also address reducing future demand through education, incentives, and disincentives. Finally, the plan should address finding needed funding such as by increasing water/sewer rates as well as supporting other funding sources.

The regional longer-term (20-30 years) analysis of water quantity and quality and wastewater treatment should be based on the existing and future demands of regional growth, the

geographic extent of that growth, the impacts of climate change, impacts of growth on groundwater sources, maintenance of water quality, and future water supply sources. This regional study should be funded by and include representatives from the City, County, business/industry, existing conservation and other districts, and the public. It should address the future demand on these systems, the costs of meeting these demands, who pays, and the pros and cons of ways to meet the demand – such as extending City services, forming a regional water/wastewater district, forming a number of independent districts, incorporation of another municipality, privatizing the system, etc.

Fund #522, 532-Water/Sewer Service Lines – Service lines connect homes to City water and sewer mains, bringing clean water to homes and removing waste water. The average service line in the City of Helena is 49 years old. Older pipes sometimes fail and the pipe needs to be replaced. When that happens the City of Helena can help homeowners who have paid, via their City utility bills, into the Water Service Line Fund (#522) or the Sewer Service Line Fund (#532). Currently the monthly charge is \$2.50 on residential water and wastewater accounts. These charges will be collected until June, 2030.

Recommendation: The HCC supports the continuation of this homeowner loan program. Because the amount of the funds currently loaned out to residents increased between FY2020 and FY2021 by 148% (water) and 270% (wastewater), we conclude that homeowners are well aware of the loan program's existence. We support a continued publicity effort to inform homeowners of this program.

Fund #542, 543, 546-Solid Waste, Fund #547-Recycling - The Helena Citizen Conservation Board has asked the City to allocate funding for a waste reduction strategic plan. The plan will focus on ways to reduce the generation of waste materials using Reduce, Re-Use, & Refuse principles. HCC supports funding such a plan. HCC also supports funding a waste audit, or waste characterization plan to help inform the waste reduction strategic plan.

We have learned that the Public Works Department will ask for funds to develop a master plan for the Transfer Station. The focus of this plan is post-consumer waste - what to do with the waste once it arrives at the Transfer Station. If this is true the two plans can inform and dovetail with each other but their focus is different so they need to be two distinct plans.

Recommendation: Allocate funds in the FY2022 budget for the waste reduction strategic plan to find ways to reduce generation of waste materials and for a waste audit to inform writing the waste reduction strategic plan. Consider adding collection bins at existing off-site recycling drop off locations to collect glass and plastic recyclables. Currently they can only be collected at the Transfer Station or through Helena Recycling, a private recycling service).

Fund #563-Bill Roberts Golf Course and Muni's Restaurant - Golf maintenance, golf and restaurant operation, debt service, and capital programs are fully funded through user fees including greens fees, merchandise sales, restaurant sales, and tournaments.

As with many entertainment and recreational venues, Fund 563 has struggled with revenues in the midst of COVID-19. The management team has done everything they can to provide a safe and fun environment for the citizens of Helena to enjoy.

The city issued \$2.1 Million of bonds in FY2018 to finance a new pro shop, new clubhouse, and to implement ADA compliance upgrades. This resulted in the creation of a full-service restaurant, Muni's, as opposed to the simple menu of the previous clubhouse. The restaurant has received positive reviews and is poised to contribute to the self-supporting operation in a large way.

Recommendation: The HCC recommends that the City approve the transfer of the outstanding bond repayment expense attributable to Muni's from Fund 563 to the General Fund. Since the loss to Fund 563 from the bond repayment expense is already covered by the General Fund, the HCC believes it appropriate that the General Fund assume the liability for the bond repayment. The HCC encourages the City to expect all operations at Bill Roberts Golf Course to become self-sustaining.

Special Revenue Funds

Fund #226-Community Development - Annual Federal Community Development Block Grants (CDBG) are used for capital projects such as structures, infrastructure, facilities and low-income housing and must meet specific criteria for using these funds. CDBG funds can be allocated by the City to public and non-profit agency service providers. Proposed uses of CDBG funds and any local Community Development funds mentioned during discussions were for additions of more affordable housing units, an update and rehabilitation of the Stewart Homes complex operated by HHA, a transitional shelter for women and families, and additional housing for elderly populations, populations with special needs and homeless youth, and a mental health facility.

Recommendation: The HCC supports use of local and CDBG funds for these purposes.

Fund #233-Public Arts Project - The HCC feels art strengthens the Helena economy by driving tourism and revenue to local businesses. Art also has a positive social impact leading to higher civic engagement, social cohesion, improved child welfare, and lower poverty rates.

Events such as *Chalk Up Helena* should grow and become more of a community wide event that could raise money for future public art in Helena. The HCC anticipates more memorial installations akin to the *Equity Fountain* in Hill Park and the soon-to-be-installed *Boundy Memorial*. Residents and visitors enjoy the traffic signal box covers and the ghost signs on historic buildings. The HCC hopes that Helena's public art will grow and be more dynamic, becoming an attraction for both visitors and residents.

Recommendation: The HCC recommends that the City of Helena continue to support the area of public arts through funding, community projects, events, and outreach.

Fund #235-Open Space District Maintenance - For Helena, surrounded by open lands and forest, wildfire is a real threat. As more land is included in our open space portfolio, wildfire

mitigation becomes a priority. Wildfire on land and forest surrounding the city is the responsibility of the County, United States Forest Service (USFS), and Department of Natural Resources and Conservation (DNRC). To prevent new wildfire, the Parks & Recreation Department has employed several measures, largely to reduce the amount of fuel on the forest floor. The Tri-County Fire Safe Working Group educates citizens about wildfire and the measures they can take to mitigate forest fuel on their property. The city should continue to work with this organization and, if necessary, contribute funding and staff time. An effort in the past using goats to eat toad-flax weeds also served to reduce fuels that aid in wildfire spread. Poor forest health, caused by the depredations of insects and disease, should also be studied. Appropriating funding for forest-fuel thinning is a major objective of Parks & Recreation. The city receives grants to help pay for contract thinning crews and equipment. The city should continue to leverage these grants to offset city budget commitments.

Recommendations: Support the cooperative relationship with Tri-County and support with funding and staff, where appropriate, the education/outreach effort. The budget should reflect city support of continued forest fuel mitigation. It should also reflect support for wildfire response equipment as appropriate for fire mitigation. All forest fuel reduction grants and matching grants should be pursued to minimize taxpayer costs. Support forest health efforts, realizing that a healthy forest saves taxpayer costs.

Fund #237-Urban Forestry – While Helena can count on a mutual-aid response from the County, USFS, and DNRC should wildfire spread to city property, landowners too must be prepared to respond to urban wildfire. With that in mind, the Fire Department has purchased wildland fire vehicles (Type 6 engines).

Recommendations: Support the Urban Forestry Department's efforts to proactively replace our aging Ash Trees ahead of the Emerald Ash Borer threat. Support the department's efforts to work with Growing Friends and other groups to increase the canopy cover in the 6th Ward. Provide additional administrative support so foresters and arborists can concentrate on forestry and spend less time on administrative tasks.

Fund #238-Loan Repayment - This fund accounts for repayments of loans made by the city to qualified individuals or organizations such as Helena's unique Alternative Energy Loan Program where zero-interest loans are made to successful applicants and those loans are paid back over a ten-year period as part of the property's tax assessment. This is a revolving loan so as the loan is repaid, the funds return to the Loan Program. To date, 28 homeowners have participated in this program, installing solar panels at their residences. The current budget anticipates additional funding (\$60,000) to this popular program.

Recommendation: The HCC recommends that the City continue to support the successful Alternative Energy Loan program and invest additional funds to increase the number of residents able to participate in this program at any given time.

Fund #260-Fire Safety Levy - Beginning in fiscal year 2019, this fund records revenues and expenditures from the voter-approved Fire Department Supplemental Levy. A sizeable portion is transferred to the General Fund to cover personnel costs for the approved firefighters and the remainder is available for capital for the Helena Fire Department.

Recommendation: The HCC recommends that the City conduct a study to identify the costs, logistics, and feasibility of providing an additional fire station to the Helena community. The HCC realizes the importance of, and need for, this additional fire station and encourages the City to prioritize the funding of this additional station.

Montana Business Assistance Connection - The Montana Business Assistance Connection (MBAC) was created with the expressed purpose of improving the economy and livability of Lewis and Clark, Broadwater, and Meagher counties. They help businesses start up, improve, expand, relocate or transition to new ownership.

Recommendation: The HCC continues to support the acquisition of MBAC funds for the upcoming fiscal year. MBAC provides a limited economic development service to the City which does not appear to be available internally and provides a public-private connection.

Fund #406-TIF Railroad District / Fund #407-TIF Downtown District - The Railroad Urban Renewal District was created by the Commission in January 2016 by ordinance 3214. The Railroad TIF District encompasses a large area of property bordering the MRL railroad. The State Department of Revenue approved it effective January 1, 2016. The Downtown Urban Renewal District was created by the City Commission in September 2018 by ordinance 3242. The Downtown TIF District encompasses a large area of property commonly known as Downtown Helena. The state Department of Revenue approved it effective January 1, 2019. Both of these TIF districts will last 15 years unless debt is issued that could extend it for the life of the debt or 40 years, whichever is shorter.

Recommendation: One of the primary goals of TIF funding is to increase the underlying taxes so when the TIF District ends, the increased property tax income, anticipated to be more than if the TIF district were not formed, would be shared with other taxing districts. Consequently, the HCC recommends the city develop a plan to identify a long-term strategy that utilizes the railroad and downtown TIF funds to promote economic development. This plan should aim to proactively address issues or needs rather than respond to them as they are requested. Some portion of the revenues should be set aside to address specific district needs or issues, but funds should be earmarked to address specific needs or problems that are identified as a hamper on economic development and the tax base in the district. One specific instance is the Downtown Master Plan's recommendation about the need to upgrade the walking mall – sidewalks and other surfaces, painting, maintenance, etc. Downtown is the City's center of small business and a major tax base; enhancement of the mall will help to attract more visitors and attract new business to vacant store fronts and buildings. This could include looking at the 'entertainment space' and options for its use or future infill development.

Fund #450-Sidewalk Improvements - Sidewalks are used daily in Helena by people going to work, walking their dogs, walking to school, and exercising. Sidewalks are also used by wheelchair bound residents, for whom the sidewalks are impassable if they are crumbling or the concrete panels heaved due to tree roots or the freeze/thaw cycle. Maintaining good condition sidewalks is essential for Helena to remain a walkable community. Currently it is the responsibility of the homeowner or shopkeeper to maintain the sidewalks abutting their home or shop. When the sidewalk deteriorates it is the responsibility of the homeowner or shopkeeper to replace the sidewalk. The City makes loans to sidewalk owners out of the Sidewalk Improvements Fund. The sidewalk program has a yearly budget of \$150,000. Ten-year loans at 0% interest are given to applicants until the fund runs out. Demand for sidewalk loans exceeds the funding available.

Recommendation: The Transportation Department has developed several options for funding the maintenance of Helena's sidewalk network. Currently the Commission is considering which option(s) best solve this problem. HCC believes that well maintained sidewalks are a necessity. We hope the Commission will decide on the option that keeps the greatest amount of sidewalk maintained at the lowest possible expense to the owner. Because everyone uses the sidewalks, not just the homeowner or shopkeeper, we suggest the Commission find a program that everyone pays into equally.

ARPA Funds - Helena is projected to receive around \$8 million. The state has matching grants for eligible water and wastewater projects. The City should use as much of the \$8 million on necessary water and wastewater projects as possible to get the largest match from the state. Following this strategy should free up the other city accounts to fund different non-ARPA-eligible projects. If ARPA funds are reflected in the budget, they will likely be maximized through Public Works as opposed to Community Development.

General Government									
Fund: 011			FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
						Adopted	Amended	Projected	
Fund	011 General Government								
Dept	1586 Commission & Manager Priorities								
Activity	410 General Government								
Fixed Charges									
Contingency			-	-	-	160,000	120,000	120,000	118,701
118,701 0.5% of GF Revenue									
- 118,701									
Total Fixed Charges			-	-	-	160,000	120,000	120,000	118,701
Total Commission & Manager Priorities			-	-	-	160,000	120,000	120,000	118,701
Fund	011 General Government								
Dept	1701 Helena Citizens Council (HCC)								
Activity	411 Legislative Services								
Personnel Services									
Salaries & Wages			12,121	9,218	13,260	18,599	18,599	18,599	19,959
F.I.C.A. (Soc. Sec.)			751	572	822	1,154	1,154	1,154	1,238
P.E.R.S. Retirement			1,027	790	1,150	1,632	1,632	1,632	1,771
Health & Vision Insurance						3,153	3,153	3,153	3,150
Workers Comp. Ins.			188	142	202	218	218	218	134
Unemployment Ins.			43	41	33	84	84	84	52
Dental Insurance						67	67	67	300
F.I.C.A. Medicare			176	134	192	495	495	495	290
Total Personnel Services			14,306	10,297	15,659	25,402	25,402	25,402	26,894
Supplies & Materials									
Office Supplies & Equip			648	141	196	250	550	550	550
Furniture & Fixtures-Misc			-		-	100	450	100	100
- Office Chair									
Total Supplies & Materials			648	141	196	350	1,000	650	650
Purchased Services									
IT&S Computer Maint/Sprrt			2,302	2,128	1,983	1,926	1,926	1,956	2,237
City-Co Bldg Postage Adm			66	72	104	117	117	117	128
Postage			11	-	-	150	150	150	150
Printing & Duplicating			507	1,460	239	250	250	250	250
250 Printing & Duplicating									
250									
Advertising			-	421	-	100	1,100	100	100
Required Training			-	-	-	100	100	100	100
Other Contracted Services			307	673	345	740	740	740	1650
700 Neighborhood Outreach									
300 Survey Outreach Subscription									
650 Water Bill Insert Internal Charges									
1650									
Total Purchased Services			3,193	4,754	2,671	3,383	4,383	3,413	4615
Intra-City Charges									
Copier Revolving Program			-	-	-	79	79	79	83
Total Intra-City Charges			-	-	-	79	79	79	83
Internal Charges									
Liability Insurance			339	368	346	370	493	493	529
Fidelity Insurance			8	8	8	8	8	8	8
Total Internal Charges			347	376	354	378	501	501	537
Total Helena Citizens Council (HCC)			18,494	16,168	18,880	29,592	31,365	30,045	32779

BUDGET AT A GLANCE



City of
Helena

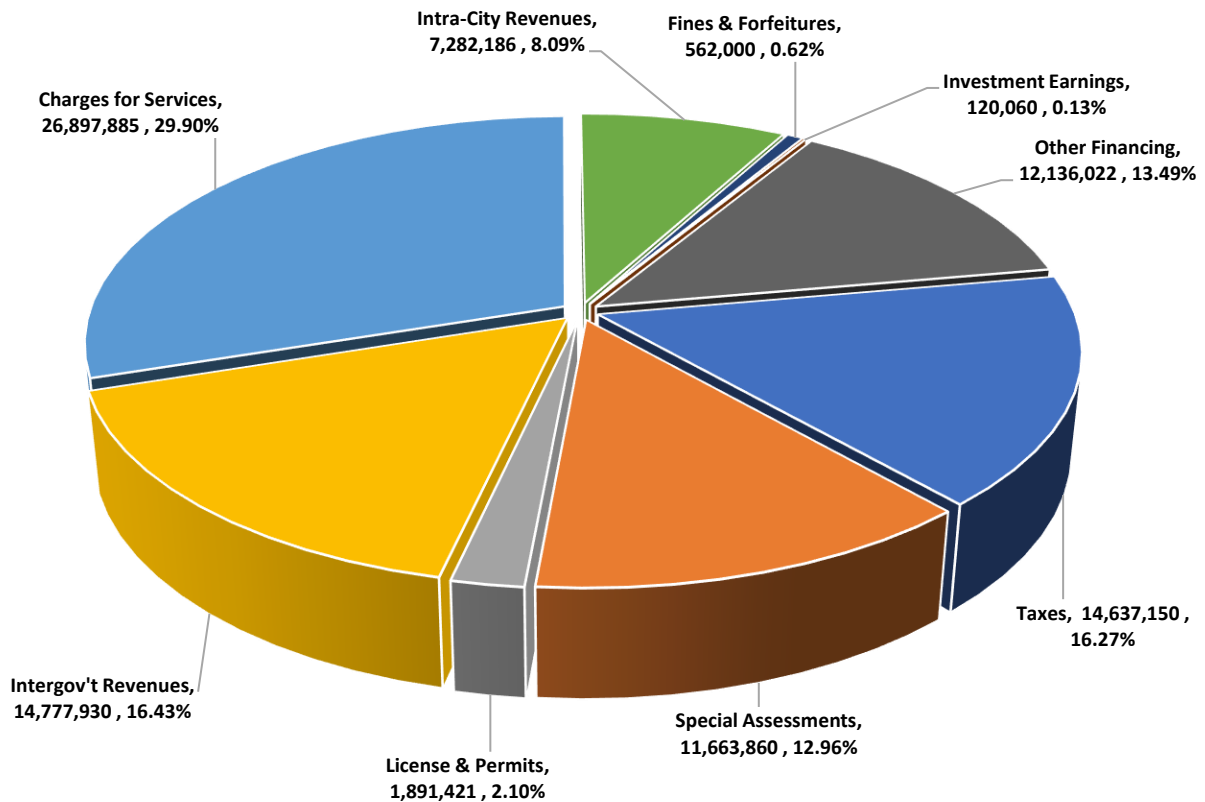
**FINAL
BUDGET**
FISCAL YEAR 2022

FY22 BUDGET – AT A GLANCE

ALL REVENUES BY FUNDING SOURCE

	FY22 BUDGET	FY21 EST. ACT.	FY20 ACT.	FY 19 ACT.	FY 18 ACT.
Taxes	14,637,150	14,836,485	13,559,571	12,431,755	11,588,872
Special Assessments	11,663,860	11,385,378	11,194,924	8,432,206	7,100,848
License & Permits	1,891,421	2,224,606	1,934,436	1,807,596	1,675,677
Intergov't Revenues	14,777,930	20,265,135	12,421,377	10,535,740	8,463,148
Charges for Services	26,897,885	26,596,693	25,202,569	24,351,128	22,463,127
Intra-City Revenues	7,282,186	7,072,752	6,617,898	6,555,519	6,279,075
Fines & Forfeitures	562,000	499,734	606,024	617,689	599,816
Investment Earnings	120,060	110,481	754,099	1,073,958	684,565
Other Financing	12,136,022	13,091,325	13,418,735	6,802,007	8,137,726
TOTAL	\$ 89,968,514	\$ 96,082,588	\$ 85,709,633	\$ 72,607,597	\$ 66,992,854

FY2022 City-Wide Revenues by Source



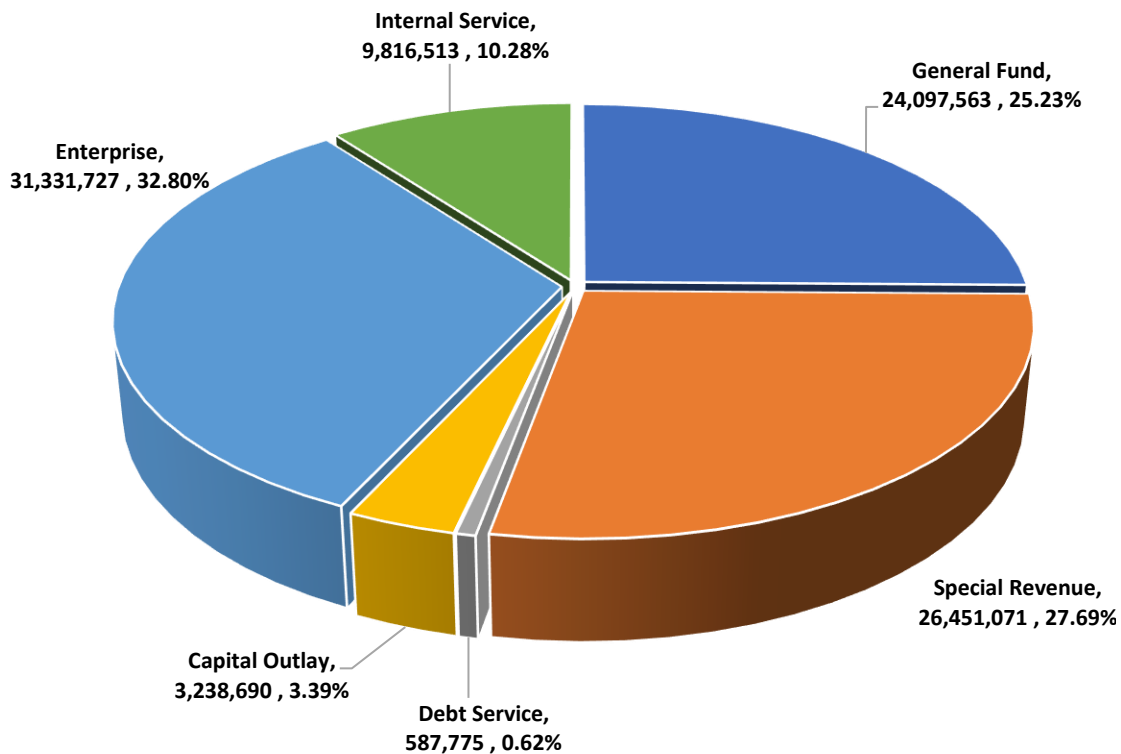
FY22 BUDGET – AT A GLANCE

ALL REVENUES BY FUND TYPE*

	FY22 BUDGET	FY21 EST. ACT.	FY20 ACT.	FY 19 ACT.	FY 18 ACT.
General Fund	24,097,563	24,750,970	23,059,534	22,110,424	20,877,062
Special Revenue	26,451,071	30,716,811	19,953,429	15,342,955	11,875,809
Debt Service	587,775	551,841	741,593	587,402	860,582
Capital Outlay	3,238,690	947,983	544,578	591,379	1,135,661
Enterprise	31,331,727	35,922,449	35,783,470	30,259,651	28,317,657
Internal Service	9,816,513	8,582,093	8,126,402	7,377,950	7,010,324
TOTAL	\$ 95,523,339	\$ 101,472,147	\$ 88,209,006	\$ 76,269,760	\$ 70,077,095

*Revenue includes internal transfers of \$5,554,825

FY2022 City-Wide Revenues by Fund Type

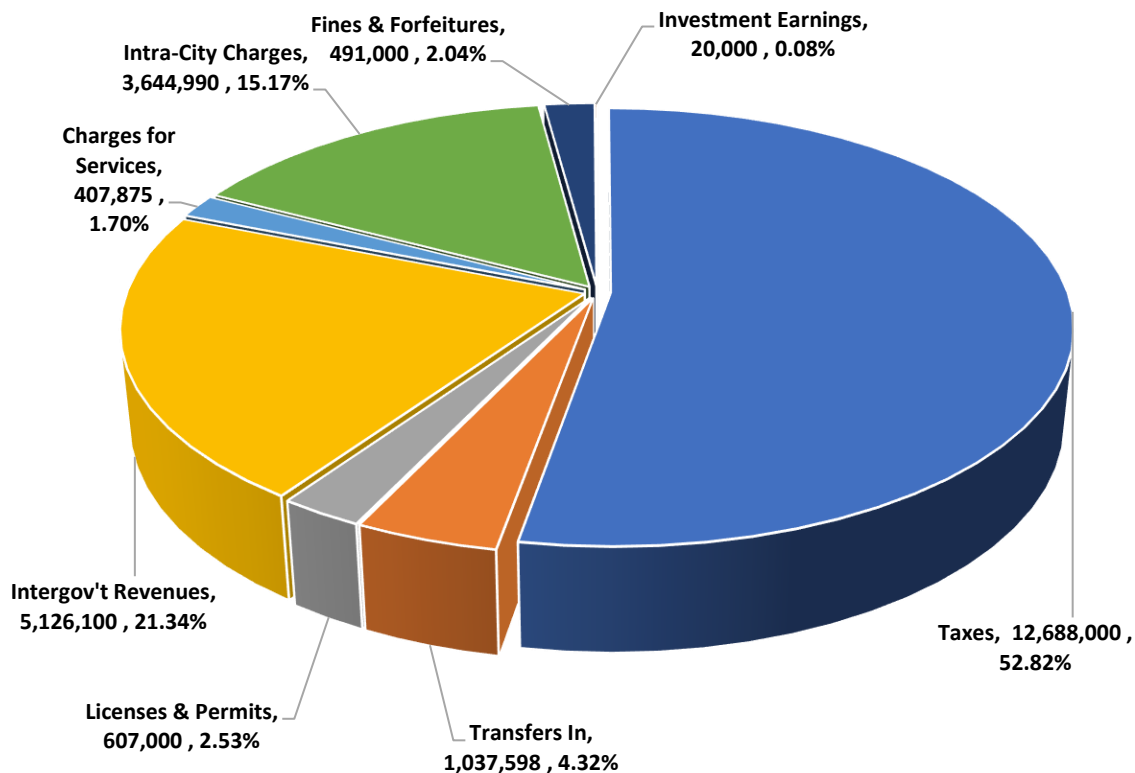


FY22 BUDGET – AT A GLANCE

GENERAL FUND REVENUES BY SOURCE

	FY22 BUDGET	FY21 EST. ACT.	FY20 ACT.	FY 19 ACT.	FY 18 ACT.
Taxes	12,688,000	13,091,946	11,947,346	11,455,228	10,947,897
Transfers In	1,037,598	1,010,942	749,836	497,619	225,370
Licenses & Permits	607,000	595,397	562,468	601,392	478,604
Intergov't Revenues	5,126,100	5,141,832	5,025,210	4,803,379	4,688,119
Charges for Services	407,875	460,490	485,419	581,924	585,576
Intra-City Charges	3,644,990	3,910,269	3,487,290	3,376,133	3,188,239
Fines & Forfeitures	491,000	444,234	571,191	540,900	523,677
Investment Earnings	20,000	18,200	112,807	155,486	89,917
Other Financing	75,000	77,661	122,966	98,363	149,663
TOTAL	\$ 24,097,563	\$ 24,750,970	\$ 23,064,533	\$ 22,110,424	\$ 20,877,062

FY2022 General Fund Revenues by Source

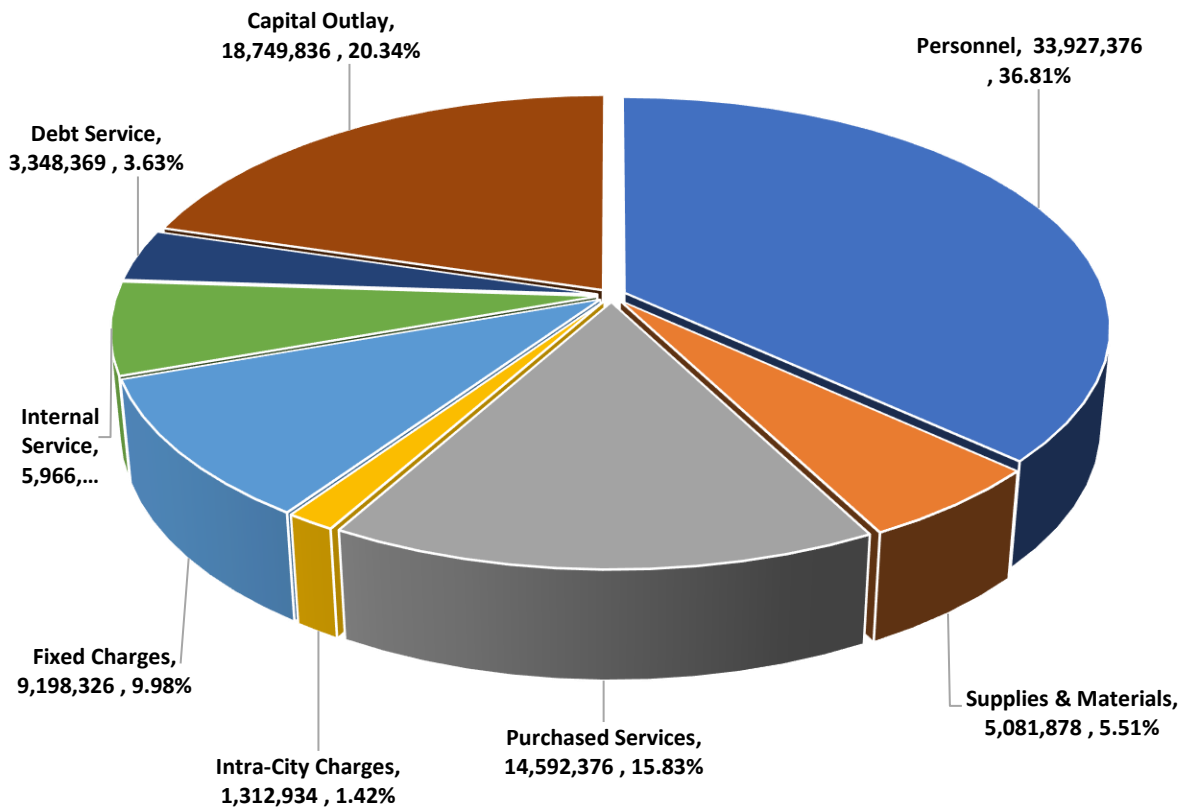


FY22 BUDGET – AT A GLANCE

ALL EXPENSES BY CATEGORY

	FY22 BUDGET	FY21 EST. ACT.	FY20 ACT.	FY19 ACT.	FY18 ACT.
Personnel	33,927,376	29,641,682	28,597,356	27,783,455	26,779,234
Supplies & Materials	5,081,878	4,937,082	3,744,853	3,736,351	3,579,686
Purchased Services	14,592,376	14,017,638	11,741,665	10,370,987	10,118,311
Intra-City Charges	1,312,934	954,107	1,038,086	1,190,616	1,087,117
Fixed Charges	9,198,326	9,915,805	7,699,019	7,963,699	6,691,182
Internal Service	5,966,836	6,121,545	5,584,214	5,368,471	4,484,016
Transfers Out	5,554,825	5,380,776	2,368,947	3,654,063	2,748,018
Debt Service	3,348,369	2,302,948	3,897,621	3,078,557	3,273,474
Capital Outlay	18,749,836	37,654,858	14,883,709	15,794,135	10,580,221
Total	\$ 97,732,756	\$ 110,926,440	\$ 79,555,470	\$ 78,940,334	\$ 69,341,259

FY2022 City-Wide Expenditures by Category



COMMUNITY PROFILE



City of
Helena

FINAL
BUDGET
FISCAL YEAR 2022

COMMUNITY PROFILE

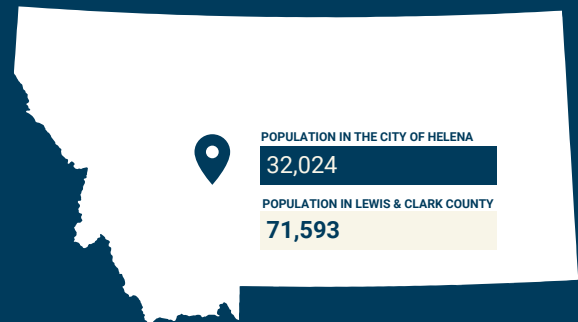
Helena, Montana is the state capital and County seat of Lewis & Clark County. The City is situated near the Missouri River, at the eastern foot of the Continental Divide in a fertile valley surrounded by rolling hills and lofty mountains. Mount Helena and Mount Ascension form scenic backdrops to the south and west of town, which are home to over 70 miles of recreational trails.

In addition to the abundance of recreation opportunities, the city boasts a historic downtown replete with local shops, restaurants, breweries and a pedestrian mall. Dubbed one of the "100 Best Small Art Towns in America" by American's for the Arts, Helena's creativity shines through organizations like the world-renowned Archie Bray Foundation for Ceramic Arts, several local theaters and art museums, the Helena Symphony, and the Montana Historical Society Museum.

While healthcare, education and government-related jobs predominate, Helena is an agricultural and livestock trade center and has light manufactures. The city has a long history of economic stability with relatively low unemployment compared to the rest of the state.



AT A GLANCE



DAYTIME POPULATION WITHIN HELENA:

40,389

HOUSING UNITS:

15,359

MEDIAN AGE: 40.1

EDUCATIONAL ATTAINMENT (AGE 25+):

BACHELOR'S DEGREE OR HIGHER 47.9%

GRADUATE OR PROFESSIONAL DEGREE 19.4%

MEAN HOUSEHOLD INCOME:

\$79,532

MEAN TRAVEL TIME TO WORK:

12.7 MIN.

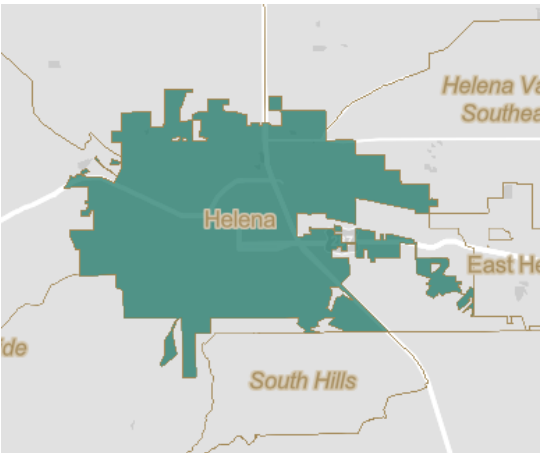
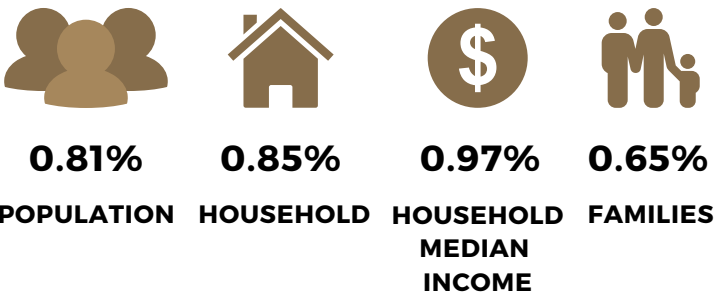
COLLEGES AND UNIVERSITIES IN CITY: 2

POPULATION

TOTAL POPULATION: 32,024

SOURCE: 2019 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

GROWTH RATE - 2020-2025



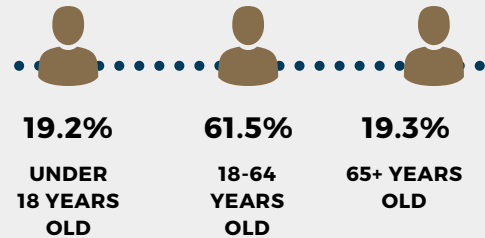
HELENA, MT HAS A TOTAL AREA OF 16.5 SQ. MILES

SOURCE: U.S. CENSUS BUREAU, CENSUS 2010 SUMMARY FILE 1. ESRI FORECASTS FOR 2020 AND 2025.

2020 POPULATION BY RACE

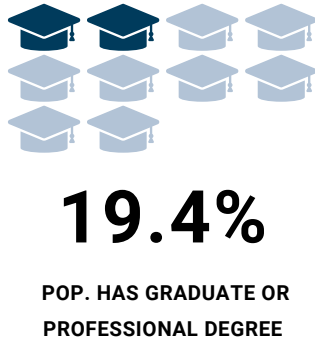
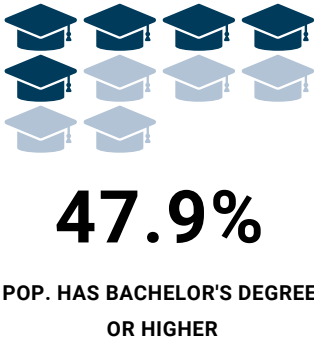
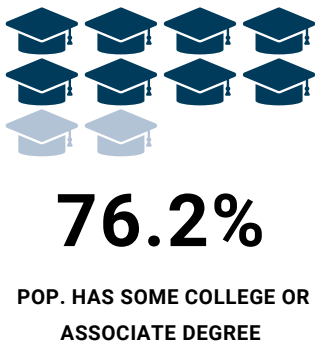
- Caucasian - 93.7%
- American Indian & Native Alaskan - 1.2%
- Asian - 0.9%
- Black or African American - 0.5%
- Native Hawaiian & Pacific Islander - 9.1%
- Two or More Races - 2.8%
- Other Race - 0.8%

2020 POPULATION BY AGE



EDUCATION

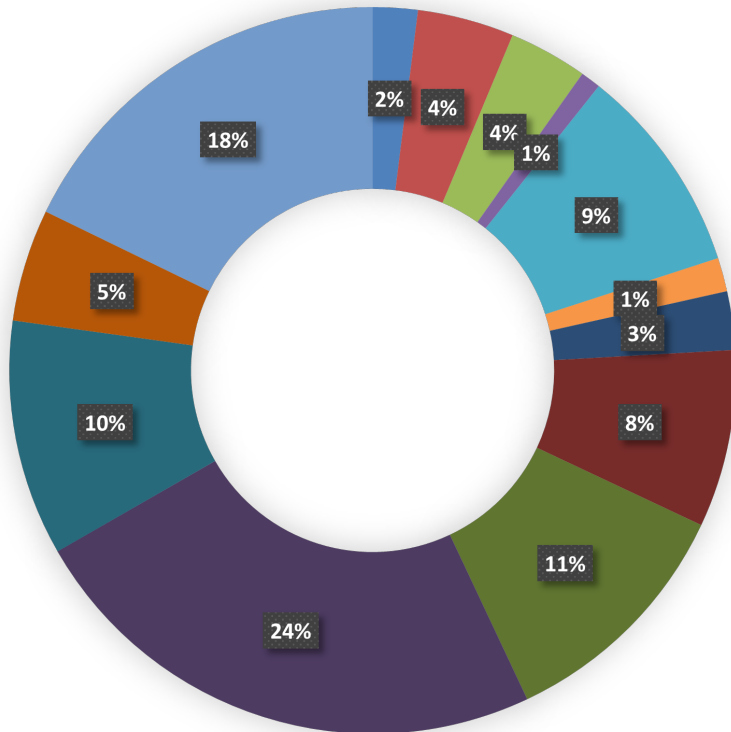
SOURCE: 2019 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES



WORKFORCE

CIVILIAN WORKFORCE OVER THE AGE OF 16 BY INDUSTRY

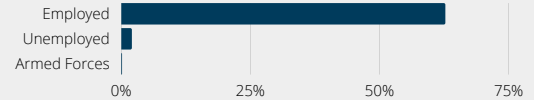
SOURCE: 2019 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES



- Agriculture, forestry, fishing and hunting, and mining
- Construction
- Manufacturing
- Wholesale trade
- Retail trade
- Transportation and warehousing, and utilities
- Information
- Finance and insurance, and real estate and rental and leasing
- Professional, scientific, and management, and administrative and waste management services
- Educational services, and health care and social assistance
- Arts, entertainment, and recreation, and accommodation and food services
- Other services, except public administration
- Public administration



POP. AGE 16+ IN LABOR FORCE: 17,198; 64.9%
POP. AGE 16+ NOT IN LABOR FORCE: 9,306; 35.1%



KEY EMPLOYERS

SOURCE: HELENA AREA CHAMBER OF COMMERCE TRENDS REPORT & STATE OF MONTANA DEPT. OF LABOR AND INDUSTRY LABOR MARKET LOCAL PROFILE

- State of Montana
- Local government (City, County, School Dist.)
- Federal Government
- St. Peter's Hospital
- Blue Cross Blue Shield
- Carroll College
- Shodair Children's hospital
- VA hospital
- SoFi
- Boeing



12.7

AVG. COMMUTE TO WORK
HELENA (IN MIN.)

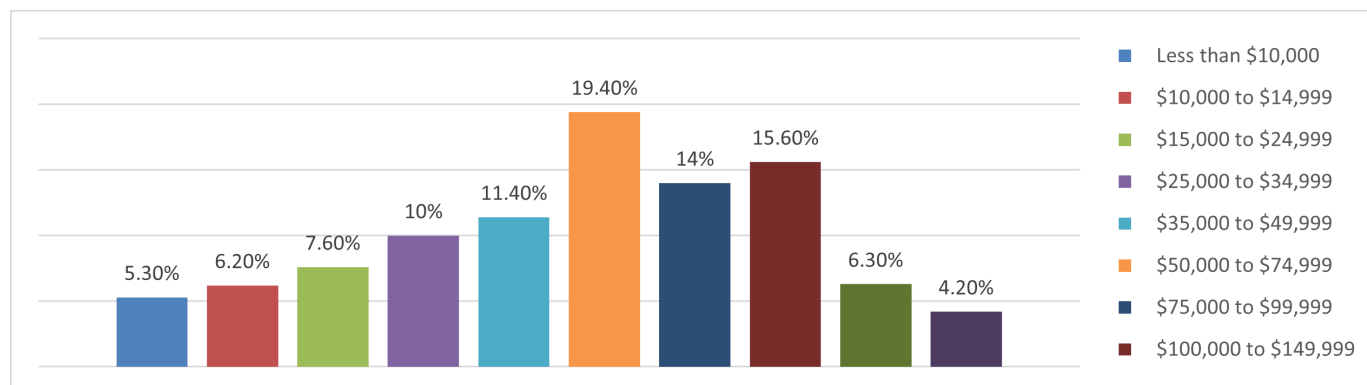
27.6

AVG. COMMUTE TO WORK
UNITED STATES (IN MIN.)

INCOME

HOUSEHOLD INCOME

SOURCE: 2019 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES



Data Note: There are 14,052 total households in Helena. The U.S. Census Bureau defines "household" as consisting of "all the people who occupy a housing unit. A house, an apartment or other group of rooms, or a single room, is regarded as a housing unit when it is occupied or intended for occupancy as separate living quarters; that is, when the occupants do not live with any other persons in the structure and there is direct access from the outside or through a common hall."

MEDIAN HOUSEHOLD INCOME

HELENA: \$61,324
MONTANA: \$57,153

MEAN HOUSEHOLD INCOME

HELENA: \$79,532
MONTANA: \$74,190

POVERTY RATE:

HELENA: 13.7%
MONTANA: 12.6%

LIVING WAGE INFORMATION

GLASMEIER, AMY K. LIVING WAGE CALCULATOR. 2020. MASSACHUSETTS INSTITUTE OF TECHNOLOGY. LIVINGWAGE.MIT.EDU.

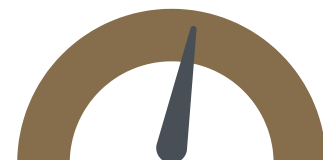
The living wage shown is the hourly rate that an individual in a household must earn to support themselves and their family. The assumption is the sole provider is working full-time (2080 hours per year). The tool provides information for individuals, and households with one or two working adults and zero to three children. In the case of households with two working adults, all values are per working adult, single or in a family unless otherwise noted.

The state minimum wage is the same for all individuals, regardless of how many dependents they may have. Data are updated annually, in the first quarter of the new year. State minimum wages are determined based on the posted value of the minimum wage as of January one of the coming year (National Conference of State Legislatures, 2019). The poverty rate reflects a person's gross annual income converted to an hourly wage for the sake of comparison.

	1 ADULT				2 ADULTS (1 WORKING)				2 ADULTS (BOTH WORKING)			
	0 Children	1 Child	2 Children	3 Children	0 Children	1 Child	2 Children	3 Children	0 Children	1 Child	2 Children	3 Children
Living Wage	\$14.61	\$30.78	\$38.65	\$50.30	\$24.12	\$28.88	\$32.74	\$35.82	\$12.06	\$16.93	\$21.35	\$25.37
Poverty Wage	\$6.13	\$8.29	\$10.44	\$12.60	\$8.29	\$10.44	\$12.60	\$14.75	\$4.14	\$5.22	\$6.30	\$7.38
Minimum Wage	\$8.65	\$8.65	\$8.65	\$8.65	\$8.65	\$8.65	\$8.65	\$8.65	\$8.65	\$8.65	\$8.65	\$8.65

HOUSING

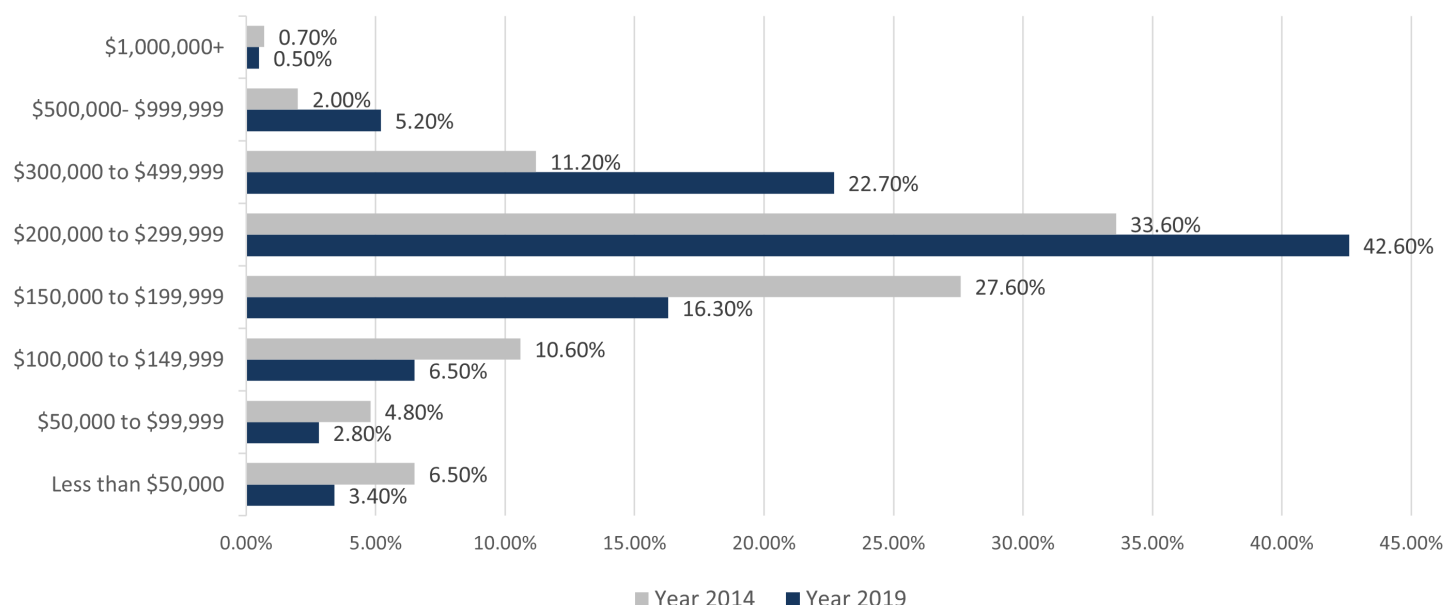
SOURCE: 2019 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

**MEDIAN HOME VALUE: \$244,300****MONTHLY MEDIAN HOUSING COST: \$907****MEDIAN GROSS RENT: \$831**

OWNED: 55.2%; RENTED: 44.8%
OCCUPIED UNITS

OWNER-OCCUPIED HOME VALUE

SOURCE: 2014 & 2019 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES



2020 AFFORDABILITY, MORTGAGE AND WEALTH

SOURCE: U.S. CENSUS BUREAU, CENSUS 2010 SUMMARY FILE 1. ESRI FORECASTS FOR 2020 AND 2025.

2020 Affordability Mortgage and Wealth

Housing Affordability Index	131
Percent of Income for Mortgage	17.6%
Wealth Index	69

Data Note: Housing Affordability Index (HAI) measures the financial ability of a typical household to purchase an existing home in an area. A HAI of 100 represents an area that on average has sufficient household income to qualify for a loan on a home valued at the median home price. An index greater than 100 suggests homes are easily afforded by the average area resident. A HAI less than 100 suggests that homes are less affordable. The housing affordability index is not applicable in areas with no households or in predominantly rental markets. Esri's home value estimates cover owner-occupied homes only.

The % of Income for Mortgage quantifies the percentage of median household income dedicated to mortgage payments on a home priced at the median value (assuming a 30-year mortgage and a 20% down payment)

The Wealth Index is based on a number of indicators of affluence including average household income and average net worth, but it also includes the value of material possessions and resources. It represents the wealth of the area relative to the national level. Values above or below 100 represent above-average wealth or below-average wealth compared to the national level.

INTRODUCTION & OVERVIEW



City of
Helena

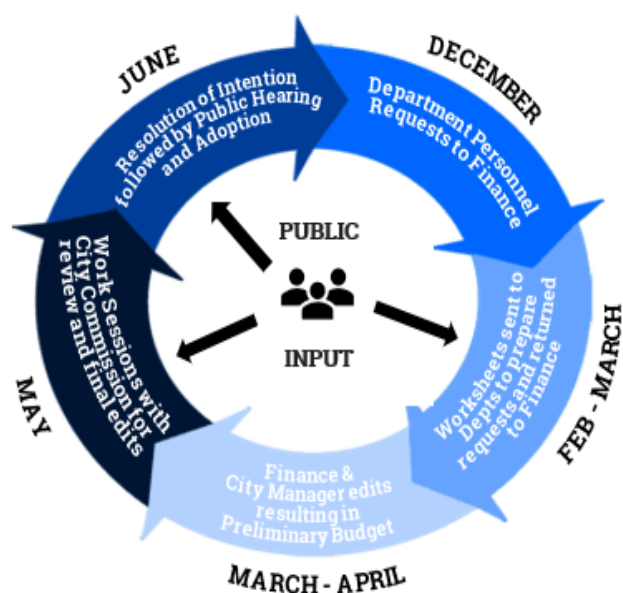
**FINAL
BUDGET**
FISCAL YEAR 2022

THE BUDGET CYCLE:

THE CYCLE

The City of Helena's fiscal cycle runs from July 1 to June 30 each year. The annual budget process begins in December of each year with Departments submitting new personnel requests to the Finance Department to begin the vetting process and position descriptions. In early February, the Budget office prepares worksheets containing columns with 3 prior year actuals, the current year's adopted budget, current year's amended (revised) budget, current year's actual projection and next year's request for every budgeted account in every fund. Worksheets are returned to Finance by mid-March where staff reviews and adjusts based on fiscal feasibility.

When edits are agreed upon by all Directors, Finance submits the budget to the City Manager for review by mid-April. The City Manager makes additional edits or clarifications, resulting in the Draft Preliminary Budget. The Draft Preliminary Budget is delivered to the City Commission in May and a series of work sessions are scheduled. The work sessions may provide for additional edits by the Commission. Following the work sessions, the Preliminary Budget is prepared and presented to the Commission in two parts: 1) a Resolution of Intention reviewing the Preliminary Budget and setting a public hearing date. 2) A Final Resolution, with accompanying public hearing, adopting the Preliminary Budget, typically by June 30. Once tax mills are finalized, a Final Budget is adopted by early September for the next Fiscal Year.



NOTABLE DATES per MT CODE ANNOTATED_(MCA)

"... the budget finally approved and adopted by resolution by the later of the first Thursday after the first Tuesday in September or within 30 calendar days of receiving certified taxable values from the department of revenue."

MCA 7-6-4024

"A local government shall submit a complete copy of the final budget together with a statement of tax levies to the department of administration by the later of October 1 or 60 days after receipt of taxable values from the department of revenue."

MCA 7-6-4003

THE BASIS

Generally Accepted Accounting Principles (GAAP) require expenditures to be recognized in the fiscal year in which the goods or services are received, also known as Modified Accrual. When it comes to budgeting, this may be difficult and complex to predict how many expenses for the current fiscal year will be invoiced after the fiscal year has ended (June 30). As such, the annual budget process is performed on a cash basis, with the assumption that all budgets will be spent or earned at 100%, resulting in an estimated ending cash balance for the current fiscal year. That estimate is then used as the beginning cash balance of the next fiscal year and budgets are prepared relative to that number. Prior to final adoption, projections are updated as best as possible. Finally, previous year actuals are calculated after year end and updated in the budget document that is to be sent to the State per MCA 7-6-4003.



BUDGET BALANCE:

THE BALANCE

A balanced budget is not only a healthy practice but also a legally required one. But what makes a budget balanced? It may surprise you to know that there are two right answers to this question:

A. Structurally Balanced

Being structurally balanced is a two-part equation and a recommended best practice.

- Part 1: Total projected revenues equal or exceed total projected expenses. This means that the amount of money being earned in a current fiscal year is at least matching the amount of money being spent.
- Part 2: Spending excess fund balance, or “cash savings”, on one-time, non-routine expenses, provided funding from previous years is available and a plan is in place NOT to build ongoing expenses into this type of funding. This means you can use your “cash savings” to purchase one-time planned expenses such as large capital outlays or special projects.

Using ongoing revenue to cover ongoing expenses, plus expending cash savings on one-time or non-recurring items results in a structurally balanced budget.

B. Legally Balanced

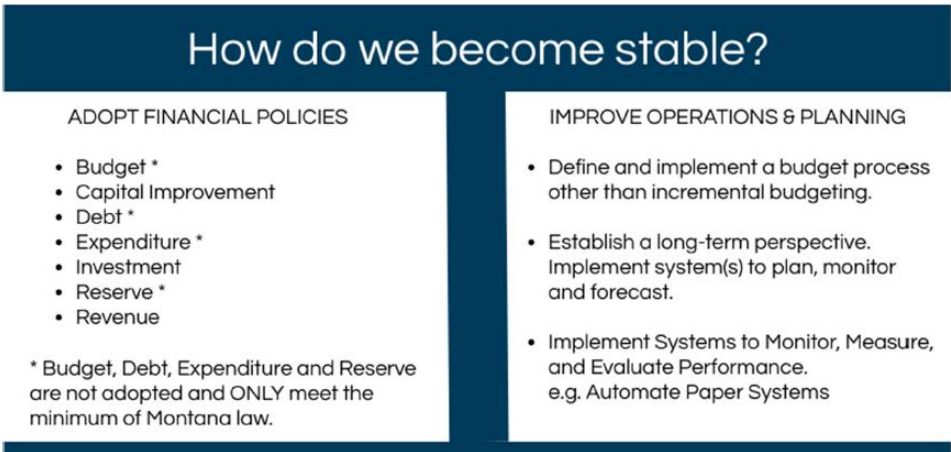
Per MCA 7-6-4030, the definition of a balanced budget is as follows: “The final budget must be balanced so that appropriations do not exceed the projected beginning cash balance plus the estimated revenue of each fund for the fiscal year.”

In other words, the City cannot spend more money than it starts the year with plus the money it is projected to earn in the coming year. Spending more than you have to start with plus earnings would result in a negative cash balance (less than \$0 in the fund balance), which is not allowed.

The City of Helena strives to present both a legally balanced budget but also a structurally balanced budget to the City Commission for consideration.

Fiscal Stability

Until such time as the City is fiscally stable, the City’s ability to be structurally balanced is hindered. Fiscal stability is the implementation of financial policies, assurance of compliance with state requirements, implementation of management practices, and operations and planning activities within an organization. These four elements are not equally weighted. The greatest weight is on the operations and planning, which transition teams through years with consistent, repeatable methods.



BUDGET AND RESERVE POLICIES

The overall goal of the City's budget and reserve policies is to establish and maintain effective management of the City's resources.

This section outlines the policies and procedures used in guiding the preparation and management of the City's budget for Fiscal Year 2022.

BUDGET DEVELOPMENT AND ADMINISTRATION:

The Budget will be prepared in such a manner as to facilitate its understanding by citizens and elected officials:

The City will present a story of the City government operations and intentions for the year to the citizens and elected officials of Helena. Presenting a budget document that is understandable to the citizens furthers the goal of effectively communicating local government finance issues to the public.

A comprehensive annual budget will be prepared for all operating funds expended by the City:

Montana State law provides that "no money shall be drawn from the treasury of the municipality nor shall any obligation for the expenditure of money be incurred except pursuant to the appropriation made by the commission". Inclusion of all operating funds in the budget enables the commission, the administration, and the public to understand all financial aspects of city government when preparing, modifying, and monitoring the budget.

The City will avoid budgetary practices that balance current expenditures at the expense of meeting future year's expense:

Budgetary practices such as postponing capital expenditures, accruing future years' revenues, or rolling over short-term debt are budgetary practices which can solve short-term financial problems; however, they can create much larger financial problems for future administrations and commissions. Avoidance of these budgetary practices will assure citizens that current problems are not simply being delayed to a future year.

The city will provide for adequate maintenance of capital, plant and equipment and for their orderly replacement:

Recognition of the need for adequate maintenance and replacement of capital, facilities, and equipment, regardless of economic conditions, will assist in maintaining the government's equipment and infrastructure in good operating condition.



BUDGET AND RESERVE POLICIES

APPROPRIATION and ADJUSTMENT AUTHORITY:

The City Commission adopts the legal level of spending authority in its annual budget at the fund level stated in Appendix A of the Budget Resolution.

Realignment Authority:

Revenues, expenditures, and balances below the fund level are designated management tools. The City Manager is delegated the authority to adjust management level revenue and expenditures (i.e., transfers or revisions within or among line items) within the same fund, as long as there is no increase in total appropriations budgeted by fund.

Realignment in Department Funds:

- a. Police budgets: The City Manager is delegated the authority to make transfers or revisions among the line items for all Police Department Budgets within or among the various funds provided there is no increase in the total appropriations budgeted for the Police Department.
- b. Street & Gas Tax Budgets: The City Manager is delegated the authority to make transfers or revisions among the line items between the Street & Traffic and Gas Tax funds provided there is no increase in the total appropriations budgeted
- c. Fire Budgets: The City Manager is delegated the authority to make transfers or revisions among the line items for all Fire Department Budgets within or among the various funds provided there is no increase in the total appropriations budgeted for the Fire Department.

Automatic Amendments:

Joint operating agreements approved by the governing body, insurance recoveries, hazardous material recoveries, donations for specific purposes, and refund or reimbursements of expenditures shall automatically amend the annual appropriations or reduce recorded expenditures, whichever is correct in accordance with Generally Accepted Accounting Principles (GAAP).

BUDGET AND RESERVE POLICIES

Follow-through Authority:

Circumstances may arise to adapt to changes, while maintaining goals and objective principles. In order to allow management flexibility, the City Manager is delegated budget appropriation follow-through authority according to 7-6-4006 (3) MCA, for expenditure of funds for any or all of the following:

1. debt service funds for obligations related to debt approved by the governing body,
2. trust funds for obligations authorized by trust covenants,
3. any fund for federal, state, local or private grants and shared revenue accepted and approved by the governing body, (including the authority to appropriate the related city match, if any, with funding from reserves or transfers of available surplus),
4. any fund for special assessments approved by the governing body,
5. the proceeds from the sale of land,
6. any fund for gifts or donations, and
7. money borrowed during the fiscal year.

Fee Based Authority:

As provided in 7-6-402 MCA, the City Manager is delegated authority to adjust volume-related appropriations funded by fees throughout the fiscal year for all of the following:

1. Proprietary funds
2. General fund
3. Street & Traffic fund
4. Urban Forestry and Open Space funds
5. Community Facilities fund,
6. Police Projects fund
7. Storm Water Utility fund.

BUDGET AND RESERVE POLICIES

FUND RESERVES:

The budget will establish appropriate reserves according to operational best practices:

The City desires to maintain a prudent level of financial resources to guard its stakeholders against service disruption in the event of unexpected temporary revenue shortfalls or unpredicted one-time expenditures. As an approximate measure of liquidity, fund balance is similar to the working capital of a private sector business. The difference between assets and liabilities in a governmental fund is known as fund balance. The difference between assets and liabilities in proprietary fund is known as net assets. Both governmental and proprietary funds should establish a reserve to ensure stability in operations.

Fund balances for governmental funds will be properly designated into the following categories:

- Non-spendable: Amounts that are not in a spendable form (such as inventory) or are required to be maintained intact.
- Restricted: Amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government) through constitutional provisions or enabling legislation.
- Committed: Amounts constrained to specific purposes by the City Commission; to be reported as committed, amounts cannot be used for any other purpose unless the City Commission takes action to remove or change the constraint.
- Assigned: Amounts the City intends to use for a specific purpose; intent can be expressed by the Commission or by an official or body to which the Commission delegates authority.
- Unassigned: Amounts that are available for any purpose; these amounts are reported only in the General Fund.

BUDGET AND RESERVE POLICIES

GENERAL FUND RESERVE:

The General Fund acts as the main operating fund for the City. Governments are normally advised to maintain a minimum level of unrestricted fund balance in the General Fund equal to two months of operating revenues or expenses depending on which is more predictable. Higher reserves may be warranted if there is excessive risk exposure such as significant volatility in operating revenues or expenses, drains on general fund resources from other funds, natural disasters, rapidly rising operating budgets, or disparities in time between revenue collection and expenditures.

The majority of the City's General Fund revenues are derived from property taxes and special assessments which are relatively stable sources of revenue. The City is currently not experiencing any excessive risk exposure to any of the circumstances noted above. Given that the General Fund has relatively stable revenue and is not facing excessive risk exposure, the City will maintain a minimum level of General Fund unrestricted reserve equal to 60 days operating expenditures or 15.0% of annual operating revenue, whichever is higher.

Should circumstances change exposing the City to a higher amount of risk exposure, the City may determine that a higher level of general fund balance reserve is warranted.

The General Fund reserve is committed to be used for: cash flow purposes, accrued employee payroll benefits which are not shown as a liability, unanticipated equipment acquisition and replacement, and to enable the city to meet unexpected expenditure demands or revenue shortfalls. The minimum reserve should not be available to meet recurring operating expenditures.

At the end of each fiscal year, twenty percent (20%) of General Fund excess reserves, if any, will be earmarked to a designated Emergency Contingency Fund. Spending from the Emergency Contingency Fund will be dedicated only for unforeseen emergency situations as determined by the City Manager and the City Commission.

BUDGET AND RESERVE POLICIES

SPECIAL REVENUE FUNDS RESERVE:

Special revenue funds are designed to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for a specific purpose other than debt service or capital projects. There is no need to establish a cushion for contingencies for special revenue funds whose sole purpose is to demonstrate that dedicated revenues are expended for their intended purpose.

This reserve policy applies to those special revenue operating funds that receive property tax revenue, state shared tax revenue, assess a fee, or include operational expenditures restricted for specific use by local, state and federal laws. Funds not meeting any of these criteria do not have a minimum reserve requirement.

The City's special revenue operating funds depend on revenue that is distributed in quarterly or bi-annual distributions which warrants a higher reserve than the General Fund.

An established minimum reserve of 18.0% or 90 days of operating expenditures, whichever is greater, will be maintained for the following special revenue operating funds:

- Streets Operations (201)
- Civic Center (211)
- Facilities Management (212)
- Open Lands (235)
- Urban Forestry (237)
- Stormwater (245)
- Water Shed (246)

DEBT SERVICE FUNDS RESERVE:

General government debt service funds are used to accumulate resources in anticipation of debt service payments, either to fulfill legal or contractual obligations or voluntarily. The City will carry a fund balance in these funds at a level to maintain one year of debt service payments for general obligation debt, or to satisfy bond covenants, whichever is higher.

BUDGET AND RESERVE POLICIES

CAPITAL IMPROVEMENT FUNDS RESERVE:

Capital improvement funds account for and report financial resources that are restricted, committed or assigned to expenditures of capital outlays. Section 7-6-16 of the Montana Code Annotated notes that a municipality may establish a capital improvement fund for the replacement, improvement, and acquisition of property, facilities or equipment costs in excess of \$5,000 and that has a life expectancy of 5 years or more. The City follows this statute. It is expected that resources in a capital project fund will be spent out at the end of the project.

The city maintains general government, parks improvement, and sidewalk improvement capital funds. Money may be accumulated in these funds during any fiscal year to support annual appropriations and carry-overs to future fiscal periods; as such, reserves for these funds should be maintained at a level to meet equipment replacement needs and long-term capital plans.

The City maintains three tax increment capital financing funds of which assessments are collected and spent based on Commission approval. All fund balances in these funds are reserved to specific approval by the commission.

ENTERPRISE FUNDS RESERVE:

Enterprise funds are used to report activity for which a fee is charged for goods and services. Enterprise fund accounting is designed to highlight the extent to which fees and charges are sufficient to cover the cost of providing goods and services or the cost of providing a subsidy.

The enterprise fund(s) should meet the demands of government services including unanticipated reductions in revenue or unplanned expense increases at a level to prevent service interruptions.

The City will maintain a minimum level of unrestricted reserves in its enterprise operating funds equal to 60 days of operating expenditures or 15.0% of annual appropriations, whichever is higher.

The unrestricted reserve is committed to be used for one-time expenditures, major equipment acquisition and replacement, and to enable the city to meet unexpected future expenditure demands or revenue shortfalls that may impede operations.



BUDGET AND RESERVE POLICIES

INTERNAL SERVICE FUNDS RESERVE:

Internal Service funds are proprietary type funds used to report activity that provide goods or services to other government funds, departments or agencies on a cost reimbursement basis. Internal Service funds may also be used to account for a government's risk financing activities.

These funds are designed to break-even over time. Significant and ongoing surpluses may indicate that charges are more than what is needed to reimburse costs. However, rates may be set to accumulate balances for replacement of capital assets, depreciation expense, and debt service payments.

The City maintains internal services funds for Copiers, Health, Dental, Vision and Fleet services. The City will maintain a prudent reserve balance in these funds to recover the ongoing operating, capital, depreciation, and debt service needs.

COMPLIANCE WITH FUND RESERVE POLICIES:

REPLENISHMENT OF RESERVES:

In the event that required reserve falls below the minimum level established, the City will define the factors influencing the shortfall and will develop a plan to increase resources or reduce expenditures. The required reserve should be replenished back to the policy level within twenty-four months.

Revenue resources that may be used to replenish reserve requirements may include non-recurring revenues, budget surpluses, or excess resources in other funds (if legally permissible and there is a defensible rationale).

BUDGET AND RESERVE POLICIES

EXCESS RESERVES:

In the event reserves exceed the minimum balance requirements, at the end of each fiscal year, any excess reserves may be used in the following ways:

- Fund Accrued Liabilities (priority given to those items that relieve financial operating pressure in future periods)
- Appropriated to lower the amount of outstanding debt principal
- Charges for services fee reductions
- One-time expenses that do not increase operating costs that cannot be funded through current revenues
- Start-up expenses for new programs, provided the Commission has considered in the context of multi-year projections of revenues and expenses
- Replenish fund balances of other funds that fall below policy level (if legally permissible and there is a defensible rationale)
- Twenty percent (20%) of General Fund Excess Reserves will be earmarked to be transferred to the Emergency Contingency Fund.

GENERAL FUND CONTINGENCY ACCOUNT RESERVES:

General Fund operating contingency account appropriations are provided by the City Commission as flexible appropriations for general government use. They are intended to provide the City Manager with an effective management tool for adjusting to changing circumstances throughout the budgetary year.

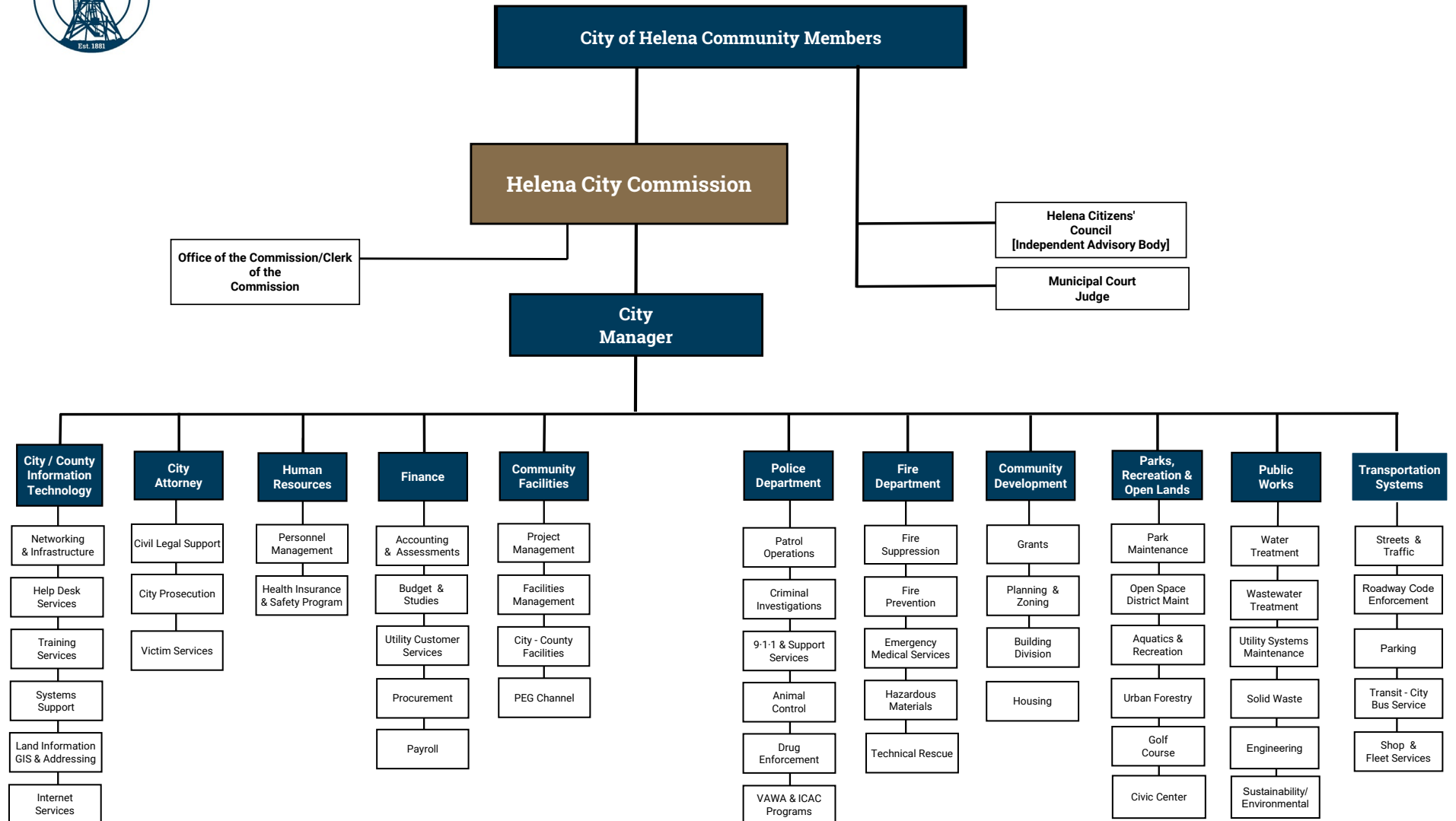
The City Manager is delegated the authority to transfer part or all of any contingency appropriation and related financing within the General Fund or any other fund.

Use of contingency appropriations is restricted to transfers of that appropriation authority specific to operating budgets. Proper classification of expenditures to specific operations is required. Accordingly, charging of expenditures directly to contingency accounts is prohibited.

Annual contingency account reserve will be \$100,000 or 0.05% of general fund operating revenues, whichever is greater, at the discretion of the City Manager.



CITY OF HELENA - ORGANIZATION CHART



FY 2022 STAFFING PLAN:

STAFFING

The City employs over 365 full and part time employees and approximately 150 seasonal workers.

Most seasonal workers are employed in Parks, Recreation & Open Lands:

Parks Maintenance, Golf Course Restaurant and Beverage Cart, Golf Course Operations, Golf Course Maintenance, Swimming Pool, Recreation Programs. Kay's Kids, Open Space/Lands, Urban Forestry, Civic Center

Other Seasonal Workers are employed in the following divisions:

Wastewater Treatment Plant, Water Treatment Plant, Commercial Solid Waste, Residential Solid Waste, Transfer Station, Recycling, Streets Maintenance, Traffic Maintenance, Transit Systems, Parking

CURRENT VACANCIES:

The City experiences vacancies throughout the year. Frequently, Police and 9-1-1-Dispatch have difficulty in retaining staff—this is common across the country. There are currently 12.5 FTEs vacant citywide. General Fund vacancies include five Police Officers and Support Services (9-1-1) Fund has one Dispatcher position that is vacant.

Attrition Value vs Turnover

It is currently impossible to establish an "attrition" value or "turnover rate" within the current systems at the City. There is no electronic method for managing staffing without using various hand-entered spreadsheets. Anything hand-entered or managed includes human error. The City will be using one-time savings dollars in the General Fund to invest in a Finance system that will include Personnel management.

In the meantime, using attrition value or turnover as a method of management within the budget is a policy decision that requires further study. Attrition refers to the lifecycle of the workforce based on a position's life cycle. A person leaving an organization due to things like retirement, promotion, re-tooling a position are change situations that can be reflected in an attrition value. This value is specific to a position. Turnover reflects the organization and can be the result of downsizing, financial struggles, and hiring decisions. Both attrition and turnover can be added to a salary group to anticipate conservative "savings". Neither can be used to address the current budget because the City does not have a policy nor accurate management systems in place to establish them.

For example, in the case of vacancies within the Police Department as noted above, some of this may be attributable to attrition and turnover. However, there is insufficient detail in the City's systems to arrive at a conclusion as to attribute these vacancies to either attrition and/or turnover because the City does not have an electronic system that tracks not only when an employee departs, but the reason for departure.

FY2022 STAFFING PLAN (continued):

Salary and Benefits proposed for Fiscal Year 2022 are as follows broken down by Fund:

The overall 5.18% change from the prior year budget represents a 2.2% cost of living adjustment, the addition of requested personnel noted below and grade and step adjustments. Some fund changes also represent staffing allocation changes between funds that reflect current operations.

	Fiscal Year 2021	Fiscal Year 2022		
Fund Description	FY21 Salary & Benefits Budget	FY 22 Proposed Salary & Benefits	FY22 vs FY21 Change	FY22 vs FY21 % Change
General Fund	17,733,440	18,608,932	875,492	4.94%
Street & Traffic	2,009,394	2,166,931	157,537	7.84%
Civic Center	433,856	475,281	41,425	9.55%
Facilities Management	224,707	247,717	23,010	10.24%
9-1-1 & Support Services	1,442,073	1,613,265	171,192	11.87%
Open Space Dist Maint	249,914	228,629	(21,285)	-8.52%
Urban Forestry & Water Shed	309,732	349,939	40,207	12.98%
Storm Water	268,561	265,042	(3,519)	-1.31%
Comm. Dev. Building	874,957	874,457	(500)	-0.06%
Water	2,018,969	2,066,560	47,591	2.36%
Wastewater	1,370,633	1,390,597	19,964	1.46%
Solid Waste-Residential	544,778	576,602	31,824	5.84%
Solid Waste-Commercial	312,137	325,897	13,760	4.41%
Transfer Station	768,510	795,817	27,307	3.55%
Recycling	204,951	208,232	3,281	1.60%
Parking	592,182	631,163	38,981	6.58%
Golf Course	879,093	947,128	68,035	7.74%
City/County Bldg	263,122	310,461	47,339	17.99%
City/County Mail	41,410	42,860	1,450	3.50%
City/County Telephone	22,136	19,519	(2,617)	-11.82%
CC Law & Justice Ctr.	215,681	223,722	8,041	3.73%
Capital Transit	873,797	922,165	48,368	5.54%
CT - Easty Valley	80,463	95,818	15,355	19.08%
Fleet Services	520,623	540,642	20,019	3.85%
	\$32,255,119	\$33,927,376	\$1,672,257	5.18%

Achieving the State of Montana's definition of a balanced budget assures these positions will be meet a balanced budget in the General Fund.

FY2022 STAFFING PLAN (continued):

NEW FTE Requests

General Fund Requests

City Manager's Office:

- 1.0 FTE – Community & Economic Development Engineer: Needed to navigate new development, address engineering issues that may arise, and implement economic development strategy.
- 0.50 FTE - Volunteer Coordinator: Citywide recruitment and placement in volunteer opportunities including snow busters and other citywide volunteering opportunities.

City Attorney's Office:

- 1.0 FTE - Assistant City Attorney: In two years, the Office processed 100 resolutions, 50 ordinances, 500 contracts and over 9,431 prosecutions in just two years, Helena's City Attorneys have exceeded their capacity. Position will respond to and conduct research in connection with the ever-increasing requests for legal opinions and advice, take an active role in Helena's DUI Court implementation, and free up the City Attorney to focus on high-level advice needed in the City.

Community Development:

- 0.50 FTE – Part-time Planner a full-time position: Responds to the expanding need for plan review in the City one staff member dedicated to doing building plan reviews for compliance to zoning, business license reviews for compliance to zoning, Board of Adjustment cases, and community decay complaints, freeing the time for the full-time Planner IIs to work on the more complicated land use cases and further implementation of the Growth Policy.

Facilities:

- 0.88 FTE – Facilities Mgmt. – Administrative Assistant III: Address gap in support due to reassignment of FTE to the Civic Center to address the event promotion needs.

Fire

- 1.0 FTE – Fire Dept. - Fire Inspector: Improves the staffing in the Fire Prevention Bureau to complete 400 to 600 more basic fire and life safety inspections a year, develop increased fire safety education in the community including how to prepare for living in the wildland/urban interface.

Police

- 1.0 FTE – Urban Wildlife/Animal Control Officer: Return to the city the cut urban deer program and increase animal control ordinance.

Other Funds

Police

- 1.0 FTE – Records Supervisor/SVOR Coordinator: Needed to address increase in registered offenders. The position serves both Helena and Lewis and Clark County residents needs and is fully funded through the county public safety mill levy.

Public Works

- 0.50 FTE – Environmental Pre-Treatment Coordinator (Part-time to Full-time): Make whole the position hired using reassignment of other FTE within the Department. Position will manage permits and compliance matters in the Department.
- 1.0 FTE – Water Treatment Plant Operator: During the summer of 2020, staff accrued 264 excess hours due to staff shortages. Position is needed to reduce overtime due to insufficient staffing and assure cross-training with staff who anticipate retirement.
- 1.0 FTE – Transfer Station Permitting Clerk (reduce temporary employees): Makes a temporary position permanent due to inappropriate classification of position. Currently, the City must lay off staff and incur overtime to assure compliance.

Transportation Services:

- 1.0 FTE – Deputy Transportation Director: Allows Director to focus on larger projects and improve systems.
- 1.0 FTE – Streets Fund – Roadway Operator / Sidewalk Projects Coordinator
- 0.50 FTE (x2) – Transit Operators: Converts four on-call drivers to more reliable scheduled staff.



FY2022 STAFFING PLAN (continued):

TRANSFERS: NO Financial Impact

General Fund

Finance:

Transfer from other departments:

- 1.0 FTE - Procurement Officer (From City Manager's Office): Better alignment in Finance.
- 1.0 FTE – Reclassified a Budget Analyst to Payroll Specialist: Addresses gap within organization.

Other Funds

Public Works:

Transfer from other Departments:

- 0.50 FTE – Sustainability Coordinator (From City Manager's Office): Moved within the City Manager's Office to the Public Works Department to work with the Environmental Pre-Treatment Coordinator

DEFERRED REQUESTS:

The request for a budget analyst position in Finance is being deferred pending a future workload analysis. The Finance Department has taken on a payroll specialist position that may have capacity for budget analyst duties.

Transportation and Public Works provided priorities for requests to add staff as shared positions: a grants coordinator and a communications position. These requests were deferred until Finance and the Public Information Officer can work with the two departments to identify gaps needed for these positions to be funded.

PENDING REQUESTS:

The transportation department is requesting staff to fund the sidewalk program pending approval by the City Commission.

Those positions are not represented in this document.

FY2022 STAFFING PLAN (continued):

Cost of Living Increase:

Cost-of Living salary increases are intended to ensure that compensation maintains competitiveness by compensating employees for such items as inflation, economic changes in the labor force, increases in goods and services, and increases in housing costs. The City of Helena is proposing a methodology of informing cost-of-living salary adjustments (COLA) calculations by applying Bureau of Business and Economic research (BBER), Quarterly Census of Employment and Wages (QCEW), and Montana Regional MLS housing data.

Helena is no exception to the fact that the Mountain region is seeing a higher increase in CPI than the larger Western Region as people move into our area. Cost of goods and services, and housing have been driven up. It is imperative that the City of Helena attempt to appropriately compensate our employees in order to make their income whole given their relative increase in costs.

The Quarterly Census of Employment and Wages (QCEW) data demonstrates increases in weekly wages. QCEW data for the State of Montana (based on the first three 2020 quarters since the 4th quarter of 2020 is not yet available), Montana saw an overall increase in quarterly wages of 6.3% on average. Closer to home, Lewis and Clark County increase in weekly wages for all ownership (includes private, federal government, state government, and local government) in 2019 was 3.37% above 2018. For local government, the Lewis and Clark County increase in weekly wages from 2018 to 2019 was 2.3%. QCEW trending data regarding the Living Wage in Lewis and Clark County continues to climb.

Through BBER, the Bureau of Labor Statistics is now maintaining data for the Mountain Division (a sub-division of the West Region), dating back to 2018. When evaluating this CPI data, the cost- of-living factor percentage change for the Mountain Division from 2019-20 was 2.17%.

Additionally, according to the Montana Regional Montana Labor Statistics, the cost of homes in Helena increased by 6.8% from 2018 – 2019, and 10.25% from 2019 – 20.

Given this data, the City of Helena is recommending a 2.2% COLA for all non-Union City of Helena employees for Fiscal Year 2021-22. This recommendation aligns with the Lewis and Clark County cost-of-living recommendation and is conservative given the current economic environment in Lewis and Clark County and the State of Montana.

Establishing a COLA

This budget represents the City's first establishment of a repeatable method for setting a Cost of Living (COLA) increase that can be measured.



AUTHORIZED POSITIONS BY DIVISION

PERMANENT FULL AND PART TIME

	FY 2019	FY 2020	FY 2021	FY 2022
GENERAL GOVERNMENT				
City Commission	7.00	7.00	7.00	7.00
Helena Citizens Council	0.38	0.38	0.38	0.50
City Manager Office	2.00	3.00	4.00	5.50
City Attorney Office	7.00	8.00	8.00	9.00
Human Resources	4.00	4.00	4.00	4.00
GENERAL GOVERNMENT SUBTOTAL	20.38	22.38	23.38	26.00
FINANCE SERVICES				
Administration and Budget	3.00	3.00	3.00	3.00
Accounting	4.00	4.00	4.00	5.00
Utility Customer Service	4.00	4.00	4.00	4.00
FINANCE SERVICES SUBTOTAL	11.00	11.00	11.00	12.00
COMMUNITY DEVELOPMENT				
Planning & Development	5.13	5.38	4.63	5.50
Housing Coordinator	-	-	1.00	1.00
Building	9.50	9.75	10.00	9.50
COMMUNITY DEVELOPMENT SUBTOTAL	14.63	15.13	15.63	16.00
MUNICIPAL COURT				
Judge	1.00	1.00	1.00	1.00
Court Administration	5.00	5.00	5.00	5.00
MUNICIPAL COURT SUBTOTAL	6.00	6.00	6.00	6.00
POLICE				
Police Administration	5.50	5.50	5.50	6.65
Police Operations	48.00	50.55	51.05	48.00
Animal Control	1.00	1.00	1.00	1.50
Drug Enforcement	1.00	1.00	1.00	1.00
Violence Against Women	1.00	1.00	1.00	1.00
Records and Dispatch	20.50	20.50	20.50	21.50
Urban Wildlife	-	-	-	0.50
Crash Investigator	-	-	-	1.00
Volunteer Coordinator	-	-	-	1.00
POLICE SUBTOTAL	77.00	79.55	80.05	82.15

AUTHORIZED POSITIONS BY DIVISION

PERMANENT FULL AND PART TIME

	FY 2019	FY 2020	FY 2021	FY 2022
FIRE DEPARTMENT				
Fire Administration	4.00	4.00	4.00	4.00
Fire Operations	36.00	35.00	36.00	36.00
Fire Marshal	2.00	2.00	2.00	2.00
Fire Inspector	-	-	-	1.00
FIRE SUBTOTAL	42.00	41.00	42.00	43.00
PARKS AND RECREATION				
Parks Administration	2.00	2.00	2.00	2.00
Parks Maintenance	9.42	10.00	10.00	8.80
Swim Pool	0.65	0.65	0.65	0.65
Recreation Program	0.60	0.60	0.60	0.60
Urban Trails	0.50	0.50	0.50	0.50
Urban Forestry	2.00	3.75	3.75	3.75
Open Space District	0.80	0.80	0.80	1.75
Watershed Projects	0.20	0.20	0.20	0.20
Civic Center	5.98	5.93	5.93	6.00
Golf Course - Operations	3.25	3.00	3.00	3.00
Golf Course - Concessions	3.25	3.25	3.25	2.00
Golf Course - Maintenance	3.00	3.00	3.00	3.00
PARKS AND RECREATION SUBTOTAL	31.65	33.68	33.68	32.25
COMMUNITY FACILITIES				
Facilities Administration	1.22	1.33	1.33	2.29
Project Management	0.82	0.87	0.87	0.84
PEG	0.04	0.04	0.04	0.03
City-County Building	5.33	4.45	4.45	4.83
CCAB-Mail Operations & Delivery	0.69	0.69	0.69	0.69
CCAB- Telephone	0.39	0.42	0.42	0.37
City-County Law & Justice Center	2.00	3.74	3.74	3.42
COMMUNITY DEVELOPMENT SUBTOTAL	10.49	11.54	11.54	12.47

AUTHORIZED POSITIONS BY DIVISION

PERMANENT FULL AND PART TIME

	FY 2019	FY 2020	FY 2021	FY 2022
PUBLIC WORKS				
Public Works Administration	2.50	4.50	4.50	2.50
Engineering	8.50	8.50	8.50	11.00
Sustainability Coordinator	-	0.50	0.50	0.50
Water Treatment	11.25	12.35	12.35	13.45
Wastewater Treatment	9.85	10.35	10.35	10.45
Water Utility Maintenance	13.20	13.38	13.38	12.26
Wastewater Pre-Treatment	0.90	0.50	0.50	0.50
Wastewater Utility Maintenance	5.99	5.99	5.99	5.41
Stormwater Utility Maintenance	3.81	3.81	3.81	3.33
Residential Solid Waste	4.77	6.77	6.77	7.17
Commercial Solid Waste	3.63	3.63	3.63	3.83
Transfer Station	9.40	9.40	9.40	9.80
Recycling	2.20	2.20	2.20	2.20
PUBLIC WORKS SUBTOTAL	76.00	81.88	81.88	82.40
TRANSPORTATION SERVICES				
Streets Maintenance	11.75	17.75	17.75	19.05
Roadway Code Enforcement	-	2.00	2.00	2.50
Traffic Maintenance	2.49	3.28	3.28	3.30
Signal Maintenance	0.88	0.28	0.28	0.24
Fleet Services	6.50	6.80	6.80	6.75
Capital Transit	11.85	11.90	11.90	13.65
Capital Transit - East Valley	1.13	1.20	1.20	1.23
Parking Services	8.65	8.80	8.80	9.14
TRANSPORTATION SERVICES SUBTOTAL	43.25	52.01	52.01	55.86
CITY TOTAL	332.40	354.17	357.17	368.13

CITY-WIDE REVENUES: PROPERTY TAXES & ASSESSMENTS

HOW ARE MY TAXES DETERMINED ON MY PROPERTY?

The Montana Department of Revenue establishes the value of all property for tax purposes. The assessed value of property is used by Lewis and Clark County to determine the mill levy. Certified values are available in August of each year.

Examples of how your property tax is calculated can be found on the Montana State Department of Revenue website: mtrevenue.gov

WHAT IS A MILL?

A mill is 1/10th of a penny or \$1.00 revenue for each \$1,000 of assessed valuation.

WHAT ASSESSMENTS DOES THE CITY CHARGE?

The City proposes and adopts assessment fees each year during the budget process by Resolution of the City Commission. The following is a list of assessments that are collected on resident's property tax bills:

- Special Improvement Street Light Districts
- Urban Forestry
- Open Space and Lands
- Streets Maintenance
- Storm Water
- Landfill Monitoring

CITY-WIDE REVENUES: OVERVIEW

Fiscal Year 2022 projected budgeted revenues are \$89,968,500. Revenues are conservatively projected and are -0.67% less than the adopted FY 21 budget, \$90,572,000, and -6.4% less than projected FY21 revenue, \$96,094,000. In FY21, the City Received \$7,254,000 in Federal CARES Act and American Revenue Act (ARPA) Funds. The City expects to receive \$4,231,00 in ARPA funds in FY22. Internal transfers for FY22 are \$5,555,000. There are no new rate or fee increases recommended for Fiscal Year 2022.

The declines as compared to projected FY 21 revenues are primarily noted in intergovernmental revenues which consist of contributions from other government entities and the State of Montana, plus federal, state and local grants. The other notable change is Other Financing which largely represents debt service issuance for capital projects, which can vary from year to year. Below is a table that summarizes revenue categories by year that depicts expected areas of revenue changes in FY22:

	FY22 BUDGET	FY21 EST. ACT.	FY20 ACT.	FY 19 ACT.	FY 18 ACT.
Taxes	14,637,150	14,836,485	13,559,571	12,431,755	11,588,872
Special Assessments	11,663,860	11,385,378	11,194,924	8,432,206	7,100,848
License & Permits	1,891,421	2,224,606	1,934,436	1,807,596	1,675,677
Intergov't Revenues	14,777,930	20,265,135	12,421,377	10,535,740	8,463,148
Charges for Services	26,897,885	26,596,693	25,202,569	24,351,128	22,463,127
Intra-City Revenues	7,282,186	7,072,752	6,617,898	6,555,519	6,279,075
Fines & Forfeitures	562,000	499,734	606,024	617,689	599,816
Investment Earnings	120,060	110,481	754,099	1,073,958	684,565
Other Financing	12,136,022	13,091,325	13,418,735	6,802,007	8,137,726
TOTAL	\$ 89,968,514	\$ 96,082,588	\$ 85,709,633	\$ 72,607,597	\$ 66,992,854

A comparison of revenues including internal transfers from FY18 to Budget FY22 is listed in the table below:

	REVENUE	TRANSFERS IN	TOTAL
FY22 BUDGET	89,968,514	5,554,825	95,523,339
FY21 PROJECTED	96,094,075	5,378,072	101,472,147
FY20 ACTUAL	85,728,946	2,349,904	88,078,850
FY19 ACTUAL	72,619,597	3,611,681	76,231,278
FY18 ACTUAL	67,004,854	2,731,847	69,736,701

Internal transfers represent subsidies and contributions from the General Fund to other funds, transfers from internal service insurance funds, special revenue fund transfers to operating funds, and capital improvement support.

A more comprehensive list of the City's revenues and trend information is in the following two schedules listed as "General Fund Revenue" and "Other Fund Revenue".

CITY OF HELENA
GENERAL FUND REVENUE

ACCOUNT DESCRIPTION		FY 2018	FY 2019	FY 2020	ADOPTED FY 2021	ESTIMATED ACTUALS FY 2021	PROPOSED BUDGET FY 2022	PROPOSED FY22 BUDGET vs FY21 Est.	PROPOSED FY22 BUDGET vs. FY 21 ADOPTED
Current Taxes - General Levy	gov	7,857,937	8,184,141	8,351,207	8,204,340	8,753,229	8,900,000		
Personal Property Taxes - All Years	gov	435,096	406,463	465,557	335,000	918,745	464,000		
Current Taxes - Health Ins Levy	gov	1,751,903	1,821,380	2,062,697	2,264,730	2,162,504	2,224,000		
MV - County Option Tax (61-3-537)	gov	883,109	1,019,822	1,053,296	880,000	1,220,364	1,073,000		
Entitlement -- MV - Assessed Taxes	gov	8,544	8,888	1,353	5,000	16,011	9,000		
Penalty & Interest on Del Tax	gov	11,308	14,534	13,236	18,000	21,093	18,000		
SUBTOTAL - TAXES		10,947,897	11,455,228	11,947,346	11,707,070	13,091,946	12,688,000	-3.09%	8.38%
Liquor Licenses	gov	21,040	19,510	17,500	21,000	21,000	21,000		
Beer & Wine Licenses	gov	27,400	24,410	26,200	27,000	24,200	27,000		
Catering Permits	gov	3,010	3,395	1,855	3,000	630	3,000		
Pawnbrokers & 2nd Hand	gov	950	750	-	-	-	-		
General Business Licenses	gov	104,572	105,391	103,259	101,000	92,251	100,000		
Cable TV Franchise	gov	285,131	413,339	382,431	400,000	428,806	425,000		
Amusement Licenses & Permits	gov	2,750	2,500	-	-	-	-		
Animal Licenses	p&c	32,748	31,093	29,724	31,000	26,634	30,000		
Bicycle Licenses	gov	3	4	-	-	-	-		
Building Permits/Board of Adjustments	cd	1,000	1,000	1,500	750	1,875	1,000		
SUBTOTAL - LICENSE & PERMITS		478,604	601,392	562,468	583,750	595,397	607,000	1.95%	3.98%
Fire Grants	fire	-	-	-	-	-	-		
Police / MRDTF Grant	p&c	27,716	27,676	31,284	20,000	26,345	20,000		
Police / Highway Traffic Safety	p&c	2,922	26,859	82,815	60,000	66,923	65,000		
Police / ICAC Grant	p&c	1,073	3,485	5,493	7,100	157	-		
Police / Dept of Justice Grant (MATIC Grant)	p&c	97,368	95,618	100,356	80,000	96,618	90,000		
Police / Violence Agnst Women Grant	p&c	67,882	68,494	70,807	51,000	82,460	65,000		
Police / HIDTA Grants	p&c	62,056	67,281	52,373	55,654	36,671	35,000		
Police Grants-Misc.	p&c	7,749	12,874	2,939	6,200	28,835	3,000		
Misc. Federal Grants - VOCA Grant	atty	44,290	67,456	59,361	47,747	75,416	57,000		
Indirect Cost Recovery - MISC	p&c	292	-	-	-	-	-		
Indirect Cost Recovery - DUI	p&c	-	6,746	-	-	16,149	-		
Indirect Cost Recovery - HPD MATIC	p&c	9,613	-	-	-	-	-		
Indirect Cost Recovery -VOCA	atty	4,429	8,595	19,765	6,632	-	15,000		
Live Card Game Lic Dist	gov	4,057	4,252	2,536	4,300	2,084	2,100		
Video Gambling Lic Dist	gov	74,450	74,425	71,100	70,000	73,350	70,000		
State Entitlement - HB124 / 2001	gov	4,236,658	4,312,139	4,462,845	4,507,472	4,613,117	4,682,000		
State Grants - URD/MBAC	cd	6,000	9,000	963	-	-	-		
State Grants - Hazmat	fire	22,084	-	-	-	-	-		
County Contrib - Urban Trails	p&r	-	-	-	-	-	-		
County Contrib - Resilience Coordinator	p&c	-	-	-	-	-	-		
County Contrib - LCSO Reimb-1/2 Detective-MDT &	p&c	533	948	45,673	44,901	4,145	2,000		
Misc Intergovernmental Rev	p&c	5,256	4,546	-	-	-	-		
PILT-Helena Housing Authority	gov	13,691	12,985	16,899	-	19,564	20,000		
SUBTOTAL - INTERGOV'T REV		4,688,119	4,803,379	5,025,210	4,961,006	5,141,832	5,126,100	-0.31%	3.33%
Subdivisions	cd	750	1,045	375	1,200	3,570	1,500		
Zoning Actions	cd	1,865	2,885	1,306	4,300	4,555	2,000		
Alarm Fees (10%)	p&c	670	2,475	1,070	1,000	830	1,200		
Fire Protection Fees	fire	102,592	78,097	36,431	60,000	102,826	50,000		
Fire Bldg. Code Inspection	fire	17,758	32,722	40,284	32,500	27,216	32,500		
DUI Vehicle Seizures	p&c	-	-	-	-	125	-		
St Capital Officer	p&c	114,346	140,161	90,670	-	-	-		
Fees-Other Agencies - Law Enf Academy	p&c	-	-	-	-	-	-		
Fees-Other Agencies-SRO Reimb & 1/2 City Atty De	p&c	60,989	86,393	127,769	80,000	161,295	125,000		
Police Range User Fees	p&c	8,690	7,980	36,345	7,500	10,070	8,000		
Helena Housing Auth. Contract	p&c	49,727	-	-	-	-	-		
Snow Removal Charges	p&r	2,796	345	-	-	-	-		
Engineering Misc.	pw	250	250	-	-	500	-		
Animal Control Fees	p&c	4,095	1,770	2,625	3,500	-	1,000		
Swim - Daily Admissions Youth	p&r	33,514	41,535	34,966	25,606	151	25,000		
Swim - Daily Admissions Adult	p&r	28,403	31,817	20,704	22,293	37,718	22,000		
Swim -Daily Admissions Senior	p&r	129	1,187	968	6,097	-	1,000		
Swim - Daily Admissions Spectator	p&r	1,956	2,620	4,492	1,450	408	2,000		
Swim -Water Activity Youth	p&r	-	-	233	35	-	35		
Swim - Water Activity Adult	p&r	1,372	1,304	103	1,500	-	1,500		
Swim - Water Activity Senior	p&r	346	411	-	1,000	-	300		
Swim - Punch Card Youth	p&r	7,794	6,871	8,884	6,000	2,577	6,000		
Swim - Punch Card Adult	p&r	6,195	5,005	1,229	3,024	2,051	3,024		
Swim - Punch Card Senior	p&r	403	607	-	140	396	140		
Swim - PC Residt - Wtr Act-Sr.	p&r	-	-	-	-	-	-		
Swim - Season Pass Youth	p&r	529	455	-	500	108	400		
Swim - Season Pass Adult	p&r	2,667	810	171	1,500	972	1,000		
Swim - Season Pass Senior	p&r	508	630	-	126	459	126		
Swim - Season Pass Family	p&r	4,100	4,878	810	500	6,792	500		
Swim Lessons - Resident 30 min	p&r	27,521	27,841	20,727	27,000	30,171	27,000		
Swim Lessons - Non Resident 30 min	p&r	2,908	4,305	1,272	150	491	150		
Swim Pool Rental - Swim Team	p&r	1,855	2,505	2,505	2,000	3,920	2,000		
Swim Pool Rental - Swim Meets	p&r	1,500	2,880	1,290	1,500	-	1,500		
Swim Pool Rental - Private	p&r	3,600	1,440	400	2,400	800	1,500		
Park Use Fees	p&r	48,266	42,666	5,542	45,000	17,158	45,000		
Recreation Fees	p&r	-	-	2,247	-	4,010	3,000		

CITY OF HELENA
GENERAL FUND REVENUE

ACCOUNT DESCRIPTION		FY 2018	FY 2019	FY 2020	ADOPTED FY 2021	ESTIMATED ACTUALS FY 2021	PROPOSED BUDGET FY 2022	PROPOSED FY22 BUDGET vs FY21 Est.	PROPOSED FY22 BUDGET vs. FY 21 ADOPTED
Recreation Ice Rink Fees & Revenue	p&r	6,410	3,814	6,373	5,000	10,622	5,000		
Recreation Tennis Fees & Revenue	p&r	10,541	11,619	5,124	10,000	14,188	5,500		
Recreation Pickleball Fees & Revenue	p&r	-	-	-	5,000	163	500		
Event Ticket Sales	p&r	-	474	-	-	-	-		
Concession Merchandise	p&r	30,531	32,127	30,506	32,500	16,349	32,500		
SUBTOTAL - CHARGES FOR SVS		585,576	581,924	485,419	390,321	460,490	407,875	-11.43%	4.50%
Walking Mall St Sweep/Plow Chrg/Snow Removal	p&r	15,000	19,000	19,000	19,000	19,000	19,000		
Open Spc Trail Maint Chrg	p&r	44,628	54,969	55,000	-	-	-		
SUBTOTAL -INTRA CITY CHARGES		59,628	73,969	74,000	19,000	19,000	19,000	0.00%	0.00%
Court Fines - Traffic	p&c	422,256	437,170	479,933	400,000	372,107	400,000		
Animal Control Fines	p&c	3,682	3,513	4,022	4,200	2,533	3,500		
Court Costs	p&c	17,771	7,161	2,347	12,000	1,668	5,000		
Criminal Offense	p&c	35,657	34,814	38,369	36,000	25,375	30,000		
Civil Costs	p&c	15,760	27,160	14,900	18,000	19,780	20,000		
Victim/Witness Adv Srchrg	p&c	25,600	30,066	31,124	32,000	22,618	32,000		
Parking Fines-City Court	p&c	62	-	-	-	-	-		
Misc Fines / Snow Removal	p&r	2,889	1,016	498	-	154	500		
SUBTOTAL -FINES & FORFEITURES		523,677	540,900	571,191	502,200	444,234	491,000	10.53%	-2.23%
Interest Earnings	gov	89,917	155,486	112,807	100,000	18,200	20,000		
SUBTOTAL -INTEREST EARNINGS		89,917	155,486	112,807	100,000	18,200	20,000	9.89%	-80.00%
Comm, Mgr, Atty Charges	gov	794,909	833,760	815,023	1,113,322	1,113,322	915,861		
Park & Rec Charges	p&r	60,539	70,306	77,522	77,132	77,132	183,260		
Public Works Charges	pw	321,506	330,701	495,707	277,558	277,558	326,616		
Human Resource Charges	gov	176,583	182,831	189,621	197,717	197,717	190,411		
Budget & Accounting Charges	fin	549,394	583,568	587,201	735,576	735,576	543,170		
Utility Customer Service Charges	fin	422,200	443,278	461,498	526,805	526,805	496,318		
Engineering Charges	pw	720,480	774,720	786,718	963,159	963,159	970,354		
Internal - Weed Control Charges	p&r	83,000	83,000	-	-	-	-		
SUBTOTAL -INTERNAL SVS COST RECOVERY		3,128,611	3,302,164	3,413,290	3,891,269	3,891,269	3,625,990	-6.82%	-6.82%
Misc Other Revenue	gov	13,534	27,670	48,456	18,000	16,322	20,000		
Audit Fee - BID	fin	-	2,500	2,500	2,500	-	2,500		
Audit Fee - TBID	fin	-	2,500	2,500	2,500	-	2,500		
Police Workers Comp	p&c	42,939	4,913	-	-	-	-		
Fire Workers Comp	fire	33,632	15,360	-	-	-	-		
Sale of Unclaimed Evidence	p&c	110	4,150	-	-	2,694	-		
Restricted Contrib - Gen Gov	gov	3,705	1,340	510	-	-	-		
Restricted Contrib - Fire	fire	500	-	-	-	-	-		
Restricted Contrib - Police	p&c	-	-	-	-	-	-		
Canine Contributions	p&c	100	-	-	-	-	-		
Explorers Contributions	p&c	-	-	-	400	-	-		
Police-L&C Forfeiture Fnd	p&c	-	-	3,050	-	-	-		
Kay's Kids-McKenna Fndtn	p&r	35,781	37,080	43,760	54,218	15,768	40,000		
Sale of Fixed Assets	gov	19,362	2,850	22,190	10,000	42,877	10,000		
SUBTOTAL -MISC OTHER		149,663	98,363	122,966	87,618	77,661	75,000	-3.43%	-14.40%
Transfer In - Law Enf Block Grant (JAG Grant)	p&c	-	27,172	34,989	15,000	14,644	15,000		
Transfer In - Fire Levy	fire	-	245,849	601,039	884,700	884,700	911,000		
Transfer In - Insurance/Safety	gov	225,370	224,598	113,808	111,864	111,598	111,598		
SUBTOTAL -TRANSFERS IN		225,370	497,619	749,836	1,011,564	1,010,942	1,037,598	2.64%	2.57%
TOTAL GENERAL FUND REVENUE		20,877,062	22,110,424	23,064,533	23,253,798	24,750,970	24,097,563	-2.64%	3.63%
TOTAL OTHER FUNDS		48,859,639	54,120,855	65,014,317	70,009,150	76,721,177	71,425,776	-6.90%	2.02%
TOTAL - ALL FUNDS		69,736,701	76,231,278	88,078,850	93,262,949	101,472,147	95,523,339	-5.86%	2.42%

CITY OF HELENA
OTHER FUND REVENUE

ACCOUNT DESCRIPTION	FY 2018	FY 2019	FY 2020	ADOPTED FY 2021	ESTIMATED ACTUALS FY 2021	PROPOSED BUDGET FY 2022	PROPOSED FY22 BUDGET vs FY21 Est.	PROPOSED FY22 BUDGET vs. FY 21 ADOPTED
Curr. - Street Maintenance District #1	4,048,870	4,968,355	7,105,009	6,876,480	7,199,932	7,200,000		
P & I on Del Assments	6,277	7,273	8,332	6,000	14,431	8,000		
Street Opening Permits	31,355	56,368	74,968	32,000	46,791	40,000		
PILT-Helena Housing Authority	30,494	30,494	30,494	30,495	30,495	30,495		
Snow Removal Charges	-	-	-	3,000	-	3,000		
Misc Fines / Snow Removal	-	-	690	500	500	500		
Interest Earnings	39,569	78,062	56,623	40,000	9,605	11,000		
Other Revenues	9,387	4,874	8,562	2,500	55,000	2,500		
State Signal Reimbrsmnt	10,741	12,820	394	-	1,705	-		
Street Sign Reimbursement	6,667	5,848	5,959	8,500	40	8,500		
Sale of Fixed Assets	-	-	105,274	5,000	177,572	5,000		
Intercap Loan Proceeds	-	-	-	3,700,000	-	2,900,000		
Transfer In - 645 Ins & Safety/GF/TIF RR	19,695	19,545	9,894	12,166	524,755	9,755		
SUBTOTAL - STREETS FUND (201)	4,203,055	5,183,640	7,406,199	10,716,641	8,060,826	10,218,750	26.8%	-4.6%
Gas Tax Apportionment	560,757	564,927	572,169	560,760	577,077	594,390		
State Grants - Misc.	-	-	109,565	-	61,875	-		
Interest Earnings	27,734	33,162	19,486	20,000	1,800	2,500		
SUBTOTAL - GAS TAX FUND (240)	588,491	598,089	701,220	580,760	640,752	596,890	-6.8%	2.8%
HB473 Gas Tax Apportionment	-	208,657	448,843	625,000	1,316,000	662,535		
Interest Earnings	-	-	-	-	-	-		
SUBTOTAL - HB473 GAS TAX FUND (241)	-	208,657	448,843	625,000	1,316,000	662,535	-49.7%	6.0%
Special Assessments	1,429,556	1,759,831	2,013,937	2,384,315	2,069,888	2,400,000		
P & I on Del Assments	2,369	2,925	2,435	2,500	4,177	3,300		
PILT-Helena Housing Authority	9,455	9,455	9,455	9,455	9,455	9,455		
Interest Earnings	41,535	54,001	31,794	30,000	3,175	4,500		
Other Revenues	17,138	-	-	-	-	-		
Transfer In - 645 Ins & Safety	2,862	3,122	1,562	1,594	2,035	2,035		
SUBTOTAL - STORM FUND (245)	1,502,915	1,829,333	2,059,184	2,427,864	2,088,730	2,419,290	15.8%	-0.4%
Federal Grants - CDBG	240,580	1,051,087	41,692	450,000	441,000	-		
State Grants - CDBG	20,000	15,000	-	15,000	75,000	-		
SUBTOTAL - CDBG FUND (226)	260,580	1,066,087	41,692	465,000	516,000	-	-100.0%	-100.0%
Transfer in - 100 Gen Fund	-	-	-	-	1,685,000	225,000		
SUBTOTAL - AFFORDABLE HOUSING (229)	-	-	-	-	1,685,000	225,000	-86.6%	
Donations	507	515	270	30,000	30,000	-		
Transfer in - 100 Gen Fund	12,000	12,000	19,313	11,487	11,487	12,000		
SUBTOTAL - PUBLIC ARTS (233)	12,507	12,515	19,583	41,487	41,487	12,000	-71.1%	-71.1%
Interest Earnings	14,429	24,604	15,292	16,000	2,200	4,000		
Community Facilities Charges	599,638	575,024	609,772	585,058	585,058	633,939		
Transfer In - 100 GF (PEG Support)	5,103	3,887	4,066	5,047	5,047	3,651		
Transfer In - 100 PEG Franchise Fee	168,620	-	-	-	-	-		
Transfer In - 645 Ins & Safety	3,205	3,183	1,570	1,413	1,266	1,266		
Interest Earnings	100	304	204	50	27	40		
Chamber Bldg Rent	53,426	53,426	62,100	62,100	83,000	71,000		
Interest Earnings	502	882	823	300	120	120		
Building Repair Reimbursements	-	-	278	5,000	-	5,000		
Neighborhood Center Rent	16,760	25,640	26,580	17,700	17,700	26,580		
SUBTOTAL - FACILITIES (212) (213) (214)	861,783	686,950	720,685	692,668	694,418	745,596	7.4%	7.6%
Intergov't Rev - Highway Traffic Safety	3,459	-	-	-	-	-		
Indirect Cost Recovery	346	-	-	-	-	-		
Reimbursed Overtime - Police	56,639	63,148	69,905	56,430	40,440	58,000		
Transfer In - 645 Ins & Safety	1,510	1,780	354	447	490	490		
Law Enforcement Block Grant	-	64,721	41,511	30,000	53,644	30,000		
LEBG Indirect Cost Recovery	-	5,644	2,915	3,000	-	3,000		
SUBTOTAL - POLICE PROJ & LEBG (215) (217)	61,954	135,293	114,685	89,877	94,574	91,490	-3.3%	1.8%
Intergov't Rev - 911-Lewis & Clark County	234,083	213,188	157,313	226,000	147,785	226,000		
Intergov't Rev - 911-City of Helena	198,633	187,492	157,313	192,000	147,785	192,000		
Intergov't Rev - 911-East Helena	13,980	53,646	157,313	14,000	147,785	14,000		
State Grants - Phone System reimb	-	-	-	-	322,611	502,846		
Charges - St. Peter's Hospital Training Reimb.	20,000	10,000	-	12,000	30,000	15,000		
Interest Earnings	3,024	5,049	5,550	500	925	500		
Other - LCSO 50% Reimb for T1 Line Dispatch radios	50,230	31,743	1,555	1,360	809	1,360		
Alarm Appl & Monitor Fees	4,030	11,465	8,680	9,000	7,375	9,000		
False Alarm Fees	10,370	8,850	9,100	7,000	8,690	8,000		
County Contributions	1,294,167	1,400,000	1,448,160	1,494,211	1,494,211	1,590,762		
Intergov't Rev - BLM	-	-	6,000	3,000	488	300		
Accident Reports	3,508	3,924	3,491	3,000	3,575	3,000		
Sex/Violent Offenders Reg	1,591	900	1,230	1,000	1,455	1,000		
Interest Earnings & Other Rev	(331)	(1,913)	(301)	-	87	20		
Transfer In (Fund 218 to 219)	135,735	-	-	-	-	-		
Transfer In - 645 Ins & Safety	18,614	17,889	9,715	8,486	9,216	9,216		
SUBTOTAL - 911/SSD (218) (219)	1,987,634	1,942,233	1,965,119	1,971,557	2,322,797	2,573,004	10.8%	30.5%

CITY OF HELENA
OTHER FUND REVENUE

ACCOUNT DESCRIPTION	FY 2018	FY 2019	FY 2020	ADOPTED FY 2021	ESTIMATED ACTUALS FY 2021	PROPOSED BUDGET FY 2022	PROPOSED FY22 BUDGET vs FY21 Est.	PROPOSED FY22 BUDGET vs. FY 21 ADOPTED
Current Taxes - Fire Safety Levy	-	457,890	406,945	900,000	870,000	911,000		
Personal Property Taxes - All Years	-	2,979	22,766	21,000	65,300	24,000		
Pnltly & Intrst on Del Tax	-	271	675	100	1,350	500		
Federal Grants	-	142,501	380,634	255,465	235,326	-		
Fire Protection Fees	-	-	167,277	317,000	749,514	317,000		
Interest Earnings & Misc Other	-	1,590	2,655	-	7,153	-		
Debt Issuance	-	-	-	1,000,000	810,000	-		
SUBTOTAL - FIRE LEVY (260)	-	605,231	980,952	2,493,565	2,738,643	1,252,500	-54.3%	-49.8%
Civic Center Fees	178,212	165,484	131,083	180,000	76,644	165,000		
Event Ticket Sales	96,790	379,490	349,743	235,000	303,486	354,500		
Event Ticket Fee	15,676	46,126	36,442	21,000	30,601	38,000		
Civic Center Event Reimbursements	4,678	2,895	83	4,750	-	1,000		
Civic Center Board Reimbursements	4,171	-	-	-	-	-		
Concession Merchandise	-	21,019	19,407	37,500	9,416	32,000		
Other Revenues	5,490	42,016	198	750	170	352,123		
Transfer in - General Fund (100)	480,000	470,000	360,000	360,000	360,000	450,000		
Transfer In - 645 Ins & Safety	5,854	5,572	2,792	2,588	2,750	2,750		
SUBTOTAL - CIVIC CENTER (211)	790,871	1,132,602	899,748	841,588	783,067	1,395,373	78.2%	65.8%
Special Assessments - Open Space	347,051	384,463	546,444	545,105	559,866	550,000		
P & I on Del Assments	619	662	608	750	1,085	750		
Federal Grants	108,108	24,795	217,252	-	406,400	-		
State Grants - Misc.	1,294	6,944	-	-	-	-		
PILT-Helena Housing Authority	1,916	1,916	1,916	1,900	1,900	1,900		
Park Use Fees	1,583	1,583	2,325	2,190	3,950	2,200		
Interest Earnings	4,076	7,993	4,524	3,000	420	500		
Other Revenues	-	500	3,103	500	18,765	500		
Restricted Contribution	-	18,000	-	-	-	-		
Transfer In - 645 Ins & Safety	1,865	1,405	827	1,471	844	844		
SUBTOTAL - OPEN SPACE (235)	466,512	448,261	777,000	554,916	993,230	556,694	-44.0%	0.3%
Special Assessments - Urban Forestry	258,567	256,313	469,747	427,470	479,845	430,000		
P & I on Del Assments	468	452	517	300	932	500		
PILT-Helena Housing Authority	630	630	630	630	630	630		
Interest Earnings	3,380	5,213	4,442	2,000	788	1,000		
Other Revenues	795	600	10,000	9,000	9,000	9,000		
Transfer In - 645 Ins & Safety	2,255	2,340	1,189	1,808	1,102	1,102		
SUBTOTAL - URBAN FORESTRY (237)	266,095	265,548	486,525	441,208	492,297	442,232	-10.2%	0.2%
Federal Grants	-	279,349	-	-	-	-		
Log Sales	-	12,329	8,687	20,000	950	-		
Transfer in from Water Fund (521)	-	17,573	40,000	20,000	20,000	20,000		
Transfer In - 645 Ins & Safety	-	531	125	122	121	121		
SUBTOTAL - WATER SHED PROJ (246)	-	309,782	48,812	40,122	21,071	20,121	-4.5%	-49.9%
Interest Earnings - Loan Repay Fund	326	744	794	-	206	-		
Transfer in - General Fund (100) - Loan Repay Fund	-	-	-	60,000	60,000	60,000		
State & Federal Grants - CARES / ARPA	-	-	2,331,456	-	7,253,666	4,248,586		
Special Assessments - Light Districts	867,889	912,729	909,474	908,972	914,047	931,010		
Current Taxes - Debt Service - GO 17	516,063	517,689	709,843	500,000	507,258	560,000		
Personal Property Taxes - All Years - GO17	23,135	21,773	24,952	18,000	42,398	25,000		
Pnltly & Intrst on Del Tax - GO 17	723	830	667	750	1,010	750		
Other Revenues - GO 17	-	4,565	-	-	-	-		
Interest Earnings - GO 17	3,049	6,963	5,071	4,000	1,100	2,000		
Interest Earnings - SID Rev Fund	526	671	523	-	75	25		
SUBTOTAL - OTHER SPEC REV & GO DEBT FUNDS	1,411,711	1,465,964	3,982,780	1,491,722	8,779,760	5,827,371	-33.6%	290.6%
Current Taxes - General Levy - TIF Railroad	72,301	(31,978)	160,781	170,000	178,575	175,100		
Personal Property Taxes - TIF Railroad	28,395	6,820	51,557	5,000	8,800	10,000		
Pnltly & Intrst on Del Tax - TIF Railroad	358	253	6,291	20	810	500		
Interest Earnings - TIF Railroad	680	1,858	1,726	20	585	400		
Current Taxes - General Levy - TIF Downtown	-	-	226,414	230,000	64,291	240,000		
Personal Property Taxes - TIF Downtown	-	-	1,171	177	4,536	2,000		
Pnltly & Intrst on Del Tax - TIF Downtown	-	-	163	307	211	300		
Interest Earnings - TIF Downtown	-	-	-	-	-	50		
Current Taxes - General Levy - TIF Capial Mall	-	-	-	-	-	-		
Personal Property Taxes - TIF Capital Mall	-	-	-	-	-	-		
Pnltly & Intrst on Del Tax - TIF Capital Mall	-	-	-	-	-	-		
SUBTOTAL - TIF DISTRICTS (406) (407)	101,734	(23,047)	448,103	405,524	257,808	428,350	66.2%	5.6%

CITY OF HELENA
OTHER FUND REVENUE

ACCOUNT DESCRIPTION	FY 2018	FY 2019	FY 2020	ADOPTED FY 2021	ESTIMATED ACTUALS FY 2021	PROPOSED BUDGET FY 2022	PROPOSED FY22 BUDGET vs FY21 Est.	PROPOSED FY22 BUDGET vs. FY 21 ADOPTED
License & Permits - PEG Support Fee	21,271	10,329	10,080	10,300	9,320	10,000		
Interest Earnings - Capt'l Improv Fund	48,759	68,705	33,395	50,000	3,155	2,500		
Loan Repayment Interest - Capt'l Improv Fund	2,349	-	1,253	840	840	-		
Transfer In - Gen Fund - Capt'l Improv Fund	900,000	500,000	-	400,000	622,856	2,766,000		
Misc. Other Revenue - Capt'l Improv Fund	41	128	158	-	160	-		
Sale of Fixed Assets - Capt'l Improv Fund	7,075	-	-	-	-	-		
Other Revenues - Capt'l Improv Fund	2,370	4,974	-	-	25,619	-		
INTERCAP Loan Proceeds - Sidewalk Improv Fund	51,433	50,485	57,156	150,000	-	-		
Park Use fees - Parks Improv Fund	17,930	22,734	34,082	15,000	27,505	15,000		
Interest Earnings - Parks Improv Fund	3,091	5,159	3,328	2,000	360	500		
Restricted Contribution - Parks Improv Fund	31,041	2,397	11,681	15,500	360	15,500		
Sale of Fixed Assets - Parks Improv Fund	-	-	2,500	-	-	-		
SUBTOTAL - CAPITAL IMPROVEMENT FUNDS	1,085,360	664,911	153,633	643,640	690,175	2,810,340	307.2%	336.6%
Building Permits	586,299	577,440	691,507	593,788	877,627	617,540		
Electrical Permits	86,531	103,537	110,793	94,772	103,780	98,563		
Plumbing Permits	116,430	108,684	113,992	115,943	103,180	120,581		
Plan Check Fees	320,951	304,289	332,892	345,662	471,392	359,488		
Water Well Permits	50	150	50	83	250	100		
Curb Cuts	3,264	1,739	2,130	2,689	2,574	2,797		
Street Opening Permits	6,175	7,700	6,510	7,495	6,705	7,795		
Encroachment Surveys	-	-	-	-	(19,817)	-		
Sale of Fixed Assets	-	5,250	-	-	-	-		
Sewer Taps	10,347	10,404	11,266	10,151	11,342	10,557		
Interest Earnings	12,961	27,094	20,435	12,000	2,520	4,000		
Transfer In - 645 Ins & Safety	11,369	11,372	5,892	5,463	5,629	5,629		
Other Revenues	5	-	(150,000)	(150,000)	195	-		
SUBTOTAL - BUILDING FUND (503)	1,154,382	1,157,658	1,145,467	1,038,046	1,565,378	1,227,050	-21.6%	18.2%
Metered Water Sales	7,881,569	7,638,011	7,865,398	8,776,885	8,776,885	8,776,885		
Fireline Charges	78,396	79,328	81,881	72,000	80,000	80,000		
Utility Service Charges	5,584	6,486	7,150	5,000	6,500	5,000		
System Development Fees	83,402	65,806	119,831	85,000	85,000	85,000		
Sale of Water Mats & Supp	52,556	50,935	61,984	50,000	50,000	50,000		
Installation Charge-Taps	22,406	21,750	31,393	20,000	30,000	20,000		
Misc. Water Charges	27,509	20,394	20,671	20,000	30,000	20,000		
Infrastructure Rebates	-	32,132	-	-	-	-		
Interest Earnings - Wtr Fund	197,270	318,621	237,592	250,000	32,000	35,000		
Other Revenues	3,134	215,119	2,074	2,500	2,000	2,000		
Sales of Fixed Assets	8,452	6,000	-	-	24,900	-		
St Rvlng Fnd (SRF) Prcds	-	-	4,420,622	-	-	-		
Transfer In - 645 Ins & Safety	25,689	25,700	12,109	12,092	12,853	12,853		
Water Service Line Charges	-	170,491	257,381	256,740	237,740	256,950		
Interest Earnings - Wtr Service Line	-	1,007	3,318	1,000	845	500		
SUBTOTAL - WATER FUNDS (521) (522)	8,385,967	8,651,780	13,121,405	9,551,217	9,368,723	9,344,188	-0.3%	-2.2%
State Grants - TSEP Grant	-	-	-	-	750,000	-		
Utility Service Charges	3,447	4,432	5,049	2,500	4,167	3,500		
System Development Fees	98,303	103,035	187,590	120,000	143,820	120,000		
Sewer Service Charges	3,793,057	4,194,095	4,907,649	5,810,764	5,168,035	5,650,000		
Sewer Surcharge	793,242	871,751	323,292	-	3	-		
Infrastructure Rebates	-	32,572	-	-	26,956	-		
Industrial User Permits	87,485	104,254	64,994	90,000	35,713	60,000		
Misc. Sewer Revenue	5,513	1,290	-	5,000	931	3,500		
Interest Earnings	60,368	97,880	67,520	60,000	5,475	7,500		
Other Revenues	1,576	28	3	1,000	500	500		
Sales of Fixed Assets	4,892	21,200	4,200	-	950	-		
St Rvlng Fnd (SRF) Prcds	-	-	226,297	3,550,000	3,400,000	-		
Transfer In - 645 Ins & Safety	18,095	18,500	8,749	8,286	8,954	8,954		
Waste Water Service Line Charges	-	435,483	658,640	652,331	438,340	257,070		
Interest Earnings - WasteWtr Serv Line	-	2,611	9,855	1,500	2,330	1,500		
SUBTOTAL - WASTE WTR FUNDS (531) (532)	4,865,978	5,887,131	6,463,839	10,301,381	9,986,174	6,112,524	-38.8%	-40.7%
Residential Assessments - SW Res	1,931,256	1,991,794	2,029,209	1,980,000	2,055,655	2,047,376		
Plnly & Int-Dlqnt Assmts - SW Res	3,039	3,160	2,774	3,500	4,010	3,000		
Tipping - PAYT Overages - SW Res	4,582	5,379	5,393	4,800	8,570	5,500		
Tipping - Residntl Prorated - SW Res	7,388	11,285	5,283	8,000	4,682	5,500		
Curbside Recycling - SW Res	62,224	84,728	96,816	81,000	106,176	110,000		
Interest Earnings - SW Res	37,018	64,708	49,278	30,000	4,945	6,850		
Other Revenues - SW Res	4,840	4,549	4,595	3,000	3,880	3,500		
Sale of Fixed Assets - SW Res	-	-	9,000	-	-	-		
Transfer In - 645 Ins & Safety - SW Res	5,523	5,383	2,625	3,240	2,550	2,550		
Transfer in - Landfill Monitoring	30,000	30,000	30,000	30,000	30,000	-		
Commercial Billed Charges - SW Comm	913,623	922,303	958,608	910,000	900,100	950,000		
Roll Off Container Fees - SW Comm	165,744	200,468	191,064	165,000	175,445	175,000		
Interest Earnings - SW Comm	15,282	23,333	21,206	15,000	2,750	3,750		
Internal Rolloff Charges - SW Comm	70,295	70,295	79,865	70,295	96,400	95,000		
Sale of Fixed Assets - SW Comm	11,390	122,900	-	-	-	-		
Transfer In - 546 Transfer Station - SW Comm	-	24,045	24,045	24,045	24,045	27,652		
Transfer In - 645 Ins & Safety - SW Comm	4,248	4,137	2,063	1,888	2,010	2,010		
Special Assessments - Landfill Monitoring	138,894	138,914	138,185	139,000	140,840	140,000		
P & I on Del Assmts - Landfill Monitoring	288	289	236	300	335	300		
PILT-Helena Housing Authority	850	850	850	850	850	850		
Interest Earnings - Landfill Monitoring	2,305	4,526	3,571	2,000	460	575		
County Contributions - Transfer Station	125,000	125,000	125,000	125,000	125,000	125,000		

CITY OF HELENA
OTHER FUND REVENUE

ACCOUNT DESCRIPTION	FY 2018	FY 2019	FY 2020	ADOPTED FY 2021	ESTIMATED ACTUALS FY 2021	PROPOSED BUDGET FY 2022	PROPOSED FY22 BUDGET vs FY21 Est.	PROPOSED FY22 BUDGET vs. FY 21 ADOPTED
Tipping Charges - Commercial	234,374	211,552	297,223	340,500	327,500	295,100		
Tipping Charges - Residential	785,196	775,548	856,885	797,905	984,300	879,625		
Tipping Charges - Scratch Gravel	961,832	967,630	1,023,928	888,138	919,550	1,021,500		
Tipping Charges - Transfer Accts	152,672	142,129	171,194	141,875	152,400	158,900		
Tipping Charges - East Helena	-	-	-	-	-	-		
Tipping Charges - Roll Off Accts	74,358	71,790	86,606	65,263	98,130	89,665		
Tipping Charges - Cash Customers	113,082	121,944	166,318	93,638	205,470	164,575		
Tipping Charges - PAYT Overages	5,911	8,930	15,503	6,500	22,806	12,500		
Tipping Charges - Tire Disposal	-	-	-	1,200	2,515	2,000		
Tipping Charges - Mattress Disposal	-	-	-	2,500	8,555	4,500		
Interest Earnings - Transfer Station	25,940	30,599	18,648	20,000	2,800	3,500		
Other Revenues - Transfer Station	35	1,895	5,113	-	1,854	-		
Transfer In - 645 Ins & Safety - Trfr Station	10,026	10,491	5,080	4,651	5,205	5,205		
County Contributions - Recycling	-	375,000	175,000	225,000	225,000	275,000		
Recycling Revenues	27,388	25,275	-	23,000	-	-		
Household Commodities - Recycling	25,004	22,866	16,280	20,000	20,000	23,000		
Glass - Recycling	-	-	-	-	-	-		
Valuable Scrap Metals - Recycling	272	-	-	-	-	-		
White Goods - Recycling	48,702	48,271	26,478	36,000	38,065	38,000		
Cardboard - Recycling	39,722	16,654	(4,749)	-	4,820	2,500		
Battery & Waste Oil - Recycling	6,647	6,509	8,740	6,000	6,775	7,500		
E-Waste - Recycling	1,397	1,843	1,428	1,000	640	1,000		
Plastics - Recycling	127	32	-	-	-	-		
Tire Disposal	1,550	900	1,055	-	50	-		
Freon Disposal	1,765	1,470	1,950	-	2,720	2,500		
Mattress Disposal	-	2,815	2,730	-	-	-		
Interest Earnings - Recycling	1,406	7,799	4,857	1,500	400	475		
Other Revenues - Recycling	-	853	-	-	-	-		
Transfer In from SW Residential	200,000	175,000	175,000	225,000	225,000	275,000		
Transfer In - 645 Ins & Safety - Recycling	2,918	2,852	1,410	1,278	1,371	1,371		
SUBTOTAL - SW & RECYCL FUNDS (541) (542) (543) (546) (547)	6,254,113	6,868,694	6,836,339	6,497,866	6,944,629	6,967,829	0.3%	7.2%
Special Charters	9,593	690	-	4,000	-	-		
BID Trolley Reimbursement	18,750	27,375	20,370	-	-	-		
Rec-Connect/State Shuttle	2,794	49,100	-	50,000	-	51,000		
Other Revenues - Special Charters	789	-	-	-	-	-		
Transfer In - 645 Ins & Safety - Spec Charters	85	83	40	36	39	39		
Federal Grant - FTA Operating Grant	602,340	522,491	513,688	780,505	930,000	794,554		
Federal Grants - Misc	13,843	-	142,563	-	-	-		
Federal Grants - Indirect Cost Recovery	60,234	85,051	50,372	78,051	72,325	79,455		
State Grant - State Aid to Transportation	8,348	5,453	3,417	7,500	9,150	7,500		
State Grant - Transade Grant	51,180	75,417	86,651	86,651	81,287	54,191		
Local Grant - County Contributions	37,500	37,500	37,500	37,500	37,500	37,500		
Transit Fares	47,266	36,596	15,107	25,000	6,725	25,000		
Advertising - Transit	13,490	12,600	1,561	13,000	2,100	5,000		
Transit Passes-HATS	-	11,566	23,054	26,000	9,100	26,000		
Interest Earnings	9,095	9,706	4,406	8,000	925	1,200		
Other Revenues - Capital Transit	1,662	331	1,511	500	500	500		
Sale of Fixed Assets	-	925	3,391	-	-	-		
Transfer in From General Fund (100)	337,500	337,500	292,495	287,500	287,500	315,000		
Transfer in from Special Charters (561)	50,000	50,000	50,000	50,000	-	40,000		
Transfer In - 645 Ins & Safety - Capital Transit	8,587	10,819	5,269	4,937	4,960	4,960		
Federal Grant - FTA Operating Grant	70,909	51,670	51,981	78,193	58,135	78,193		
Federal Grants - Indirect Cost Recovery	7,091	8,972	8,400	8,688	6,004	8,688		
Local Grant - County Contributions	53,940	53,940	53,940	53,940	74,858	53,940		
Local Grant - East Helena Contributions	4,060	4,060	4,060	4,060	4,060	4,060		
Charges for Services	26,208	4,496	3,415	6,300	2,515	6,300		
Transfer In - 645 Ins & Safety - East Valley Transit	800	1,155	563	546	540	540		
SUBTOTAL - TRANSIT FUNDS (561) (580) (581)	1,436,064	1,397,496	1,373,753	1,610,907	1,588,223	1,593,620	0.3%	-1.1%
Charges - Garage Revenue	1,212,720	1,333,274	1,486,834	1,529,237	1,473,943	1,538,480		
Charges - Lot Permits	252,658	289,966	266,935	297,139	294,817	306,231		
Charges - Lot Coin	72,927	60,142	-	103,940	5,470	75,900		
Boot Fines	250	600	50	500	500	500		
Restricted Violations	51,112	48,680	15,033	49,500	18,500	40,000		
Meter/Lot Violations	24,777	27,509	19,061	40,000	36,000	30,000		
Interest Earnings	11,133	14,128	6,987	12,000	2,000	2,000		
Other Revenues	825	4,155	5,877	500	5,000	3,500		
Misc Employee Reimb	-	-	-	500	500	500		
Sale of Fixed Assets	885	400	-	-	-	-		
Interap Loan Proceeds	-	-	560,243	-	-	-		
Transfer In - 645 Ins & Safety	8,819	6,808	3,343	3,416	3,457	3,457		
SUBTOTAL - PARKING FUND (551)	1,636,106	1,785,662	2,364,363	2,036,732	1,840,187	2,000,568	8.7%	-1.8%
Unstrctsd / Rstrctd	291,428	284,560	278,122	307,955	346,955	336,526		
Green Fees	193,837	212,176	198,784	223,418	260,080	243,500		
Golf Simulator	36,110	112,350	82,942	115,506	60,155	120,000		
Tower Club Fees	-	-	-	-	-	26,000		
Punch Cards	90,305	93,757	94,033	102,684	120,930	111,500		
Cart Storage / Trail Fees	42,061	38,435	38,611	43,096	34,361	43,096		
Annual Lease	30,932	26,022	19,038	32,546	27,125	35,000		
Pwr Cart Rentals	91,435	101,618	89,728	97,196	141,264	99,000		
Food & Beverage	196,093	463,903	428,072	578,024	503,643	634,600		
Gaming Machine Proceeds	3,649	8,164	5,385	6,506	4,125	9,850		

CITY OF HELENA
OTHER FUND REVENUE

ACCOUNT DESCRIPTION	FY 2018	FY 2019	FY 2020	ADOPTED FY 2021	ESTIMATED ACTUALS FY 2021	PROPOSED BUDGET FY 2022	PROPOSED FY22 BUDGET vs FY21 Est.	PROPOSED FY22 BUDGET vs. FY 21 ADOPTED
Pro Shop Merchandise	184,156	233,183	156,785	250,206	204,215	225,000		
Driving Range	78,337	80,764	77,199	84,596	106,700	92,000		
Club House Rental	-	780	540	-	1,914	-		
Bag Storage	2,150	3,700	2,175	4,006	2,533	4,006		
Club & Pull Cart Rentals	4,535	5,293	4,065	5,721	5,288	5,721		
Handicaps	14,255	13,700	13,638	15,506	14,997	16,000		
Golf Lessons	27,278	34,109	24,411	32,506	25,780	30,000		
Cart Repairs	3,279	9,578	8,111	6,506	7,722	6,506		
Advertising	20,955	19,225	5,040	20,506	4,625	15,000		
Other Golf Revenue - Misc	7,787	5,836	3,015	9,506	26,262	9,506		
Interest Earnings	18,515	5,772	481	-	(99)	-		
Other Revenues	227	(254)	498	21,000	1,502	2,000		
Bond Proceeds	2,100,000	-	-	-	-	-		
Transfer In - General Fund (100)	-	-	280,000	-	240,000	235,000		
Transfer In - 645 Ins & Safety	9,494	10,321	4,900	5,573	6,409	6,409		
SUBTOTAL - GOLF FUND (563)	3,446,818	1,762,992	1,815,572	1,962,563	2,146,486	2,306,220	7.4%	17.5%
Interest Earnings - Cty / County Bldg	4,657	8,739	147	4,500	1,515	1,500		
Other Revenues	38	88	10,056	-	19,172	-		
Reimbursements / Equipment	1,819	6,572	897	10,000	2,990	10,000		
Reimbursements / Parking Permits	20,564	21,828	25,436	21,000	21,665	21,000		
Rent Lewis & Clark Co	485,791	485,791	476,760	494,456	494,456	507,078		
Rent City of Helena	326,426	326,426	326,426	338,542	341,506	347,456		
Intercap Loan Proceeds - City/County Building	-	-	750,000	600,000	-	-		
Transfer In - 645 Ins & Safety - Cty/Cnty Bldg	5,063	4,713	2,314	1,483	2,152	2,152		
Interest Earnings - City/Cnty Bldg Mail	545	1,154	841	550	105	150		
Reimbursements / Postage	133,015	135,944	142,956	170,000	161,500	170,000		
Office Mail Revenues	44,670	54,435	51,449	56,257	58,500	60,089		
Transfer In - 645 Ins & Safety - City/Cnty Bldg Mail	509	487	224	251	245	245		
Interest Earnings - Cty / County Telephone	251	397	202	250	31	40		
IT&S Phone System Support Payment	20,000	20,125	20,000	20,000	20,000	20,000		
Transfer In - 645 Ins & Safety - City/Cnty Bldg Telephone	362	341	152	132	141	141		
County Contrib - Law & Justice Ctr	-	95,951	-	-	-	-		
Interest Earnings - Law & Justice Ctr	(25)	(213)	255	-	31	225		
City/County Reimb Payments - Other	-	43,986	-	50,000	48,725	100,000		
Reimbursements - Equipment	-	18,810	6,989	25,000	-	5,000		
Reimbursements - Parking Permits	-	-	-	-	-	600		
Rent - Lewis & Clark Co	-	87,423	270,718	288,470	288,470	297,346		
Rent - City of Helena	-	56,306	168,894	230,360	200,900	236,160		
Intercap Loan Proceeds - Law & Justice Ctr	-	-	-	650,000	650,000	-		
Transfer In - Capital Improv Fund (440)	25,000	1,330,140	8,000	100,000	100,000	-		
Transfer In - 645 Ins & Safety - Law & Justice Ctr	-	-	-	1,204	546	546		
Transfer In - General Fund (100)	-	-	250,000	-	70,000	-		
SUBTOTAL - FACILITY FUNDS (570) (571) (572) (573)	1,068,685	2,699,443	2,512,714	3,062,455	2,482,650	1,779,728	-28.3%	-41.9%
Fuel Tax Refund	21,832	30,560	28,114	26,000	26,000	26,000		
Gas & Fuel Charges	496,002	574,851	499,528	659,196	506,198	749,353		
Veh & Equip Repairs	195,740	133,040	144,404	153,175	56,558	158,415		
Tires & Tire Repairs	72,144	71,183	68,009	96,800	60,847	80,785		
Shop Parts	240,089	313,663	223,104	262,175	278,231	273,050		
Fleet Services Charges	619,428	669,218	702,565	716,616	716,616	719,261		
Other Revenues	590	-	746	1,000	627	1,000		
Sale of Fixed Assets	2,325	-	297,100	-	-	-		
Transfer In - 645 Ins & Safety	6,565	6,873	3,431	3,087	8,042	3,284		
SUBTOTAL - FLEET SERVICES FUND (610)	1,654,715	1,799,388	1,967,001	1,918,049	1,653,119	2,011,148	21.7%	4.9%

CITY OF HELENA
OTHER FUND REVENUE

ACCOUNT DESCRIPTION	FY 2018	FY 2019	FY 2020	ADOPTED FY 2021	ESTIMATED ACTUALS FY 2021	PROPOSED BUDGET FY 2022	PROPOSED FY22 BUDGET vs FY21 Est.	PROPOSED FY22 BUDGET vs. FY 21 ADOPTED
Copier Charges	20,342	20,342	24,638	30,374	30,374	32,331		
Insurance Charges - External	1,461	1,423	1,496	1,442	3,250	1,442		
Bldg/Prop Insur Charges	180,883	176,276	181,276	208,354	208,354	222,938		
Veh/Movabl Equip Charges	33,905	34,599	34,599	38,136	38,136	41,008		
Liability Insur Charges	559,639	554,795	582,161	610,591	608,798	648,113		
Fidelity Insur Charges	4,106	4,227	4,341	4,376	4,376	4,241		
Liab Deductible Charges	68,920	52,168	56,210	68,937	68,937	73,762		
Other Revenues	-	22	282	-	-	-		
Cmpnstrn for Loss on Bldgs	1,736	-	5,670	-	25,000	-		
Cmpnstrn for Loss on Autos	34,947	21,422	8,481	-	27,160	-		
Interest Earnings - Health	3,488	4,392	1,827	4,000	180	250		
City Contributions - Health	2,897,002	3,050,025	3,349,616	4,457,722	3,914,000	4,563,019		
Employee Contributions - Health	416,301	417,262	434,377	511,308	495,605	625,203		
Retiree Contributions - Health	311,911	353,890	461,544	516,497	475,081	525,000		
Other Group Contributions - Health	459,331	498,727	587,801	597,996	589,054	600,000		
Interest Earnings - Dental Proj	822	1,481	1,393	800	280	250		
City Contributions - Dental	171,980	181,991	196,148	215,073	211,295	220,979		
Employee Contributions - Dental	59,767	56,164	56,266	58,905	61,708	70,713		
Retiree Contributions - Dental	34,474	39,769	67,272	66,292	69,866	67,000		
Other Group Contributions - Dental	29,595	32,327	39,626	38,172	35,838	38,500		
Interest Earnings - Vision Proj	819	1,691	1,291	1,000	167	300		
City Contributions - Vision	26,931	27,853	28,743	31,478	30,342	29,816		
Employee Contributions - Vision	17,000	15,501	15,188	19,842	12,531	17,000		
Retiree Contributions - Vision	14,418	21,388	12,096	16,500	12,531	16,500		
Other Group Contributions - Vision	5,831	10,827	6,760	9,000	6,112	7,000		
SUBTOTAL - INTERNAL SVC FUNDS	5,355,609	5,578,562	6,159,102	7,506,795	6,928,974	7,805,365	12.6%	4.0%
TOTAL - ALL OTHER FUND REVENUE	48,859,639	54,120,855	65,014,317	70,009,150	76,721,177	71,425,776	-6.9%	2.0%

CITY-WIDE EXPENSES OVERVIEW

Fiscal Year 2022 projected budgeted expenses are \$92,178,000, not including transfers. Transfers out are \$5,554,825 bringing the total appropriations in FY 22 budget to \$97,733,000 for all funds.

The table below outlines expenses and trend information by department and year without noted transfers out:

	FY22 BUDGET	FY21 PROJ.	FY20 ACT.	FY 19 ACT.	FY 18 ACT.
General Gov't	16,537,557	14,328,844	14,421,221	11,251,669	10,888,789
Community Develop.	2,558,209	2,683,497	1,811,071	2,729,966	1,847,912
Community Facilities	2,843,030	3,821,243	2,334,961	3,357,696	1,862,651
Fire Dept.	6,058,140	7,374,894	4,509,256	4,895,196	4,268,531
Parks & Recreation	7,477,709	6,581,481	6,321,426	7,035,336	6,623,854
Police & Court	11,324,007	9,637,221	7,737,758	9,277,652	8,923,182
Public Works	25,704,501	43,594,761	27,018,927	26,037,204	21,681,360
Transportation Svs	19,674,779	17,523,723	13,031,904	10,701,552	10,496,962
TOTAL	\$ 92,177,931	\$ 105,545,664	\$ 77,186,524	\$ 75,286,271	\$ 66,593,241

A comparison of expenditures including internal transfers out from FY18 to Budget FY22 is listed in the table below:

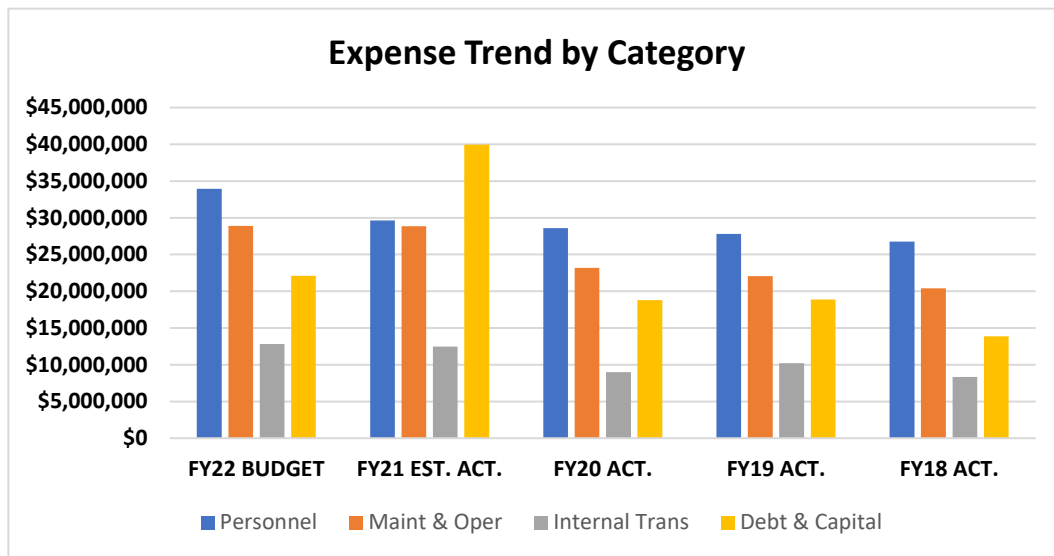
	EXPENSES	TRANSFERS OUT	TOTAL
FY22 BUDGET	92,177,931	5,554,825	97,732,756
FY21 PROJECTED	105,545,664	5,380,776	110,926,440
FY20 ACTUAL	77,186,524	2,368,947	79,555,471
FY19 ACTUAL	75,286,271	3,654,063	78,940,334
FY18 ACTUAL	66,593,241	2,748,018	69,341,259

A trend comparison of expenditures by category from FY18 to Budget FY22 is in the following table:

	FY22 BUDGET	FY21 EST. ACT.	FY20 ACT.	FY19 ACT.	FY18 ACT.
Personnel	33,927,376	29,641,682	28,597,356	27,783,455	26,779,234
Supplies & Materials	5,081,878	4,937,082	3,744,853	3,736,351	3,579,686
Purchased Services	14,592,376	14,017,638	11,741,665	10,370,987	10,118,311
Intra-City Charges	1,312,934	954,107	1,038,086	1,190,616	1,087,117
Fixed Charges	9,198,326	9,915,805	7,699,019	7,963,699	6,691,182
Internal Service	5,966,836	6,121,545	5,584,214	5,368,471	4,484,016
Transfers Out	5,554,825	5,380,776	2,368,947	3,654,063	2,748,018
Debt Service	3,348,369	2,302,948	3,897,621	3,078,557	3,273,474
Capital Outlay	18,749,836	37,654,858	14,883,709	15,794,135	10,580,221
Total	\$ 97,732,756	\$ 110,926,440	\$ 79,555,470	\$ 78,940,334	\$ 69,341,259

CITY-WIDE EXPENSES OVERVIEW

Proposed budgeted expenses (not including transfers out) of \$92,178,000 are less than the Projected FY 21 expenses of \$105,546,000 by -12.7% but 19.4% more than FY20 actual. The variance between years is largely due to investments in capital construction costs, as depicted in the following chart:



Personnel costs are proposed to increase 14.5% over FY 21 estimated actuals and 18.6% more than FY20 actuals. Proposed new staff and cost adjustments in FY22 are outlined in the staffing plan of this budget document. The jump in in cost from FY20 actuals is due to reimbursements for public safety personnel through CARES Act grants. FY21 also experiences higher than usual vacancies. Recruitment in the post-pandemic climate has been an ongoing issue.

Maintenance and operating costs are expected to remain stable as compared to FY21 estimated actuals but are increasing 24.5% from FY20. The difference between FY20 and proposed Budget FY22 costs is primarily due to one-time costs such as software implementations, consulting studies, additional training, small equipment, and improvements that do not meet the capital threshold of \$5,000. Specific examples are found in the Fund Detail pages of this budget document.

A more comprehensive list of the City’s expenditures by fund and type is in the following schedule listed as “City Wide Expenditures by Fund and Type.”

Expenditures by Fund and Type
For the Fiscal Year Ending June 30, 2022

	Transfers Out	Total Expenditures	Personal Services	Supplies & Materials	Purchased Services	Intra-City Charges	Fixed Charges	Internal Service	Debt Service	Capital Outlay
100 General Fund										
011 General Government	3,831,651	3,536,716	2,225,525	148,300	597,344	5,696	508,729	51,122	-	-
012 Police & Court	-	8,378,115	6,812,187	257,450	668,315	119,005	272,136	249,022	-	-
013 Fire Department	-	5,769,070	5,044,971	154,289	251,333	43,500	2,490	272,487	-	-
014 Community Development	-	850,636	565,430	18,534	197,917	3,576	54,308	10,871	-	-
015 Finance Services	-	1,504,324	1,003,214	63,758	252,033	5,516	159,697	20,106	-	-
016 Public Works Administration	-	1,670,381	1,421,630	10,850	102,778	8,029	93,544	33,550	-	-
017 Park & Recreation	235,000	2,606,248	1,535,975	169,940	599,339	51,556	122,347	127,091	-	-
Total General Fund	4,066,651	24,315,490	18,608,932	823,121	2,669,059	236,878	1,213,251	764,249	-	-
200 Special Revenue Funds										
201 Street & Traffic	-	12,617,481	2,166,931	860,265	1,600,011	357,051	65,781	768,942	305,000	6,493,500
204 Civic Center Board	-	3,976	-	-	3,976	-	-	-	-	-
211 Civic Center	-	1,261,430	475,261	54,130	315,213	-	12,670	202,686	-	201,470
212 Facilities Management	-	773,791	247,717	4,500	425,534	2,590	-	86,450	-	7,000
213 Facilities Managemnt-HVCC	-	61,978	-	2,500	14,000	-	1,700	43,778	-	-
214 Neighborhood Center	-	24,476	-	-	5,000	-	-	19,476	-	-
215 Police Projects & Reimb	-	58,402	57,042	-	-	-	-	1,360	-	-
217 Law Enforcement Block Grant	15,000	15,000	-	-	-	-	15,000	-	-	-
218 9-1-1 Emergency Program	-	1,029,950	-	30,050	450,634	-	45,432	988	-	502,846
219 Support Services Division	-	1,842,540	1,556,223	17,250	207,103	2,330	30,534	29,100	-	-
226 CDBG/HOME	-	-	-	-	-	-	-	-	-	-
228 Community Renewal	-	-	-	-	-	-	-	-	-	-
229 Affordable Housing Trust	-	-	-	-	-	-	-	-	-	-
233 Public Art Projects	-	12,000	-	500	11,500	-	-	-	-	-
235 Open Space District Maint	-	770,272	228,629	58,150	200,504	12,974	19,135	191,380	-	59,500
237 Urban Forestry	-	480,932	330,281	28,650	54,613	12,100	200	55,088	-	-
238 Loan Repayment	-	-	-	-	-	-	-	-	-	-
240 Gas Tax	-	546,468	-	-	-	-	-	94,993	-	451,475
241 Gas Tax HB473	-	662,535	-	-	-	-	-	-	-	662,535
245 Storm Water Utility	-	2,578,262	265,042	48,400	76,193	-	23,695	273,572	-	1,891,360
246 Watershed Projects	-	22,482	19,658	2,000	-	-	-	824	-	-
260 Fire Safety Levy	911,000	276,100	-	-	-	-	-	-	85,100	191,000
290 CARES/ARPA	-	-	-	-	-	-	-	-	-	-
029 Lighting Districts - All	-	1,006,791	-	-	932,433	-	-	74,358	-	-
Total Special Revenue Funds	926,000	24,044,866	5,346,784	1,106,395	4,296,714	387,045	214,147	1,842,995	390,100	10,460,686
300 Debt Service Funds										
308 2017 GO Bond-08 Park Ref	-	551,300	-	-	-	-	-	-	551,300	-
310 GO Refunding Bonds 2009	-	-	-	-	-	-	-	-	-	-
340 S I D Revolving	-	176	-	-	-	-	-	176	-	-
Total Debt Service Funds	-	551,476	-	-	-	-	-	176	551,300	-

**Expenditures by Fund and Type
For the Fiscal Year Ending June 30, 2022**

	Transfers Out	Total Expenditures	Personal Services	Supplies & Materials	Purchased Services	Intra-City Charges	Fixed Charges	Internal Service	Debt Service	Capital Outlay
400 Capital Project Funds										
406 TIF Railroad District	-	185,600	-	-	185,600	-	-	-	-	-
407 TIF Downtown District	-	242,300	-	-	242,300	-	-	-	-	-
440 Capital Improvements Fund	-	2,775,420	-	-	111,500	-	-	-	-	2,663,920
441 Parks Improvement	-	21,000	-	-	-	-	-	-	-	21,000
450 Sidewalk Improve/Construct	-	-	-	-	-	-	-	-	-	-
Total Capital Project Funds	-	3,224,320	-	-	539,400	-	-	-	-	2,684,920
500 Enterprise Funds										
503 Building	-	1,267,673	874,457	29,691	176,433	6,900	83,176	61,016	-	36,000
521 Water	20,000	8,943,429	2,066,560	1,003,775	1,059,645	70,200	74,125	949,785	878,299	2,841,040
531 Wastewater	-	5,200,041	1,390,597	235,620	921,769	81,880	98,745	817,953	500,187	1,153,290
541 Solid Waste-Residential	275,000	2,605,888	576,602	41,750	1,239,042	94,880	8,800	224,574	-	420,240
542 Solid Waste-Commercial	-	1,234,614	325,897	40,895	448,230	96,150	8,800	176,522	-	138,120
543 Landfill Monitoring District	-	137,163	-	-	108,600	-	-	28,563	-	-
546 Transfer Station	27,652	2,713,777	795,817	19,430	1,148,619	149,900	43,125	243,576	-	313,310
547 Recycling	-	620,770	208,232	3,965	244,129	2,350	33,600	63,414	-	65,080
551 Parking	-	2,053,020	631,163	29,700	307,613	12,175	167,359	133,664	648,346	123,000
561 Special Charters	40,000	10,862	5,330	-	-	3,525	-	2,007	-	-
563 Golf Course	-	2,311,369	947,128	511,823	205,785	-	87,029	232,881	235,573	91,150
570 City-County Building Fund	-	1,011,933	310,461	56,080	262,031	820	12,521	38,789	85,231	246,000
571 City/Cnty Bldg Mail	-	269,360	42,860	3,000	179,200	2,660	500	1,140	-	40,000
572 City/Cnty Bldg Telephone	-	19,888	19,519	-	-	-	-	369	-	-
573 CC Law & Justice Building	-	681,604	223,722	29,400	214,166	930	20,078	33,975	59,333	100,000
580 Capital Transit	-	1,478,430	916,855	13,700	162,794	134,250	7,500	221,331	-	22,000
581 CT - East Valley	-	146,528	95,818	450	7,917	24,775	-	17,568	-	-
582 CT - Head Start	-	-	-	-	-	-	-	-	-	-
Total Enterprise Funds	362,652	30,706,349	9,431,018	2,019,279	6,685,973	681,395	645,358	3,247,127	2,406,969	5,589,230
600 Internal Service Funds										
610 Fleet Services	-	2,159,455	540,642	1,131,808	326,280	7,616	25,820	112,289	-	15,000
643 Copier Revolving	-	13,812	-	1,275	7,700	-	4,837	-	-	-
645 Property & Liab Insurance	199,522	982,913	-	-	-	-	982,913	-	-	-
650 Health & Safety Program	-	5,714,750	-	-	12,750	-	5,702,000	-	-	-
651 Dental Program	-	397,000	-	-	42,000	-	355,000	-	-	-
652 Vision Program	-	67,500	-	-	12,500	-	55,000	-	-	-
Total Internal Service Funds	199,522	9,335,430	540,642	1,133,083	401,230	7,616	7,125,570	112,289	-	15,000
Total All Budgeted Funds	5,554,825	92,177,931	33,927,376	5,081,878	14,592,376	1,312,934	9,198,326	5,966,836	3,348,369	18,749,836

At-a-Glance Summary of Expenses in FY2022 Beyond Adopted FY2021

FUND	FY2021 ENDING BALANCE	FY2021 EXCESS RESERVE (ENDING BALANCE)	FY2022 Budgeted TOTAL REVENUE	FY2022 POLICY RESERVE	EXCESS RESERVE USED IN FY22	TOTAL NEW SPENDING	TOTAL ONE-TIME	TOTAL RECURRING	PERSONNEL		MAINTENANCE & OPERATIONS				CAPITAL OUTLAY				Summary
									RECURRING		ONE-TIME		RECURRING		ONE-TIME		RECURRING		
									Amount	Description	Amount	Description	Amount	Description	Amount	Description	Amount	Description	
100 - General	\$12,644,625	\$9,602,596	\$24,097,563	\$3,871,437	-\$4,284,578	\$1,662,000	\$762,000	\$900,000	\$900,000	COLA, New Personnel & Current Staff Adjustments	\$762,000	Revenue losses, Software Conversions, Consulting, Office Needs and Community Initiatives	\$0	No Significant Additional Recurring Charges	\$0	N/A	\$0	N/A	M & O One-Time charges will be covered by Fund Reserves. Recurring personnel increases are being covered by revised budgeted tax revenue after assessed values are received, resulting in an increase of about \$900,000 over FY21 adopted.Note: Not shown are the \$2,766,000 in transfers to the 440 fund for capital that accounts for the additional excess reserve spending.
201 - Streets	\$3,544,708	\$2,226,088	\$10,218,750	\$1,510,023	-\$2,398,731	\$2,790,000	\$1,700,000	\$1,090,000	\$160,000	COLA, New Personnel & Current Staff Adjustments	\$100,000	Additional Slip/Trip/Fall repairs	\$130,000	Additional Mill/Overlay operations, ADA Compliance and rising fuel costs	\$1,600,000	Sidewalk Program, Knight St Project and Safe Crossings	\$800,000	Vehicle Replacements and Infrastructure Projects	Personnel and M&O additions will come out of Reserves for the first year. Capital is supported by debt service. All categories will need to be reviewed and the assessment likely addressed for FY23
211 - Civic Center	\$512,402	\$336,731	\$1,395,373	\$261,360	\$0	\$60,000	\$6,000	\$54,000	\$40,000	COLA, Personnel Proportion Increased	\$6,000	Sound System Repairs	\$14,000	Proomotions Budget	\$0	N/A	\$0	N/A	Incerases are currently coming from reserves but should over time as COVID passes and shows return come from operational revenues.
212 - Facilities	\$1,111,180	\$957,388	\$642,856	\$189,072	-\$130,935	\$77,000	\$57,000	\$20,000	\$20,000	COLA, Personnel Proportion Increased	\$50,000	Various smaller scale LED Upgrades	\$0	N/A	\$7,000	LED Upgrades	\$0	N/A	Personnel is covered by increased management fees. M&O and Capital are covered by fund reserves.
218 - 911 Operation	\$481,122	N/A	\$951,706	N/A	-\$78,244	\$650,000	\$600,000	\$50,000	\$0	N/A	\$100,000	CAD/RMS Project Consulting	\$50,000	Increased operational expenses	\$500,000	Equipment Purchases	\$0	N/A	Capital is supported by grant funding and M&O is coming from fund reserves.
219 - SSD	\$799,633	N/A	\$1,621,298	N/A	-\$221,242	\$225,000	\$125,000	\$100,000	\$100,000	COLA, New Personnel	\$125,000	CAD/RMS Project Consulting and Work Studies	\$0	N/A	\$0	N/A	\$0	N/A	Personnel is covered by increased contributions from the Public Safety Mill Levy. M&O will come from Fund reserves.
235 - Open Lands	\$505,751	\$311,783	\$556,694	\$175,259	-\$213,578	\$110,000	\$50,000	\$60,000	\$0	N/A	\$50,000	Office Equipment, Construction Materials and Repairs to Kindrick Legion	\$0	N/A	\$0	N/A	\$60,000	1 Ton Vehicle and Trailer Replacement	Although it will not be budgeted at adoption, there should be enough Grant Revenue left from FY21 to carryover into FY22 to cover these additions.
245 - Stormwater	\$439,604	\$270,403	\$2,419,290	\$169,373	-\$158,972	\$450,000	\$450,000	\$0	\$0	N/A	\$0	N/A	\$0	N/A	\$450,000	Additional Infrastructure Projects	\$0	N/A	Fund Reserves
440 - General Capital	\$954,364	N/A	\$2,779,340	N/A	\$0	\$1,775,000	\$1,775,000	\$0	\$0	N/A	\$0	N/A	\$0	N/A	\$1,775,000	ERP & Large Deferred Replacements	\$0	N/A	Supported by a transfer in from the General Fund, stemming mostly from COVID Savings
503 - Building	\$1,634,606	\$1,441,265	\$1,227,050	\$202,467	-\$40,623	\$36,000	\$0	\$36,000	\$0	N/A	\$0	N/A	\$0	N/A	\$0	N/A	\$36,000	Vehicle and Radio Replacement	Fund Reserves. Note even without Capital the fund would still be spending into Reserves, fees and or operational costs might need to be addressed in the future.

At-a-Glance Summary of Expenses in FY2022 Beyond Adopted FY2021

FUND	FY2021 ENDING BALANCE	FY2021 EXCESS RESERVE (ENDING BALANCE)	FY2022 Budgeted TOTAL REVENUE	FY2022 POLICY RESERVE	EXCESS RESERVE USED IN FY22	TOTAL NEW SPENDING	TOTAL ONE- TIME	TOTAL RECURRING	PERSONNEL		MAINTENANCE & OPERATIONS				CAPITAL OUTLAY				Summary
									RECURRING		ONE-TIME		RECURRING		ONE-TIME		RECURRING		
									Amount	Description	Amount	Description	Amount	Description	Amount	Description	Amount	Description	
541 - Residential Waste	\$1,188,681	\$793,003	\$2,184,276	\$404,490	-\$696,612	\$590,000	\$420,000	\$170,000	\$30,000	COLA, New Personnel	\$60,000	Solid Waste Reduction Plan	\$140,000	Tipping Fees, Curbside Recycling Costs and Increased Vehicle Repair & Fuel Costs	\$360,000	Warm Storage, Solid Waste Master Plan and Transfer Station Entrance Improvements	\$0	N/A	Additional Personnel is covered by increased Charges. M&O and Capital costs are coming out of Reserves
542 - Commercial Waste	\$1,202,044	\$1,018,360	\$1,253,412	\$180,246	\$0	\$113,000	\$100,000	\$13,000	\$13,000	COLA, New Personnel	\$0	N/A	\$0	N/A	\$100,000	Warm Storage, Solid Waste Master Plan and Transfer Station Entrance Improvements	\$0	N/A	Estimated Increase in Charges for Services will cover.
546 - Transfer Station	\$1,569,654	\$1,186,261	\$2,762,070	\$399,143	\$0	\$340,000	\$140,000	\$200,000	\$27,000	COLA, New Personnel	\$0	N/A	\$68,000	Tipping Fees, Special Assessments and Increased Vehicle Repair & Fuel Costs	\$140,000	Warm Storage, Solid Waste Master Plan and Transfer Station Entrance Improvements	\$105,000	Vehicle Replacement	Estimated Increase in Charges for Services will cover.
547 - Recycling	\$150,384	\$58,097	\$626,346	\$91,346	\$0	\$66,000	\$48,000	\$18,000	\$0	N/A	\$0	N/A	\$18,000	Composting, Household Commodities and Special Assessments	\$48,000	Solid Waste Master Plan and Transfer Station Entrance Improvements	\$0	N/A	Increase in County Contributions will more than cover the additional recurring costs and the Capital is coming out of Reserves.
581 - CT - East Valley	\$77,874	\$59,699	\$151,721	\$24,087	\$0	\$12,000	\$0	\$12,000	\$12,000	Increased Health and Vision Insurance Costs	\$0	N/A	\$0	N/A	\$0	N/A	\$0	N/A	Estimates may be high, could reduce some costs but for now additionas are funded out of Reserves.
563 - Golf & Muni's	\$126,185	-\$229,877	\$2,306,220	\$364,968	-\$5,149	\$154,000	\$0	\$154,000	\$67,000	COLA and Temporary Staff Increased Hours	\$0	N/A	\$17,000	increased Muni's Resale Budget with Corresponding Revenue & Special Assessments	\$0	N/A	\$70,000	New Mowers	Increased Charges for Services Estimates and General Fund Support
610 - Fleet	\$569,344	N/A	\$2,011,148	N/A	-\$148,307	\$210,000	\$0	\$210,000	\$20,000	COLA, New Personnel	\$0	N/A	\$190,000	Inventory Management and Increased Fuel Charges	\$0	N/A	\$0	N/A	Inventory management will be paid out of Bus Barn Sale Proceeds in 1st Year and Savings in other costs should cover going forward. Fuel Costs and Personnel will have to be addressed through Internal Charges going forward.

CITY-WIDE DEBT SERVICE OVERVIEW:

TYPES OF DEBT INSTRUMENTS ISSUED BY THE CITY:

GENERAL OBLIGATION (GO) BONDS:

This type of debt is typically issued to finance improvements that benefit the community as whole. These obligations are backed by the full faith and credit and taxing power of the government.

REVENUE BONDS:

A revenue bond is issued to finance facilities or other projects that have a definable user or revenue base. The instruments are secured by a specific source of funds, either from operations of the project being financed or a dedicated revenue stream.

CERTIFICATES OF PARTICIPATION (COP):

COP's are lease purchase agreements. In a COP transaction, a government enters into an agreement with another party to lease an asset over a specified period of time at a predetermined annual cost. The lease payments are sufficient to pay for principal and interest on the leased asset.

LOANS:

The City participates in the State of Montana's Board of Investments INTERCAP Loan program for a variety of projects. These loans are managed by the State and more information can be found by visiting the Montana.Gov website.

The City participates in Montana State Natural Resources and Conservation Revolving Loan programs. These loans were established by the State for water pollution control and drinking water projects. Both programs provide at or below market interest rate loans to eligible Montana entities. More information on these loans can be found by visiting the Montana.Gov website.

On occasion, the County will issue debt on behalf of the City for common occupied/owned facilities. This will count against the County's debt limits, but the City pays for the debt service.

Funds may also be authorized to borrow against each other. Interest is charged based on the market investment rate of return. The City has only one of these loans outstanding and will be paid in full on 7/1/2021.

DEBT MANAGEMENT LAWS FOR LOCAL GOVERNMENTS IS DEFINED IN MONTANA CODE

ANNOTATED:

7-7 MCA: Debt Management

Debt limits are a calculation of borrowing capacity for the local government and may vary depending on the type of debt issuance.

The City uses certified estimated market value provided by the State of Montana, Dept. of Revenue, to calculate its General Obligation legal debt limit. General obligation debt should not exceed 2.5% of the total assessed value.



CITY-WIDE DEBT SERVICE OVERVIEW:

The following is a list of current outstanding debt principal as of the end of FY21:

General Obligation (Total \$5,805,000):

- Limited Tax GO Bond, Refunding Series 2015: \$440,000 – Downtown parking
- Limited Tax GO Bond, Series 2017: \$1,835,000 – Golf Course Improvements*
- GO Bond, Series 2017: \$3,530,000 – Parks & Recreation Improvements

**Effective in FY2021, this loan will be subsidized by the General Fund. The debt was achieved as a result of a loan against the General Fund and not a Revenue Bond against the Golf Fund.*

State of Montana Revolving Fund Loans (Total \$7,192,000):

- DNRC, Drinking Water Refunding Loan, 2005: \$950,000
- DNRC, Drinking Water Refunding Loan, 2007: \$641,000
- DNRC, Drinking Water Refunding Loan, 2012: \$639,000
- DNRC, Drinking Water Refunding Loan, 2016: \$540,000
- DNRC, Drinking Water Refunding Loan, 2019: \$4,085,000
- DNRC, Wastewater Refunding Loan, 1999: \$383,000
- DNRC, Wastewater Refunding Loan, 2019: \$2,754,000 (open loan – draws will carry over to FY 2022)

Certificate of Participation:

- COP, Series 2016: \$6,860,000 – 15th Street Parking Garage

State of Montana Board of Investments INTERCAP Loans (Total \$2,957,300):

- Irrigation Upgrades at Golf Course, 2014: \$268,500
- Parking Meters, 2020: \$512,300
- City/County Building Cooling System (County issued), 2020: \$716,500
- City/County Law & Justice Center (County issued), 2021: \$650,000
- Fire Truck, 2021: \$810,000

INTERFUND Loans:

The Golf Course has one final interfund loan payment of \$42,175 due to Fund 440.

PENDING Debt Service in Fiscal Year 2022:

The City has also budgeted debt issuance in FY 2022 as follows:

- State Loans: Streets & Traffic Fund: Infrastructure and Equipment: \$2,900,000



CITY-WIDE DEBT SERVICE OVERVIEW:

The City's General Fund Debt Limit Calculation is defined by state law (7-7-4104 MCA) and is calculated below. This demonstrates that as of this publication, the City has a borrowing capacity of up to \$1,450,600 in general fund obligation debt (secured by General Fund revenues).

Existing Debt - MCA, 7-7-4104

	Issued	Maturity	Years	Borrowed	Outstanding
LTGO Bond 2015	24-Jun-2015	15-Aug-2025	10.00	845,000	440,000
LTGO Bond 2017	30-Nov-2017	30-Jun-2037	20.00	2,100,000	1,925,000
INTERCAP - Golf Course Irrigation	5-Dec-2014	15-Feb-2030	15.00	433,099	268,462
INTERCAP - Parking Meters	1-Nov-2019	15-Feb-2030	10.00	560,243	512,259
				<u>\$ 3,938,342</u>	<u>\$ 3,145,721</u>

Fiscal Year 2021 Borrowing Capacity

Maximum Principal Authority - (10% of FY 2020 Budgeted Expenditures)	\$ 2,260,602
General Fund obligation debt issuance in Fiscal Year 2021	<u>(810,000)</u>
Remaining Borrowing Authority	<u>\$ 1,450,602</u>
Maximum Annual Debt Service (2% of FY 2018 Actual Receipts)	\$ 449,556
Current Maximum Annual Debt Service in Current or Future Fiscal Year	<u>(343,972)</u>
Remaining Maximum Principal & Interest Authority	<u>\$ 105,584</u>

The City's General Obligation legal debt margin is calculated from property assessed values. This calculation is defined in State Law. Based on the most recent assessed values in 2020, the City's legal debt margin is \$99,665,700.

The latest assessed values the city has is for 2020 and is calculated below:

Assessed Value (2020)	\$ 4,127,827,792
	<u>2.50%</u>
Debt limit (2.5% of assessed value)	\$ 103,195,695
Total Net Debt applicable to limit	<u>\$ 3,530,000</u>
Legal Debt Margin	<u><u>\$ 99,665,695</u></u>
Total Net Debt applicable to the limit as a percentage of debt limit	3.42%

Revenue obligations are secured by pledged revenue. As of the end of FY 2020, Water bonds had a 174.6% coverage ratio; wastewater bonds had a 205.9% coverage ratio; and the certificate of participation had a 12.5% coverage ratio. Parking revenues were significantly reduced in 2020 due to COVID-19 impacts which skewed the ratio for the COP. Overall, the City has been very conservative in issuing debt, (3.42% of limit) and has used cash reserves to fund many major capital projects and equipment needs. The long-term debt schedule for the City is in the following table noted: "City of Helena: Long Term Debt Schedule".



CITY OF HELENA
LONG-TERM DEBT SCHEDULE
30-Jun-2022

ORIGINAL ISSUANCE INFORMATION							BUDGET YEAR ACTIVITY							
		Type of Debt	Date of Issue	Final Maturity Date	Rate	Total Issue	Beginning Balance 30-Jun-21	Additional Issues	Principal Retired	Ending Balance 30-Jun-2022	Ending Balance		Interest Payment/ Expense	Paying Agent Fees
Fund	Name of Issue										Next FY Current	Long Term		
GENERAL FUND														
100	INTERCAP - Fire Truck	G.O. Loan	06/18/21	08/15/31	Variable	810,000	810,000	-	39,486	770,514	75,800	694,714	8,861	-
TOTAL GENERAL FUND						810,000	810,000	-	39,486	770,514	75,800	694,714	8,861	-
DEBT SERVICE FUNDS:														
GENERAL OBLIGATION														
308	General Obligation Refunding Bonds, Series 2017	G.O.	02/28/17	01/01/28	3.00%	5,180,000	3,530,000	-	445,000	3,085,000	460,000	2,625,000	92,550	400
TOTAL GENERAL OBLIGATION						5,180,000	3,530,000	-	445,000	3,085,000	460,000	2,625,000	92,550	400
TOTAL DEBT SERVICE FUNDS						5,180,000	3,530,000	-	445,000	3,085,000	460,000	2,625,000	92,550	400
ENTERPRISE FUNDS:														
521	WATER FUND													
	DNRC Drinking Water 2005 Refunding Revenue	12/05/12	07/01/25	2.25%	2,072,000	950,000	-	165,000	785,000	168,000	617,000	16,718	-	
	DNRC Drinking Water 2007 Refunding Revenue	12/05/12	07/01/24	2.25%	2,242,000	641,000	-	209,000	432,000	214,000	218,000	8,528	-	
	DNRC Drinking Water 2012 Refunding Revenue	12/05/12	01/10/27	2.25%	1,325,000	639,000	-	101,000	538,000	103,000	435,000	11,532	-	
	DNRC Drinking Water 2016 Refunding Revenue	11/29/16	07/01/37	2.50%	660,666	540,000	-	29,000	511,000	30,000	481,000	12,588	-	
	DNRC Drinking Water 2019 - TENMILE Revenue	09/05/19	07/01/39	2.50%	5,700,000	4,084,622	-	231,000	3,853,622	237,000	3,616,622	76,736	-	
TOTAL WATER FUND						11,999,666	6,854,622	-	735,000	6,119,622	752,000	5,367,622	126,102	-
531	WASTEWATER FUND													
	DNRC Pollution Control - Series 1999 Refunding Revenue	12/05/12	07/01/21	2.00%	6,310,000	383,000	-	383,000	-	-	-	-	-	
	DNRC Pollution Control - Series 2019 Revenue	12/15/19	01/01/40	2.50%	2,754,000	2,754,000	-	-	2,754,000	-	2,754,000	-	-	
TOTAL WASTEWATER FUND						9,064,000	3,137,000	-	383,000	2,754,000	-	2,754,000	-	-

CITY OF HELENA
LONG-TERM DEBT SCHEDULE
30-Jun-2022

ORIGINAL ISSUANCE INFORMATION							BUDGET YEAR ACTIVITY							
		Type of Debt	Date of Issue	Final Maturity Date	Rate	Total Issue	Beginning Balance 30-Jun-21	Additional Issues	Principal Retired	Ending Balance 30-Jun-2022	Ending Balance		Interest Payment/ Expense	Paying Agent Fees
Fund	Name of Issue										Next FY Current	Long Term		
551 PARKING FUND														
	Limited Tax General Obligation Bond, Series 2015 G.O.	06/24/15	08/15/25	2.40%		845,000	440,000	-	85,000	355,000	85,000	270,000	7,492	-
	Certificates of Participation, Series 2016 - Parking - USBank Refunding Lease Purchase	07/26/16	04/15/39	2.64%		8,200,000	6,860,000	-	310,000	6,550,000	320,000	6,230,000	171,150	2,200
	INTERCAP - Parking Meteres 2020 - USBank INTERCAP	11/01/19	02/15/30	Variable		560,243	512,259	-	49,616	462,643	51,302	411,341	15,162	-
	TOTAL PARKING FUND					9,605,243	7,812,259	-	444,616	7,367,643	456,302	6,911,341	193,804	2,200
563 GOLF COURSE FUND														
	INTERCAP - Irrigation Upgrade 2014 - USBank INTERCAP	12/5/2014	2/15/2030	Variable		433,099	268,462	-	28,634	239,828	28,928	210,900	7,904	-
	Capital Improvement Fund Loan 2017 - Advance INTERFUND	12/01/16	07/01/21	1.00%		206,739	42,175	-	42,175	-	-	-	-	-
	Limited Tax General Obligation Bond 2017 G.O.	11/30/17	06/30/37	2.75%		2,100,000	1,835,000	-	95,000	1,740,000	95,000	1,645,000	47,850	-
	TOTAL GOLF COURSE FUND					2,739,838	2,145,637	-	165,809	1,979,828	123,928	1,855,900	55,754	-
TOTAL ENTERPRISE FUNDS						33,408,747	19,949,518	-	1,728,425	18,221,093	1,332,230	16,888,863	375,660	2,200

ORGANIZATION/ DEPARTMENT OVERVIEWS



City of
Helena

**FINAL
BUDGET**
FISCAL YEAR 2022



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City of Helena

Operations Message from the City Manager

Final Budget: Year 2022

It is my pleasure to present the Organization and Department Overview and our team's plan for implementing the Strategic Outcomes of the City Commission: Promote Healthy and Sustainable Growth, Improve Neighborhood Livability, and Promote Safe Community. In this section of our budget, you will learn more about our Departments, the services we provide, and our Work Plan for the year.

State of Montana Constitutional Framing

Under the Montana State Constitution Article XI, Section 5, and since May 2, 1977, the City of Helena has been a Chartered Home Rule City as approved by a majority of voting citizens in Helena. The Charter establishes the form of government Helena operates under and the expectations the community has of itself, the City Commission, and the City Manager. By Charter, Helena is a Commission-Manager form of government which combines the strong political leadership of elected officials through the five members (four City Commissioners and a Mayor) with the strong managerial role of a City Manager. The City's Charter outlines the City Manager as the employee of the Commission who is charged with administration of city affairs including managing the employee team, departments and services offered within them, enforcement of the city code, and presentation of a budget to the City Commission.

Transparency and Budget Practices

The budget should tell the story of our work, and what we will be doing over a fiscal year to implement what the City Commission has set as the policy direction. In July of 2021, the City Commission was presented the Preliminary Budget in compliance with Montana's budget laws which represented the City Manager's budget. The Commission amended the budget, and the City Manager directed the team to return the city to a practice that was discovered to have been stopped in fiscal year 2017. In the fiscal year 2017 budget process, the city stopped incorporating actual revenues from the previous fiscal year along with carryover dollars. Without these key pieces of the budget, the city appeared to be millions of dollars behind—this was simply not the case. Returning these two local government budgeting practices to Helena results in a balanced budget per Montana Code Annotated 7-6-4020 and accurately shares operational dollars.

This budget process represents the culmination of more public involvement and greater transparency to the public than has been available in the past. BeHeardHelena.com, the City's public engagement portal, was implemented early in this process offering the community the ability to view the budget development process, step by step.

Fiscal Stability

Having sufficient funding is not the same as being fiscally stable. A solid example of fiscal instability is the cessation of generally accepted local government budget practices in Fiscal Year 2017. Fiscal stability is created by adopting budgeting policies, achieving statewide budget law compliance, maintaining stable management, and establishing operations and planning that includes monitoring and measurement of fiscal practices. In the case of Fiscal Year 2017, the city had lost consistent management, had no fiscal practices to transition work, and no operations or planning in place to direct stability into the future. Really, Helena has operated from this place for the last four years and since Fiscal Year 2017.

This budget begins Helena's journey down the path of fiscal stability. Within this document you will find policies that include establishment of appropriate reserves within funds and effective management mechanisms like the cost-of-living adjustment to maintain City resources over time. Implementing these policies supports establishment of consistency across the City. This work is only the beginning of three years of fiscal stability work needed in Helena.

Fiscal Stability Analysis



Fiscal stability is an organization's

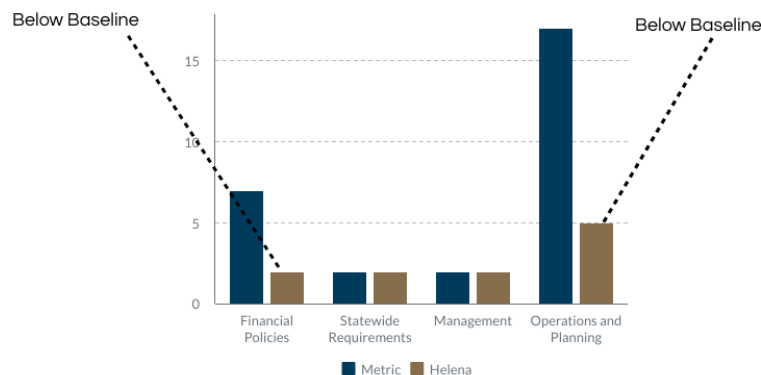
- Implementation of Financial Policies,
- Assurance of Compliance with State Requirements,
- Implementation of Management Practices, and
- Operations and Planning Activities.



- These four elements are not equally weighted.
- The greatest weight is on the Operations and Planning which establishes consistent, repeatable methods.

Financial Policies (25%) Statewide Requirements (7.14%)
Management (7.14%) Operations and Planning (60.71%)

City of Helena Result: Not Stable



How do we become stable?

ADOPT FINANCIAL POLICIES

- Budget *
- Capital Improvement
- Debt *
- Expenditure *
- Investment
- Reserve *
- Revenue

* Budget, Debt, Expenditure and Reserve are not adopted and ONLY meet the minimum of Montana law.

IMPROVE OPERATIONS & PLANNING

- Define and implement a budget process other than incremental budgeting.
- Establish a long-term perspective. Implement system(s) to plan, monitor and forecast.
- Implement Systems to Monitor, Measure, and Evaluate Performance. e.g. Automate Paper Systems

We need your support and patience.

This will get done, but it is going to take several years to address and we need your support to get it done.

Budget Process FY2022

Preliminary Budget

The City Commission has the responsibility of adopting a city budget. The City Charter requires the City Manager to prepare and present the budget to the City Commission for approval and execute the budget adopted. The Budget is prepared by the Finance Department under the direction of the City Manager. Although Finance coordinates budget development and creates the budget document, it represents a major effort by all City departments. State statute, MCA 7-6-4021, requires that the City Adopt a Preliminary Budget which is represented in this process as the charter directed City Manager's budget. The Commission can make amendments to the budget via motion following public hearing as part of the adoption of the Preliminary Budget. Once the Preliminary Budget is adopted, and in accordance with state statute, the City may begin spending on July 1, the official first day of the fiscal year.

City Commission Budget

State statutes, MCA 7-6-4024 and 7-6-4036, require the City Commission adopt the final budget, and then fix the tax levy by the later of the first Thursday after the first Tuesday in September or within 30 calendar days after receiving certified taxable values from the Montana Department of Revenue. The reason for this late legal finalization of the budget/tax levy is the timing of tax valuation information. Budget revenue estimates and tax levies are dependent upon tax valuation information. The budget is subject to revision, and not considered legally finalized until the tax levy is fixed by City Commission resolution.

Preliminary and City Commission Final Budget Amendments

The City Commission can make amendments to the budget via motion following public hearing as part of the adoption of the Preliminary Budget. After adopting the Preliminary Budget, the Budget may be amended as authorized by budget resolution. The budget is subject to revision, and not considered legally finalized until the tax levy is fixed by City Commission resolution by September of every year.

FY2022 Budget Documents

There are two documents prepared by the Finance Department each year.

1. City Manager's Budget

The City Manager's budget is presented to the City Commission and made available to the public in June or July. This document is the basis for the public hearing on the budget. Various resources are created to aid in preparation, which include:

- Department Requested Budgets
- Fund Budgeting
- Capital Improvement Planning
- Budget Policies

2. Final Budget

This document is the City Commission's adopted budget document and is completed by September of every year.

FY2022 Budget Activities and Schedule

- 1. November 2020**
 - Department work plan creation begins (Wildly Important Goals).
- 2. December 2020**
 - Book of Fees Review.
- 3. January 2021**
 - City Commission Strategic Outcomes for the FY2022 Budget Established.
 - Continued work with Departments on work plans to align with Commission Strategic Outcomes.
- 4. March 2021**
 - Fiscal Stability analysis completed.
 - Departments work with Finance to create budget submittals.
- 5. April 2021**
 - Budget elements shared to the Commission.
 - Departments continue work with Finance to submit requests.
- 6. May-June 2021**
 - Working Sessions held with Commission on two drafts of the City Manager's Preliminary Budget.
 - (1) May 10, 2022, Special Session Sidewalks.
 - (2) May 12, 2022, Administrative Meeting Presentation of the DRAFT Preliminary Budget included overview by Finance Director supporting a Legally Balanced Budget.
 - (3) May 17, 2022, City Commission meeting included a review of the Departments of Parks, Recreation and Open Lands including Golf and the Civic Center and Transportation including Transit. These presentations corresponded with all on-demand services that require a General Fund transfer along with the City Manager's recommendation to achieve a Structurally Balanced Budget.
 - (4) May 19, 2022, Administrative meeting included presentations on the Housing Trust Fund, and Departments of Community Development and Public Works.
 - (5) May 26, 2022, made final edits/revisions needed to reflect an appropriate Preliminary FY2022 Budget Submittal for June 7 along with presentations from the Municipal Court, Police and Fire Departments.
 - (6) June 2, 2022, made final edits/revisions needed to reflect an appropriate Preliminary FY2022 Budget Submittal on June 7, 2022.
 - Finalization of manager's proposed budget.
 - Helena Citizens Council submits review of Drafted City Manager's Preliminary budget.
- 7. June 2021**
 - City Manager's proposed budget presented to the City Commission.
 - Public hearing scheduling and advertisement.
 - Proposed budget available for public inspection.
 - Formal public hearing on the proposed budget.
 - Annual budget resolution - City Commission adoption.
- 8. July 1, 2021 - start of new fiscal year**
- 9. August-September 2021**
 - Certified taxable values received from the Department of Revenue.
 - Annual tax levies fixed by City Commission action by the later of the first Thursday after the first Tuesday in September or within 30 calendar days after receiving taxable valuation from the Montana Department of Revenue.
 - Preparation of the final budget document.

DEPARTMENT WORK PLAN FY22



Promote Healthy and Sustainable Growth:

- Support effective and innovative economic health initiatives;
- Support employment opportunities through business retention, expansion incubation and attraction;
- Support workforce development;
- Foster sustainable infill and redevelopment on private property;
- Diversify economic activity to improve economic vitality of the community;
- Sustain high water quality and quantity to support the community.

Department	Objective
City Manager	Invest in economic development recruitment and community development navigation of City processes.
City Manager	Hire Community & Economic Development Engineer to navigate new development, address engineering issues that may arise, and implement economic development strategy.
City Attorney	Hire Assistant City Attorney to respond to and conduct research in connection with the ever-increasing requests for legal opinions and advice, take an active role in Helena's DUI Court implementation, and free up the City Attorney to focus on high-level advice needed by the City.
Community Development	Building Division will participate in E-Trakit training when provided by the provided and provide training for contractors on how to use the system.
Community Development	Planning Division assist Public Works and Transportation Services in the development of the Cruse Infrastructure study
Community Facilities	In fiscal year 2021, various Computerized Maintenance Management Software companies have been evaluated and staff is determining which company will meet all of our criteria. In first quarter of FY2022, we will select the software provider and begin staff training on the software. Once training is complete we will identify all facilities and associated equipment and begin entering that information into the new software.
Community Facilities	By the end of FY2021 we will engage with consulting engineers to tour all facilities and identify energy deficiencies. In FY2022 we will complete a study of the current efficiency and prepare a prioritized list of projects. By the end of FY22 we will have identified the costs associated with the projects and can identify funding sources.

DEPARTMENT WORK PLAN FY22



Promote Healthy and Sustainable Growth

Department	Objective
Finance	In Fiscal Year 2021, a software evaluation and implementation consultant will be procured to lead the City to perform a needs assessment and coordinate process mapping. This process will transition over into the first quarter of FY 2022. In the second quarter of FY 22, the consultant will lead the City in narrowing down a scope of services, send out an RFP for Enterprise Resource Planning (ERP) software, assist in selecting a vendor and identify an internal project manager and implementation team. In the third and fourth quarter of FY 22, the city will establish a project timeline and begin to implement a new ERP software.
Finance	By the end of FY21, financial policy development will be assigned to accounting, budget, utility and procurement staff. Each team member will begin researching best practices and policy examples in the first and second quarter of FY 22. By the end of FY 22, the Finance Department will strive to have draft policies for Budget Development, Cash Management, Investment Management, Debt Management and Procurement.
Municipal Court	Work with all outside and interior entities to get on board with a paperless system using M-files and electronic filing
Public Works	Water and Sewer Rate and System Development Fee Study
Public Works	Wastewater Master Plan
Public Works	Inaugurated Solid Waste Master Plan
Public Works	Water Facility Master Plan
Public Works	Continue to develop the City's ground water rights
Public Works	<p>Major Projects</p> <ul style="list-style-type: none"> • Engineering of the Malben/Hale Tank and pressure zones • Upgrade the Pressure Reducing Valves • Transfer Station Entrance Upgrades • Transfer Station Warm Storage Building • Rodney Phase II Water • K-Mart Pond Improvements • DNRC Pond – Stormwater Inlet Lining – Capital Area

DEPARTMENT WORK PLAN FY22



Promote Healthy and Sustainable Growth

Department	Objective
Public Works	(Continued) Major Projects <ul style="list-style-type: none"> • Chemical Feed Systems • Lagoon Cleaning • Parking Lot Improvements • Shared Service Line • Hydrant Replacement Project • Reeders / Upper Hale Connection Engineering • Roll-off Drying Bed Pavement • I&C Electrician Building Mezzanine • Shared Sewer Lines
Public Works	Transition Environmental Pre-Treatment Coordinator position from part-time to full-time to manage permits and compliance matters in the Department.
Public Works	Hire Water Treatment Plant Operator to reduce overtime due to insufficient staffing and assure cross-training with staff who anticipate retirement.
Transportation	The Transportation Systems Department is piloting the IBS purchasing program in the Fleet Division, creating an in-house parts room for the Fleet purchasing of parts and other consumables. Using this a singular source, all departments should realize savings and helping budget dollars to stretch further.
Transportation	Implement Transparent Public interactions.
Transportation	Evaluate Parking needs and operations.
Transportation	Discuss expanded services efficiencies for Helena Transit services and implement changes in FY23.

DEPARTMENT WORK PLAN FY22



Improve Neighborhood Livability:

- Increase the integrity of streets & sidewalks
- Increase access to a broad range of quality housing that is accessible and affordable
- Protect and preserve the City's quality of life and neighborhoods
- Ensure that future development is compatible with community expectations through public engagement work during appropriate planning, land use, and historical preservation

Department	Objective
City Manager	Hire part-time Volunteer Coordinator to assist with recruitment and placement in volunteer opportunities including snowbusters and other citywide volunteering opportunities.
Community Development	Transition part-time Planner to full-time position.
Community Development	Planning Division will be finalizing the process for selecting the neighborhoods that will be the focus of the Neighborhood Center process and will complete one of the Neighborhood Center plans.
Community Development	Planning Division will finalize the policies and procedures for implementing the Housing Trust Fund and funding one project.
Community Facilities	Hire 0.88 FTE Administrative Assistant III position to address gap in support due to reassignment of a position to the Civic Center for event promotion needs.
Community Facilities	Projects include: <ul style="list-style-type: none"> • City-County Building tile roof repairs • City-County Building LED lighting retrofit • City-County Building West/South parking lot seal & striping • City-County Building East entrance door replacement • LED lighting retrofit (CF Garage, Boiler Room) • Law & Justice Center reimbursable projects (if needed)
Parks & Recreation	Create a Regional Parks District in Partnership with Lewis and Clark and Jefferson Counties, that includes an indoor regional sports complex: <ul style="list-style-type: none"> • Work with Helena Regional Sports Association and YMCA on support and partnership • City Commission involvement and strategic planning • Contract with a consultant • Begin public involvement campaign • Adopt and implement master plan determining boundaries • Steering Committee/working group with City/County Parks Board and involvement of School District, Fort Harrison, Counties, Cities, Sports and User Groups

DEPARTMENT WORK PLAN FY22



Improve Neighborhood Livability:

Department	Objective
Parks & Recreation	Major Projects: <ul style="list-style-type: none"> • Kindrick Field artificial turf • Kindrick Field bleacher replacement • Waukesha well project • Frontier / Memorial playground replacement
Public Works	Hire Transfer Station Permitting Clerk, making a temporary position permanent due to inappropriate classification of position.
Public Works	Major Projects: <ul style="list-style-type: none"> • Warm storage building • Transfer Station entrance improvements • Pit Floor Resurfacing
Transportation	Hire a Deputy Transportation Director to allow Director to focus on larger projects and improve systems.
Transportation	Hire two part-time Transit Operators to convert four on-call drivers to more reliable scheduled staff.
Transportation	Implement any sidewalk program changes.
Transportation	Major Projects <ul style="list-style-type: none"> • Rodney Street Reconstruction Phase II • Lawrence/Warren Sidewalks • Street Reconstruction Mill and Overlay • Benton Turn Lanes • Chip seal parking lot • Parking lot chip seal maintenance • Benton Trail crossing TA match • Commission approved priorities

DEPARTMENT WORK PLAN FY22



Promote Safe Community:

- Foster public trust and create a safer community.
- Increase the community's wildfire preparedness.

Department	Objective
Fire	Request that Emergency Services Consulting Inc. (ESCI) work with stakeholders to complete another fire service review by 10/21.
Fire	Explore ways to reduce the risk associated with the WUI to include recommendations made by the ESCI review by 6/22.
Fire	Build a team of fire department personnel and City Manager to complete a work plan, to implement the ESCI report recommended changes by 1/23.
Fire	Create a strategic plan to address the ESCI report recommendations by 1/23.
Fire	Expand the capabilities of the Fire Prevention Investigation and Education Bureau, to include the Wildland-Urban Interface (WUI), by hiring a Fire Inspector by 9/21.
Fire	Provide necessary training supporting current Deputy Fire Marshal's need to support the Fire Marshal.
Fire	Continue working with FireSafe Helena to develop a COH FPIB FireSafe Helena program.
Fire	Hire Fire Inspector to improve staffing in the Fire Prevention Bureau to complete 400 to 600 more basic fire and life safety inspections a year, develop increased fire safety education in the community including how to prepare for living in the wildland/urban interface.
Municipal Court	Work on auditing all warrant files for accuracy, posting a current warrant list, and work with HPD for a warrant roundup
Municipal Court	Continue to educate defendants on their options for completing sentencing
Police	In FY21, an RFP was completed and posted to hire a project manager to guide us through selecting a new records management/computer aided dispatch center vendor and software. The Project manager will be hired in the early part of FY22. The development of the RFP for the vendor and software will continue throughout FY22.

DEPARTMENT WORK PLAN FY22



Promote Safe Community:

Department	Objective
Police	By the end of FY21, the police department hopes to have a new civilian volunteer coordinator hired. The person hired will be developing our volunteer program and organizing volunteers to work with the community on crime issues that do not require a police response (abandoned vehicles, graffiti, walk in reports, etc.).
Police	In FY21 MMIA started a police policies and procedures pilot project and Helena was selected as one of the departments. The department will continue working with the policy and procedure company (Lexipol) in updating policies. The department will also work with the commission established working group on policies and procedures to implement suggested changes.
Police	Hire Records Supervisor / SVOR Coordinator to address increase in registered offenders. Hire Urban Wildlife / Animal Control Officer to return the urban deer program and increase animal control ordinance enforcement.

DEPARTMENT WORK PLAN FY22

Operational Goals:

Department	Objective
City Manager	Adopt policies needed to be fiscally stable.
City Attorney	In Fiscal Year 2021, M-Files software was obtained to implement the wildly important goal. This process will transition over into Fiscal Year 2022 in coordination with the City Clerk's Office.
Clerk of the Commission	Continue the implementation of the online streaming and archival of the City Commission meetings. This includes the upgrade to the Commission meeting rooms within the City-County building and working with the relevant departments to continue greater access to the Commission and their meetings.
Clerk of the Commission	Project lead of records digitization for the City workflow. This includes heading the revision of the City's agreement workflow in conjunction with the City Attorney and City Manager. In parallel, the implementation of a digitization and prioritization of the City records will be spearheaded by the Clerk and Deputy Clerk. The records management schedule for all city departments and the corresponding processes will be revised with the assistance of the City Attorney and the records management committee.
Clerk of the Commission	Continue working on the revision of the City Boards and Committees system, instituting new administrative policies and governance protocols to create a more efficient and effective advisory board system. The Office of the Commission work with the City Manager and City Attorney, to identify outdated processes and inefficiencies in communication. The principles of the digitization and online meetings, previously stated, can be applied to the advisory system to meet the demands of a more inclusive, transparent, and active boards system.
Human Resources	Hire, train, and develop human resources staff
Human Resources	Analyze classification and compensation systems
Human Resources	Evaluate employee benefits and insurance
Human Resources	Develop compensation philosophy
Human Resources	Reinstate safety programs
Human Resources	Develop employee recognition/awards programs

DEPARTMENT WORK PLAN FY22

Goals Developed by Staff to Provide General City Support:

Department	Objective
Municipal Court	Work with HR on updating our court staff positions and pay matrix
Municipal Court	Implement a daily, weekly, and monthly scanning schedule which incorporates all clerks working on scanning and having goals set for dates we wish to complete scanning

GENERAL GOV'T – COMMISSION

DANNAI CLAYBORN

CITY CLERK

DEPARTMENT OVERVIEW

The Office of the Commission/Clerk of the Commission is the staff representative to the public and internally for the Commission. It manages the day-to-day affairs of the Mayor and Commission, in addition to being the records keeper and records management department for the City.

CITY COMMISSION

The Helena City Commission consists of five (5) voting members, including the mayor. Members of the commission are non-partisan and are elected for terms of four (4) years; two positions being filled at each general election. The city commission is the legislative and policy determining body of the city. All powers of the city are vested in the commission, except as otherwise provided by law or the city charter, and the commission provides for the exercise thereof and for the performance of all other duties and obligations imposed on the city by law.

HELENA CITIZENS' COUNCIL

The Helena Citizens' Council consists of seven (7) Neighborhood Councils, collectively comprising a Helena Citizens' Council. Operating independently from the city commission or city officials, the Helena Citizens' Council reviews and recommends actions relating to the annual budget, and makes recommendations relating to future development of the city.

GOALS & OBJECTIVES

WILDLY IMPORTANT GOALS (WIGs)

- Increase public access to the Commission meetings by continuing FY21 upgrades to technology and software for online streaming and archival of Commission meetings.
- City wide digitization project to include the implementation of digital workflows internally and externally with community partners. This also includes the digitization of the City's records management program and processes.
- Revision of City Boards/Committees system, to include recruitment, public engagement, and Commission engagement.

DEPARTMENT WORK PLAN

FISCAL YEAR 2022 OBJECTIVES

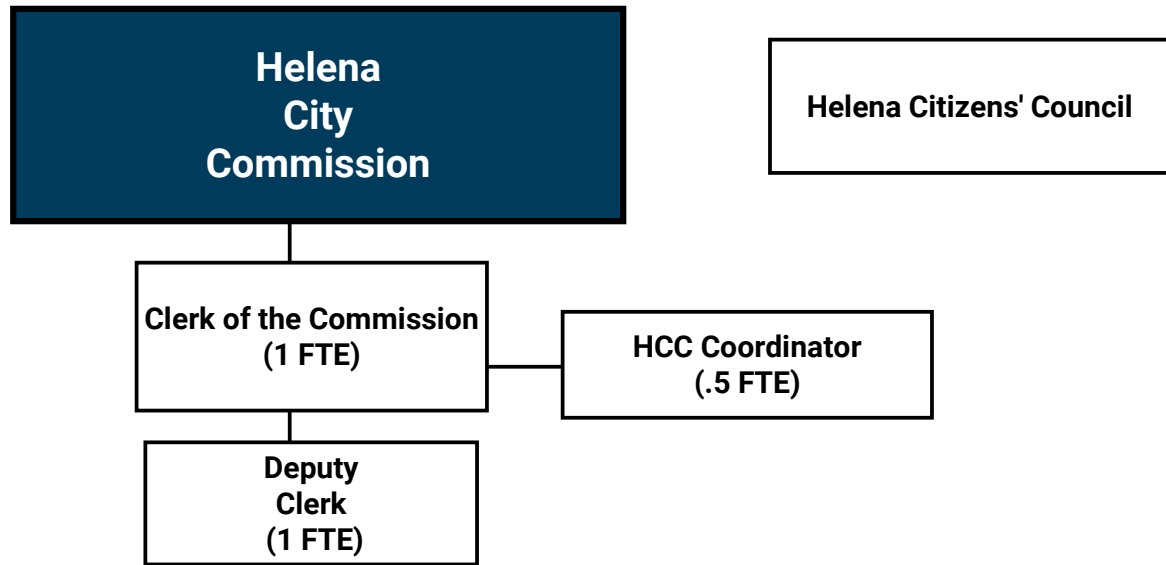
In Support of the City Commission Strategic Outcomes and Wildly Important Goals

Continue the implementation of the online streaming and archival of the City Commission meetings. This includes the upgrade to the Commission meeting rooms within the City-County building and working with the relevant departments to continue greater access to the Commission and their meetings.

Project lead of records digitization for the City workflow. This includes heading the revision of the City's agreement workflow in conjunction with the City Attorney and City Manager. In parallel, the implementation of a digitization and prioritization of the City records will be spearheaded by the Clerk and Deputy Clerk. The records management schedule for all city departments and the corresponding processes will be revised with the assistance of the City Attorney and the records management committee.

Continue working on the revision of the City Boards and Committees system, instituting new administrative policies and governance protocols to create a more efficient and effective advisory board system. The Office of the Commission work with the City Manager and City Attorney, to identify outdated processes and inefficiencies in communication. The principles of the digitization and online meetings, previously stated, can be applied to the advisory system to meet the demands of a more inclusive, transparent, and active boards system.

CITY OF HELENA
Helena City Commission



FISCAL YEAR 2022 SUMMARY OF CHANGES

PERSONNEL

- No additional personnel requested for FY22.

MAINTENANCE & OPERATIONS

- Supplies & Materials have increased to cover the M-Files project.
- Purchased Services have increased in relation to codifying.
- Intra-City charges have increased to cover payments to the Copier Revolving program.
- Fixed Charges have increased to cover higher rent rates.

MAYOR & COMMISSION ALL FUNDS							
	FY 2018	FY 2019	FY 2020	FY 2021			Proposed
	Actual	Actual	Unaudited	Adopted	Amended	Est. Actual	FY 2022 Budget
Personnel Services	239,026	234,633	246,597	272,834	272,834	217,969	280,722
Supplies & Materials	3,153	5,453	10,607	9,600	9,600	5,216	14,268
Purchased Services	86,230	120,622	81,776	90,241	110,241	57,934	218,636
Intra-City Charges	1,560	1,560	1,734	1,655	1,655	1,655	1,738
Fixed Charges	18,430	18,430	18,430	19,114	19,114	19,114	19,617
Maintenance & Operating	109,373	146,065	112,547	120,610	140,610	83,919	254,259
Internal Charges	4,460	4,048	4,310	4,142	4,142	4,142	4,312
Transfers Out	-	-	-	-	-	-	-
Internal Transactions	4,460	4,048	4,310	4,142	4,142	4,142	4,312
Debt Service	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt & Capital	-	-	-	-	-	-	-
Total Expenditures	352,859	384,746	363,454	397,586	417,586	306,030	539,293

Funds Included in this Department:

- 011 General Government
- 1101 City Commission

GENERAL GOV'T – CITY MANAGER

RACHEL HARLOW-SCHALK

CITY MANAGER

DEPARTMENT OVERVIEW & ADMINISTRATION

The City Manager is the chief administrative officer for the City and is appointed by the Helena City Commission. The City Manager implements policy decisions of the City Commission and enforces City ordinances. In addition, the Manager appoints and directly supervises the directors of the City's operating departments and oversees the City's personnel system. The Manager is also responsible for preparing a proposed budget and submitting it to the City Commission for consideration and final approval consistent with State law, along with presenting recommendations and programs to the City Commission.

Office of the City Manager staff also administers special projects that require cross-department coordination at the behest of the City Commission.

PUBLIC INFORMATION

The Office of the City Manager houses public engagement and information coordination for the City, and stakeholder networking.

CITYWIDE PROJECTS

The Office of the City Manager also manages projects that impact all departments. For example, the Citywide Budget, Capital Improvement Planning and Citywide Policies.

GOALS & OBJECTIVES

WILDLY IMPORTANT GOALS (WIGs)

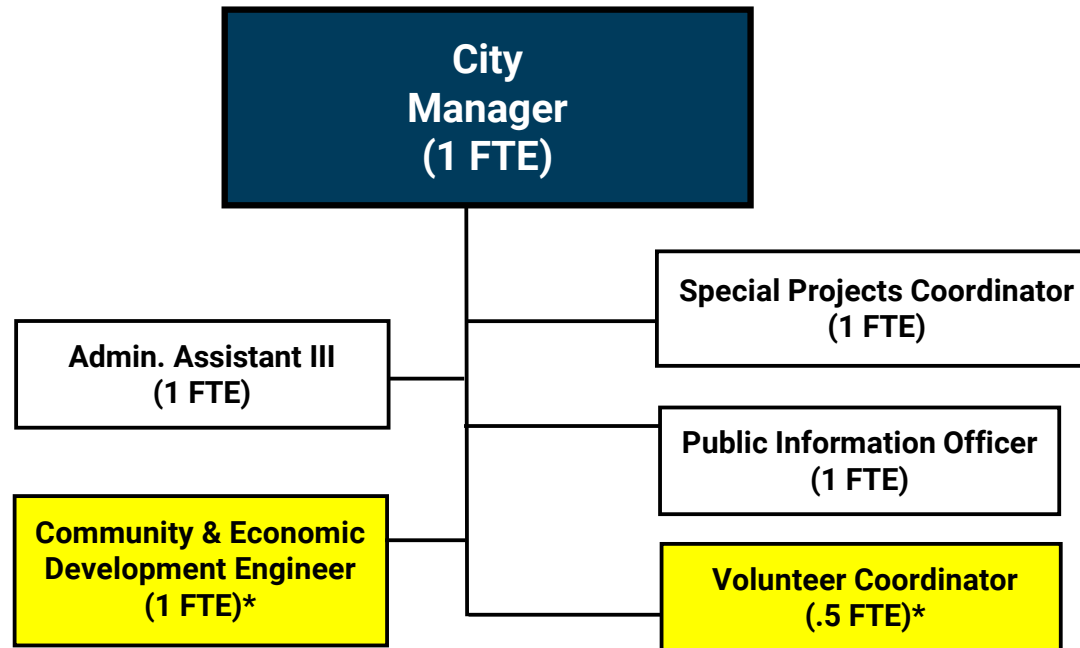
By July 1, 2027, the City of Helena will be the strongest state capital in the nation.

DEPARTMENT WORK PLAN FISCAL YEAR 2022 OBJECTIVES

In Support of the City Commission Strategic Outcomes and Wildly Important Goals

- Adopt policies needed to be fiscally stable.
- Invest in economic development recruitment and community development navigation of City processes.
- Complete the Police Reform working groups.
- Complete Fire Department service improvement study.

**CITY OF HELENA
OFFICE OF THE CITY MANAGER**



* Note: Highlighted positions indicate new FY22 staffing request.

FISCAL YEAR 2022 SUMMARY OF CHANGES

PERSONNEL

- 1.0 FTE – Community & Economic Development Engineer – May be deferred pending balance or structural balance policy
- 0.50 FTE - Volunteer Coordinator – May be deferred pending balance or structural balance policy

MAINTENANCE & OPERATIONS

- Supplies & Materials have increased slightly for various items.
- Purchased Services have increased slightly for various items.
- Intra-City charges have increased to cover payments to the Copier Revolving program.

CITY MANAGER ALL FUNDS							
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est. Actual	
Personnel Services	267,493	264,569	462,564	531,762	531,762	402,263	596,345
Supplies & Materials	6,680	7,603	11,101	10,750	10,750	25,323	43,020
Purchased Services	37,624	29,961	149,448	210,520	210,520	204,714	194,572
Intra-City Charges	545	545	578	578	578	578	607
Fixed Charges	31,968	31,968	31,968	43,073	43,073	38,722	34,028
Maintenance & Operating	76,817	70,077	193,095	264,921	264,921	269,337	272,227
Internal Charges	5,957	5,742	7,090	10,570	10,570	10,570	11,901
Transfers Out	-	-	-	-	-	-	-
Internal Transactions	5,957	5,742	7,090	10,570	10,570	10,570	11,901
Debt Service	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt & Capital	-	-	-	-	-	-	-
Total Expenditures	350,267	340,388	662,749	807,253	807,253	682,170	880,473

Funds Included in this Department:

- 011 General Government
- 1201 City Manager's Office

GENERAL GOV'T – CITY ATTORNEY

THOMAS JODOIN
CITY ATTORNEY

DEPARTMENT OVERVIEW

The City Attorney's Office is composed of three units: Civil, Misdemeanor and Victim Services.

CIVIL

The City Attorney's Office serves as legal counsel to the City of Helena and as a legal adviser to the Helena City Commission, city departments, and advisory boards appointed by the City Commission.

Represents the City in litigation, arbitration, and administrative proceedings, prepares and reviews ordinances, resolutions, agreements, deeds, easements, and other legal documents; and renders legal interpretations and opinions as requested by the Helena City Commission and City Manager.

MISDEMEANOR PROSECUTION

Prosecutes misdemeanors and City Code violations committed within the city limits including initiation of prosecutions; preparing cases for prosecution; requesting warrants; reviewing reports and conducting legal research; preparing court orders, petitions, affidavits, and briefs; trying cases; determining and recommending appropriate sentences.

Pursues civil driver's license suspension attendant to driving under the influence testing refusals.

VICTIM SERVICES

Provides outreach, support, information, and advocacy services to victims of violent crime; guides victims through the legal justice system by providing initial communication, information, support, and advocacy services to victims, family members and witnesses. Assess victims' needs and prepares victims and witnesses for court proceedings.

Provides appropriate support for victims and witnesses including community resources.

Manages Victims of Crime Act grant.



GOALS & OBJECTIVES

WILDLY IMPORTANT GOALS (WIGs)

Provide organizational assistance and leadership with other departments to implement records retention and comprehensive digital workflows and that is organized but flexible enough to meet the needs of the City Attorney's Office, Commission, City staff, and citizens.

Key Element: Digital Workflows and Records Storage

Action Items:

- Evaluate needs for agreement, resolution, and ordinance workflows
- Meet with City Clerk and Transportation Services
- Identify software solution
- Identify workflow issues
- Develop template documents and properties
- Develop shell workflow and records retention property search terminology
- Test workflow between city clerk and volunteer department
- Train departments and implement city-wide

Key Element: Records Retention

Action Items:

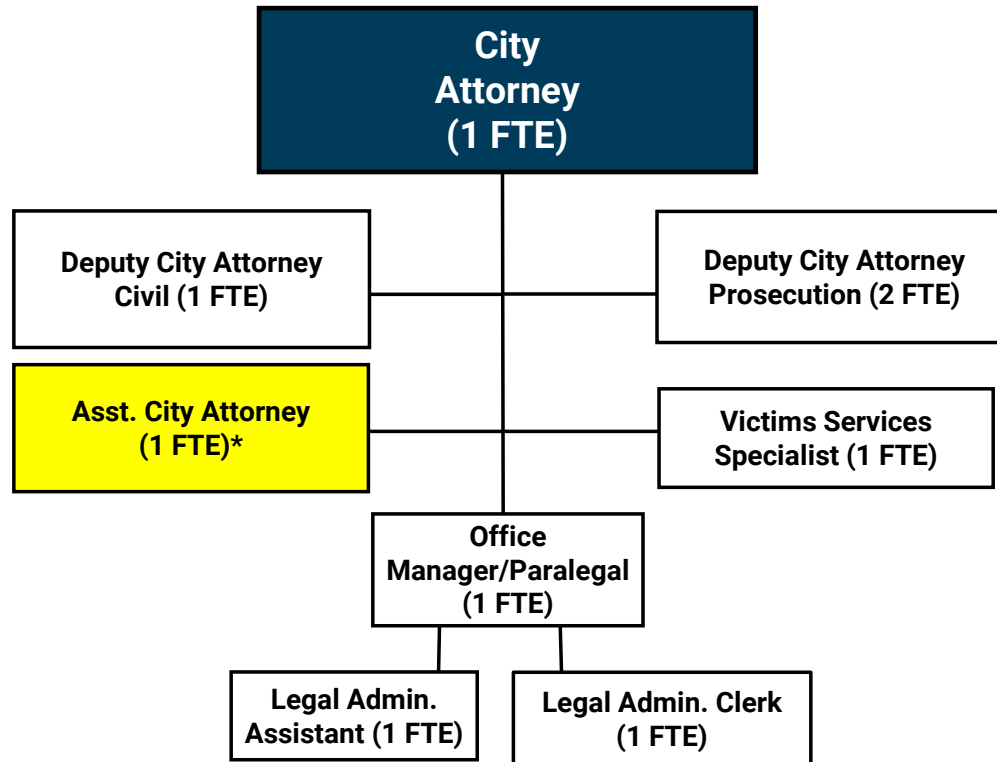
- Evaluate storage and version control needs
- Identify workflow issues and file naming conventions
- Identify software solution
- Develop shell workflow, document property terminology, and version control processes
- Train staff

DEPARTMENT WORK PLAN FISCAL YEAR 2022 OBJECTIVES

In Support of the City Commission Strategic Outcomes and Wildly Important Goals

- In Fiscal Year 2021, M-Files software was obtained to implement the wildly important goal. This process will transition over into Fiscal Year 2022 in coordination with the City Clerk's Office.
- Continue to transition criminal prosecution case management to a fully digital process including provision of discovery to defense counsel via digital means. Karpel case management software has been identified as most compatible with existing databases, municipal court, and Helena Police Department software.

**CITY OF HELENA
OFFICE OF THE CITY ATTORNEY**



* Note: Highlighted positions indicate new FY22 staffing request.

FISCAL YEAR 2022 SUMMARY OF CHANGES

PERSONNEL

- 1.0 FTE - Assistant City Attorney – May be deferred pending balance or structural balance policy

MAINTENANCE & OPERATIONS

- Supplies & Materials have increased to cover the Karpel Prosecutor Software and Training
- Purchased Services have increased to cover additional items for the new personnel.
- Intra-City charges have increased to cover payments to the Copier Revolving program.
- Fixed Charges are increasing to cover higher rent rates.

CITY ATTORNEY ALL FUNDS							
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est. Actual	
Personnel Services	673,491	685,872	709,572	766,369	766,369	752,768	925,843
Supplies & Materials	9,409	7,262	24,465	10,796	14,944	6,089	78,830
Purchased Services	40,201	54,100	35,871	60,245	78,771	72,631	65,292
Intra-City Charges	996	597	997	997	997	997	1,047
Fixed Charges	34,953	35,021	35,141	37,037	37,037	38,012	37,301
Maintenance & Operating	85,559	96,980	96,474	109,075	131,749	117,729	182,470
Internal Charges	14,566	13,920	22,558	22,785	22,785	22,785	26,591
Transfers Out	-	-	-	-	-	-	-
Internal Transactions	14,566	13,920	22,558	22,785	22,785	22,785	26,591
Debt Service	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt & Capital	-	-	-	-	-	-	-
Total Expenditures	773,616	796,772	828,605	898,229	920,903	893,282	1,134,904

Funds Included in this Department:

- 011 General Government
 - 1301 City Attorney
 - 1302 Victim Services

GENERAL GOV'T – HUMAN RESOURCES

RENEE McMAHON

DIRECTOR

DEPARTMENT OVERVIEW

The City of Helena's Human Resources department is responsible for administering all employment-related functions for all City of Helena employees to include labor relations and bargaining; safety training and record keeping; recruitment and selection; onboarding and off-boarding; compliance with employment laws, contracts, and policies; employee recognition; employee relations; benefits administration; personnel records management; performance management, disciplinary actions and grievances; personnel budget process; employment-related investigations; drug testing and administration; EEO/Affirmative Action; organizational development and succession planning; and administration of the classification and salary systems.

ADMINISTRATION

- Develop processes for attracting highly qualified applicant pools
- Provide EEO compliance, implicit bias, and search procedures training to search committees
- Develop and offer competitive and cost-effective benefit package
- Develop and offer fair, competitive wages
- Assure compliance with employment-related laws to include FLSA, ADA, FMLA, Title VII
- Assure compliance with negotiated Union contracts
- Assure compliant personnel policies and Union contract provisions
- Assure accurate and compliant personnel records management
- Continuously evaluate and improve service HR delivery methods and procedures

PERSONNEL MANAGEMENT

- Administer employee incentive and performance improvement plans;
- Manage employee relations, disciplinary and grievance procedures;
- Lead labor relations and union contract bargaining;
- Develop, implement, and administer personnel policies;
- Develop succession, promotion, and service continuity plans;
- Implement employee recognition and awards programs;
- Implement Drug Testing and Safety protocols;
- Provide leadership of City and workers' compensation programs;
- Administer and manage employee leave (sick, vacation, comp, FMLA) policies.

GOALS & OBJECTIVES

WILDLY IMPORTANT GOALS (WIGs)

Become the #1 Employer of all cities in the State of Montana by 2026. This will occur through:

- Attracting excellent prospective employees
- Assuring uninterrupted, continuous service to the citizens of Helena
- Supporting a common vision and purpose for all City employees
- Cultivating positive employee morale
- Supporting employees to be the most efficient and effective as possible in their work
- Promoting a culture to encourage employees to safely offer and contribute ideas and develop solutions.
- Offering career pathways for emerging leaders

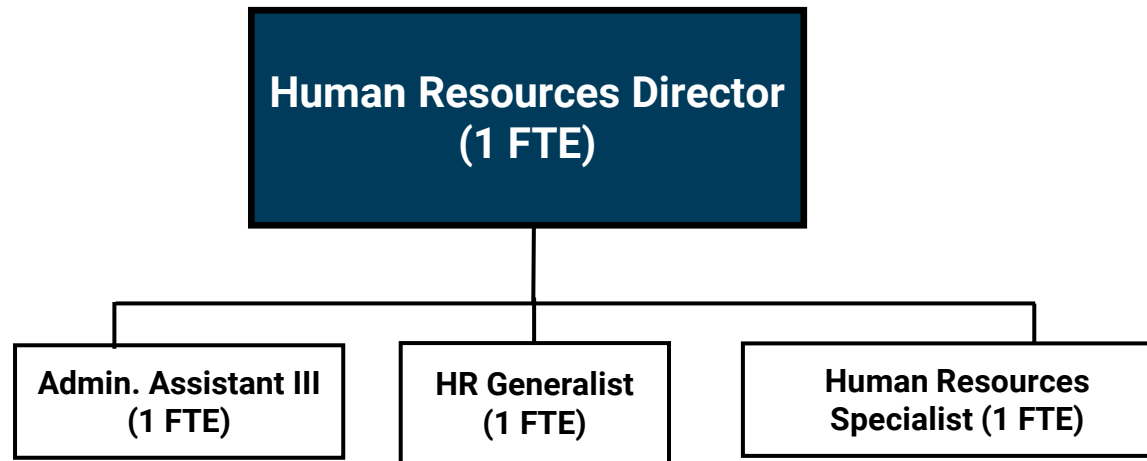
DEPARTMENT WORK PLAN

FISCAL YEAR 2022 OBJECTIVES

In Support of the City Commission Strategic Outcomes and Wildly Important Goals

- Hire, train, and develop human resources staff
- Analyze classification and compensation systems
- Evaluate employee benefits and insurance
- Develop compensation philosophy
- Reinstate safety programs
- Develop employee recognition/awards programs

**CITY OF HELENA
HUMAN RESOURCES DEPARTMENT**



FISCAL YEAR 2022 SUMMARY OF CHANGES

PERSONNEL

- No additional personnel requested for FY22.

MAINTENANCE & OPERATIONS

- Supplies & Materials have increased to cover M-files
- Intra-City charges have increased to cover payments to the Copier Revolving program.

HUMAN RESOURCES DEPARTMENT ALL FUNDS							
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	Adopted	FY 2021 Amended	Projected	Proposed FY 2022 Budget
Personnel Services	371,345	386,766	326,377	385,663	385,663	335,532	395,721
Supplies & Materials	4,895	9,779	9,244	10,872	10,872	10,872	11,532
Purchased Services	28,771	30,970	37,084	90,019	90,019	143,885	113,977
Intra-City Charges	1,838	2,265	2,115	2,115	2,115	2,250	2,221
Fixed Charges	30,438	31,365	30,445	32,455	32,455	32,455	28,178
Maintenance & Operating	65,942	74,379	78,887	135,461	135,461	189,462	155,908
Internal Charges	8,024	7,815	7,895	7,558	7,558	7,558	7,781
Transfers Out	-	-	-	-	-	-	-
Internal Transactions	8,024	7,815	7,895	7,558	7,558	7,558	7,781
Debt Service	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt & Capital	-	-	-	-	-	-	-
Total Expenditures	445,311	468,960	413,159	528,682	528,682	532,552	559,410

Funds Included in this Department:

- 011 General Government
 - 1801 Human Resources
 - 1802 Public Service Consortium

PUBLIC SAFETY - POLICE

STEVE HAGEN

CHIEF

DEPARTMENT OVERVIEW

The Helena Police Department is composed of two major units Police and Support Services Division (SSD).

For budget purposes Police side is made up of several subunits, Animal Control, Violence Against Women (VAWA), Urban Wildlife Program (UWP) and Drug Enforcement (MRDTF). VAWA and MRDTF are partially funded through annual grants. The UWP is an urban deer management program that has not been funded since FY19.

The Support Services Division is made up of two separate units-Records and the 9-1-1 Center. The funding for records, as well as the funding for the 9-1-1 Center personnel costs are funded through the public safety mill levy. The 9-1-1 equipment costs are funded through the fee placed on most phones in the county.

POLICE

The Helena Police Department is dedicated to providing our community with professional law enforcement services through equitable enforcement of the law, continued professional development, and respect for the needs of our citizens. We remain committed to the protection of human rights and focused upon making Helena a safe community in which to live and work.

SUPPORT SERVICES DIVISION

The Support Services Division is made up of two separate units-Records and the 9-1-1 Center. The funding for records, as well as the funding for the 9-1-1 Center personnel costs are funded through the public safety mill levy. The 9-1-1 equipment costs are funded through the fee placed on most phones in the county.

The 911 Center provides emergency communications to three (3) local law enforcement agencies, three (3) ambulance services, fifteen (15) rural fire departments, one (1) city fire department and a half dozen state / federal agencies on an infrequent basis. The records section provides record keeping for the Helena Police Department and Sheriff's office. It is also responsible for entering court documents for four (4) district court, (2) Justice of Peace, and Municipal Court. Also, it is tasked with sexual and violent offender registry for Lewis and Clark County and all alarms permits for Helena.



GOALS & OBJECTIVES

WILDLY IMPORTANT GOALS (WIGs)

The Police Department had identified the following WIG to implement over the next 5 years. Change Helena's rating from one of top 10% most dangerous cities in Montana and in the United States to one of the to 10% safest cities. This will occur in the next 5 years through innovation, partnerships and becoming the national model in community policing.

Key Element #1 Innovation

- Complete RFP and select a project manager Records Management/Computer Aided Dispatch Software
- Work with project manager to evaluate the need and ability to implement an on-line reporting system for minor crimes
 - Study reporting methodology and requirements used by other LE Agencies
- Work with Police Data working group to determine community and stakeholders needs from new system
- Design a system that will accurately reflect the crime stats, reduce officer report writing time, and increase searchable and usable data
- Select new RMS/CAD vendor through RFP process developed in conjunction with the Project Manager.

Key Element #2 Partnerships

- Work with local non-profits, NGOs, and government organizations to redirect calls for police service that are served by other professionals.
- Work with Community partners to determine and address root causes of crime in Helena.

Key Element #3 Community Policing

- Develop Volunteer Program to work with community on minor crime issues to free up police resources to work with community to solve crime problems.
- Determine what community wants and expects from its police department and deploy resources accordingly.

DEPARTMENT WORK PLAN
FISCAL YEAR 2022 OBJECTIVES

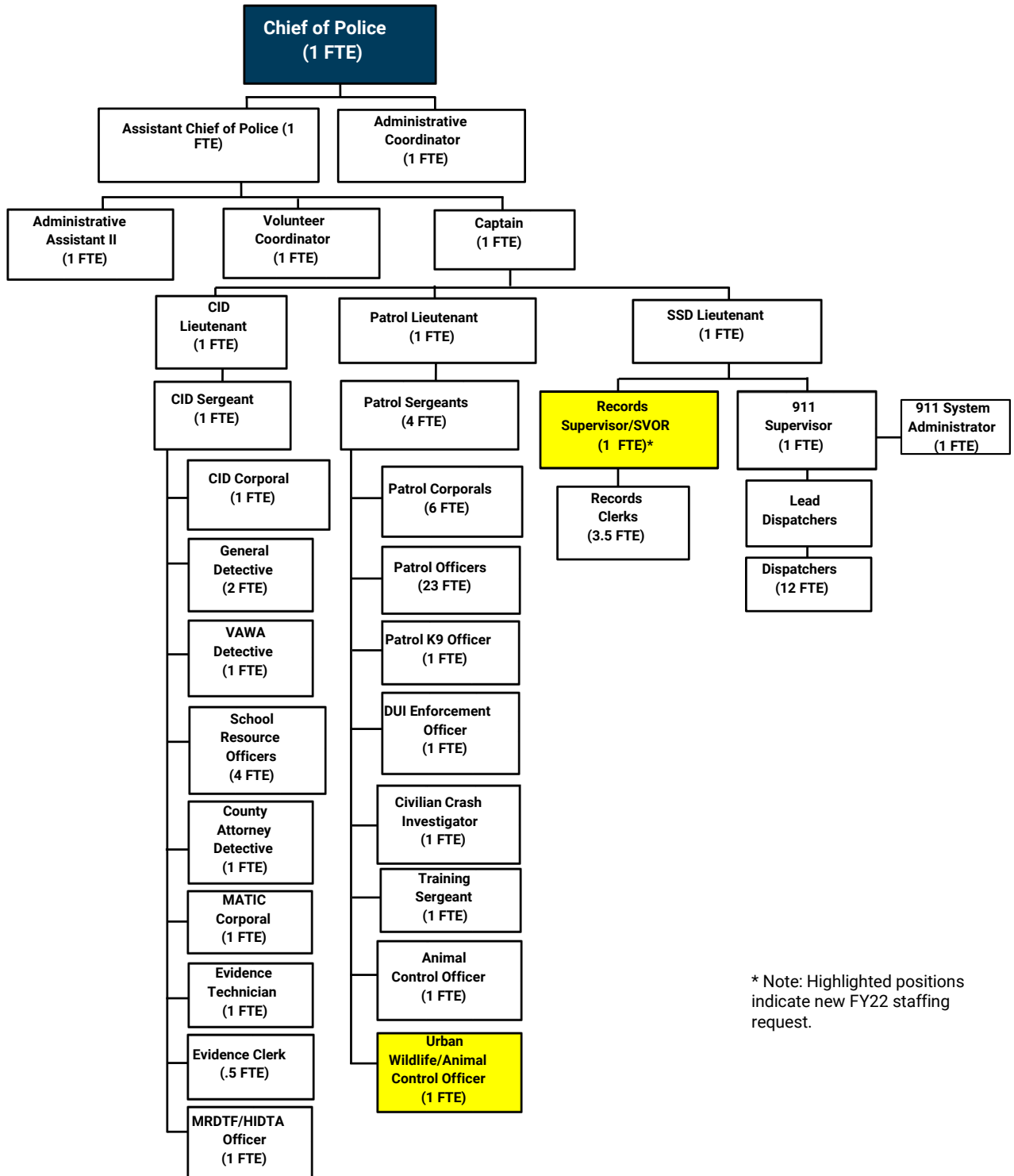
In Support of the City Commission Strategic Outcomes and Wildly Important Goals

In FY21, an RFP was completed and posted to hire a project manager to guide us through selecting a new records management/computer aided dispatch center vendor and software. The Project manager will be hired in the early part of FY22. The development of the RFP for the vendor and software will continue throughout FY22.

By the end of FY21, the police department hopes to have a new civilian volunteer coordinator hired. The person hired will be developing our volunteer program and organizing volunteer to work with the community on crime issues that do not require a police response (abandoned vehicles, graffiti, walk in reports, etc.).

In FY21 MMIA started a police policies and procedures pilot project and Helena was selected as one of the departments. The department will continue working with the policy and procedure company (Lexipol) in updating policies. The department will also work with the commission established working group on policies and procedures to implement suggested changes.

**CITY OF HELENA
POLICE DEPARTMENT**



* Note: Highlighted positions indicate new FY22 staffing request.

FISCAL YEAR 2022 SUMMARY OF CHANGES

PERSONNEL

- 1.0 FTE – Urban Wildlife/Animal Control Officer – May be deferred depending on balanced budget policy decision.
- 1.0 FTE – Records Supervisor/SVOR Coordinator

MAINTENANCE & OPERATIONS

- Supplies & Materials have increased in the areas of training supplies, replacement and installation of Watchguard products, and asphaltting the impound yard.
- Purchased Services have increased in relation to officer training, Watchguard, M-Files, speech recognition software and a staff workload study.
- Intra-City charges have been increased to cover the rising cost of fuel.
- Fixed Charges have increased to cover higher rent rates in the Law & Justice Building.

POLICE DEPARTMENT ALL FUNDS							
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est. Actual	
Personnel Services	6,984,025	7,182,593	5,696,207	7,729,684	6,809,684	5,265,495	7,895,761
Supplies & Materials	150,865	163,698	143,843	203,950	375,057	203,725	298,250
Purchased Services	642,206	747,693	696,006	799,679	798,240	772,672	1,257,326
Intra-City Charges	104,010	108,369	84,676	98,000	98,000	81,391	121,335
Fixed Charges	268,936	269,601	313,069	303,001	317,645	302,966	314,141
Maintenance & Operating	1,166,017	1,289,361	1,237,594	1,404,629	1,588,941	1,360,753	1,991,052
Internal Charges	264,643	259,696	256,919	260,612	260,612	260,612	270,137
Transfers Out	135,735	27,172	284,989	15,000	85,000	85,000	15,000
Internal Transactions	400,378	286,868	541,908	275,612	345,612	345,612	285,137
Debt Service	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	470,000	470,000	502,846
Debt & Capital	-	-	-	-	470,000	470,000	502,846
Total Expenditures	8,550,420	8,758,822	7,475,709	9,409,925	9,214,237	7,441,860	10,674,796

Funds Included in this Department:

012 Police	215 Police Projects & Reimb
2201 Police Operations	217 Law Enforcement Block Grant
2203 Animal Control	218 9-1-1 Emergency Program
2207 Drug Enforcement	219 Support Services Division
2209 Violence Against Women	
2211 Urban Wildlife	
2212 Intrnt Crimes Agnst Child	

GENERAL GOV'T – MUNICIPAL COURT

THE HONORABLE ANNE PETERSON

JUDGE

DEPARTMENT OVERVIEW

Helena Municipal Court is part of the state judicial system and enforces laws for the City of Helena over which the Honorable Anne Peterson presides. Helena Municipal Court processes all misdemeanor traffic, criminal and animal control offenses, city ordinances, orders of protection and civil cases that occur within Helena City limits.

ADMINISTRATION

Court "customers" are people who have been cited with a misdemeanor offense. The defendants in Helena Municipal Court have the right to contest the charges. They can call witnesses, testify, and introduce evidence. At conclusion of a Judge trial, the city judge rules by stating whether she finds the accused guilty or innocent of charges. The Judge assigns fines based on the Montana Supreme Court statutes. City judges also have the authority to require guilty parties to participate in community service or educational programs designed to reinforce in them positive values and to deter them from committing subsequent illegal acts.

The Clerks of the court are responsible for educating the defendant on their charge, fines, restitution, educational programs, jail time and community service requirements depending on the charge and sentence.

PROCEEDINGS

Municipal courts have jurisdiction over cases involving municipal ordinances and all offenses that occur within the municipality if the offenses are not subject to a fine of more than \$500 and/or imprisonment of more than 30 days.

The Judge and court clerks are responsible for:

- Due Process – Protection of individual rights.
- Crime Control – Punishment and removal of criminals
- Rehabilitation – Treatment for offenders
- Bureaucratic Function – Speed and efficiency



GOALS & OBJECTIVES

WILDLY IMPORTANT GOALS (WIGs)

Helena Municipal Court has established the following goals:

- Submit request for increase in pay for court staff, including updating job descriptions for all court staff. Due to changing environment of the court, staff salaries have not kept up with the requirement of their difficult and technical positions.
- Incorporate a paperless system by implementing the M-files system and offering electronic filing
- Scan archived documents to date by implementing a scanning schedule
- Clear outstanding warrants by auditing warrant files and working with HPD on a warrant roundup
- Achieve 100% compliance from defendants by providing the tools, resources, and support to assist them in process of paying fine, completing sentencing requirements and work towards a healthy productive life

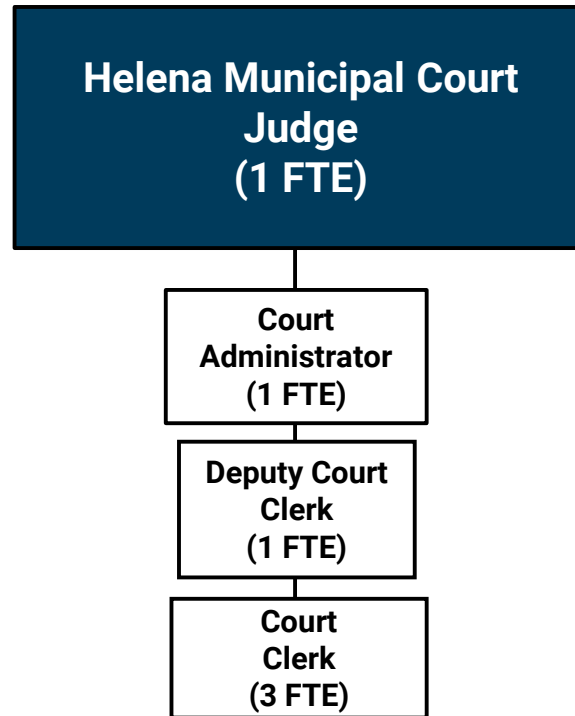
DEPARTMENT WORK PLAN

FISCAL YEAR 2022 OBJECTIVES

In Support of the City Commission Strategic Outcomes and Wildly Important Goals

- Work with HR on updating our court staff positions and pay matrix
- Work with all outside and interior entities to get on board with a paperless system using M-files and electronic filing
- Implement a daily, weekly, and monthly scanning schedule which incorporates all clerks working on scanning and having goals set for dates we wish to complete scanning
- Work on auditing all warrant files for accuracy, posting a current warrant list, and work with HPD for a warrant roundup
- Continue to educate defendants on their options for completing sentencing

**CITY OF HELENA
MUNICIPAL COURT**



FISCAL YEAR 2022 SUMMARY OF CHANGES

PERSONNEL

- No additional personnel requested for FY22.

MAINTENANCE & OPERATIONS

- Supplies & Materials have increased for the purchase of a new shredder.
- Purchased Services have increased in relation to M-Files.
- Fixed Charges have increased to cover higher rent rates and additional rented space.

MUNICIPAL COURT ALL FUNDS							
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est. Actual	
Personnel Services	427,663	461,422	463,084	487,520	487,520	480,222	529,691
Supplies & Materials	5,375	5,940	3,965	6,300	6,300	4,631	6,500
Purchased Services	33,399	36,092	36,206	64,674	64,674	58,273	68,726
Intra-City Charges	-	-	-	-	-	-	-
Fixed Charges	32,764	33,464	34,596	41,910	41,910	37,407	48,961
Maintenance & Operating	71,538	75,496	74,767	112,884	112,884	100,311	124,187
Internal Charges	9,296	9,084	9,187	9,374	9,374	9,374	10,333
Transfers Out	-	-	-	-	-	-	-
Internal Transactions	9,296	9,084	9,187	9,374	9,374	9,374	10,333
Debt Service	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt & Capital	-	-	-	-	-	-	-
Total Expenditures	508,497	546,002	547,038	609,778	609,778	589,907	664,211

Funds Included in this Department:

012 Municipal Court
1401 Court

PUBLIC SAFETY - FIRE

KEN WOOD

CHIEF

DEPARTMENT OVERVIEW

The Helena Fire Department is an all-hazards response fire department. The mission of the Helena Fire Department is to preserve life and property within the city limits of Helena.

ADMINISTRATION

The Fire Department consists of the offices of Administration, Operations, Training and the Fire Marshal. We have two primary divisions: Suppression and Fire Prevention, Investigation and Education.

Fire Suppression main functions are:

- Preserve life and property by quickly and effectively deploying resources to extinguish fires in a way that minimizes the risk of injury or death and reduces property loss
- Wildland firefighting
- Emergency medical services Paramedic response (non-transport)
- Hazardous materials emergency management (Regional Hazmat Team)
- Vehicle rescue and extrication
- Ice rescue
- Specialty Rescues: confined space, technical rope, over the side and high/low angle
- Public assistance through fire prevention, investigation, and education activities

Fire Prevention, Investigation and Education main functions are:

- Fire code enforcement
- Licensing inspections
- Public education
- Juvenile fire setter program
- Building inspections
- Plans review for new construction and subdivision development
- Inspection of fire protection systems
- HIFIT Helena interagency fire investigation team



GOALS & OBJECTIVES

WILDLY IMPORTANT GOALS (WIGs)

WIG #1 - Helena Fire Department Suppression Division

Provide quick, professional, well-trained staff response to 911 calls for service. Attain WIG by meeting NFPA Standard 1710, 'Travel Time' standard of 4 mins, 90% of the time to all City of Helena emergency response areas by 2025. If we are to meet the ever-growing communities need for emergency services, a third fire station and new training facility in the northeast area of Helena will be necessary in the next two to five years.

WIG #2 - Fire Prevention Investigation and Education Bureau

Expand the capabilities of the Fire Prevention, Investigation and Education Bureau to include the Wildland-Urban Interface (WUI) to provide excellent and professional customer service. This will be carried out through a professional and well-trained staff, capable of taking a proactive approach to addressing the needs of the community. If we are to meet the ever-growing communities need for a proactive approach to life safety, education, property conservation and protection, a new position is necessary in the budget year 2022.

DEPARTMENT WORK PLAN
FISCAL YEAR 2022 OBJECTIVES

In Support of the City Commission Strategic Outcomes and Wildly Important Goals

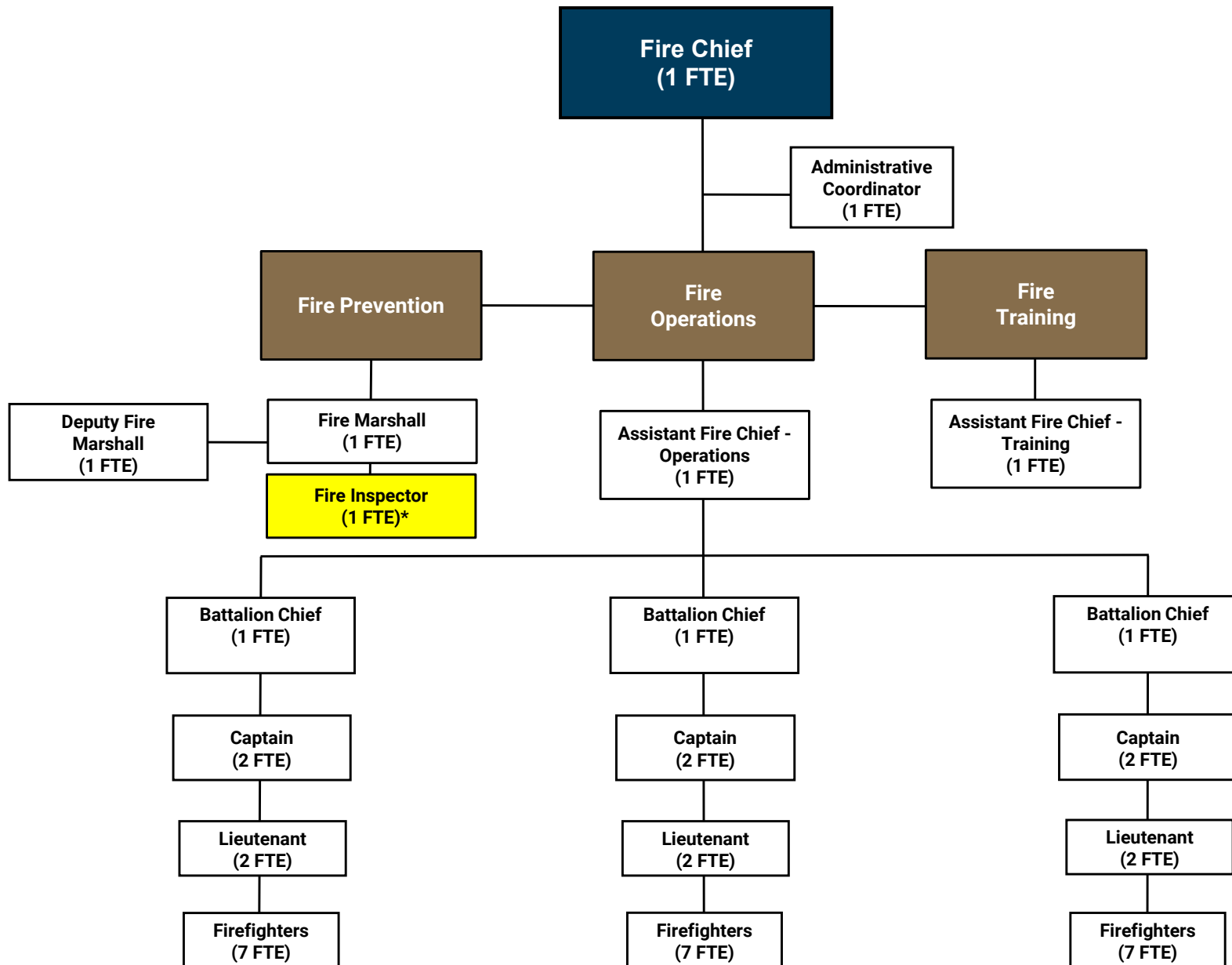
WIG #1

- Request that Emergency Services Consulting Inc. (ESCI) work with stakeholders to complete another fire service review by 10/21.
- Explore ways to reduce the risk associated with the WUI to include recommendations made by the ESCI review by 6/22.
- Build a team of fire department personnel and City Manager to complete a work plan, to implement the ESCI report recommended changes by 1/23.
- Create a strategic plan to address the ESCI report recommendations by 1/23.

WIG #2

- Expand the capabilities of the Fire Prevention Investigation and Education Bureau, to include the Wildland-Urban Interface (WUI), by hiring a Fire Inspector by 9/21.
- Provide necessary training supporting current Deputy Fire Marshal's need to support the Fire Marshal.
- Continue working with FireSafe Helena to develop a COH FPIB FireSafe Helena program.

**CITY OF HELENA
FIRE DEPARTMENT**



* Note: Highlighted positions indicate new FY22 staffing request

FISCAL YEAR 2022 SUMMARY OF CHANGES

PERSONNEL

- 1.0 FTE – Fire Dept - Fire Inspector– May be deferred depending on balanced budget policy decision.

MAINTENANCE & OPERATIONS

- Purchased Services have increased in relation to the M-Files program.
- Intra-City charges have been increased to cover the rising cost of fuel.
- Fixed Charges have increased to cover the correct amount for Special Assessment payments, incorrectly budgeted in FY21

FIRE DEPARTMENT ALL FUNDS							
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est. Actual	
Personnel Services	3,734,563	4,150,669	3,455,400	4,806,203	4,080,313	3,779,275	5,044,971
Supplies & Materials	113,211	134,146	97,339	129,576	137,576	130,573	154,289
Purchased Services	130,336	181,293	200,674	218,310	318,310	333,611	251,333
Intra-City Charges	26,685	35,128	35,195	38,775	38,775	24,295	43,500
Fixed Charges	1,064	1,536	2,220	1,620	1,620	2,371	2,490
Maintenance & Operating	271,296	352,103	335,429	388,281	496,281	490,849	451,612
Internal Charges	262,672	260,464	257,648	264,675	264,675	264,675	272,487
Transfers Out	-	245,849	601,039	884,700	884,700	884,700	911,000
Internal Transactions	262,672	506,313	858,687	1,149,375	1,149,375	1,149,375	1,183,487
Debt Service	-	-	-	100,000	100,000	-	85,100
Capital Outlay	-	131,960	460,779	1,457,000	1,537,000	1,430,870	191,000
Debt & Capital	-	131,960	460,779	1,557,000	1,637,000	1,430,870	276,100
Total Expenditures	4,268,531	5,141,045	5,110,295	7,900,859	7,362,969	6,850,370	6,956,170

Funds Included in this Department:

- 013 Fire Department
- 2301 Fire
- 2305 Fire Grants
- 260 Fire Safety Levy

COMMUNITY DEVELOPMENT

SHARON HAUGEN

DIRECTOR

DEPARTMENT OVERVIEW

Working in partnership with Helena's citizens, businesses and organizations, the city of Helena Community Development Department provides professional staff assistance in planning, development, and construction to maintain public health, safety, and welfare and create an attractive and sustainable community for all to live, work, and play.

ADMINISTRATION/PLANNING

The Planning Division assists members of the community with zoning, land use and development questions. Staff also provides information and assistance to developers, the business community and the public relating to any planning, zoning, land use, or development matter.

BUILDING

The Building Division conducts building and site plan reviews, issues building permits, and provides inspection services at construction sites within the city limits to insure the public's health, safety, and welfare.

GOALS & OBJECTIVES

WILDLY IMPORTANT GOALS (WIGs)

Building Division: Create and fully implement an electronic permitting system that provides complete access to our staff, other Departments, contractors, licensed professionals, and the public.

Planning Division: Implement the 2019 Growth Policy and related activities.

- Create 3 Neighborhood Plans in the next 4 years
 - Create a method to choose the neighborhood plan locations.
 - Create the Neighborhood Plan
 - Implement Goals and Objectives from the Neighborhood Plan
- Coordinate land use development issues with East Helena, Lewis and Clark County and other adjacent jurisdictions as beneficial to the long- term quality of life in Helena and its region
 - Identify funding and other mechanisms for implementing infrastructure plans and extension of infrastructure.
 - Work with Lewis and Clark County and East Helena to create joint standards for a consistent regulatory structure in the city and the surrounding area.
- Review all regulations and ordinances to identify any barriers for development while ensuring the City residents' health, safety, and welfare.
- Fully implement the Cruse Vision in 10 years
- Fully fund Housing Trust
- Form a Redevelopment Agency and implement RDA strategy.

DEPARTMENT WORK PLAN
FISCAL YEAR 2022 OBJECTIVES

In Support of the City Commission Strategic Outcomes and Wildly Important Goals

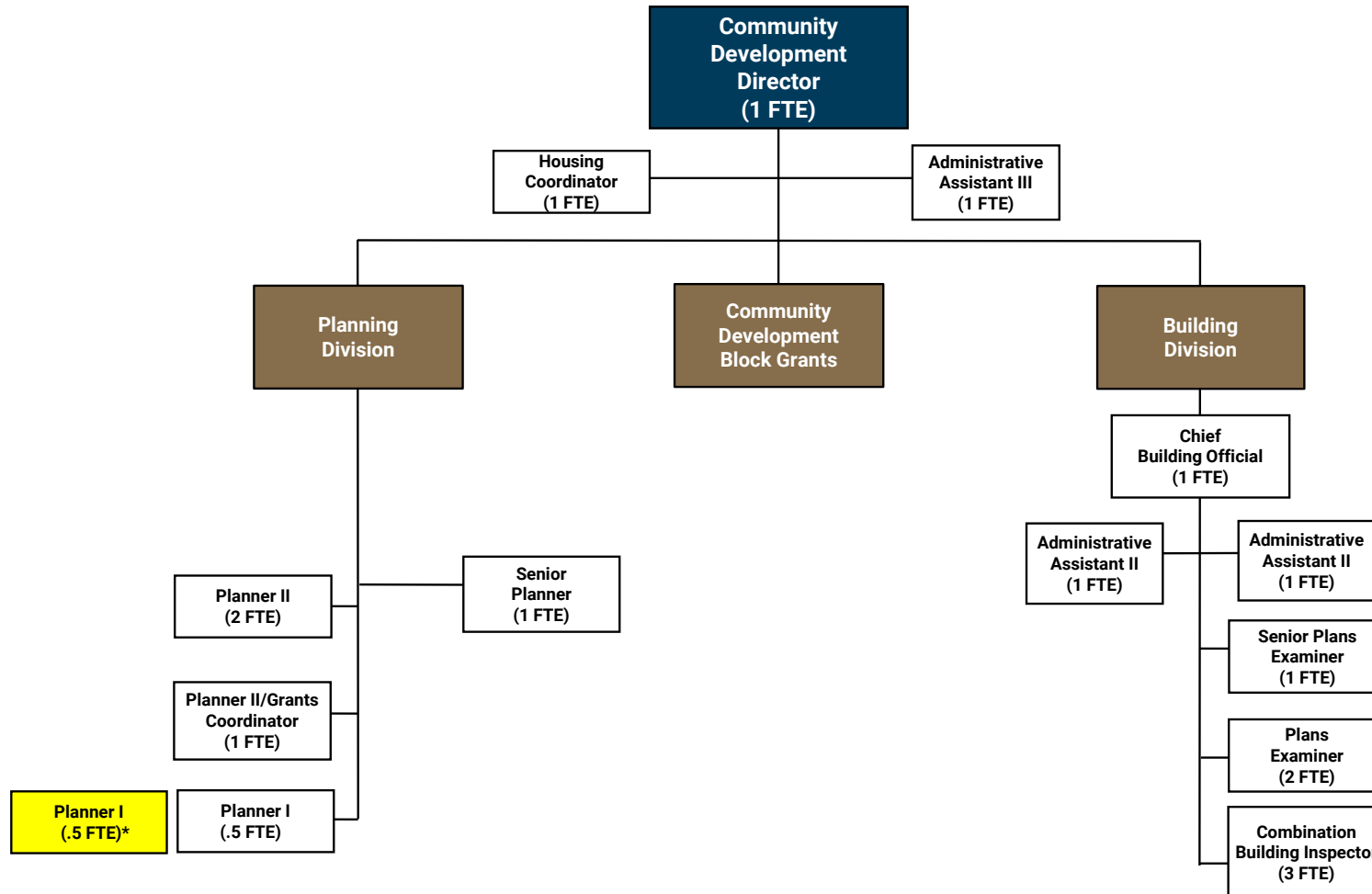
Building Division will participate in E-Trakit training when provided by the provided and provide training for contractors on how to use the system.

Planning Division will be finalizing the process for selecting the neighborhoods that will be the focus of the Neighborhood Center process and will complete one of the Neighborhood Center plans.

Planning Division will finalize the policies and procedures for implementing the Housing Trust Fund and funding one project.

Planning Division assist Public Works and Transportation Services in the development of the Cruse Infrastructure study

**CITY OF HELENA
COMMUNITY DEVELOPMENT DEPARTMENT**



* Note: Highlighted positions indicate new FY22 staffing request.

FISCAL YEAR 2022 SUMMARY OF CHANGES

PERSONNEL

- 0.50 FTE – Part-time Planner to a full-time position – May be deferred depending on balanced budget policy decision.

MAINTENANCE & OPERATIONS

- Purchased Services have increased relative to consultative resources for Neighborhood planning and a joint standards study with L&C County.

COMMUNITY DEVELOPMENT DEPARTMENT ALL FUNDS							
	FY 2018	FY 2019	FY 2020	FY 2021			Proposed
	Actual	Actual	Unaudited	Adopted	Amended	Est. Actual	FY 2022 Budget
Personnel Services	1,183,447	1,176,457	1,189,335	1,354,266	1,354,266	1,299,505	1,439,887
Supplies & Materials	28,468	53,530	55,460	68,196	68,196	53,326	48,225
Purchased Services	155,855	221,291	259,532	325,328	497,822	410,767	374,350
Intra-City Charges	7,214	7,846	7,126	10,407	10,407	7,146	10,476
Fixed Charges	358,731	1,178,534	165,002	591,201	591,201	651,876	137,484
Maintenance & Operating	550,268	1,461,201	487,120	995,132	1,167,626	1,123,116	570,535
Internal Charges	89,575	92,308	91,442	107,088	107,088	107,088	71,887
Transfers Out	-	-	-	-	-	-	-
Internal Transactions	89,575	92,308	91,442	107,088	107,088	107,088	71,887
Debt Service	-	-	-	-	-	-	-
Capital Outlay	24,622	-	43,174	-	-	-	36,000
Debt & Capital	24,622	-	43,174	-	-	-	36,000
Total Expenditures	1,847,912	2,729,966	1,811,071	2,456,486	2,628,980	2,529,709	2,118,309

Funds Included in this Department:

014 Community Development
 1601 Community Development
 226 CDBG/HOME
 228 Community Renewal
 229 Affordable Housing Trust
 503 Building

GENERAL GOV'T – FINANCE

SHEILA DANIELSON

DIRECTOR

DEPARTMENT OVERVIEW

The Finance Department is composed of three different units: Administration and Budget, Accounting, and Utility Customer Service. Each division works together to provide customer service to external stakeholders, internal staff, the City Manager, and the City Commission.

The division strives to improve efficiencies, challenge the status quo and seek improvements in the way we do business in order to meet our customer demands for accurate and timely financial information, accountability and transparency.

ADMINISTRATION & BUDGET

This division is responsible for the administration of all financial affairs for the City in accordance with applicable laws and regulations and focuses on policy development, establishment of goals and monitoring compliance and performance, respectively.

The division is responsible for the preparation, strategic planning, multi-level review, adoption and execution of the City of Helena's annual budget. This includes revenue projections (such as taxes, assessments, and charges for services), personnel cost reviews, operating cost planning, capital planning, cash flow projections and fiscal analysis for strategic debt planning, culminating in the completion of the annual budget document. Post-adoption responsibilities include monitoring budget vs. actual performance throughout the fiscal year to address any adjustments needed and updating accounting systems to include amendments approved by the City Commission mid-year.

Additional attention is given to revenue and service rate analysis and policies, long term forecasting, and the administration of the procurement of goods and services and the disposition of surplus assets in compliance with state laws and other regulations.

ACCOUNTING

The Accounting Division coordinates, processes, and reports the City's daily, monthly, quarterly and annual accounting and financial reporting responsibilities that uphold to professional accounting standards in accordance with Generally Accepted Accounting Principles, Government Accounting Standards Board and State legislative requirements.

Accounting staff administers banking, payments, receivables, payroll, fixed assets, tax assessments, debt service and liability insurance activities.

This division recommends and monitors fiscal controls, policies and procedures to ensure accurate records and financial reporting.



UTILITY CUSTOMER SERVICE

The utility services division provides one central area for customer service dedicated to city services including water, wastewater, commercial solid waste, curbside recycling, fire line, intrusion alarms and various loan programs. This division is responsible for accurately collecting and applying payments, scheduling monthly meter reads for over 12,000 meters in the city and processing monthly billing statements. This division is also responsible for preparing and collecting City of Helena business, animal, and liquor licenses.

GOALS & OBJECTIVES

WILDLY IMPORTANT GOALS (WIGs)

The Finance Department has identified two primary “Wildly Important Goals” that will be implemented over the next three years. These are outlined below: These are outlined below:

WIG #1 – Be a leader to implement innovative technological financial tools that promote timely customer service and transparent financial information to our stakeholders.

Key Element: Be a leader to implement innovative technological financial tools

Action Items:

- Evaluate our current system capabilities
- Training in query writing
- Perform city wide needs assessment and process mapping
- Identify scope of services
- Send out an RFP for Enterprise Resource Planning (ERP) software
- Assign a Project Manager
- Evaluate RFP responses and choose and vendor
- Implement software

Key Element: Promote timely customer service

Action Items:

- Develop accurate, relevant financial reports
- Post timely financial information for easy access

Key Element: Promote transparent financial information to stakeholders

Action Items:

- Research State BARS guidance on a uniform chart of accounts structure
- Map out new chart of accounts and incorporate all accounting data into the accounting software
- Conduct a needs assessment of stakeholders for relevant financial information used to make decisions and promote understanding of fiscal health

WIG #2 – Update and develop financial policies and procedures that align with government best practices to institutionalize good financial management practices that provide guidelines for decision making and strategic planning and promote a long-term approach to financial planning.

Key Element: Update and develop financial policies that align with government best practices

Action Items:

- Identify current financial policies
- Determine which financial policies need to be updated or developed
- Research government financial policy best practices
- Prioritize and update or develop financial policies

Key Element: Institutionalize financial management practices that instill guidelines for decision making & strategic planning

Action Items:

- Present financial policies to City Manager and Commission
- Commission adopts financial policies
- Communicate adopted financial policies to stakeholders

Key Element: Promote a long-term approach to financial management

Action Items:

- Design a budget process to be in line with adopted financial policies
- Establish and distribute timely financial reports that monitor fiscal health in accordance with financial policy benchmarks
- Prepare long-term forecasts and capital improvement plans that are in line with financial policies and government best practices
- Tie decisions to established financial policies
- Monitor and update financial policies.

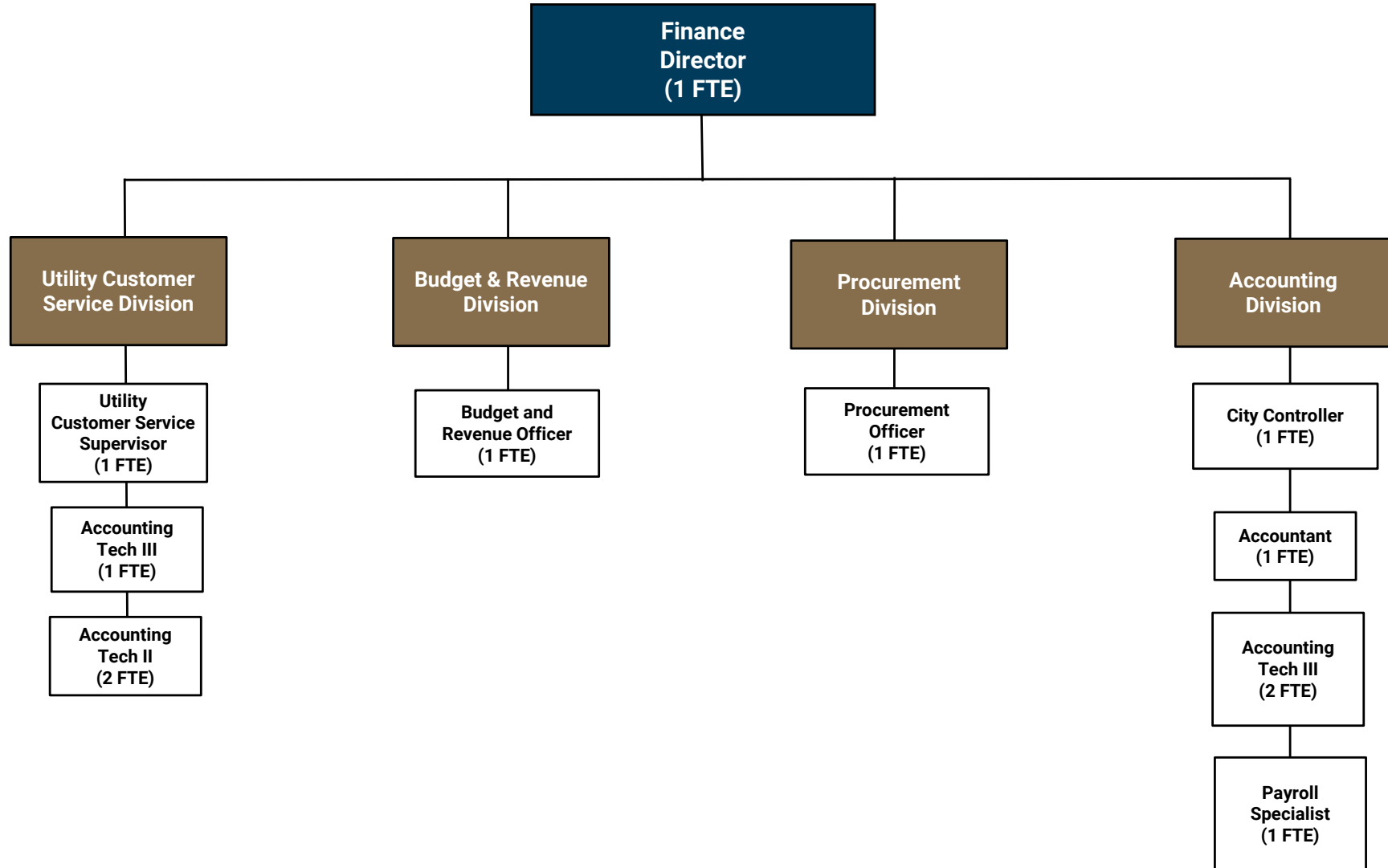
DEPARTMENT WORK PLAN FISCAL YEAR 2022 OBJECTIVES

In Support of the City Commission Strategic Outcomes and Wildly Important Goals

In Fiscal Year 2021, a software evaluation and implementation consultant will be procured to lead the City to perform a needs assessment and coordinate process mapping. This process will transition over into the first quarter of FY 2022. In the second quarter of FY 22, the consultant will lead the City in narrowing down a scope of services, send out an RFP for Enterprise Resource Planning (ERP) software, assist in selecting a vendor and identify an internal project manager and implementation team. In the third and fourth quarter of FY 22, the city will establish a project timeline and begin to implement a new ERP software.

By the end of FY21, financial policy development will be assigned to accounting, budget, utility and procurement staff. Each team member will begin researching best practices and policy examples in the first and second quarter of FY 22. By the end of FY 22, the Finance Department will strive to have draft policies for Budget Development, Cash Management, Investment Management, Debt Management and Procurement.

**CITY OF HELENA
FINANCE DEPARTMENT**



FISCAL YEAR 2022 SUMMARY OF CHANGES

PERSONNEL

- No additional personnel requested for FY22
- The Procurement Officer position was transferred from the City Manager's office
- The Payroll Specialist position was transferred from Human Resources

MAINTENANCE & OPERATIONS

- Supplies & Materials have increased for supplies for the Procurement Officer.
- Intra-City charges have increased to cover payments to the Copier Revolving program.
- Fixed Charges have increased to cover higher rent rates and additional rented space.

FINANCE DEPARTMENT ALL FUNDS							
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021 Adopted	FY 2021 Amended	Projected	Proposed FY 2022 Budget
Personnel Services	815,520	788,531	779,924	978,725	978,725	875,117	1,003,214
Supplies & Materials	20,049	42,849	48,930	50,947	50,947	50,031	63,758
Purchased Services	196,557	183,226	214,687	251,392	251,392	247,865	252,033
Intra-City Charges	5,054	5,086	5,254	5,254	5,254	5,254	5,516
Fixed Charges	106,139	118,631	117,020	143,243	143,243	143,303	159,697
Maintenance & Operating	327,799	349,792	385,890	450,836	450,836	446,453	481,004
Internal Charges	18,914	18,270	18,136	19,660	19,660	19,660	20,106
Transfers Out	-	-	-	-	-	-	-
Internal Transactions	18,914	18,270	18,136	19,660	19,660	19,660	20,106
Debt Service	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt & Capital	-	-	-	-	-	-	-
Total Expenditures	1,162,233	1,156,593	1,183,950	1,449,221	1,449,221	1,341,231	1,504,324

Funds Included in this Department:

- 015 Finance Services
 - 1501 Finance & Budget
 - 1506 Accounting
 - 1507 Utility Customer Service

PARKS & RECREATION

KRISTI PONOZZO

DIRECTOR

DEPARTMENT OVERVIEW

The Helena Parks, Recreation and Open Lands Department is a growing system that includes more than 2,140 acres of developed and undeveloped parkland, 30 parks including bike and pedestrian trails, a 50-meter outdoor swimming pool with a splash pad, lazy river and waterslides, a public golf course, the community Civic Center, three tennis and pickleball sites, a skateboard park, a bike park and four outdoor skating rinks. All our parks and trails are beautifully maintained by Parks Maintenance staff and our Urban Forestry Division. These features are designed and developed so that people of all ages, abilities and incomes can participate in the recreational activities.

ADMINISTRATION/PLANNING

Parks administers permitting and reservations for all parks and open lands special events and uses including special events on the walking mall and all sports field permitting. Parks administration also books events and promotions for the Civic Center and handles billing, fiscal and contract management for our many constructions and use contracts and agreements.

BUILDING

The Parks Department maintains our developed parks and sports fields including playgrounds and all structures; urban and open lands trails and trailheads; parks facilities like bandshells and Kindrick Baseball Field; Ten-mile watershed fuels management; urban forestry including all parks and boulevard trees; open lands fuels reduction and forestry management; and maintenance of the walking mall, the Helena Civic Center, and the Golf Course.

GOALS & OBJECTIVES

WILDLY IMPORTANT GOALS (WIGs)

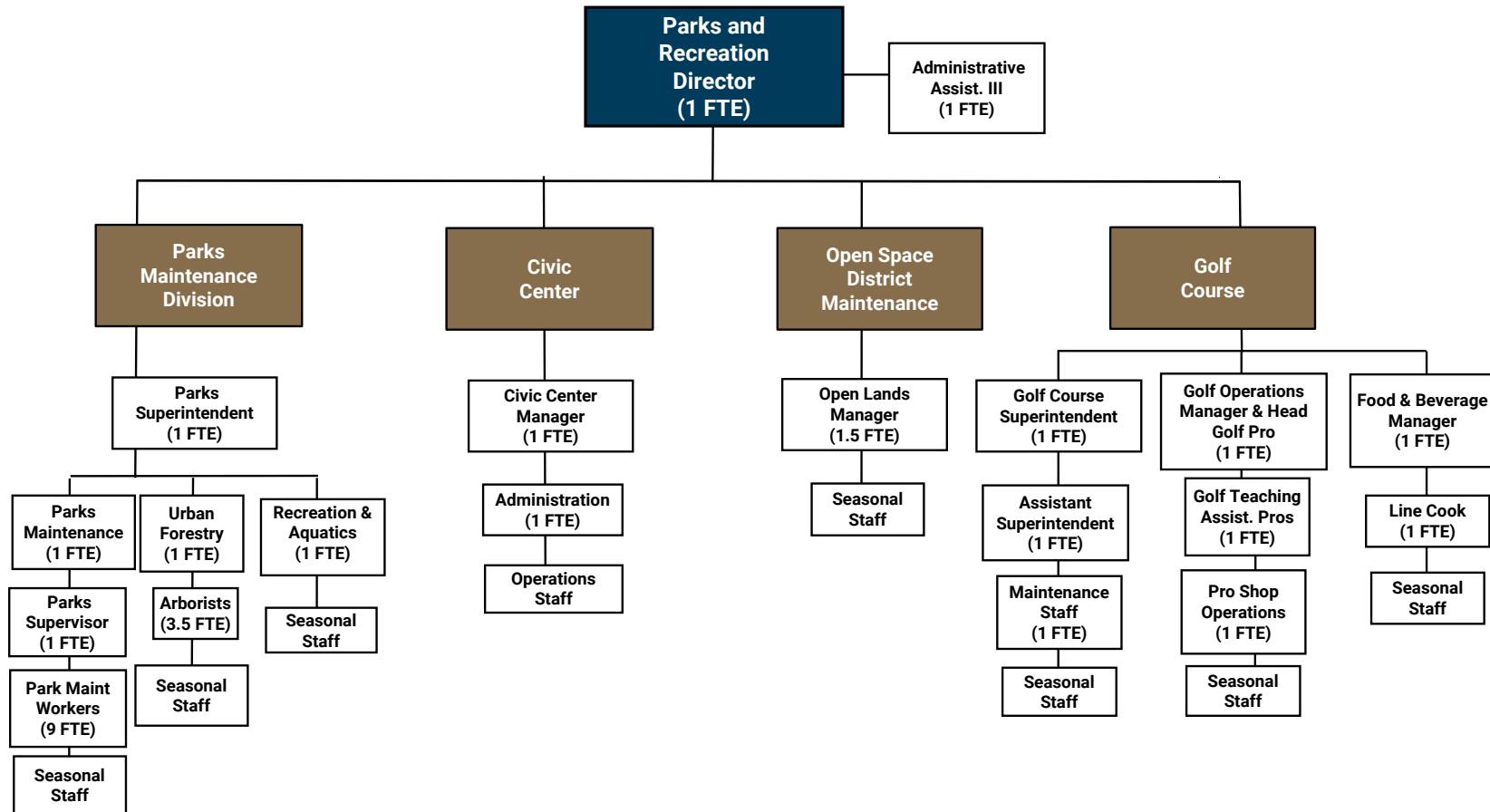
Create a Regional Parks District in Partnership with Lewis and Clark and Jefferson Counties, that includes an indoor regional sports complex (in partnership with Helena Regional Sports Association) by 2025.

DEPARTMENT WORK PLAN FISCAL YEAR 2022 OBJECTIVES

In Support of the City Commission Strategic Outcomes and Wildly Important Goals

- Work with HRSA/YMCA on support and partnership
- City Commission involvement and strategic planning
- County support
- Contract with consultant
- Determine specific mechanism
- Begin public involvement campaign
- Adopt and implement mater plan determining boundaries
- Steering Committee/working group with City/Country Parks Board and involvement of School District, FT. Harrison, Counties, Cities, Sports and User-Groups

**CITY OF HELENA
PARKS AND RECREATION DEPARTMENT**



FISCAL YEAR 2022 SUMMARY OF CHANGES

PERSONNEL

- While no additional FTE's were requested, the increase in Personnel budgets stems from increased Seasonal/Temporary hours for areas such as Parks Maintenance and Muni's Restaurant. - May be deferred pending balance or structural balance policy.

MAINTENANCE & OPERATIONS

- Supplies and Materials increase can be attributed to additional tools & construction materials for Open Lands.
- Purchased Services have increased relative to consultative resources for the Parks District as well as programming support for the Civic Center.
- Intra-City charges have been increased to cover the rising cost of fuel and repairs.
- Fixed Charges have increased to cover the correct amount for Special Assessment payments, incorrectly budgeted in FY21.

PARKS & RECREATION DEPARTMENT ALL FUNDS							
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est. Actual	
Personnel Services	2,666,553	2,866,818	2,901,220	3,320,278	3,360,278	2,915,672	3,536,932
Supplies & Materials	589,965	773,028	700,213	771,951	833,451	850,215	824,693
Purchased Services	991,374	1,445,995	1,438,766	1,307,029	1,900,248	1,401,741	1,379,430
Intra-City Charges	106,708	119,741	103,665	72,583	72,583	67,874	76,630
Fixed Charges	161,740	188,980	229,263	200,546	220,546	261,825	241,381
Maintenance & Operating	1,849,787	2,527,744	2,471,908	2,352,109	3,026,828	2,581,655	2,522,134
Internal Charges	488,906	496,108	512,213	532,395	532,395	532,395	809,950
Transfers Out	-	-	280,000	-	40,000	240,000	235,000
Internal Transactions	488,906	496,108	792,213	532,395	572,395	772,395	1,044,950
Debt Service	187,571	248,388	237,955	224,020	224,020	218,918	235,573
Capital Outlay	1,431,037	896,278	198,129	163,137	337,645	332,840	373,120
Debt & Capital	1,618,608	1,144,666	436,085	387,157	561,665	551,758	608,693
Total Expenditures	6,623,854	7,035,336	6,601,426	6,591,939	7,521,166	6,821,481	7,712,709

Funds Included in this Department:

017 Park & Recreation	235 Open Space District Maint
4101 Parks Administration	237 Urban Forestry
4102 Parks Maintenance	246 Watershed Projects
4103 Swimming Pool	441 Parks Improvement
4104 Recreation	563 Golf Course
4106 Kay's Kids	4111 Golf Operations
4107 Urban Trails	4113 Golf Concessions
204 Civic Center Board	4115 Golf Maintenance
211 Civic Center	4119 Golf Capital/Debt Service

COMMUNITY FACILITIES

TROY SAMPSON
SUPERINTENDENT

DIVISION OVERVIEW

The Community Facilities Department is responsible for the maintenance and repair of city facilities and the jointly owned city-county facilities and the project management of facility related construction projects.

FACILITIES MANAGEMENT

The facilities management division's main function is to perform periodic preventative maintenance and inspection of all buildings and the equipment associated with those buildings that is necessary to operate the facility. In addition, this division also provides and contracts custodial services to maintain a clean and safe working environment for all of our tenants.

PROJECT MANAGEMENT

The project management division's main function is to plan and execute construction projects related to facilities.

GOALS & OBJECTIVES

WILDLY IMPORTANT GOALS (WIGs)

WIG#1 - Minimize surprise failures of equipment or facility infrastructure which are costly and typically not budgeted.

Key Element: Establish an automated operation and maintenance system for every city facility utilizing Computerized Maintenance Management Software (CMMS) by 2024.

Action Items:

- Identify a reliable facilities management software provider
- Train staff on the software

Key Element: Perform a comprehensive inventory of facility infrastructure and environmental systems

Action Items:

- Identify all facilities and their associated equipment
- Determine appropriate schedule for facility/equipment maintenance
- Integrate inventory into new software program.

WIG#2 – Lead the way to identify activities and strategies supporting successful accomplishment of making all facilities 50% energy efficient by 2026.

Key Element: Assessment and identification of energy needs and usage of all facilities

Action Items:

- Tour facilities with engineering firm to identify deficiencies
- Complete a study on the current efficiency
- Prepare a prioritized list of projects

Key Element: Funding

Action Items:

- Identify funding sources
- Determine the appropriate fund source
- Budget for those projects

Key Element: Project Implementation Plan

Action Items:

- Discuss the Return on Investment (ROI) with the project team
- Identify the process to complete the projects

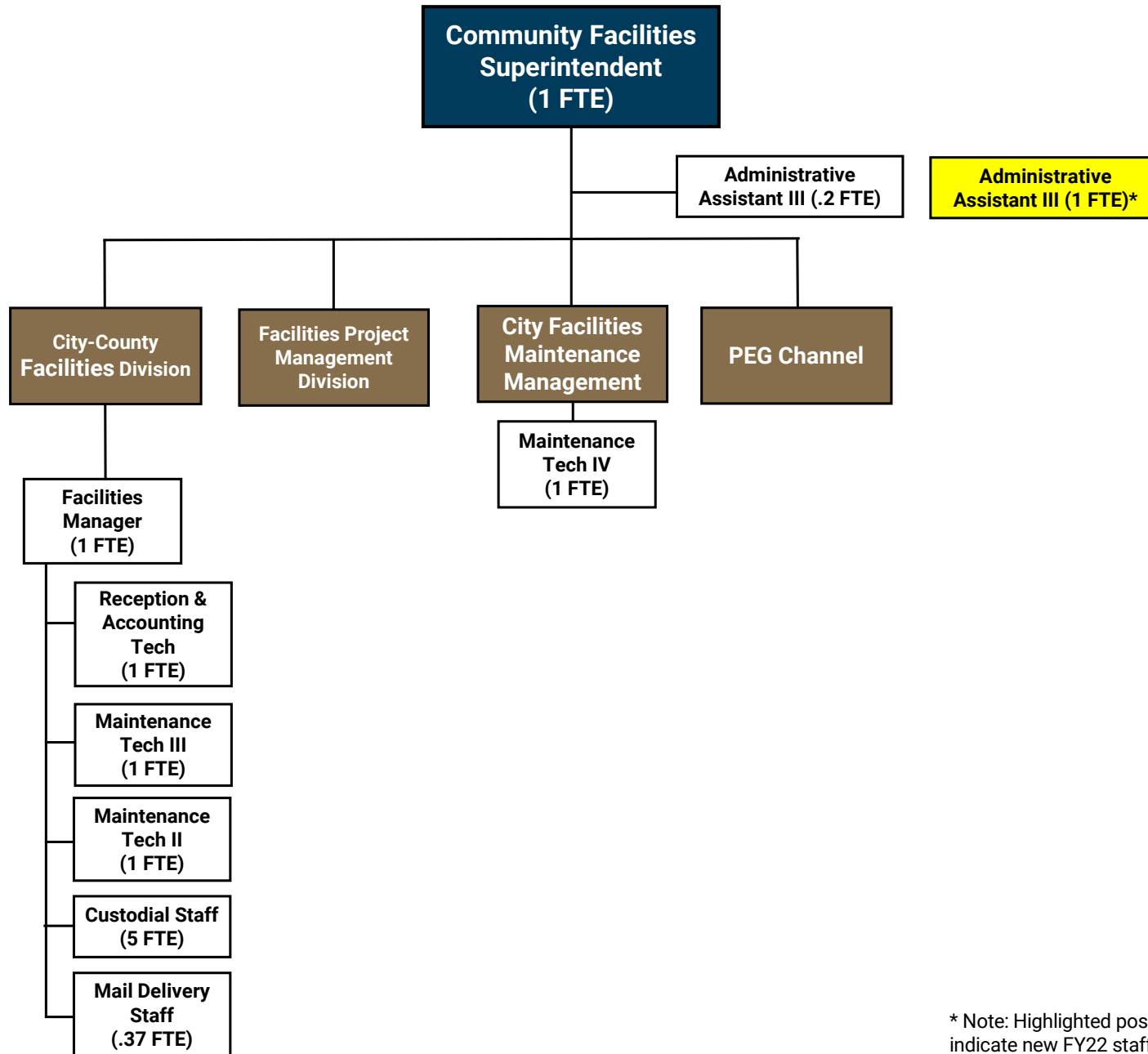
DEPARTMENT WORK PLAN
FISCAL YEAR 2022 OBJECTIVES

In Support of the City Commission Strategic Outcomes and Wildly Important Goals

In fiscal year 2021, various Computerized Maintenance Management Software companies have been evaluated and staff is determining which company will meet all of our criteria. In first quarter of FY2022, we will select the software provider and begin staff training on the software. Once training is complete we will identify all facilities and associated equipment and begin entering that information into the new software.

By the end of FY2021 we will engage with consulting engineers to tour all facilities and identify energy deficiencies. In FY2022 we will complete a study of the current efficiency and prepare a prioritized list of projects. By the end of FY22 we will have identified the costs associated with the projects and can identify funding sources.

**CITY OF HELENA
COMMUNITY FACILITIES DEPARTMENT**



* Note: Highlighted positions indicate new FY22 staffing request.

FISCAL YEAR 2022 SUMMARY OF CHANGES

PERSONNEL

- 0.88 FTE – Facilities Mgmt. – Administrative Assistant III – May be deferred depending on balanced budget policy decision.

MAINTENANCE & OPERATIONS

- Intra-City charges have been increased to cover the rising cost of fuel.
- Fixed Charges have increased to cover the correct amount for Special Assessment payments, incorrectly budgeted in FY21

COMMUNITY FACILITIES ALL FUNDS							Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			FY 2022 Budget
				Adopted	Amended	Est. Actual	
Personnel Services	563,900	587,409	681,414	767,056	767,056	708,542	844,279
Supplies & Materials	31,839	70,280	57,555	120,465	120,465	70,675	95,980
Purchased Services	718,911	738,942	864,607	1,149,370	1,125,398	1,067,878	1,111,431
Intra-City Charges	1,329	1,466	2,553	6,099	6,099	3,039	7,000
Fixed Charges	212,289	51,276	24,379	21,900	21,900	35,259	34,799
Maintenance & Operating	964,368	861,965	949,093	1,297,834	1,273,862	1,176,851	1,249,210
Internal Charges	110,692	112,775	130,267	168,237	168,237	168,238	223,977
Transfers Out	-	-	-	-	-	-	-
Internal Transactions	110,692	112,775	130,267	168,237	168,237	168,238	223,977
Debt Service	179,474	57,276	56,778	276,079	276,079	70,374	144,564
Capital Outlay	54,162	1,747,943	525,097	1,327,500	1,737,212	1,756,817	393,000
Debt & Capital	233,636	1,805,219	581,875	1,603,579	2,013,291	1,827,191	537,564
Total Expenditures	1,872,596	3,367,368	2,342,650	3,836,705	4,222,445	3,880,821	2,855,030

Funds Included in this Department:

212 Facilities Management	570 City-County Building Fund
4505	571 City/Cnty Bldg Mail
4506 Project Management	4510 Operations
4507 Public Ed & Govt Acc Chnl	4511 B Delivery
213 Facilities Managemnt-HVCC	572 City/Cnty Bldg Telephone
214 Neighborhood Center	573 CC Law & Justice Building
233 Public Art Projects	

PUBLIC WORKS

RYAN LELAND

DIRECTOR

DEPARTMENT OVERVIEW

The Public Works Department is responsible for providing administration and coordination for all Public Works activities for the following divisions: Engineering, Water Treatment, Wastewater Treatment, Utility Maintenance and Solid Waste.

ADMINISTRATION

Public Works Administration is responsible for providing administrative direction and coordination of all public works activities for the following divisions: Engineering, Stormwater Utility Maintenance, Water Treatment, Water Utility Maintenance, Wastewater Treatment, Wastewater Utility Maintenance, Residential Solid Waste, Commercial Solid Waste, Transfer Station, Landfill Monitoring District, and Recycling. The Engineering Division is responsible for implementing approved capital projects either internally or by managing consultants. Engineering also participates in the development review process, assists other divisions with environmental permits/regulations, maintains the historical infrastructure archives, and assists the public with a multitude of inquiries.

WASTEWATER TREATMENT

The Water Treatment Division is responsible for producing quality water in an adequate amount that meets all Federal and State water quality standards. Water Treatment manages two Water Plants (Ten Mile and Missouri River), the Ten Mile watershed, and nine reservoirs to meet these goals.

WASTEWATER SERVICES

The Wastewater Treatment Division is responsible for treating wastewater and ensuring that effluent meets all Federal and State wastewater quality standards. Wastewater Treatment manages one Plant that serves customers within the City of Helena wastewater service area.

UTILITY MAINTENANCE

Water Utility Maintenance is responsible for maintaining the distribution system that delivers the water to customers within the City of Helena service area. The distribution system includes approximately 246 miles of mains, 1,787 fire hydrants, 6 pump stations, 5,211 valves and 12,155 meters. Wastewater Utility Maintenance is responsible for maintaining the collection system. The collection system includes approximately 182 miles of mains, 3,800 manholes, and 9 lift stations. Stormwater Utility Maintenance division is responsible for the City's stormwater infrastructure which consists of approximately 71 miles of pipe, 33 miles of open channel ditches, 2500 manholes and inlets, and nearly 100 BMP (Best Management Practices)

SOLID WASTE

The Residential Solid Waste Division is responsible for the weekly collection and proper disposal of all residential generated waste within the City of Helena. The Commercial Solid Waste Division is responsible for the weekly collection and proper disposal of their commercial customers within the City of Helena. Commercial Solid Waste also provides roll off service when requested and services all Transfer Station and remote recycling containers. The Landfill Monitoring District was created in FY15 and is responsible for the on-going monitoring requirements of a closed landfill and for ensuring that all environmental requirements are met. The Transfer Station Division is responsible for the proper disposal of solid waste and for hosting a recycling site for all customers within the City of Helena and Lewis and Clark County. Customers of the Transfer Station include: City of Helena Residential and Commercial Solid Waste Divisions, Scratchgravel Landfill District customers, direct haul commercial Accounts, roll-off customers, and out-of-area cash customers. Since 1992, the Recycling Division has provided a recycling site at the Transfer Station and has provided remote sites (currently six) for all Helena area customers. Commodities currently diverted, recycled or re-used include Cardboard, Plastic, Scrap Metal, Newspaper, Aluminum Cans, Tin Cans, Glass, Tires, Anti-Freeze, Automotive Batteries, Oil, Grass, Wood Chips, Christmas trees, and E-waste.

GOALS & OBJECTIVES

WILDLY IMPORTANT GOALS (WIGs)

WIG #1

To effectively coordinate, manage, secure, and communicate infrastructure improvements, operational and maintenance activities to build a resilient, strong, and healthy community that includes the Helena valley

- Develop a master plans for water, sewer, and storm water systems for needed improvements to the existing system and expansion into valley
- Focus on developing all of the City's water rights and evaluate the possibility of using the water rights to provide service in the surrounding area
- Continue capital projects that secures and upgrade the existing water system in order to be able to expand the system

WIG #2

Provide an inaugurated solid waste system that cost effectively, safely, and environmentally responsibly collects and disposes of the City and County solid waste with a goal recycling 40% of all waste from the landfill for reuse or recycled goods.

- Develop a master plan with a fair and balanced steering committee with focus on the best fiscally responsible options for increasing recycling
- Look at how the transfer station operates and evaluate possibly moving the recycle to a new facility to provide better recycling options, customer service and processing.
- Evaluate the curbside mandatory recycling and single stream vs. source separated
- Develop a community outreach program in order to better provide services to the customers

DEPARTMENT WORK PLAN

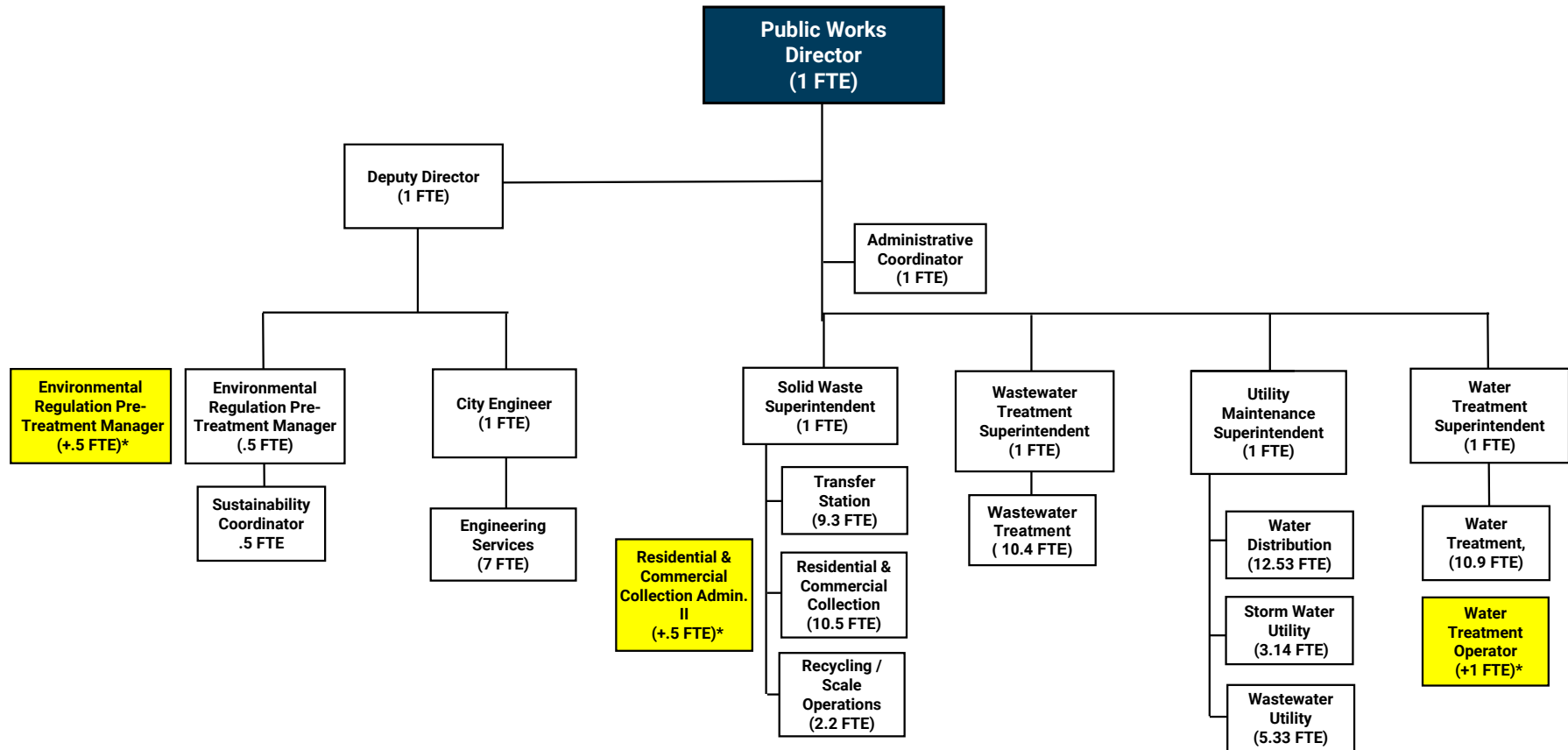
FISCAL YEAR 2022 OBJECTIVES

In Support of the City Commission Strategic Outcomes and Wildly Important Goals

Fiscal Year 2022 will be the year of the Master Plans, the plans will evaluate and assess the various water, sewer, storm and solid waste infrastructure and operations.

- Water and Sewer Rate and System Development Fee Study
- Wastewater Master Plan
- Inaugurated Solid Waste Master Plan
- Water Facility Master Plan
- Continue to develop the City's ground water rights
- Major Projects
 - Engineering of the Malben/Hale Tank and pressure zones
 - Upgrade the Pressure Reducing Valves
 - Transfer Station Entrance Upgrades
 - Transfer Station Warm Storage Building
 - Rodney Phase II Water

**CITY OF HELENA
PUBLIC WORKS DEPARTMENT**



* Note: Highlighted positions indicate new FY22 staffing request.

FISCAL YEAR 2022 SUMMARY OF CHANGES

PERSONNEL

- 1.0 FTE – Water Treatment Plant Operator
- .50 FTE – Environmental Pre-Treatment Coordinator (Part-time to Full-time)
- 1.0 FTE – Transfer Station Permitting Clerk (reduce temporary employees split with SW Comm and Transfer Station)

MAINTENANCE & OPERATIONS

- Purchased Services increases are due to \$300,000 toward rates & fees impact studies for Water & Wastewater
- Intra-City charges have been increased to cover the rising cost of fuel and repairs.
- Fixed Charges have increased to cover the correct amount for Special Assessment payments, incorrectly budgeted in FY21

PUBLIC WORKS DEPARTMENT ALL FUNDS							
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est. Actual	
Personnel Services	5,687,603	5,827,629	5,969,865	6,793,953	6,793,953	6,259,354	7,050,377
Supplies & Materials	1,091,083	886,599	1,140,456	1,590,657	2,007,544	1,847,474	1,404,685
Purchased Services	4,220,678	4,181,780	4,679,562	4,895,875	5,236,764	4,946,040	5,349,005
Intra-City Charges	358,791	446,161	410,419	424,112	424,112	405,450	503,389
Fixed Charges	237,471	296,644	380,859	339,711	339,711	357,834	384,434
Maintenance & Operating	5,908,023	5,811,184	6,611,296	7,250,355	8,008,131	7,556,798	7,641,513
Internal Charges	2,258,859	2,881,491	3,027,436	3,438,735	3,438,735	3,438,735	2,811,509
Transfers Out	230,000	246,618	269,045	299,045	714,045	714,045	322,652
Internal Transactions	2,488,859	3,128,109	3,296,481	3,737,780	4,152,780	4,152,780	3,134,161
Debt Service	1,333,636	1,332,910	2,406,122	1,837,733	1,837,733	889,538	1,378,486
Capital Outlay	6,493,239	10,183,990	9,004,208	9,455,000	25,856,483	25,244,725	6,822,440
Debt & Capital	7,826,875	11,516,900	11,410,330	11,292,733	27,694,216	26,134,263	8,200,926
Total Expenditures	21,911,360	26,283,822	27,287,972	29,074,821	46,649,080	44,103,195	26,026,977

Funds Included in this Department:

016 Public Works Administration	541 Solid Waste-Residential
3101 Public Works Admin	542 Solid Waste-Commercial
3102 Engineering	543 Landfill Monitoring District
245 Storm Water Utility	546 Transfer Station
521 Water	547 Recycling
3125 Water Treatment	
3126 Water Utility Maintenance	
531 Wastewater	
3135 Wastewater Treatment	
3136 Wastewater Util. Maint.	
3137 Wastewater Pretreatment	

TRANSPORTATION SYSTEMS

DAVID KNOEPKE

DIRECTOR

DEPARTMENT OVERVIEW

The primary responsibility for these Divisions is to operate and maintain streets and associated infrastructure for the public health & safety, commerce, and transportation within Helena. The Divisions are staffed with 54.1 full time employees who are responsible for city infrastructure, transportation operations and maintenance within the City Rights-of-Way for streets and summer alley maintenance to include curb, gutter, or sidewalks.

STREET MAINTENANCE

Primary functions include street maintenance including pothole and street repairs, chip sealing, paving, street sweeping and winter storm response

TRAFFIC & SIGNAL MAINTENANCE

Fabrication and installation of street signs, regulatory signs, and all other sign concerns, as per MUTCD. Painted and thermoplastic pavement marking installation and maintenance. Maintenance of City owned signals and related infrastructure.

ROADWAY CODE ENFORCEMENT

Respond, investigate and follow-up to service requests. Typically, sidewalk concerns, snow removal and others.

SIDEWALK IMPROVEMENT & CONSTRUCTION

Respond, investigate and follow-up to service requests regarding sidewalk replacement & construction of sidewalks in established neighborhoods.

PUBLIC TRANSIT

Fund 561- This fund accounts for the Trolley and Special Charter operations, including Trolley rental, the Trolley-to-Trails, State Shuttle and other special charter programs.

Fund 580- Capital Transit- This fund accounts for the City's public transportation system which provides bus service for area residents within the city limits.

Fund 581 – East Valley- This fund accounts for the East Valley public transportation system which provides bus service for area residents between the city and East Helena.

PARKING

Parking provides parking services to the citizens of Helena and to those who visit our City. These services include maintenance and operations of the parking garages, surface lots, permit and on street parking.

FLEET SERVICES

Support and maintain City owned vehicles and equipment which is mission critical for delivering essential services to the citizens of the Helena community.



GOALS & OBJECTIVES

WILDLY IMPORTANT GOALS (WIGs)

Providing a transportation network for all modes of transportation that leverages taxpayer dollars to secure grant and loan funding. Prioritize programs and projects by incorporating an open transparent dialog with businesses and citizens. Providing effective and efficient transit and parking facilities to our citizens and those who visit the Capital City. Ensuring safe routes of travel and promptly responding to most service requests within 48 hours. Providing quick, well-organized, and up-to-date servicing and repair of vehicles and equipment to the divisions and departments that serve the citizenry. Create and implement this program within the next three or five years.

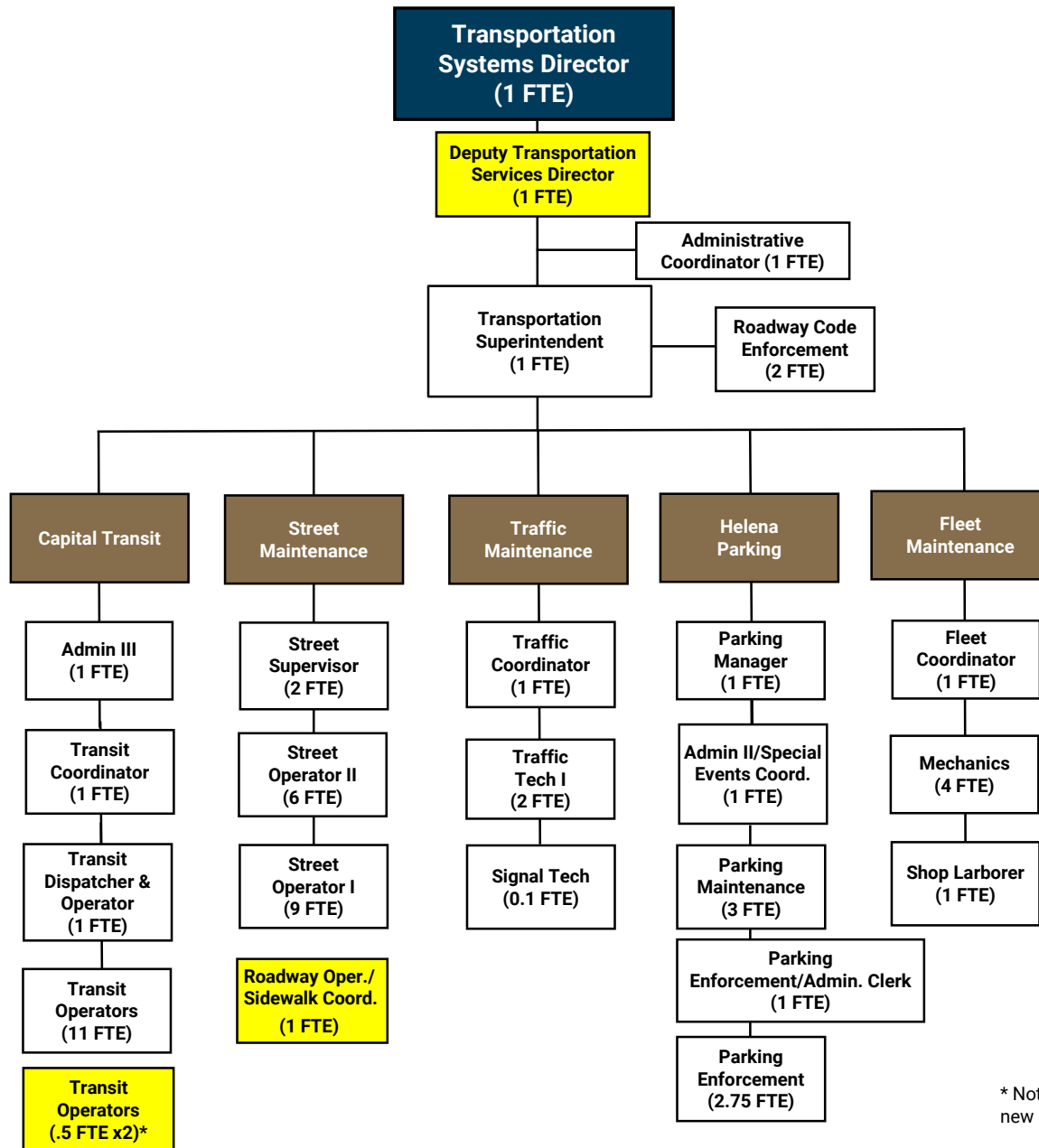
- **Transparent Public Communications**
 - Develop Public Outreach/Process
 - New communication efforts
- **Timely Customer Service**
 - Modernization of Fleet Services
 - Respond to Most Service Requests within 48 hours
- **Effective and Efficient Transportation System**
 - Prioritize Transportation Projects and Identify Funding Program
 - Transit – Demand Response Hybrid Model

DEPARTMENT WORK PLAN FISCAL YEAR 2022 OBJECTIVES

In Support of the City Commission Strategic Outcomes and Wildly Important Goals

- The Transportation Systems Department is piloting the IBS purchasing program in the Fleet Division, creating an in-house parts room for the Fleet purchasing of parts and other consumables. Using this a singular source, all departments should realize savings and helping budget dollars to stretch further.
- Implement Transparent Public interactions.
- Evaluate Parking needs and operations.
- Discuss expanded services efficiencies for Helena Transit services and implement changes in FY23.
- Implement any sidewalk program changes.
- Projects
 - Rodney Street Reconstruction Phase II
 - Lawrence/Warren Sidewalks
 - Street Reconstruction Mill and Overlay on a portion of 11th Avenue
 - Benton Turn Lanes

**CITY OF HELENA
TRANSPORTATION SYSTEMS DEPARTMENT**



* Note: Highlighted positions indicate new FY22 staffing request.

FISCAL YEAR 2022 SUMMARY OF CHANGES

PERSONNEL

- 1.0 FTE – Deputy Transportation Director, split amongst all Transportation funds.
- .50 FTE (x2) – Transit Operators (replace temporary substitute driver pool hours)
- 1.0 FTE – Streets Fund – Roadway Operator / Sidewalk projects coordinator

MAINTENANCE & OPERATIONS

- Supplies & Materials budget for Mill & Overlay is increasing by \$50,000 and Fuel budgets for Fleet are increasing by \$90,000 over FY21 adopted.
- Purchased Services, although slightly decreasing, are set to cover the pilot inventory control program.
- Intra-City charges have been increased to cover the rising cost of fuel.
- Fixed Charges have increased to cover the correct amount for Special Assessment payments, incorrectly budgeted in FY21

TRANSPORTATION DEPARTMENT ALL FUNDS							Proposed FY 2022 Budget
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021 Adopted	FY 2021 Amended	FY 2021 Est. Actual	
Personnel Services	3,150,299	3,159,190	3,395,730	4,081,628	4,081,628	3,574,001	4,356,739
Supplies & Materials	1,522,696	1,570,488	1,433,577	1,900,351	2,194,691	1,637,853	2,035,923
Purchased Services	1,821,334	1,456,956	2,023,663	2,511,185	3,584,066	3,101,429	2,404,615
Intra-City Charges	472,312	461,777	383,774	529,098	529,098	353,986	539,392
Fixed Charges	116,705	132,823	183,898	213,790	213,790	279,893	266,460
Maintenance & Operating	3,933,047	3,622,044	4,024,912	5,154,424	6,521,645	5,373,162	5,246,390
Internal Charges	894,846	1,151,330	1,184,095	1,202,411	1,202,411	1,202,411	1,350,794
Transfers Out	50,000	75,000	50,000	50,000	50,000	-	40,000
Internal Transactions	944,846	1,226,330	1,234,095	1,252,411	1,252,411	1,202,411	1,390,794
Debt Service	586,817	589,753	590,990	938,336	938,336	639,443	953,346
Capital Outlay	1,931,953	2,179,235	3,836,177	6,196,000	8,056,186	6,934,042	7,767,510
Debt & Capital	2,518,770	2,768,988	4,427,167	7,134,336	8,994,522	7,573,485	8,720,856
Total Expenditures	10,546,962	10,776,552	13,081,904	17,622,799	20,850,206	17,723,058	19,714,779

Funds Included in this Department:

201 Street & Traffic	450 Sidewalk Improve/Constrct	580 Capital Transit
240 Gas Tax	551 Parking	581 CT - East Valley
241 Gas Tax HB473	561 Special Charters	610 Fleet Services

SCHEDULE OF CAPITAL OUTLAYS



City of
Helena

**FINAL
BUDGET**
FISCAL YEAR 2022

SCHEDULE OF CAPITAL OUTLAYS

POLICE \$901,526

Infrastructure

N/A	\$0
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Vehicles & Equipment

<u>POLICE</u>	
\$178,880	Patrol Vehicles - AWD Hybrid Powertrain (\$44,720/vehicle)
\$125,000	18 radios - using General Fund Savings
\$30,000	Admin Vehicle
\$24,800	Video Cameras - Digital Video Systems (\$6,200/camera)
\$12,800	Emergency Lighting for Patrol Vehicles (\$3,200/vehicle)
\$8,600	K-9 Equipment (\$4,300/vehicle)
\$4,800	Installation Costs (\$1,200/vehicle)
\$4,000	Striping/Vinyl (\$1,000/vehicle)
\$3,600	Equipment Consoles & Accessories (\$900/vehicle)
\$2,000	Push Bumpers (\$500/vehicle)
\$1,200	Lighting/Emergency Equipment (Admin Vehicle)
\$1,200	Rifle Racks (\$300/vehicle)
\$1,000	Equipment Installation (Admin Vehicle)
\$800	Side Window Barriers (\$200/vehicle)
<u>DISPATCH</u>	
\$445,000	Upgrade/Replacement of VoicePrint Audio Recording System (supported by grant funding)
\$33,846	ESI Net (supported by grant funding)
\$24,000	Central Square upgrades (supported by grant funding)

\$901,526

Other

N/A	\$0
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SCHEDULE OF CAPITAL OUTLAYS

FIRE \$191,000

Infrastructure

<u>N/A</u>	\$0
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Vehicles & Equipment

<u>FIRE</u>		
\$63,000	Com 3 (1 additional radio)	
\$63,000	Bat 1	
\$28,000	EMAC Preparedness Project	
\$24,000	Thermal Imagers x 3	
\$8,000	Forcible Entry Prop	
\$5,000	Confined Space Communications kit	
		\$191,000

Other

<u>N/A</u>	\$0
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SCHEDULE OF CAPITAL OUTLAYS

COMMUNITY DEVELOPMENT \$36,000

Infrastructure

N/A

\$0

Vehicles & Equipment

<div><div><u>BUILDING</u></div><div>\$36,000</div></div> <div>Vehicle (Replace Unit 118) – Vehicle: \$33,600 & Radio: \$2,400</div>

\$36,000

Other

N/A

\$0

SCHEDULE OF CAPITAL OUTLAYS

FINANCE \$1,520,000

Infrastructure

<u>FINANCE</u> \$1,500,000	Replacement of City-Wide Enterprise Management software system. (Integrated software suite).	\$1,500,000
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Vehicles & Equipment

<u>N/A</u>		\$0
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Other

<u>FINANCE</u> \$20,000	Office build out for new staff (Staff relocating from other departments)	\$20,000
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SCHEDULE OF CAPITAL OUTLAYS

PARKS AND RECREATION \$1,078,360

Infrastructure

N/A

\$0

Vehicles & Equipment

PARKS & REC

\$247,930 Frontier/Memorial playground replacement
 \$95,000 Kindrick Bleacher Replacement
 \$45,620 Ford F350 dump truck
 \$31,690 Ford ½ ton replacement

OPEN LANDS

\$40,000 1 ton supercab
 \$14,500 20,000 lb Trailer
 \$5,000 Flatbed w/tool boxes

\$617,860

CIVIC CENTER

\$40,000 1 Pair Spotlights *DEFERRED
 \$6,970 Auditorium Curtains Phase 3 Replacement IFR *DEFERRED

GOLF

\$77,000 2 Greens Mowers (\$38,500 ea)
 \$7,190 Utility Cart
 \$6,960 Utility Cart

Other

PARKS & REC

\$125,000 Kindrick artificial turf
 \$120,000 CC Tennis Courts
 \$40,000 Waukesha well project
 \$16,000 Parks Wells Project
 \$5,000 6th Ward Work

CIVIC CENTER

\$60,000
 \$20,000
 \$20,000
 \$19,000
 \$15,000
 \$8,500
 \$5,000
 \$3,500
 \$3,500

*ALL DEFERRED PENDING FUNDING

North Parking Lot Replacement
 Barrell Roof Engineering
 South Flat Roof & Rain Gutters
 Ballroom VCT Tile Floors
 Benton Ave Carpet Replacement
 Ballroom Wall Fabric Replacement
 Benton Double Entry Doors
 Kitchen Floor Tile Replacement
 Kitchen Swing Doors (3 sets)

\$460,500



SCHEDULE OF CAPITAL OUTLAYS

COMMUNITY FACILITIES \$393,000

Infrastructure

N/A	\$0
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Vehicles & Equipment

<u>CITY-COUNTY BUILDING</u>	
\$40,000 Mail Vehicle Replacement	
\$16,000 Conference Room Audio Video upgrades	\$56,000

Other

<u>FACILITIES MANAGEMENT</u>	
\$7,000 LED Lighting Retrofit (CF Garage, Boiler Room)	
<u>LAW & JUSTICE CENTER</u>	
\$100,000 City/County Reimbursable Projects (if needed)	
<u>CITY-COUNTY BUILDING</u>	
\$100,000 Tile Roof Repairs	
\$50,000 LED lighting retrofit	
\$40,000 West/South Parking Lot Seal & Striping	
\$40,000 East Entrance Door Replacement	

\$337,000

SCHEDULE OF CAPITAL OUTLAYS

PUBLIC WORKS \$6,822,440

Infrastructure

STORMWATER

\$1,750,000 DNRC Pond – Stormwater Inlet lining - Capital Area
 \$141,360 K-Mart Pond Improvements

WATER

\$309,000 Reeders/Upper Hale Connection Engineering
 \$300,000 Hydrant Replacement Project
 \$206,000 Hale/Malben Connection
 \$100,000 Shared Service Line

\$3,056,360

WASTEWATER

\$150,000 Lamphole/Manhole Project
 \$100,000 Shared Sewer Lines

Vehicles & Equipment

WATER

\$82,400 TMTP - Backwash Actuator
 \$58,430 Pickup/Hoist/Assessorries (Replace #410)
 \$42,820 Pickup/Assessorries (Replace #436)
 \$41,530 TMTP - HVAC Primary Pumps
 \$29,370 TMTP - Carbon Feeder
 \$27,680 TMTP - HVAC Secondary Pumps

WASTEWATER

\$33,770 Digester Liquid Ring Blowers
 \$10,610 Secondary Sampler
 \$8,000 Roll off Container

SOLID WASTE

\$104,500 Semi-Tractor and Accessories
 \$14,000 Waste Oil Burner (Shared w/Residential & Commercial)

\$453,110

Other

WATER

\$1,030,000	Monitoring Pressure Reducing Valves (4)
\$257,500	Treatment Facilities Master Plan
\$125,000	MRTP/TMTP - Chemical Feed Systems
\$115,000	TMTP - Lagoon Cleaning (3)
\$60,260	MRTP - Natural Gas Heater (Pretreatment)
\$36,050	TMTP - Parking Lot Improvements
\$20,000	TMTP Generator Upgrade

WASTEWATER

\$250,000	Standby Generator (Back Plant)
\$175,000	Wastewater Treatment Master Plan
\$175,000	Wastewater Collection Master Plan
\$165,910	SCADA System/Software Update
\$40,000	Roll-off Drying Bed Pavement
\$25,000	I&C Electrician Building Mezzanine
\$20,000	Septic Dump Station Camera/Security

\$3,312,970

SOLID WASTE

\$400,000	Warm Storage Building
\$200,000	FY22 Transfer Station Entrance Improvements
\$180,000	Solid Waste Master Plan
\$38,250	Pit Floor Resurfacing



City of
Helena

SCHEDULE OF CAPITAL OUTLAYS

TRANSPORTATION \$7,883,510

Infrastructure

STREETS & GAS TAX

\$2,662,535	Rodney Reconstruction
\$1,300,000	Knight St
\$600,000	Benton Turn Lanes
\$500,000	Street Reconstruction/Mill-Overlay
\$251,475	Commission Approved Priorities
\$200,000	Safe Routes to Schools
\$100,000	Voluntary Sidewalk Improvement Program
\$75,000	Safe Crossing at Ewing St
\$75,000	Safe Crossing at N Montana & Bozeman
\$50,000	Downtown Multi-Modal Study
\$50,000	Benton Trail Crossing TA Match

\$5,914,010

Vehicles & Equipment

STREETS & GAS TAX

\$395,000	Replace Elgin Pelican with Road Wizard (\$395,000)
\$314,000	Freightliner 5 yd Dump Truck will be 12 yd #323 (From FY 21)
\$314,000	Chevy Dump Truck 5 yd Dump Truck will be 12 yd #322 (From FY 21)
\$300,000	Paint Truck
\$250,000	New Patch Truck
\$38,000	Ford F150 PU Truck #110 (from FY 21)
\$40,000	Sweeper- Split with Streets, Transit and Parking (\$175,000 total)
\$25,000	Mag-Tank
\$10,000	Traffic Counters
\$7,500	317 Bed Replace

\$1,944,500

TRANSIT

\$12,000	Sweeper- Split with Streets, Transit and Parking (\$175,000 total)
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PARKING

\$123,000	Sweeper- Split with Streets, Transit and Parking (\$175,000 total)
\$86,000	Jackson Gate Arm Replacement *DEFERRED
\$30,000	4G modem upgrade *DEFERRED



**City of
Helena**

Other

<u>TRANSIT</u>		
\$10,000	Chip Seal Parking Lot	\$25.000
<u>FLEET</u>		
\$15,000	Parking Lot Chip Seal Maintenance	

FUND DETAILS



City of
Helena

**FINAL
BUDGET**
FISCAL YEAR 2022

General Fund

Fund: 100

Fund: 100		FY 2018	FY 2019	FY 2020	FY 2021			Proposed FY 2022 Budget
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	
Revenues								
	Taxes	10,947,897	11,455,228	11,947,346	11,707,070	11,707,070	13,091,946	12,688,000
	Special Assessments	-	-	-	-	-	-	-
	Taxes & Assessments	10,947,897	11,455,228	11,947,346	11,707,070	11,707,070	13,091,946	12,688,000
	License & Permits	478,604	601,392	562,468	583,750	583,750	595,397	607,000
	Intergovernmental Revenues	4,688,119	4,803,379	5,025,210	4,961,006	4,961,006	5,141,832	5,126,100
	Charges For Services	585,576	581,924	485,419	390,321	390,321	460,490	407,875
	Intra-City Revenues	59,628	73,969	74,000	19,000	19,000	19,000	19,000
	Fines & Forfeitures	523,677	540,900	571,191	502,200	502,200	444,234	491,000
	Investment Earnings	89,917	155,486	112,807	100,000	100,000	18,200	20,000
	Other Financing Sources / (Uses)	149,663	98,363	117,966	82,618	82,618	77,661	75,000
	Other Operating Revenues	6,575,184	6,855,413	6,949,062	6,638,895	6,638,895	6,756,813	6,745,975
	Internal Service Revenues	3,128,611	3,302,164	3,413,290	3,891,269	3,891,269	3,891,269	3,625,990
	Interfund Transfers In	225,370	497,619	749,836	1,011,564	1,011,298	1,010,942	1,037,598
	Internal Transactions	3,353,981	3,799,783	4,163,126	4,902,833	4,902,567	4,902,211	4,663,588
	Long-Term Debt	-	-	-	-	-	-	-
	Total Revenues	20,877,062	22,110,424	23,059,534	23,248,798	23,248,532	24,750,970	24,097,563
Expenditures								
	Personnel Services	15,027,294	15,549,929	13,858,392	17,716,653	16,065,763	13,790,955	18,608,932
	Supplies & Materials	466,487	566,344	524,206	588,178	683,176	589,111	823,121
	Purchased Services	1,532,427	1,796,333	1,801,387	2,183,170	2,521,794	2,294,565	2,669,059
	Intra-City Charges	192,947	210,163	173,728	208,516	208,516	168,920	236,878
	Fixed Charges	707,110	899,152	972,619	1,185,496	1,747,496	1,662,130	1,213,251
	Maintenance & Operating	2,898,971	3,471,992	3,471,941	4,165,359	5,160,981	4,714,727	4,942,309
	Internal Charges	736,070	717,903	718,577	734,108	734,231	734,108	764,249
	Transfers Out	1,907,282	1,329,284	1,205,874	1,124,034	3,556,890	3,756,890	4,066,651
	Internal Transactions	2,643,352	2,047,187	1,924,451	1,858,142	4,291,121	4,490,998	4,830,900
	Debt Service	-	-	-	-	-	-	-
	Capital Outlay	-	-	-	-	-	-	-
	Debt & Capital	-	-	-	-	-	-	-
	Total Expenditures	20,569,617	21,069,108	19,254,784	23,740,155	25,517,866	22,996,680	28,382,141
	Revenues Over (Under) Expenditures	307,445	1,041,316	3,804,749	(491,356)	(2,269,333)	1,754,289	(4,284,578)
	Beginning Cash Balance - July 1	5,651,856	5,954,892	7,003,941	10,890,336	10,890,336	10,890,336	12,644,625
	Other Cash Sources / (Uses)	(4,409)	7,733	81,646	-	-	-	-
	Ending Cash Balance - June 30	5,954,892	7,003,941	10,890,336	10,398,980	8,621,003	12,644,625	8,360,048
	Reserve Target - 15% of Operating Revenues:	2,628,462	2,746,596	2,834,461	2,751,895	2,751,895	2,977,314	2,915,096
	Reserve Target - 60 Days of Opererating Expenses:	2,946,783	3,126,891	2,848,822	3,597,043	3,489,328	3,042,030	3,871,437
	Reserve Policy Target: (Greater of 60 Days Operating Expenses or 15% of Operating Revenues)	2,946,783	3,126,891	2,848,822	3,597,043	3,489,328	3,042,030	3,871,437
	Excess Reserve:	3,008,109	3,877,050	8,041,514	6,801,936	5,131,675	9,602,596	4,488,611
	Excess Reserve earmarked for Emergency Contingency Fund: (20% of Excess)							897,722

General Fund

Fund: 100

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Taxes								
Current Taxes - General Levy	gov	7,857,937	8,184,141	8,351,207	8,204,340	8,204,340	8,753,229	8,900,000
Personal Property Taxes - All Years	gov	435,096	406,463	465,557	335,000	335,000	918,745	464,000
Subtotal		8,293,033	8,590,604	8,816,764	8,539,340	8,539,340	9,671,975	9,364,000
Current Taxes - Health Ins Levy	gov	1,751,903	1,821,380	2,062,697	2,264,730	2,264,730	2,162,504	2,224,000
MV - County Option Tax (61-3-537)	gov	883,109	1,019,822	1,053,296	880,000	880,000	1,220,364	1,073,000
Entitlement -- MV - Assessed Taxes	gov	8,544	8,888	1,353	5,000	5,000	16,011	9,000
Pnly & Intrst on Del Tax	gov	11,308	14,534	13,236	18,000	18,000	21,093	18,000
Total Taxes		10,947,897	11,455,228	11,947,346	11,707,070	11,707,070	13,091,946	12,688,000
License & Permits								
Liquor Licenses	gov	21,040	19,510	17,500	21,000	21,000	21,000	21,000
Beer & Wine Licenses	gov	27,400	24,410	26,200	27,000	27,000	24,200	27,000
Catering Permits	gov	3,010	3,395	1,855	3,000	3,000	630	3,000
Pawnbrokers & 2nd Hand	gov	950	750	-	-	-	-	-
General Business Licenses	gov	104,572	105,391	103,259	101,000	101,000	92,251	100,000
Cable TV Franchise	gov	285,131	413,339	382,431	400,000	400,000	428,806	425,000
Amusemnt Licenses & Prmts	gov	2,750	2,500	-	-	-	-	-
Animal Licenses	p&c	32,748	31,093	29,724	31,000	31,000	26,634	30,000
Bicycle Licenses	gov	3	4	-	-	-	-	-
Board of Adjustments	cd	1,000	1,000	1,500	750	750	1,875	1,000
Total License & Permits		478,604	601,392	562,468	583,750	583,750	595,397	607,000
Intergovernmental Revenues								
Fire Grants	fire	-	-	-	-	-	-	-
MRDTF Grant	p&c	27,716	27,676	31,284	20,000	20,000	26,345	20,000
Highway Traffic Safety	p&c	2,922	26,859	82,815	60,000	60,000	66,923	65,000
ICAC Grant	p&c	1,073	3,485	5,493	7,100	7,100	157	-
Dept of Justice Grant	p&c	97,368	95,618	100,356	80,000	80,000	96,618	90,000
MATIC Grant-HPD (Project 531)							-	
Violence Agnst Women Grnt	p&c	67,882	68,494	70,807	51,000	51,000	82,460	65,000
HIDTA Grants	p&c	62,056	67,281	52,373	55,654	55,654	36,671	35,000
HIDTA Overtime							-	
Police Grants-Misc	p&c	7,749	12,874	2,939	6,200	6,200	2,032	3,000
- Enforcing Underage Drinking Law (EUDL) Grant							-	
3,000 Bullet-Proof Vest Prgm							-	
- Criminal Forensic Equip Grant							-	
- DES Grant - K9							-	
3,000							-	
Misc Federal Grants							-	
Homeland Security Grant	p&c	-	-	-	-	-	26,803	-
10-Mile Collaborative Grant-Indirect Cost Reimb.	pw	-	-	-	-	-	-	-
CDBG Grant Audit Reimbursement	cd	-	-	-	-	-	-	-
EBOLA Grant	fire	-	-	-	-	-	-	-
ACHIEVE Grant	p&r	-	-	-	-	-	-	-
VOCA Grant	atty	44,290	67,456	59,361	47,747	47,747	75,416	57,000
Indirect Cost Recovery	gov	292	-	-	-	-	-	-
Highway Traffic Safety Grant-DUI Officer	p&c	-	6,746	-	-	-	16,149	-
MATIC Grant-HPD (Project 531)	p&c	9,613	-	-	-	-	-	-
VOCA Grant	atty	4,429	8,595	19,765	6,632	6,632	-	15,000
Live Card Game Lic Dist	gov	4,057	4,252	2,536	4,300	4,300	2,084	2,100
Video Gambling Lic Dist	gov	74,450	74,425	71,100	70,000	70,000	73,350	70,000
State Entitlement - HB124 / 2001	gov	4,236,658	4,312,139	4,462,845	4,507,472	4,507,472	4,613,117	4,682,000
State Grants - Misc.							-	
Downtown URD/MBAC	cd	6,000	9,000	-	-	-	-	-
Hazmat	fire	22,084	-	963	-	-	-	-
County Contributions							-	
Urban Trails	p&r	-	948	-	-	-	-	-
LCSO Reimb-1/2 Ded-MDT & Crimestoppers	p&c	533	-	45,673	44,901	44,901	4,145	2,000
Misc Intergovnmntl Rev							-	
	p&c	4,506	4,546	-	-	-	-	-
	gov	750	-	-	-	-	-	-
PILT-Helena Housing Authority	gov	13,691	12,985	16,899	-	-	19,564	20,000
Total Intergovernmental Revenues		4,688,119	4,803,379	5,025,210	4,961,006	4,961,006	5,141,832	5,126,100

General Fund

Fund: 100

Charges For Services

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Subdivisions	cd	750	1,045	375	1,200	1,200	3,570	1,500
Zoning Actions	cd	1,865	2,885	1,306	4,300	4,300	4,555	2,000
Alarm Fees (10%)	p&c	670	2,475	1,070	1,000	1,000	830	1,200
Fire Protection Fees	fire	102,592	78,097	36,431	60,000	60,000	102,826	50,000
7/1/13 - 6/30/18 Westside Fire Service Area Agreement + misc.							-	
Fire Bldg Code Inspection	fire	17,758	32,722	40,284	32,500	32,500	27,216	32,500
DUI Vehicle Seizures	p&c	-	-	-	-	-	125	-
St Capital Officer	p&c	114,346	140,161	90,670	-	-	-	-
Fees - Other Agencies								
County Attorney Liaison Detective	p&c	60,989	86,393	127,769	-	-	-	45,000
SRO Reimbursement	p&c	-	-	-	80,000	80,000	161,295	80,000
Police Range User Fees	p&c	8,690	7,980	36,345	7,500	7,500	10,070	8,000
Helena Housing Auth. Contract	p&c	49,727	-	-	-	-	-	-
Snow Removal Charges	p&r	2,796	345	-	-	-	-	-
Engineering Misc.	pw	250	250	-	-	-	500	-
Animal Control Fees	p&c	4,095	1,770	2,625	3,500	3,500	-	1,000
Swim Tickets & Passes							-	
Daily Admissions Youth	p&r	33,514	41,535	34,966	25,606	25,606	151	25,000
Daily Admissions Adult	p&r	28,403	31,817	20,704	22,293	22,293	37,718	22,000
Daily Admissions Senior	p&r	129	1,187	968	6,097	6,097	-	1,000
Daily Admissions Spectator	p&r	1,956	2,620	4,492	1,450	1,450	408	2,000
Water Activity Youth	p&r	-	-	233	35	35	-	35
Water Activity Adult	p&r	1,372	1,304	103	1,500	1,500	-	1,500
Water Activity Senior	p&r	346	411	-	1,000	1,000	-	300
Punch Card Youth	p&r	7,794	6,871	8,884	6,000	6,000	2,577	6,000
Punch Card Adult	p&r	6,195	5,005	1,229	3,024	3,024	2,051	3,024
Punch Card Senior	p&r	403	607	-	140	140	396	140
PC Residt - Wtr Act-Sr.	p&r	-	-	-	-	-	-	-
Season Pass Youth	p&r	529	455	-	500	500	108	400
Season Pass Adult	p&r	2,667	810	171	1,500	1,500	972	1,000
Season Pass Senior	p&r	508	630	-	126	126	459	126
Season Pass Family	p&r	4,100	4,878	810	500	500	6,792	500
Swim Lessons							-	
Resident 30 minutes	p&r	27,521	27,841	20,727	27,000	27,000	30,171	27,000
Non-Resident 30 minutes	p&r	2,908	4,305	1,272	150	150	491	150
Swim Pool Rent							-	
Swim Team Practice	p&r	1,855	2,505	2,505	2,000	2,000	3,920	2,000
Swim Team Meets	p&r	1,500	2,880	1,290	1,500	1,500	-	1,500
Pool Rental Private Events	p&r	3,600	1,440	400	2,400	2,400	800	1,500
Park Use Fees	p&r	48,266	42,666	5,542	45,000	45,000	17,158	45,000
Recreation Fees	p&r	-	-	2,247	-	-	4,010	3,000
Recreation Ice Rink Fees & Revenue	p&r	6,410	3,814	6,373	5,000	5,000	10,622	5,000
Recreation Tennis Fees & Revenue	p&r	10,541	11,619	5,124	10,000	10,000	14,188	5,500
Recreation Pickleball Fees & Revenue					5,000	5,000	163	500
Event Ticket Sales	p&r	-	474	-	-	-	-	-
Concession Merchandise	p&r	30,531	32,127	30,506	32,500	32,500	16,349	32,500
Total	Charges For Services	585,576	581,924	485,419	390,321	390,321	460,490	407,875

General Fund

Fund: 100

Fund: 100			FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
						Adopted	Amended	Est Actuals	
Intra-City Revenues									
Mall St Sweep/Plow Chrg	p&r	15,000	19,000	19,000	19,000	19,000	19,000	19,000	
Open Spc Trail Maint Chrg	p&r	44,628	54,969	55,000	-	-	-	-	
Total	Intra-City Revenues	59,628	73,969	74,000	19,000	19,000	19,000	19,000	
Fines & Forfeitures									
Court Fines - Traffic	p&c	422,256	437,170	479,933	400,000	400,000	372,107	400,000	
Animal Control Fines	p&c	3,682	3,513	4,022	4,200	4,200	2,533	3,500	
Court Costs	p&c	17,771	7,161	2,347	12,000	12,000	1,668	5,000	
Criminal Offense	p&c	35,657	34,814	38,369	36,000	36,000	25,375	30,000	
Civil Costs	p&c	15,760	27,160	14,900	18,000	18,000	19,780	20,000	
Victim/Witness Adv Srchrg	p&c	25,600	30,066	31,124	32,000	32,000	22,618	32,000	
Parking Fines-City Court	p&c	62	-	-	-	-	-	-	
Misc Fines / Snow Removal	p&r	2,889	1,016	498	-	-	154	500	
Total	Fines & Forfeitures	523,677	540,900	571,191	502,200	502,200	444,234	491,000	
Investment Earnings									
Interest Earnings		89,917	155,486	112,807	100,000	100,000	18,200	20,000	
Total	Interest Earnings	89,917	155,486	112,807	100,000	100,000	18,200	20,000	
Internal Service Revenues									
Comm, Mgr, Atty Charges	gov	794,909	833,760	815,023	1,113,322	1,113,322	1,113,322	915,861	
Park & Rec Charges	p&r	60,539	70,306	77,522	77,132	77,132	77,132	183,260	
Public Works Charges	pw	321,506	330,701	495,707	277,558	277,558	277,558	326,616	
Human Resource Charges	gov	176,583	182,831	189,621	197,717	197,717	197,717	190,411	
Budget & Accounting Charges	as	549,394	583,568	587,201	735,576	735,576	735,576	543,170	
Utility Customer Service Charges	as	422,200	443,278	461,498	526,805	526,805	526,805	496,318	
Engineering Charges	pw	720,480	774,720	786,718	963,159	963,159	963,159	970,354	
Internal - Weed Control Charges	p&r	83,000	83,000	-	-	-	-	-	
Total	Internal Service Revenues	3,128,611	3,302,164	3,413,290	3,891,269	3,891,269	3,891,269	3,625,990	
Miscellaneous Revenues									
Other Revenues	gov	13,534	27,670	43,456	13,000	13,000	16,322	20,000	
2,500 Audit Fees - BID	as	-	2,500	2,500	2,500	2,500	-	2,500	
2,500 Audit Fees - TBID	as	-	2,500	2,500	2,500	2,500	-	2,500	
Police Workers Comp	p&c	42,939	4,913	-	-	-	-	-	
Fire Workers Comp	fire	33,632	15,360	-	-	-	-	-	
Sale of Unclaimed Evidnce	p&c	110	4,150	-	-	-	2,694	-	
Restricted Contribution									
General Government	gov	3,705	1,340	510	-	-	-	-	
Fire Department	fire	500	-	-	-	-	-	-	
Police Department - Private Misc	p&c	-	-	-	-	-	-	-	
Canine Contributions	p&c	100	-	-	-	-	-	-	
Explorers Contributions	p&c	-	-	-	400	400	-	-	
Police-L&C Forfeiture Fnd	p&c	-	-	3,050	-	-	-	-	
Kay's Kids-McKenna Fndtn	p&r	35,781	37,080	43,760	54,218	54,218	15,768	40,000	
Kay's Kids-E Helena Contrib	p&r	-	-	-	-	-	-	-	
Kay's Kids-Helena Housing	p&r	-	-	-	-	-	-	-	
Sale of Fixed Assets	gov	19,362	2,850	22,190	10,000	10,000	42,877	10,000	
Total	Other Financing Sources / (Uses)	149,663	98,363	117,966	82,618	82,618	77,661	75,000	
SUBTOTAL - OPERATING REVENUE		20,651,692	21,612,805	22,309,697	22,237,234	22,237,234	23,740,028	23,059,965	

General Fund

Fund: 100

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	

Interfund Transfers In

T/in - 217 Law Enforcement Block Grant	p&c	-	27,172	34,989	15,000	15,000	14,644	15,000
T/in - 260 Fire Supplemental Levy	fire	-	245,849	601,039	884,700	884,700	884,700	911,000
T/in - 645 Insurance & Safety	gov	225,370	224,598	113,808	111,864	111,598	111,598	111,598
Total	Interfund Transfers In	225,370	497,619	749,836	1,011,564	1,011,298	1,010,942	1,037,598

TOTAL REVENUE		20,877,062	22,110,424	23,059,534	23,248,798	23,248,532	24,750,970	24,097,563
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Other Sources / (Uses) - Non-Budgeted

Chng in Vouchers Pybl (A/P)	gov	-	-	(47)	-	-	-	-
Chng in Util Cust Srv Vouchers Pybl (A/P)	gov	15	241	(806)	-	-	-	-
Chng in Cust Deposits/Unidentifid	gov	(325)	-	(1,161)	-	-	-	-
Credit Card Clearing	gov	101	12,133	(21,165)	-	-	-	-
Chng in Vouchers Pybl-Financial Guarantees	gov	(4,700)	(4,641)	-	-	-	-	-
Prior Year Adjustment/Correction	asd	500	-	104,825	-	-	-	-
Total	Other Sources / (Uses) - Non-Budgeted	(4,409)	7,733	81,646	-	-	-	-

Revenue by Sub-Fund

General Government	17,094,750	17,932,914	18,408,511	18,441,124	18,440,858	19,969,202	19,377,970
Police & Court	1,116,620	1,159,570	1,288,676	965,455	965,455	991,872	950,700
Fire Department	176,566	372,028	678,717	977,200	977,200	1,014,742	993,500
Community Development	9,615	13,930	3,181	6,250	6,250	10,000	4,500
Finance Services	971,594	1,031,846	1,053,699	1,267,381	1,267,381	1,262,381	1,044,488
Public Works Administration	1,042,236	1,105,671	1,282,425	1,240,717	1,240,717	1,241,217	1,296,970
Park & Recreation	465,681	494,465	344,324	350,671	350,671	261,557	429,435

Total Revenue Allocated to Sub-Funds	20,877,062	22,110,424	23,059,534	23,248,798	23,248,532	24,750,970	24,097,563
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General Fund Internal Charge Cost Recovery

Internal Costs

Comm, Mgr, Atty Costs	1,476,742	1,445,740	1,776,558	2,014,729	2,053,967	1,793,014	2,463,078
Park & Rec Costs	264,480	276,909	250,886	285,580	285,580	263,555	310,412
Public Works Costs	356,615	317,299	266,428	326,614	326,614	328,100	400,146
Human Resource Costs	438,047	458,080	411,095	515,712	515,712	496,542	546,440
Budget & Accounting Costs	701,702	671,314	686,469	892,603	892,603	700,873	959,636
Utility Customer Service Costs	460,531	485,279	497,480	556,618	556,618	509,093	544,688
Engineering Costs	909,264	871,503	988,886	1,203,446	1,212,946	983,406	1,270,235
Internal - Weed Control Costs	135,191	148,934	-	-	-	-	-
Total Internal Costs	4,742,572	4,675,058	4,877,803	5,795,301	5,844,039	5,074,583	6,494,635

G.F. Internal Charges Recovered

Comm, Mgr, Atty Charges	794,909	833,760	815,023	1,113,322	1,113,322	1,113,322	915,861
Park & Rec Charges	60,539	70,306	77,522	77,132	77,132	77,132	183,260
Public Works Charges	321,506	330,701	495,707	277,558	277,558	277,558	326,616
Human Resource Charges	176,583	182,831	189,621	197,717	197,717	197,717	190,411
Budget & Accounting Charges	549,394	583,568	587,201	735,576	735,576	735,576	543,170
Utility Customer Service Charges	422,200	443,278	461,498	526,805	526,805	526,805	496,318
Engineering Charges	720,480	774,720	786,718	963,159	963,159	963,159	970,354
Internal - Weed Control Charges	83,000	83,000	-	-	-	-	-
Total G.F. Internal Charges Recovered	3,128,611	3,302,164	3,413,290	3,891,269	3,891,269	3,891,269	3,625,990

Net G.F. Internal Revenues / (Costs)

Comm, Mgr, Atty Costs	(681,833)	(611,980)	(961,535)	(901,407)	(940,645)	(679,692)	(1,547,217)
Park & Rec Costs	(203,941)	(206,603)	(173,364)	(208,448)	(208,448)	(186,423)	(127,152)
Public Works Costs	(35,109)	13,402	229,279	(49,056)	(49,056)	(50,542)	(73,530)
Human Resource Costs	(261,464)	(275,249)	(221,474)	(317,995)	(317,995)	(298,825)	(356,029)
Budget & Accounting Costs	(152,308)	(87,746)	(99,268)	(157,027)	(157,027)	34,702	(416,466)
Utility Customer Service Costs	(38,331)	(42,001)	(35,983)	(29,813)	(29,813)	17,712	(48,370)
Engineering Costs	(188,784)	(96,783)	(202,168)	(240,287)	(249,787)	(20,247)	(299,881)
Internal - Weed Control Costs	(52,191)	(65,934)	-	-	-	-	-
Total Net G.F. Internal Revenues / (Costs)	(1,613,961)	(1,372,894)	(1,464,513)	(1,904,032)	(1,952,770)	(1,183,314)	(2,868,645)

General Fund

Fund: 100

Fund: 100			FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
						Adopted	Amended	Est Actuals	
Fund	100 General Fund								
Dept	1001 Interfund Transactions								
Activity	410 General Government								
Transfers Out									
T/out - 211 Civic Center			gov	480,000	470,000	360,000	360,000	360,000	450,000
T/out - 212 Facilities Management			gov						-
2,000 Grandstreet Support				-	-	-	-	-	-
5,047 PEG Op Support-City staff/support				5,103	3,887	4,066	5,047	5,047	3,651
T/out - 212 Facilities Management			gov	168,620	-	-	-	-	-
subtotal - T/out PEG Support				173,723	3,887	4,066	5,047	5,047	3,651
T/out - 229 Affordable Housing Trust			gov	-	-	-	-	1,685,000	225,000
T/out - 233 Public Art Projects			gov	12,000	12,000	19,313	11,487	11,487	12,000
T/out - 238 Loan Repayment			gov	-	-	-	60,000	60,000	60,000
T/out - 327 Sidewalk Program 07			gov	502	273	-	-	-	-
T/out - 328 Sidewalk Program 08			gov	1,187	650	-	-	-	-
subtotal - Sidewalk Program Interest Subsidy				1,689	923	-	-	-	-
T/out - 440 Capital Improvements Fund			gov	400,000	500,000	-	400,000	492,856	2,766,000
from General Purpose Revenues									
T/out - 440 Capital Improvements Fund			gov	500,000	-	-	-	130,000	-
from General Fund Capital Reserves									
T/out - 440 Capital Improvements Fund			gov	2,370	4,974	-	-	-	-
For Sidewalk loan program interest subsidy									
T/out - 440 Capital Improvements Fund			gov	-	-	-	-	-	-
from SID Revolving Transfer In									
subtotal - 440 Capital Improvement Transfers				902,370	504,974	-	400,000	622,856	2,766,000
T/out - 441 Parks Improvement			p&r	-	-	-	-	-	-
T/out - 201 Street & Traffic			pw	-	-	-	-	415,000	-
T/out - 562 Helena Area Transit Srv			pw						
Helena Area Transit System Operations Support				-	-	-	-	-	-
Rimrock Stage City Operations Support				-	-	-	-	-	-
subtotal - HATS Support Transfers (Old Fund)				-	-	-	-	-	-
T/out - 563 Golf Course			p&r	-	-	280,000	-	40,000	235,000
T/out - 573 CC Law & Justice Building			p&c			250,000	-	70,000	-
T/out - 580 Capital Transit			gov						
Capital Transit Srv				300,000	300,000	250,000	250,000	250,000	275,000
Capital Transit Srv Operational Change				37,500	37,500	37,500	37,500	37,500	40,000
FMV transfer for bus sale						4,995			
subtotal - Capital Transit Support Transfers (New Fund)				337,500	337,500	292,495	287,500	287,500	315,000
Total	Transfers Out			1,907,282	1,329,284	1,205,874	1,124,034	3,556,890	4,066,651
Total	Interfund Transactions			1,907,282	1,329,284	1,205,874	1,124,034	3,556,890	4,066,651
Interfund Transactions by Groups									
General Government			gov	1,907,282	1,329,284	675,874	1,124,034	3,031,890	3,831,651
Police & Court			p&c	-	-	250,000	-	70,000	-
Public Works Administration			pw	-	-	-	-	415,000	-
Park & Recreation			p&r	-	-	280,000	-	40,000	235,000
Total Interfund Transactions by Groups				1,907,282	1,329,284	1,205,874	1,124,034	3,556,890	4,066,651

General Fund

Fund: 100

Fund: 100			FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget	
						Adopted	Amended	Est Actuals		
Fund	100 General Fund									
Dept	1002 Support/Assistance Paymts									
Activity	410 General Government									
Purchased Services										
IT&S Special Projects			gov	63,477	-	67,599	-	25,401	18,997	-
Total Purchased Services				63,477	-	67,599	-	25,401	18,997	-
Fixed Charges										
City Lights Assessment			gov	31,181	33,271	35,042	33,780	33,780	35,635	35,370
15,000 Arterial Lights & Misc Lights - City Share										
12,000 City Street/Traffic lights										
8,330 Assmts-misc prop (St Mnt/Strm Wtr/Tree/etc.)										
40 County Assessments										
35,370										
Comm Srvs Prgm Support			p&c	7,000	7,000	7,000	7,000	7,000	7,000	7,000
Humane Society Support			p&c	58,195	44,622	75,495	55,000	55,000	60,396	62,812
HACF Non-Profit Agreement			gov	-	-	-	-	402,000	402,000	20,000
Grants, Subsidies, Awards-Misc										
MBAC Business Loans			cd	-	-	-	-			-
Historic Preservation Program-City contribution			cd	20,000	20,000	20,000	20,000	20,000	20,000	20,000
			p&c	-	-	-	-	-	-	-
Subtotal Grants, Subsidies, Awards-Misc				20,000	20,000	20,000	20,000	20,000	20,000	20,000
PEG (Public, Ed & Gov Cablecast)			gov	-	172,840	176,297	180,500	180,500	201,916	201,747
FY18 168,620										
FY19 172,840										
FY20 176,297										
FY21 196,336										
FY22 201,747										
FY23 207,321										
subtotal - PEG Support				-	172,840	176,297	180,500	180,500	201,916	201,747
Grants, Contribtns, Other / Misc										
12,000 Commissioner Priorities			gov	-	-	-	9,000	9,000	-	12,000
1,000 Sun Run support contribution			gov							
1,000 Big Sky Pride - Comm Amendment			gov							
5,000 Symphony Under the Stars Contribution			gov							
5,000 MT Bus. Assist. Connection (MBAC) Operational Support			gov							
City of Service Grants			gov							
Commissioner Priorities			gov	-	-	-	-	-	-	-
Benton Ave Cemetery Support (5 yrs)			gov	5,400	4,250	-	-	-	-	-
Friendship Center Support Contribution			gov	-	-	-	3,000	3,000	3,000	-
Helena Food Share			gov	10,000	-	-	3,500	3,500	-	-
Helena Regional Airport - Route grant matching support			gov	-	-	-	-	-	-	-
The Myrna Loy			gov	-	-	-	2,000	2,000	2,000	-
Lewis & Clark Humane Society			gov	-	-	-	2,000	2,000	2,000	-
American Jobs for America's Youth Montana (AJAY MT)			gov	-	-	-	4,450	4,450	4,450	-
General Federation of Woman's Clubs			gov	-	-	-	2,000	2,000	2,000	-
Plymouth Congregational Church			gov	-	-	-	1,200	1,200	1,200	-
Grandstreet Theatre			gov	-	-	-	3,000	3,000	-	-
Helena Family YMCA			gov	-	-	-	2,000	2,000	-	-
Lewis & Clark Literacy Council			gov	-	-	-	850	850	850	-
Family Promise of Greater Helena			gov	-	-	-	2,000	2,000	-	-
Helena Regional Sports Center Assoc.			gov	5,000	-	-	-	-	-	-
Helena-Area Friends of Pets - Spay / Neuter Program			gov	9,000	3,500	4,500	2,000	2,000	2,000	-
MT Bus. Assist. Connection (MBAC) Operational Support			gov	5,000	5,000	5,000	-	200,000	205,000	-
MMIA to Kay McKenna Foundation Pass Thru Grant			gov	-	-	-	-	-	-	-
Sun Run support contribution			gov	-	1,000	1,000	-	-	-	-
Symphony Under the Stars Contribution			gov	5,000	5,000	5,000	2,000	2,000	5,000	-
United Way Housing First Inclusion			gov	-	7,500	-	-	-	-	-
Wild About Cats Rescue & Sanctuary			gov	-	3,500	4,000	-	-	-	-
Commission Priorities RFP			gov	-	-	-				
Subtotal Grants, Contribtns, Other / Misc				39,400	29,750	19,500	39,000	239,000	227,500	12,000
Total Fixed Charges				155,776	307,483	333,334	335,280	937,280	954,446	358,929
Total Support/Assistance Paymts				219,253	307,483	400,934	335,280	962,681	973,443	358,929

General Fund							
Fund: 100	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Support / Subsidies by Group							
General Government	134,058	235,861	298,439	253,280	880,681	886,047	269,117
Police & Court	65,195	51,622	82,495	62,000	62,000	67,396	69,812
Fire Department	-	-	-	-	-	-	-
Community Development	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Total Support / Subsidies	219,253	307,483	400,934	335,280	962,681	973,443	358,929

General Government								
Fund: 011								
			FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021		Proposed FY 2022 Budget
						Adopted	Amended Est Actuals	

General Government Revenues

Taxes	10,947,897	11,455,228	11,947,346	11,707,070	11,707,070	13,091,946	12,688,000
Special Assessments	-	-	-	-	-	-	-
Taxes & Assessments	10,947,897	11,455,228	11,947,346	11,707,070	11,707,070	13,091,946	12,688,000
License & Permits	444,856	569,299	531,244	552,000	552,000	566,888	576,000
Intergovernmental Revenues	4,378,617	4,479,852	4,632,506	4,636,151	4,636,151	4,810,333	4,846,100
Investment Earnings	89,917	155,486	112,807	100,000	100,000	18,200	20,000
Other Financing Sources / (Uses)	36,601	31,860	66,156	23,000	23,000	59,199	30,000
Other Operating Revenues	4,949,991	5,236,497	5,342,714	5,311,151	5,311,151	5,454,619	5,472,100
Internal Service Revenues	971,492	1,016,591	1,004,644	1,311,039	1,311,039	1,311,039	1,106,272
Interfund Transfers In	225,370	224,598	113,808	111,864	111,598	111,598	111,598
Internal Transactions	1,196,862	1,241,189	1,118,452	1,422,903	1,422,637	1,422,637	1,217,870
Long-Term Debt	-	-	-	-	-	-	-
Total General Government Revenues	17,094,750	17,932,914	18,408,511	18,441,124	18,440,858	19,969,202	19,377,970

Expenditures

Personnel Services	1,565,661	1,582,737	1,760,769	1,982,030	1,982,030	1,732,524	2,225,525
Supplies & Materials	24,883	30,238	55,613	42,368	47,166	42,198	148,300
Purchased Services	261,562	240,431	374,501	454,408	519,335	473,198	597,344
Intra-City Charges	5,014	5,042	5,424	5,424	5,424	5,559	5,696
Fixed Charges	186,370	352,645	346,824	544,959	1,106,959	997,942	508,729
Maintenance & Operating	477,829	628,356	782,361	1,047,159	1,678,884	1,518,897	1,260,069
Internal Charges	33,354	31,901	42,207	45,433	45,556	45,433	51,122
Transfers Out	1,907,282	1,329,284	675,874	1,124,034	3,031,890	3,031,890	3,831,651
Internal Transactions	1,940,636	1,361,185	718,081	1,169,467	3,077,446	3,077,323	3,882,773
Debt Service	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt & Capital	-	-	-	-	-	-	-
Total Expenditures	3,984,126	3,572,278	3,261,211	4,198,656	6,738,360	6,328,744	7,368,367

General Government Revenues Provided (Needed)	13,110,624	14,360,636	15,147,300	14,242,468	11,702,498	13,640,458	12,009,603
Percent of Total General Government Revenues	76.69%	80.08%	82.28%	77.23%	63.46%	68.31%	61.98%

Expenditures by Division

1001	410 Interfund Transactions	1,907,282	1,329,284	675,874	1,124,034	3,031,890	3,031,890	3,831,651
1002	410 Support/Assistance Paymts	134,058	235,861	298,439	253,280	880,681	886,047	269,117
1101	411 Commission	352,859	384,746	363,454	397,586	417,586	306,030	539,293
1201	412 City Manager	350,267	340,388	662,749	807,253	807,253	682,170	880,473
1301	412 City Attorney	773,616	720,606	750,356	809,890	829,128	804,813	1,043,312
1302	412 Victim Services	-	76,166	78,248	88,339	91,775	88,469	91,592
1586	410 Commission & Manager Priorities	-	-	-	160,000	120,000	4,143	120,488
1701	411 Helena Citizens Council (HCC)	18,494	16,168	18,880	29,592	31,365	26,619	33,031
1702	401 Public Arts Preservation	2,239	99	52	-	-	122	-
1801	417 Human Resources	438,047	458,080	411,095	515,712	515,712	496,542	546,440
1808	417 Public Service Consortium	7,264	10,880	2,064	12,970	12,970	1,898	12,970
Total Expenditures		3,984,126	3,572,278	3,261,211	4,198,656	6,738,360	6,328,744	7,368,367

General Government							
Fund: 011							
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
General Government Revenues							
Taxes							
Current Taxes - General Levy	7,857,937	8,184,141	8,351,207	8,204,340	8,204,340	8,753,229	8,900,000
Current Taxes - Health Ins Levy	1,751,903	1,821,380	2,062,697	2,264,730	2,264,730	2,162,504	2,224,000
Personal Property Taxes - All Years	435,096	406,463	465,557	335,000	335,000	918,745	464,000
MV - County Option Tax (61-3-537)	883,109	1,019,822	1,053,296	880,000	880,000	1,220,364	1,073,000
Entitlement -- MV - Assessed Taxes	8,544	8,888	1,353	5,000	5,000	16,011	9,000
Pnltly & Intrst on Del Tax	11,308	14,534	13,236	18,000	18,000	21,093	18,000
Total Taxes	10,947,897	11,455,228	11,947,346	11,707,070	11,707,070	13,091,946	12,688,000
License & Permits							
Liquor Licenses	21,040	19,510	17,500	21,000	21,000	21,000	21,000
Beer & Wine Licenses	27,400	24,410	26,200	27,000	27,000	24,200	27,000
Catering Permits	3,010	3,395	1,855	3,000	3,000	630	3,000
Pawnbrokers & 2nd Hand	950	750	-	-	-	-	-
General Business Licenses	104,572	105,391	103,259	101,000	101,000	92,251	100,000
Cable TV Franchise	285,131	413,339	382,431	400,000	400,000	428,806	425,000
Amusemnt Licenses & Prmts	2,750	2,500	-	-	-	-	-
Bicycle Licenses	3	4	-	-	-	-	-
Total License & Permits	444,856	569,299	531,244	552,000	552,000	566,888	576,000
Intergovernmental Revenues							
Misc Federal Grants							
VOCA Grant	44,290	67,456	59,361	47,747	47,747	75,416	57,000
Indirect Cost Recovery	4,721	8,595	19,765	6,632	6,632	-	15,000
State Entitlement - HB124 / 2001	4,236,658	4,312,139	4,462,845	4,507,472	4,507,472	4,613,117	4,682,000
PILT-Helena Housing Authority	13,691	12,985	16,899	-	-	19,564	20,000
Live Card Game Lic Dist	4,057	4,252	2,536	4,300	4,300	2,084	2,100
Video Gambling Lic Dist	74,450	74,425	71,100	70,000	70,000	73,350	70,000
Misc Intergovnmntl Rev	750	-	-	-	-	-	-
Total Intergovernmental Revenues	4,378,617	4,479,852	4,632,506	4,636,151	4,636,151	4,810,333	4,846,100
Investment Earnings							
Interest Earnings	89,917	155,486	112,807	100,000	100,000	18,200	20,000
Total Interest Earnings	89,917	155,486	112,807	100,000	100,000	18,200	20,000
Internal Service Revenues							
Comm, Mgr, Atty Charges	794,909	833,760	815,023	1,113,322	1,113,322	1,113,322	915,861
Human Resource Charges	176,583	182,831	189,621	197,717	197,717	197,717	190,411
Total Internal Service Revenues	971,492	1,016,591	1,004,644	1,311,039	1,311,039	1,311,039	1,106,272
Other Financing Sources / (Uses)							
Other Revenues	13,534	27,670	43,456	13,000	13,000	16,322	20,000
Restricted Contribution	3,705	1,340	510	-	-	-	-
Sale of Fixed Assets	19,362	2,850	22,190	10,000	10,000	42,877	10,000
Total Other Financing Sources / (Uses)	36,601	31,860	66,156	23,000	23,000	59,199	30,000
SUBTOTAL - OPERATING REVENUE	16,869,380	17,708,316	18,294,703	18,329,260	18,329,260	19,857,604	19,266,372

General Government									
Fund: 011				FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021		Proposed FY 2022 Budget
							Adopted	Amended	Est Actuals
Interfund Transfers In									
T/in - 645 Insurance & Safety				225,370	224,598	113,808	111,864	111,598	111,598
Total	Interfund Transfers In			225,370	224,598	113,808	111,864	111,598	111,598
TOTAL	General Government Revenues			17,094,750	17,932,914	18,408,511	18,441,124	18,440,858	19,969,202
Other Sources / (Uses) - Non-Budgeted									
Chng in Vouchers Pybl (A/P)				-	-	(47)	-	-	-
Chng in Util Cust Srvs Vouchers Pybl (A/P)				15	241	(806)	-	-	-
Chng in Cust Deposits/Unidentifid				(325)	-	(1,161)	-	-	-
Credit Card Clearing				101	12,133	(21,165)	-	-	-
Chng in Vouchers Pybl-Financial Guarantees				(4,700)	(4,641)	-	-	-	-
Total	Other Sources / (Uses) - Non-Budgeted			(4,909)	7,733	(23,179)	-	-	-
Fund	11 General Government								
Dept	1001 Interfund Transactions								
Activity	410 General Government								
Internal Charges									
Total	Internal Charges			-	-	-	-	-	-
Transfers Out									
T/out - 211 Civic Center				480,000	470,000	360,000	360,000	360,000	450,000
(PEG)	T/out - 212 Facilities Management			5,103	3,887	4,066	5,047	5,047	3,651
	City staff support to PEG								
	Contracted PEG support			168,620	-	-	-	-	-
subtotal - T/out PEG Support				173,723	3,887	4,066	5,047	5,047	3,651
T/out - 229 Affordable Housing Trust				-	-	-	-	1,685,000	225,000
T/out - 233 Public Art Projects				12,000	12,000	19,313	11,487	11,487	12,000
T/out - 238 Loan Repayment				-	-	-	60,000	60,000	60,000
T/out - 327 Sidewalk Program 07				502	273	-	-	-	-
Loan interest subsidy									
T/out - 328 Sidewalk Program 08				1,187	650	-	-	-	-
Loan interest subsidy									
T/out - 331 Sidewalk Program 2013				2,370	4,974	-	-	-	-
Loan interest subsidy									
subtotal - Sidewalk Program Interest Subsidy				16,059	17,897	19,313	71,487	1,756,487	297,000
T/out - 440 Capital Improvements Fund				400,000	500,000	-	400,000	492,856	2,766,000
from General Purpose Revenues									
T/out - 440 Capital Improvements Fund				500,000	-	-	-	130,000	-
from General Fund Capital Reserves									
T/out - 440 Capital Improvements Fund				-	-	-	-	-	-
from SID Revolving Transfer In									
subtotal - 440 Capital Improvement Transfers				900,000	500,000	-	400,000	622,856	2,766,000
T/out - 580 Capital Transit									
Capital Transit Srvs Operations Support				300,000	300,000	250,000	250,000	250,000	275,000
Capital Transit Srvs Operational Change				37,500	37,500	37,500	37,500	37,500	40,000
FMV transfer for bus sale				-	-	4,995	-	-	-
subtotal - Capital Transit Support Transfers (New Fund)				337,500	337,500	292,495	287,500	287,500	315,000
Total	Transfers Out			1,907,282	1,329,284	675,874	1,124,034	3,031,890	3,831,651
Total	Interfund Transactions			1,907,282	1,329,284	675,874	1,124,034	3,031,890	3,831,651

General Government									
Fund: 011			FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
						Adopted	Amended	Est Actuals	
Fund	11 General Government								
Dept	1002 Support/Assistance Paymts								
Activity	410 General Government								
Purchased Services									
IT&S Special Projects			63,477	-	67,599	-	25,401	18,997	-
Total	Purchased Services		63,477	-	67,599	-	25,401	18,997	-
Fixed Charges									
City Lights Assessment			31,181	33,271	35,042	33,780	33,780	35,635	35,370
15,000 Arterial Lights & Misc Lights - City Share									
12,000 City Street/Traffic lights									
8,370 Assmts-misc prop (St Mnt/Strm Wtr/Tree/etc.)									
35,370									
HACF Non-Profit Agreement			-	-	-	-	402,000	402,000	20,000
(PEG)	PEG (Public, Ed & Gov Cablecast)		-	172,840	176,297	180,500	180,500	201,916	201,747
Contracted PEG support									
FY18	168,620								
FY19	172,840								
FY20	176,297								
FY21	196,336								
FY23	207,321								
subtotal - PEG Support			-	172,840	176,297	180,500	180,500	201,916	201,747
Grants, Contribtns, Other / Misc									
Commissioner Priorities			-	-	-	9,000	9,000	-	12,000
1,000 Sun Run support contribution			-	-	-	-	-	-	-
5,000 Symphony Under the Stars Contribution			-	-	-	-	-	-	-
5,000 MT Bus. Assist. Connection (MBAC) Operational Suppor			-	-	-	-	-	-	-
City of Service Grants			-	-	-	-	-	-	-
Benton Ave Cemetery Support (5 yrs)			5,400	4,250	-	-	-	-	-
Friendship Center Support Contribution			-	-	-	3,000	3,000	3,000	-
Helena Food Share			10,000	-	-	3,500	3,500	-	-
The Myrna Loy			-	-	-	2,000	2,000	2,000	-
Lewis & Clark Humane Society			-	-	-	2,000	2,000	2,000	-
American Jobs for America's Youth Montana (AJAY MT)			-	-	-	4,450	4,450	4,450	-
General Federation of Woman's Clubs			-	-	-	2,000	2,000	2,000	-
Plymouth Congregational Church			-	-	-	1,200	1,200	1,200	-
Grandstreet Theatre			-	-	-	3,000	3,000	-	-
Helena Family YMCA			-	-	-	2,000	2,000	-	-
Lewis & Clark Literacy Council			-	-	-	850	850	850	-
Family Promise of Greater Helena			-	-	-	2,000	2,000	-	-
Helena Regional Sports Center Assoc.			5,000	-	-	-	-	-	-
Helena-Area Friends of Pets - Spay / Neuter Program			9,000	3,500	4,500	2,000	2,000	2,000	-
MT Bus. Assist. Connection (MBAC) Operational Support			5,000	5,000	5,000	-	200,000	205,000	-
Sun Run support contribution			-	1,000	1,000	-	-	-	-
Symphony Under the Stars Contribution			5,000	5,000	5,000	2,000	2,000	5,000	-
United Way Housing First Inclusion			-	7,500	-	-	-	-	-
Wild About Cats Rescue & Sanctuary			-	3,500	4,000	-	-	-	-
Subtotal Grants, Contribtns, Other / Misc			39,400	29,750	19,500	39,000	239,000	227,500	12,000
Total	Fixed Charges		70,581	235,861	230,839	253,280	855,280	867,050	269,117
Total	Support/Assistance Paymts		134,058	235,861	298,439	253,280	880,681	886,047	269,117

General Government									
Fund: 011			FY 2018	FY 2019	FY 2020	FY 2021			Proposed
			Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
									Budget
Fund	011	General Government							
Dept	1101	Commission							
Activity	411	Legislative Services							
Personnel Services									
	Salaries & Wages		142,268	137,549	147,231	151,353	151,353	117,056	157,697
	Overtime - Misc		-	0	102	2,614	2,614	0	2,725
	F.I.C.A. (Soc. Sec.)		7,903	7,425	7,244	9,549	9,549	6,830	9,950
	P.E.R.S. Retirement		11,586	11,788	11,845	13,508	13,508	10,274	14,233
	Health & Vision Insurance		70,319	71,033	73,699	88,249	88,249	77,738	88,144
	Workers Comp. Ins.		1,084	988	849	977	977	712	1,157
	Unemployment Ins.		350	429	246	267	267	160	286
	Dental Insurance		3,668	3,685	3,688	4,081	4,081	3,600	4,200
	F.I.C.A. Medicare		1,848	1,736	1,694	2,236	2,236	1,598	2,330
Total	Personnel Services		239,026	234,633	246,597	272,834	272,834	217,969	280,722
Supplies & Materials									
	Paper & Forms		-	95	-	250	250	36	250
	Office Supplies & Equip		1,252	1,472	684	1,500	1,500	1,197	1,500
	1,500 Misc Supplies		-						
			-						
	1,500		-						
	Computr Equip/Sftwr/Sply		1,901	1,699	9,923	6,550	6,550	2,483	11,318
	600 Miscellaneous								
	3,000 Scanner upgrade for Digital Conversion								
	6,768 M-Files City Conversion Project								
	950 IT&S Port Charges for Laptop								
	11,318								
	Furniture & Fixtures-Misc		-	2,187	0	1,300	1,300	1,500	1,200
	1,200 Records Fire Safe Storage								
	1,200								
Total	Supplies & Materials		3,153	5,453	10,607	9,600	9,600	5,216	14,268
Purchased Services									
	IT&S Computer Maint/Spprt		13,975	18,240	18,361	16,813	16,813	17,294	18,514
	IT&S Telephone Service		1,828	1,821	1,824	2,844	2,844	2,844	2,844
	Election Expenses		14,414	36,010	16,458	-	-	-	64,000
	- Primary Election								
	- General Election								
	-								
	City-Co Bldg Postage Adm		66	72	206	117	117	117	128
	Postage		167	122	141	300	300	5	300
	Cellular Services		845	711	711	1,200	1,200	582	1,200
	Printing & Duplicating		210	0	105	300	300	266	300
	Dues, Subscriptn, License		9,774	13,191	13,117	15,425	15,425	27,871	15,850
	12,750 MT League of Cities & Towns (FY21 was \$12,256)								
	100 MMCFOA-Clayborn								
	2,000 National League of Cities & Towns (FY 21 was \$1953)								
	1,000 Rotary Club-Mayor Collins								
	15,850								
	Advertising		244	56	0	1,000	1,000	0	1,000
	Long Dist Telephone Chrgs		11	12	77	0	0	0	-
	Travel & Meeting Expense		12,209	8,879	6,190	11,750	11,750	1,012	11,750
	3,500 Volunteer picnic								
	3,500 Honorary gifts								
	2,500 Commission Travel								
	750 Meeting Expenses								
	500 Chamber of Comm. Banquet/Table								
	1,000 Commission Turn-over								
	11,750								
	Required Training		974	1,555	740	4,850	4,850	507	6,850
	300 State Courses								
	3,000 Records Management Training								
	1,000 Board Training								
	1,050 Municipal Clerks Institute - Clayborn								
	1,500 Commission Training								
	6,850								
	Conferences		933	1,193	3,377	10,900	10,900	386	10,900
	2,400 MT League of Cities & Towns								
	3,500 Mayor/Comm Conference								
	5,000 National Mayors Conference								
	10,900								

General Government							
Fund: 011							
		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021		
					Adopted	Amended	Est Actuals
							Proposed FY 2022 Budget
Other Contracted Services		30,580	38,760	20,469	24,742	44,742	7,051
35,000	American Legal Publishing (Formerly Sterling Codifiers)						85,000
40,000	Henderson Crossing Flashers - Comm Amendment						
10,000	Minute Book Project (Scanning of Historic Minutes)						
<u>85,000</u>							
Total	Purchased Services	86,230	120,622	81,776	90,241	110,241	57,934
Intra-City Charges							
Copier Revolving Program		1,560	1,560	1,734	1,655	1,655	1,655
Total	Intra-City Charges	1,560	1,560	1,734	1,655	1,655	1,655
Fixed Charges							
Rent of Bldgs & Offices		18,430	18,430	18,430	19,114	19,114	19,114
Total	Fixed Charges	18,430	18,430	18,430	19,114	19,114	19,114
Internal Charges							
Liability Insurance		4,404	3,992	4,254	4,086	4,086	4,086
Fidelity Insurance		56	56	56	56	56	56
Liability Deductible		-	-	-	-	-	-
Total	Internal Charges	4,460	4,048	4,310	4,142	4,142	4,142
Total	Commission	352,859	384,746	363,454	397,586	417,586	306,030
							539,293

General Government									
Fund: 011			FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
						Adopted	Amended	Est Actuals	
Fund	011 General Government								
Dept	1201 City Manager								
Activity	412 Executive Services								
Personnel Services									
	Salaries & Wages		206,269	218,563	372,225	391,654	391,654	293,545	441,546
	Temporary Salaries			9,750	15,726			19,511	
	Overtime - Misc			305					
	F.I.C.A. (Soc. Sec.)		11,634	13,666	19,810	24,741	24,741	18,904	27,865
	P.E.R.S. Retirement		17,471	10,104	17,485	34,996	34,996	22,792	39,862
	Health & Vision Insurance		20,814	5,388	26,001	63,036	63,036	37,711	70,832
	Workers Comp. Ins.		1,111	1,180	1,416	1,757	1,757	1,987	3,286
	Unemployment Ins.		743	1,021	980	1,000	1,000	786	1,172
	Dental Insurance		6,417	1,396	3,384	8,790	8,790	2,607	5,264
	F.I.C.A. Medicare		3,034	3,196	5,536	5,788	5,788	4,421	6,518
	Total	Personnel Services	267,493	264,569	462,564	531,762	531,762	402,263	596,345
Supplies & Materials									
	Paper & Forms		-	-	-	200	200	354	-
	Office Supplies & Equip		26	1,293	3,397	3,000	3,000	10,201	3,000
	2,000 Outreach Supplies/Fees (ex: Farmers Mkt)								
	1,000 Supplies								
	Computr Equip/Sftwr/Sppl		6,654	5,010	7,664	7,050	7,050	14,769	37,520
	1,400 Computer Supplies for Econ. Dev. Position								
	500 Computer Supplies, Printer Ink, etc								
	850 Adobe Design Suite								
	900 Adobe Acrobat Pro (Mgr & Asst. to the CM)								
	120 Canva								
	700 Buffer Social Media Management Subscription								
	5,000 Balancing Act								
	3,500 Archive Social subscription								
	6,000 GIS Web Tech								
	12,000 Be Heard Helena								
	6,550 Seamless								
	37,520								
	Furniture		-	1,300	40	500	500	-	2,500
	2,500 Volunteer Coordinator / Economic Dev Coord								
	-								
	2,500								
	Total	Supplies & Materials	6,680	7,603	11,101	10,750	10,750	25,323	43,020
Purchased Services									
	IT&S Computer Maint/Spprt		5,425	5,412	5,965	13,549	13,549	14,031	11,960
	IT&S Telephone Service		1,371	1,366	1,368	2,844	2,844	2,844	2,844
	City-Co Bldg Postage Adm		66	72	104	117	117	117	128
	Postage		8	1	38	100	100	46	-
	Cellular Services		580	625	1,902	960	960	1,938	2,400
	Dues, Subscriptn, License		1,134	350	5,649	8,670	8,670	8,492	5,500
	2,000 ICMA								
	2,400 IAP2 Public Engagement Government Group Membership - up to 15 people)								
	600 ICLEI								
	200 GOSCOMA								
	300 Other Dues								
	5,500								
	Advertising		-	-	2,027	8,700	8,700	5,790	10,000
	1,900 Stock Music/Photos for Videos/Social/etc.								
	1,100 Utility Inserts								
	5,000 General Advertising Placement								
	2,000 Marketing Collateral								
	10,000								
	Long Dist Telephone Chrgs		44	15	87	-	-	-	-
	Employee Auto Allowance		5,400	5,820	4,400	5,400	5,400	5,050	6,540
	Meal Reimb-Taxable		100	-	45	250	250	207	250
	Travel & Meeting Expense		490	1,338	2,307	4,400	4,400	401	1,400
	1,400 Sustainability Group Meetings								
	Required Training		-	-	149	2,000	2,000	955	2,600
	2,000 Additional Training								
	600 IAP2 Foundations Training								
	2,600								

General Government							
Fund: 011							
		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021		
					Adopted	Amended	Est Actuals
							Proposed FY 2022 Budget
Conferences		200	1,962	2,677	4,000	4,000	1,245
1,000	GOSMA Conference Registration						
200	MLC&T Conference Registration						
2,000	Professional Development Conferences						
800	Conference Fees						
4,000							
Other Contracted Services		22,806	13,000	122,730	159,530	159,530	163,599
40,000	City Mgr Projects, Consultants, Contracts						
1,950	IT Fees for new Econ. Dev. Position						
30,000	Housing Navigator (Good Sam. Potential Renewal)						
15,000	Development of Housing Policy- Housing Trust Fund						
-	Strategic Plan for Waste Reduction - Comm Amendment						
30,000	Interlocal Policy Development & Joint Projects - Sustainability						
30,000	Matching funds for potential grants - Sustainability						
146,950							
Total	Purchased Services	37,624	29,961	149,448	210,520	210,520	204,714
194,572							
Intra-City Charges							
Copier Revolving Program		545	545	578	578	578	578
Total	Intra-City Charges	545	545	578	578	578	607
Fixed Charges							
Rent of Bldgs & Offices		31,968	31,968	31,968	43,073	43,073	38,722
Total	Fixed Charges	31,968	31,968	31,968	43,073	43,073	34,028
Internal Charges							
Property Insurance		134	130	130	140	140	140
Liability Insurance		5,807	5,596	6,936	10,382	10,382	10,382
Fidelity Insurance		16	16	24	48	48	48
Total	Internal Charges	5,957	5,742	7,090	10,570	10,570	10,570
11,901							
Total	City Manager	350,267	340,388	662,749	807,253	807,253	682,170
880,473							

General Government								
Fund: 011			FY 2018	FY 2019	FY 2020	FY 2021		Proposed
			Actual	Actual	Unaudited	Adopted	Amended	FY 2022
							Est Actuals	Budget
Fund	011 General Government							
Dept	1301 City Attorney							
Activity	412 Executive Services							
Personnel Services								
	Salaries & Wages		514,042	473,072	481,831	512,772	512,772	634,448
	F.I.C.A. (Soc. Sec.)		30,718	28,591	29,075	31,794	31,794	39,339
	P.E.R.S. Retirement		42,690	40,420	41,683	44,974	44,974	56,280
	Health & Vision Insurance		70,248	64,787	73,968	88,249	88,249	100,736
	Workers Comp. Ins.		3,142	2,888	3,083	2,593	2,593	4,638
	Unemployment Ins.		1,799	2,128	1,203	1,284	1,284	1,652
	Dental Insurance		3,668	3,353	3,688	4,081	4,081	4,800
	F.I.C.A. Medicare		7,184	6,686	6,799	7,438	7,438	9,203
	Total	Personnel Services	673,491	621,925	641,330	693,185	693,185	851,096
Supplies & Materials								
	Office Supplies & Equip		5,380	2,619	3,024	4,000	4,976	3,500
	2,000 Supplies							
	900 Copier Contract Billing							
	100 Quarterly Print Charges							
	500 Contract Shredding Service - Records Destruction							
	3,500							
	Computr Equip/Sftwr/Spplly		2,395	3,044	11,080	5,071	5,071	65,120
	3,000 Fullcase annual maintenance & support (4)							
	1,000 MFILES Professional Service Hours							
	4,620 MFILES Licenses (7)							
	1,500 Prosecutor Laptop							
	55,000 Karpel Prosecutor Software, Support & Training							
	65,120							
	Furniture		1,634	-	8,827	-	3,172	7,800
	4,300 Sit Stand Desks (2)							
	3,500 Furniture for New Attorney							
	7,800							
	Total	Supplies & Materials	9,409	5,663	22,931	9,071	13,219	76,420
Purchased Services								
	IT&S Computer Maint/Spprt		23,633	18,529	17,851	20,036	20,036	21,424
	IT&S Telephone Service		3,657	3,641	3,648	3,792	3,792	3,792
	City-Co Bldg Postage Adm		66	72	104	234	234	510
	Postage		528	648	1,117	1,000	1,483	1,500
	Cellular Services		-	-	-	500	2,500	1,630
	630 Cell Phone #1 - Prosecutor							
	1,000 Cell Phone #2 - City Attorney x2 new deputy							
	Legal Notices & Fees		403	442	188	900	900	500
	275 Public Hearing Notices							
	25 MT Driving Records							
	200 Out of State Driving Records							
	Professional Dues		2,668	2,055	1,710	2,100	2,100	2,500
	2,000 State Bar Attorney Dues (4)							
	500 State Bar Attorney Dues (1 new Attorney)							
	2,500							
	Professional Subscriptions		3,865	3,816	3,604	3,970	3,970	5,970
	100 MT Lawyers Desk book + Update							
	350 MCA 2021							
	20 MCA Title 7							
	100 MCA Digital Access 2 Years (5)							
	5,400 Lexis Research Subscr. (4) + \$1500 for new Attorney							
	5,970							
	Long Dist Telephone Chrgs		133	68	154	-	-	-
	Legal Services		203	14,682	(10)	10,000	20,000	10,000
	10,000 Outside Legal/ Professional Services							
	10,000							
	Meal Reimb-Taxable		-	-	-	50	50	50
	Travel & Meeting Expense		82	227	676	5,159	7,041	7,125
	400 Travel							
	825 MLC&T Motel/Meals/Transp. (3)							
	1,500 Tillotson Conference motel/meals/transp (4)							
	700 Co. Attorney Conf Motel/Meals/Transp. (2)							
	2,200 Dallas CAW Motel/Meals/Transp. (1)							
	1,500 Additional Costs for 1 new attorney							
	7,125							

General Government

Fund: 011

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Continued Prof Education		4,457	1,381	275	1,000	1,725	2,469	1,000
1,000 CLE (6 employees)								
-								
<u>1,000</u>								
Conferences		506	1,000	1,124	1,400	1,400	575	2,000
450 MLC&T Conf. - Registration (3)								
550 Co. Atty Conf. Registration (2)								
500 Dallas Caw Registration (1)								
<u>500</u> Additional for 1 new attorney								
<u>2,000</u>								
Other Contracted Services		-	2,000	2,000	2,848	2,848	2,000	-
-								
-								
-								
<u>-</u>								
<u>-</u>								
Total Purchased Services		40,201	48,561	32,441	52,989	68,079	67,596	58,001
Intra-City Charges								
Copier Revolving Program		996	597	997	997	997	997	1,047
Total Intra-City Charges		996	597	997	997	997	997	1,047
Fixed Charges								
Rent of Bldgs & Offices		34,953	31,171	31,331	32,230	32,230	30,275	31,553
29,543 CCAB - Attorney Offices								
<u>2,010</u> Crt Hse - Prosecutor Office								
<u>31,553</u>								
Total Fixed Charges		34,953	31,171	31,331	32,230	32,230	30,275	31,553
Internal Charges								
Liability Insurance		14,331	12,641	13,501	13,592	13,592	13,592	16,817
Fidelity Insurance		64	48	56	56	56	56	64
Liability Deductible		171	-	7,770	7,770	7,770	7,770	8,314
Total Internal Charges		14,566	12,689	21,327	21,418	21,418	21,418	25,195
Total City Attorney		773,616	720,606	750,356	809,890	829,128	804,813	1,043,312

General Government							
Fund: 011				FY 2021			Proposed
				Adopted	Amended	Est Actuals	FY 2022 Budget
Fund	011 General Government						
Dept	1302 Victim Services						
Activity	412 Executive Services						
Personnel Services							
Salaries & Wages	-	44,767	47,762	51,248	51,248	51,405	52,376
F.I.C.A. (Soc. Sec.)	-	2,775	2,983	3,178	3,178	3,003	3,248
P.E.R.S. Retirement	-	3,837	4,171	4,495	4,495	4,511	4,646
Health & Vision Insurance	-	10,919	11,679	12,607	12,607	12,636	12,592
Workers Comp. Ins.	-	234	247	200	200	306	388
Unemployment Ins.	-	201	120	129	129	131	137
Dental Insurance	-	565	582	583	583	584	600
F.I.C.A. Medicare	-	649	698	744	744	702	760
Total Personnel Services	-	63,947	68,243	73,184	73,184	73,280	74,747
Supplies & Materials							
Office Supplies & Equip	-	412	809	1,000	1,000	721	1,000
1,000 Misc							
1,000							
Computr Equip/Sftwr/Sppl	-	725	725	725	725	-	1,410
750 Full Case Annual Maintenance/Support							
660 MFILES License (1)							
1,410							
Furniture	-	462	-	-	-	330	-
-							
Total Supplies & Materials	-	1,599	1,534	1,725	1,725	1,051	2,410
Purchased Services							
IT&S Computer Maint/Spprt	-	2,752	2,688	2,782	2,782	3,140	2,967
IT&S Telephone Service	-	455	456	474	474	474	474
Postage	-	9	18	50	50	5	-
Cellular Services	-	-	-	450	450	741	700
Professional Dues	-	250	250	250	250	250	250
250 MCADSV Membership Dues							
250							
Long Dist Telephone Chrgs	-	55	18	-	-	-	-
Travel & Meeting Expense	-	2,018	-	2,200	4,786	-	2,200
2,200 Dallas CAW motel/meals/transp							
2,200							
Conferences	-	-	-	850	1,700	425	500
500 Dallas Crimes Against Women Conference							
-							
500							
Other Contracted Services	-	-	-	200	200	-	200
200 Interpreter services							
200							
Total Purchased Services	-	5,539	3,430	7,256	10,692	5,035	7,291
Fixed Charges							
Rent of Bldgs & Offices	-	3,850	3,810	4,807	4,807	7,737	5,748
4,056 ccab							
1,692 office at LJC							
5,748							
Total Fixed Charges	-	3,850	3,810	4,807	4,807	7,737	5,748
Internal Charges							
Liability Insurance	-	1,223	1,223	1,359	1,359	1,359	1,388
Fidelity Insurance	-	8	8	8	8	8	8
Liability Deductible	-	-	-	-	-	-	-
Total Internal Charges	-	1,231	1,231	1,367	1,367	1,367	1,396
Total Victim Services	-	76,166	78,248	88,339	91,775	88,469	91,592

General Government								
Fund: 011		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	011 General Government							
Dept	1586 Commission & Manager Priorities							
Activity	410 General Government							
Fixed Charges								
Contingency		-	-	-	160,000	120,000	4,143	120,488
120,488	0.5% of GF Revenue							
-	120,488							
Total	Fixed Charges	-	-	-	160,000	120,000	4,143	120,488
Total	Commission & Manager Priorities	-	-	-	160,000	120,000	4,143	120,488
Fund	011 General Government							
Dept	1701 Helena Citizens Council (HCC)							
Activity	411 Legislative Services							
Personnel Services								
Salaries & Wages		12,121	9,218	13,260	18,599	18,599	18,524	19,959
F.I.C.A. (Soc. Sec.)		751	572	822	1,154	1,154	1,021	1,238
P.E.R.S. Retirement		1,027	790	1,150	1,632	1,632	1,626	1,771
Health & Vision Insurance					3,153	3,153	2,125	3,150
Workers Comp. Ins.		188	142	202	218	218	194	134
Unemployment Ins.		43	41	33	84	84	47	52
Dental Insurance					67	67	258	300
F.I.C.A. Medicare		176	134	192	495	495	239	290
Total	Personnel Services	14,306	10,897	15,659	25,402	25,402	24,034	26,894
Supplies & Materials								
Office Supplies & Equip		648	141	196	250	550	-	550
Furniture & Fixtures-Misc		-		-	100	450	-	100
- Office Chair								
Total	Supplies & Materials	648	141	196	350	1,000	-	650
Purchased Services								
IT&S Computer Maint/Spprt		2,302	2,128	1,983	1,926	1,926	1,956	2,237
City-Co Bldg Postage Adm		66	72	104	117	117	117	128
Postage		11	-	-	150	150	-	150
Printing & Duplicating		507	1,460	239	250	250	-	250
250 Printing & Duplicating								
250								-
Advertising		-	421	-	100	1,100	-	100
Required Training		-	-	-	100	100	-	100
Other Contracted Services		307	673	345	740	740	55	1,902
700 Neighborhood Outreach								
300 Survey Monkey Subscription								
650 Water Bill Insert Internal Charges								
252 Misc Services - Comm Amendment								
1,902								
Total	Purchased Services	3,193	4,754	2,671	3,383	4,383	2,128	4,867
Intra-City Charges								
Copier Revolving Program		-	-	-	79	79	79	83
Total	Intra-City Charges	-	-	-	79	79	79	83
Internal Charges								
Liability Insurance		339	368	346	370	493	370	529
Fidelity Insurance		8	8	8	8	8	8	8
Total	Internal Charges	347	376	354	378	501	378	537
Total	Helena Citizens Council (HCC)	18,494	16,168	18,880	29,592	31,365	26,619	33,031

General Government								
Fund: 011		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	

Fund	011 General Government								
Dept	1702 Public Arts Preservation								
Activity	401 Other								
Supplies & Materials									
	Office Supplies & Equip		98	-	0	-	-	-	-
Total	Supplies & Materials		98	-	0	-	-	-	-
Purchased Services									
	City-Co Bldg Postage Adm		66	72	52	-	-	117	-
	Postage		-	-	0	-	-	5	-
Total	Purchased Services		2,066	24	52	-	-	122	-
Total	Public Arts Preservation		2,239	99	52	-	-	122	-

Fund	011 General Government								
Dept	1801 Human Resources								
Activity	417 Human Resources								
Personnel Services									
	Salaries & Wages		277,291	286,610	241,431	277,186	277,186	244,640	283,906
	Overtime - Misc		84	-	2,111	758	758	6,850	2,396
	F.I.C.A. (Soc. Sec.)		16,285	16,995	14,323	17,271	17,271	14,923	17,784
	P.E.R.S. Retirement		23,494	24,562	20,866	24,431	24,431	20,960	25,440
	Health & Vision Insurance		41,628	43,260	38,869	50,428	50,428	39,963	50,368
	Workers Comp. Ins.		3,209	3,301	2,884	2,084	2,084	2,330	2,087
	Unemployment Ins.		973	1,292	602	699	699	646	749
	Dental Insurance		2,173	2,239	1,941	2,332	2,332	1,687	2,400
	F.I.C.A. Medicare		3,809	3,975	3,350	4,042	4,042	3,490	4,160
Total	Personnel Services		368,946	382,234	326,377	379,231	379,231	335,489	389,290
Supplies & Materials									
	Paper & Forms		1,191	922	1,088	1,300	1,300	839	1,300
	Office Supplies & Equip		836	1,297	1,922	1,000	1,000	1,272	1,000
	Small Tools & Equip-Misc		-	-	119	100	100	58	100
	Computr Equip/Sftwr/Spplly		2,318	6,056	6,115	7,972	7,972	3,400	8,632
	1,300.0 Toner for all printers & fax								
	747.0 QREP Annual Maint. License (2)								
	925.0 COGNOS & MODS								
	660.0 M Files Subscription (1)								
	5,000.0 Civic HR Software Yearly Charge								
	<u>8,632</u>								
	Furniture & Fixtures-Misc		550	1,504	-	500	500	-	500
	500 Office/Furniture/Chair								
	<u>500</u>								
Total	Supplies & Materials		4,895	9,779	9,244	10,872	10,872	5,569	11,532
Purchased Services									
	IT&S Computer Maint/Spprt		11,145	11,007	10,751	10,920	10,920	11,241	11,692
	IT&S Telephone Service		2,285	2,276	2,280	2,370	2,370	2,370	2,370
	City-Co Bldg Postage Adm		402	300	636	725	725	724	535
	Postage		983	981	900	1,200	1,200	862	1,200
	Cellular Services		600	520	374	800	800	702	800
	Printing & Duplicating		69	-	295	300	300	51	150
	150 Envelopes								
	<u>150</u>								
	Dues, Subscriptn, License		2,823	3,149	1,949	3,400	3,400	1,841	7,200
	2,000 Criminal Background Checks								
	4,000 Natl. SHRM Dues-ck								
	620 NPELRA Membership (3)								
	80 SHRM Dues (2)								
	<u>500</u> Additional Licenses								
	<u>7,200</u>								

General Government

Fund: 011

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Advertising	670	505	1,633	3,000	3,000	4,248	3,000
Long Dist Telephone Chrgs	104	113	114	-	-	-	-
Meal Reimb-Taxable	-	-	-	100	100	-	100
Travel & Meeting Expense	325	1,174	45	200	200	218	200
Required Training	610	651	1,081	2,000	2,000	-	22,000
1,700 Misc. Training or Tuition Reimb.							
300 Drug Training/Supervisor							
20,000 EO/Diversity Training							
22,000							
Conferences	4,053	3,992	759	4,850	4,850	-	5,000
2,000 SHRM/MLC&T/Arbitration/Misc Conferences							
3,000 NPELRA Conference (2)							
5,000							
Other Contracted Services	-	113	14,359	53,774	53,774	92,678	53,350
350 Shredder/EAP Critical Incidents							
3,000 Legal Union Fee							
50,000 HR Service Agreement							
53,350							
Total Purchased Services	24,069	24,781	35,174	83,639	83,639	114,933	107,597
Intra-City Charges							
Copier Revolving Program	1,838	2,265	2,115	2,115	2,115	2,250	2,221
Total Intra-City Charges	1,838	2,265	2,115	2,115	2,115	2,250	2,221
Fixed Charges							
Rent of Bldgs & Offices	26,472	26,472	26,472	27,455	27,455	27,455	28,178
Empl Awrds/Incentive Prgms	3,966	4,893	3,972	5,000	5,000	3,446	-
Total Fixed Charges	30,438	31,365	30,445	32,455	32,455	30,901	28,178
Internal Charges							
Liability Insurance	7,829	7,624	7,708	7,368	7,368	7,368	7,590
Fidelity Insurance	32	32	32	32	32	32	32
Total Internal Charges	7,861	7,656	7,740	7,400	7,400	7,400	7,622
Total Human Resources	438,047	458,080	411,095	515,712	515,712	496,542	546,440

General Government									
Fund: 011			FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
						Adopted	Amended	Est Actuals	
Fund	011 General Government								
Dept	1808 Public Service Consortium								
Activity	417 Human Resources								
Personnel Services									
	Overtime - Misc		2,260	4,251	-	5,959	5,959	-	5,970
	Workers Comp. Ins.		98	197	-	373	373	-	358
	Unemployment Ins.		8	20	-	15	15	-	16
	F.I.C.A. Medicare		33	64	-	85	85	0	87
	Total	Personnel Services	2,399	4,532	-	6,432	6,432	0	6,431
Supplies & Materials									
	Office Supplies & Equip		-	-	-	-	-	-	-
	Total	Supplies & Materials	-	-	-	-	-	-	-
Purchased Services									
	Travel & Meeting Expense		3,502	4,958	598	5,000	5,000	468	5,000
	Other Contracted Services		1,200	1,231	1,311	1,380	1,380	1,271	1,380
	1,200 Firefighting Consortium Fee								
	180 Civil Svc Board Member Mtg per diem								
	1,380								
	Total	Purchased Services	4,702	6,189	1,909	6,380	6,380	1,740	6,380
Internal Charges									
	Liability Insurance		163	159	155	158	158	158	159
	Total	Internal Charges	163	159	155	158	158	158	159
Total	Public Service Consortium		7,264	10,880	2,064	12,970	12,970	1,898	12,970

Police & Court

Fund: 012

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Dedicated Revenues

License & Permits	32,748	31,093	29,724	31,000	31,000	26,634	30,000
Intergovernmental Revenues	281,418	313,579	391,741	324,855	324,855	331,500	280,000
Charges For Services	238,517	238,779	258,478	92,000	92,000	172,320	135,200
Intra-City Revenues	-	-	-	-	-	-	-
Fines & Forfeitures	520,788	539,884	570,693	502,200	502,200	444,080	490,500
Investment Earnings	-	-	-	-	-	-	-
Other Financing Sources / (Uses)	43,149	9,063	3,050	400	400	2,694	-
Other Operating Revenues	1,116,620	1,132,398	1,253,687	950,455	950,455	977,228	935,700
Interfund Transfers In	-	27,172	34,989	15,000	15,000	14,644	15,000
Internal Transactions	-	27,172	34,989	15,000	15,000	14,644	15,000
Long-Term Debt	-	-	-	-	-	-	-
Total Dedicated Revenues	1,116,620	1,159,570	1,288,676	965,455	965,455	991,872	950,700

Expenditures

Personnel Services	6,063,559	6,349,229	5,050,995	6,717,289	5,792,289	4,729,987	6,812,187
Supplies & Materials	132,255	153,921	129,975	175,000	257,200	156,514	257,450
Purchased Services	336,894	435,212	380,563	476,794	470,668	467,282	668,315
Intra-City Charges	104,010	108,369	84,676	98,000	98,000	81,391	119,005
Fixed Charges	195,871	194,472	258,550	254,645	254,645	255,538	272,136
Maintenance & Operating	769,030	891,974	853,764	1,004,439	1,080,513	960,725	1,316,906
Internal Charges	244,583	240,850	238,676	241,293	241,293	241,293	249,022
Transfers Out	-	-	250,000	-	70,000	70,000	-
Internal Transactions	244,583	240,850	488,676	241,293	311,293	311,293	249,022
Debt Service	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt & Capital	-	-	-	-	-	-	-
Total Expenditures	7,077,172	7,482,053	6,393,434	7,963,021	7,184,095	6,002,005	8,378,115

General Government Revenues Provided (Needed)	(5,960,552)	(6,322,483)	(5,104,758)	(6,997,566)	(6,218,640)	(5,010,133)	(7,427,415)
Percent of Total General Government Revenues	34.87%	35.26%	27.73%	37.95%	33.72%	25.09%	38.33%

Expenditures by Division

1001	410 Interfund Transactions	-	-	250,000	-	70,000	70,000	-
1002	410 Support/Assistance Paymts	65,195	51,622	82,495	62,000	62,000	67,396	69,812
1401	413 Court Administration	508,497	546,002	547,038	609,778	609,778	589,907	664,211
2201	421 Police Operations	6,177,501	6,564,546	5,217,164	6,946,880	6,097,954	4,974,811	7,180,562
2203	446 Animal Control	93,123	82,304	83,243	96,305	96,305	83,318	152,650
2207	421 Drug Enforcement	104,957	106,434	108,539	123,772	123,772	107,456	127,680
2209	421 Violence Against Women	99,653	99,167	102,482	112,377	112,377	106,867	115,293
2211	446 Urban Wildlife	24,598	19,110	-	-	-	-	67,907
2212	421 Intrnt Crimes Agnst Child	3,648	12,868	2,474	11,909	11,909	2,249	-
Total Expenditures	7,077,172	7,482,053	6,393,434	7,963,021	7,184,095	6,002,005	8,378,115	

Police & Court
Fund: 012

Fund: 012		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
DEDICATED REVENUES								
License & Permits								
Animal Licenses		32,748	31,093	29,724	31,000	31,000	26,634	30,000
Total	License & Permits	32,748	31,093	29,724	31,000	31,000	26,634	30,000
Intergovernmental Revenues								
MRDTF Grant		27,716	27,676	31,284	20,000	20,000	26,345	20,000
Highway Traffic Safety		2,922	26,859	82,815	60,000	60,000	66,923	65,000
ICAC Grant		1,073	3,485	5,493	7,100	7,100	157	-
Dept of Justice Grant		97,368	95,618	100,356	80,000	80,000	96,618	90,000
Violence Agnst Women Grnt		67,882	68,494	70,807	51,000	51,000	82,460	65,000
HIDTA Grants		62,056	67,281	52,373	55,654	55,654	36,671	35,000
Police Grants-Misc		7,749	12,874	2,939	6,200	6,200	2,032	3,000
Indirect Cost Recovery		9,613	6,746	-	-	-	16,149	-
County Contributions								
LCSO Reimb-1/2 Ded-MDT & Crimestoppers		533	-	45,673	44,901	44,901	4,145	2,000
Misc Intergovrnmntl Rev		4,506	4,546	-	-	-	-	-
Total	Intergovernmental Revenues	281,418	313,579	391,741	324,855	324,855	331,500	280,000
Charges For Services								
Alarm Fees (10%)		670	2,475	1,070	1,000	1,000	830	1,200
St Capital Officer		114,346	140,161	90,670	-	-	-	-
Fees - Other Agencies								
County Attorney Liaison Detective		60,989	86,393	127,769	-	-	-	45,000
SRO Reimbursement		-	-	-	80,000	80,000	161,295	80,000
Police Range User Fees		8,690	7,980	36,345	7,500	7,500	10,070	8,000
Helena Housing Auth. Contract		49,727	-	-	-	-	-	-
Animal Control Fees		4,095	1,770	2,625	3,500	3,500	-	1,000
Total	Charges For Services	238,517	238,779	258,478	92,000	92,000	172,320	135,200
Fines & Forfeitures								
Court Fines - Traffic		422,256	437,170	479,933	400,000	400,000	372,107	400,000
Animal Control Fines		3,682	3,513	4,022	4,200	4,200	2,533	3,500
Court Costs		17,771	7,161	2,347	12,000	12,000	1,668	5,000
Criminal Offense		35,657	34,814	38,369	36,000	36,000	25,375	30,000
Civil Costs		15,760	27,160	14,900	18,000	18,000	19,780	20,000
Victim/Witness Adv Srchrg		25,600	30,066	31,124	32,000	32,000	22,618	32,000
Total	Fines & Forfeitures	520,788	539,884	570,693	502,200	502,200	444,080	490,500
Other Financing Sources / (Uses)								
Police Workers Comp		42,939	4,913	-	-	-	-	-
Sale of Unclaimed Evidence		110	4,150	-	-	-	2,694	-
Canine Contributions		100	-	-	-	-	-	-
Explorers Contributions		-	-	-	400	400	-	-
Total	Other Financing Sources / (Uses)	43,149	9,063	3,050	400	400	2,694	-
SUBTOTAL - OPERATING REVENUES		1,116,620	1,132,398	1,253,687	950,455	950,455	977,228	935,700
Interfund Transfers In								
T/in - 217 Law Enforcement Block Grant		-	27,172	34,989	15,000	15,000	14,644	15,000
Total	Interfund Transfers In	-	27,172	34,989	15,000	15,000	14,644	15,000
TOTAL	DEDICATED REVENUES	1,116,620	1,159,570	1,288,676	965,455	965,455	991,872	950,700

Police & Court								
Fund: 012		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	

Fund	012 Police & Court							
Dept	1001 Interfund Transactions							
Activity	410 General Government							
Transfers Out								
	T/out - 573 CC Law & Justice Building	-	-	250,000	-	70,000	70,000	-
Total	Transfers Out	-	-	250,000	-	70,000	70,000	-
Total	Interfund Transactions	-	-	250,000	-	70,000	70,000	-
Fund	012 Police & Court							
Dept	1002 Support/Assistance Paymts							
Activity	410 General Government							
Fixed Charges								
	Comm Svc Prgm Support	7,000	7,000	7,000	7,000	7,000	7,000	7,000
	Humane Society Support	58,195	44,622	75,495	55,000	55,000	60,396	62,812
Total	Fixed Charges	65,195	51,622	82,495	62,000	62,000	67,396	69,812
Total	Support/Assistance Paymts	65,195	51,622	82,495	62,000	62,000	67,396	69,812

Police & Court

Fund: 012

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	012 Police & Court							
Dept	1401 Court Administration							
Activity	413 Judicial Services							
Personnel Services								
	Salaries & Wages	309,714	327,758	331,832	336,386	336,386	339,398	375,428
	Temporary Salaries	2,150	8,050	575	12,000	12,000	3,459	9,000
	F.I.C.A. (Soc. Sec.)	18,459	19,734	19,180	21,603	21,603	19,768	23,837
	P.E.R.S. Retirement	26,415	28,419	28,791	29,504	29,504	30,048	33,303
	Health & Vision Insurance	58,974	64,387	70,075	75,642	75,642	75,667	75,552
	Workers Comp. Ins.	3,806	4,047	4,066	3,208	3,208	3,140	2,656
	Unemployment Ins.	749	1,054	586	624	624	619	737
	Dental Insurance	3,079	3,358	3,493	3,498	3,498	3,499	3,600
	F.I.C.A. Medicare	4,317	4,615	4,486	5,055	5,055	4,624	5,578
Total	Personnel Services	427,663	461,422	463,084	487,520	487,520	480,222	529,691
Supplies & Materials								
	Paper & Forms	908	921	1,162	1,000	1,000	1,054	1,000
	Office Supplies & Equip	2,244	2,218	2,065	2,300	2,300	2,496	2,500
	2,300 increase due to battery replacement for mics in courtroom							
	200 Shredder							
	2,500							
	Computr Equip/Sftwr/Sppl	2,223	2,436	542	2,000	2,000	217	2,000
	Furniture & Fixtures-Misc	-	365	196	1,000	1,000	864	1,000
Total	Supplies & Materials	5,375	5,940	3,965	6,300	6,300	4,631	6,500
Purchased Services								
	IT&S Computer Maint/Spprt	16,763	17,097	16,475	16,565	16,565	17,046	17,985
	IT&S Telephone Service	3,200	3,186	3,192	3,318	3,318	3,318	3,792
	Jury & Witness Fees	1,605	1,350	2,402	4,000	4,000	1,615	4,000
	City-Co Bldg Postage Adm	963	1,067	1,527	1,755	1,755	1,753	1,904
	Postage	3,868	4,957	4,333	6,000	6,000	5,729	6,000
	6,000 Jury Mailings							
	6,000							
	Printing & Duplicating	2,909	3,755	3,188	3,500	3,500	3,666	3,500
	3,500 General Printing							
	3,500							
	Professional Dues	175	601	375	450	450	-	450
	450 Clerk Dues MMA Annual Dues							
	450							
	Dues, Subscriptn, License	550	99	500	500	500	-	1,160
	500 Biannual Code Books							
	660 M Files							
	1,160							
	Long Dist Telephone Chrgs	44	37	62	-	-	-	-
	Employee Auto Allowance	-	-	-	200	200	-	200
	Required Training	688	1,683	2,503	2,000	2,000	899	2,000
	1,500 Conf Location Billings-Travel/Food/Lodging							
	500 Registration							
	2,000							
	Continued Prof Education	479	500	-	1,500	1,500	-	1,500
	1,500 Judge's School Registration Travel							
	Certification Training	1,248	175	-	300	300	-	300
	300 Judge & Clerk training costs							
	300							
	Conferences	207	-	-	500	500	-	500
	500 Conference Registration & Travel Costs							
	Other Contracted Services	700	1,585	1,651	24,086	24,086	24,246	25,435
	700 FortheRecord recording system contract maint.							
	600 360 Office Copy Machine Maintenance							
	1,000 Lexis Nexis Contract							
	21,500 Digiticket-moved to Court (\$21,010.20-2021)							
	200 Record Management (Shredding Fees)							
	100 Language Link							
	135 MT.Gov website access							
	1,200 Mfiles contract							
	25,435							
Total	Purchased Services	33,399	36,092	36,206	64,674	64,674	58,273	68,726

Police & Court										
Fund: 012				FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
							Adopted	Amended	Est Actuals	
Fixed Charges										
Rent of Bldgs & Offices		Court room / offices / jury room		32,764	33,464	34,596	41,910	41,910	37,407	48,961
Total	Fixed Charges			32,764	33,464	34,596	41,910	41,910	37,407	48,961
Internal Charges										
Property Insurance				57	56	56	60	60	60	64
Liability Insurance				9,160	8,948	9,053	9,236	9,236	9,236	10,191
Fidelity Insurance				79	80	78	78	78	78	78
Total	Internal Charges			9,296	9,084	9,187	9,374	9,374	9,374	10,333
Total										
Total	Court Administration			508,497	546,002	547,038	609,778	609,778	589,907	664,211

Police & Court

Fund: 012

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Fund	012 Police & Court
Dept	2201 Police Operations
Activity	421 Police Protection

Personnel Services

Salaries & Wages	3,611,714	3,819,061	3,002,816	4,044,903	3,294,903	2,823,382	4,073,199
Overtime - Misc	350,874	333,492	120,260	289,108	289,108	108,796	289,676
F.I.C.A. (Soc. Sec.)	10,098	11,126	10,143	10,916	10,916	10,238	11,263
P.E.R.S. Retirement	12,962	14,665	14,604	15,439	15,439	14,969	16,112
Health & Vision Insurance	554,455	587,223	508,705	714,189	614,189	471,700	688,156
Workers Comp. Ins.	228,749	238,394	182,216	195,504	195,504	120,192	138,271
Unemployment Ins.	13,912	18,744	7,953	19,537	19,537	7,534	11,376
Police Retirement	488,408	507,212	407,393	557,539	482,539	364,007	560,802
Dental Insurance	28,981	30,709	25,673	33,523	33,523	22,101	32,790
F.I.C.A. Medicare	54,324	56,318	44,043	61,197	61,197	39,959	63,295

Total Personnel Services	5,354,477	5,616,944	4,323,807	5,941,855	5,016,855	3,982,878	5,884,940
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Supplies & Materials

Office Supplies & Equip	6,491	7,764	6,541	8,700	8,700	5,779	7,500
2,500 Copy Paper							
3,500 Annual Supplies & Materials							
1,500 CID Office Supplies							
<u>7,500</u>							
Supplies Reimbursement-Taxable	4,500	4,200	4,750	5,400	5,400	5,209	4,800
Chem & Lab Supplies	8,866	4,532	3,389	14,000	14,000	3,861	17,300
1,500 DPM Taser Digital Power Mag (20@\$75)							
1,500 Crime Scene Van Supplies							
1,500 Batteries (Non-rechargeable/Specialty)							
1,500 Field Drug Testing Kits							
600 Nitrile Gloves							
1,000 DNA Evidence Kits							
200 Suspect Sex Assault Collection Kits							
3,000 Evidence & Investigation Supplies							
3,500 Portable Radio Battery Replacements							
3,000 Radio Mics/Earpiece Replacements							
<u>17,300</u>							
Clothing Allowance	33,427	41,498	29,752	40,000	40,000	17,886	44,100
1,500 CDT Uniforms							
12,000 Officers - Replacement Uniforms							
1,000 K-9 Officer Uniform Replacements							
3,000 Boots/Footwear							
10,000 New Hire Uniforms							
1,000 Badges/Medals/Commendation Pins							
12,000 Soft Body Armor (14 Vests)							
400 Reflective Traffic Safety Vests							
1,500 External Vest Carriers (5 Carriers)							
<u>44,100</u>							
Training Supplies	27,554	28,192	46,079	50,000	50,000	24,453	60,800
500 Taser Cartridges							
2,000 Use of Force Training Supplies							
500 OC-10 Canisters							
10,000 SWAT Gear							
5,000 CDT Training Supplies							
1,500 Crisis Negotiator Supplies							
8,000 MSA Gas Masks (SWAT)							
20,000 Ammunition							
7,300 Targetry							
1,000 Firearms Cleaning Supplies							
5,000 Firearms Supplies							
<u>60,800</u>							
Small Tools & Equip-Misc	15,843	32,494	23,991	26,000	26,000	8,368	20,800
2,000 Total Station Supplies							
4,800 WRAP Restraint System (Additional/Replacement)							
3,000 Patrol Supplies							
1,000 Go Bag Supplies							
1,000 K9 Equipment & Supplies							
1,500 PMB Storage Building Supplies							
7,500 4-Post Car Hoist							
<u>20,800</u>							

Police & Court

Fund: 012

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Computr Equip/Sftwr/Suply	15,708	20,601	8,406	15,000	97,200	83,860	70,700
1,500 Airport Office: Desk Docks/Monitors/Keyboards, etc.							
1,000 CD's/DVD's/USB Drives/CD Sleeves/Other Media							
1,500 Patrol Room & Airport Toner							
1,000 Admin Coordinator Color Printer Supplies							
2,700 Purchase/Installation - Watchguard Wirelss Access Point Airport Office							
20,000 Replacement/Update - Watchguard Evidence Library Servers (5 Year Replacement)							
10,500 Mobile Tablet Docks/Antennas/Associated Hardware for Patrol Vehicles							
500 K9 Training/Deployment/Tracking Software							
1,000 CID Printer Supplies							
1,500 ID Cards/ID Card Printer Supplies							
1,000 Crash Data Retrieval System Cables/Supplies							
1,500 WiFi Access Point Install - PMB							
10,000 Celebrite Digital Device Analyzer							
1,000 Basement Training Room Conference Telephone							
<u>70,700</u>							
Other Supply & Mat-Misc	13,300	6,993	1,933	6,000	6,000	1,683	19,000
3,000 Airport Range Maintenance							
3,000 K9 Food							
13,000 Impound Yard/Evidence Building Asphalt Install							
<u>19,000</u>							
Total Supplies & Materials	125,689	146,274	124,842	165,100	247,300	151,099	245,000
Purchased Services							
IT&S Computer Maint/Sprrt	75,479	143,521	147,718	148,759	148,759	153,412	152,420
IT&S Telephone Service	9,599	9,559	13,908	16,116	16,116	16,116	16,116
City-Co Bldg Postage Adm	140	156	223	259	259	258	280
Postage	3,371	3,658	4,181	3,500	3,500	2,689	3,500
Cellular Services	18,482	19,834	20,910	27,640	34,370	45,384	42,400
Printing & Duplicating	931	929	2,247	1,000	1,000	1,939	3,300
750 NTA Printing							
2,050 Business Cards - Officers							
500 Misc. Printing Costs							
<u>3,300</u>							
Dues, Subscriptn, License	7,214	4,844	4,474	7,500	7,500	6,182	9,700
200 Rocky Mountain Information Network Annual Fee (RMIN)							
1,200 International Association of Chiefs of Police Dues (IACP) (6)							
600 Montana Association of Chiefs of Police (MACOP) Dues (6)							
50 K9 City Dog License							
200 National Association of School Resource Officers (NASRO) Dues							
450 Property & Evidence Tech Dues							
600 Explorer Post Dues							
250 Chaplain Dues							
1,000 Crash Data Retrieval System Subscription/Bosch Labs							
350 FBINAA National and MT/ID Chapter Dues (3)							
2,800 LEADS Online Service							
<u>9,700</u>							
Public Relations	920	16	1,271	1,000	1,000	353	1,000
1,000 Promotional Items							
<u>1,000</u>							
Advertising	-	-	-	500	500	295	500
500 Legal Ad Notices							
<u>500</u>							
Electric Utility	709	730	532	1,000	1,000	632	1,000
1,000 All Facilities							
<u>1,000</u>							
Water & Sewer Sewer/Water @ 630 N Last Chance Gulch	182	250	74	-	-	-	-
Long Dist Telephone Chrgs	4,023	8,860	2,990	2,650	2,650	1,990	2,550
2,050 Crimestoppers TIP Center (2/3 To Be Reimb.)							
500 Language Line Services							
<u>2,550</u>							
Teletype	2,015	3,053	2,028	4,000	4,000	5,176	5,000
700 CID/MRDTF Officer CJIN Terminal License							
1,200 Sentinel One Licensing							
3,100 CJIN User Fees							
<u>5,000</u>							

Police & Court

Fund: 012

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Medical Expenses	34,085	24,086	16,875	30,350	30,350	16,011	32,750
500 Admin & Airport First Aid Kit Supplies							
5,000 Medical Training Supplies							
1,000 K9 Veterinary Expenses							
1,500 Evidentiary Sexual Assault Exams							
15,000 DUI/BAC Blood Kit Testing							
2,000 Psychological Exams for Police Hires							
1,000 Medical Exams for Police Hires							
1,000 Prisoner Care							
750 Eye/Vision Exams for Police Hires							
<u>32,750</u>							
Outside Repair to Mtr Veh	1,093	6,117	2,017	2,800	2,800	6,502	5,000
Equipment Repairs	586	289	648	1,000	1,000	1,071	2,500
1,000 Repairs to Police Equipment							
1,500 Radar Unit Recertification							
<u>2,500</u>							
Repairs/Services-Misc	3,803	3,531	3,826	4,000	4,000	4,874	4,500
4,000 Repairs/Uniform Dry Cleaning							
500 Bicycle Repair Costs							
Meal Reimb-Taxable	510	618	1,004	1,000	1,000	344	1,500
Required Training	43,466	38,942	21,467	40,000	40,000	34,075	62,600
30,000 Officer Training							
2,000 FBI National Academy							
5,000 Crash Data Retrieval Training							
1,600 Montana Executive Leadership Institute							
3,000 Defensive Tactics Instructor Training							
5,000 Criminal Investigation Training							
9,000 MLEA Basic Course Costs for New Hires							
5,000 Total Station/Crash Investigation Training							
2,000 Crisis Negotiator Training							
<u>62,600</u>							
Conferences	7,445	4,215	4,302	10,000	10,000	630	10,000
3,000 MACOP Conference (6)							
4,000 IACP Conference (2)							
500 SWAT Commanders Conference							
2,000 FBINAA Fall/Spring Conferences							
500 Misc. Conferences							
<u>10,000</u>							
Investigation / Inspect Fees	1,327	186	376	2,000	2,000	908	7,500
3,500 Investigation Costs							
4,000 Background Investigators							
Other Contracted Services	68,238	98,355	80,055	79,721	66,865	95,981	205,625
600 Airport Range Portable Toilet							
200 Airport Range-Solid Waste Costs							
3,000 PoliceOne Annual Costs							
6,500 Encore (Voice Products) Interview Rm Recording Syst/Maint/Support							
1,500 EZ Street Draw Maint/Support							
3,600 Copier Lease/Maint. Agreement Costs							
800 Administration Copier Costs							
300 ID Card Printer Annual Maint/Support							
900 IACP Net							
4,000 My HelenaApp - Maint/Support							
2,600 Guardian Tracking							
875 Schedule Anywhere							
1,000 Airport Cleaning							
1,000 Airport Gym Maintenance/Equipment							
3,200 Cradlepoint Annual Support							
26,000 Hard/Software Maint. for Watchguard Vehicle Cameras (4RE) & Body Cameras (VISTA)							
7,500 Secure Warrant Software Maint/Support							
5,000 Child Advocacy Center (AWARE)							
700 PMI Evidence Management Annual Support							
2,000 Vehicle Carwashes/Interior Details							
12,500 Wrecker Services							
2,500 Total Station/Crash Diagramming Software Support/Maint.							
1,250 Agency 360 Software Maint/Support							
12,500 Lexipol Policy Management & Training Service Support							
8,600 Taser Lease							
4,600 Cellebrite Annual Support/Maintenance							
3,000 M-Files							
50,000 Staffing Study/Workload Study							
1,800 IT MDC Support (\$40/device - 45 devices)							
30,000 Dragon Speak Recognition Software							
7,600 Smarsh Archive Maint/Support (Cell Phones)							
<u>205,625</u>							
Total Purchased Services	283,618	371,749	331,125	384,795	378,669	394,822	569,741

Police & Court

Fund: 012

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Intra-City Charges								
	Shop Gas & Fuel Charges	59,759	69,316	61,579	60,355	60,355	60,184	80,600
	Shop Vehicle Repairs	20,286	13,502	3,732	12,500	12,500	2,594	10,000
	Shop Tires & Tire Repairs	4,714	8,760	3,126	7,500	7,500	4,316	2,700
	Shop Vehicle Parts	9,769	9,740	10,096	4,500	4,500	8,644	11,000
Intra-City Charges		94,528	101,318	78,532	84,855	84,855	75,738	104,300
Fixed Charges								
	Rent of Bldgs & Offices	97,912	109,386	141,459	150,735	150,735	150,735	153,363
Total	Fixed Charges	97,912	109,386	141,459	150,735	150,735	150,735	153,363
Internal Charges								
	Property Insurance	2,581	2,648	2,648	816	816	816	873
	Vehicle & Equip Insurance	3,115	3,052	3,052	3,042	3,042	3,042	3,255
	Liability Insurance	106,464	104,356	107,263	114,879	114,879	114,879	115,646
	Fidelity Insurance	424	432	464	456	456	456	441
	Liability Deductible	10,516	12,227	12,081	12,081	12,081	12,081	12,927
	Building M&O Charge	15,801	13,460	13,654	8,465	8,465	8,465	10,275
	Weed & Snow Control Chrg	-	-	-	-	-	-	-
	Fleet Services Charges	82,376	82,700	78,236	79,801	79,801	79,801	79,801
Total	Internal Charges	221,277	218,875	217,398	219,540	219,540	219,540	223,218
Total	Police Operations	6,177,501	6,564,546	5,217,164	6,946,880	6,097,954	4,974,811	7,180,562

Police & Court

Fund: 012

Fund 012 Police & Court
Dept 2203 Animal Control
Activity 446 Animal Control

Personnel Services

Salaries & Wages	52,072	47,251	47,734	48,367	48,367	48,518	72,608
Overtime - Misc	125	-	96	2,026	2,026	-	19,430
F.I.C.A. (Soc. Sec.)	2,714	2,434	2,453	3,125	3,125	2,466	5,708
P.E.R.S. Retirement	4,421	4,049	4,147	4,420	4,420	4,257	8,166
Health & Vision Insurance	12,142	10,815	11,679	12,607	12,607	12,636	18,888
Workers Comp. Ins.	3,678	3,311	3,318	2,697	2,697	2,130	1,842
Unemployment Ins.	183	213	120	228	228	124	241
Dental Insurance	634	560	582	583	583	584	900
F.I.C.A. Medicare	635	569	574	732	732	577	1,336

Total Personnel Services	76,604	69,202	70,703	74,785	74,785	71,293	129,119
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Supplies & Materials

Chem & Lab Supplies	-	-	-	300	300	-	300
Clothing Allowance	71	48	258	550	550	22	500
Small Tools & Equip-Misc	81	379	309	700	700	76	700
Computr Equip/Sftwr/Spplly	-	-	-	-	-	-	250

Total Supplies & Materials	152	427	567	1,550	1,550	98	1,750
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Purchased Services

IT&S Computer Maint/Spprt	1,913	3,463	2,407	2,437	2,437	2,517	2,582
Postage	169	34	83	285	285	89	275
Cellular Services	1,372	1,338	829	1,300	1,300	1,133	2,200
Printing & Duplicating	424	584	917	800	800	1,016	800
Dues, Subscriptn, License	85	-	85	150	150	-	150
150 Misc.	150	-	-	-	-	-	-
Public Relations	-	-	-	1,000	1,000	-	1,000
Long Dist Telephone Chrgs	17	13	24	30	30	-	-
Teletype	-	-	300	300	300	-	-
Medical Expenses	1,824	36	172	1,000	1,000	181	750
750 Misc Medical Expenses (Labs/Veterinary)	750	-	-	-	-	-	-
Professional Services-Misc	-	65	-	400	400	-	400
Equipment Repairs	-	-	-	300	300	-	300
Repairs/Services-Misc	263	220	219	500	500	259	500
Required Training	-	-	-	500	500	-	500
Conferences	-	-	-	400	400	-	400
Other Contracted Services	-	-	-	106	106	-	-

Total Purchased Services	6,067	5,753	5,036	9,508	9,508	5,195	9,857
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Intra-City Charges

Shop Gas & Fuel Charges	2,706	1,852	1,671	3,100	3,100	1,839	3,600
Shop Vehicle Repairs	540	-	-	950	950	-	950
Shop Tires & Tire Repairs	91	18	38	850	850	28	800
Shop Vehicle Parts	699	70	463	800	800	103	700

Total Intra-City Charges	4,036	1,940	2,172	5,700	5,700	1,970	6,050
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Internal Charges

Property Insurance	-	-	-	-	-	-	-
Vehicle & Equip Insurance	110	150	150	55	55	55	59
Liability Insurance	2,653	1,339	1,309	1,336	1,336	1,336	2,440
Fidelity Insurance	16	8	8	8	8	8	12
Liability Deductible	-	-	-	-	-	-	-
Fleet Services Charges	3,485	3,485	3,297	3,363	3,363	3,363	3,363

Total Internal Charges	6,264	4,982	4,764	4,762	4,762	4,762	5,874
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Total Animal Control	93,123	82,304	83,243	96,305	96,305	83,318	152,650
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Police & Court

Fund: 012

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Fund	12 Police & Court
Dept	2207 Drug Enforcement
Activity	421 Police Protection

Personnel Services

Salaries & Wages	58,716	61,002	66,810	67,389	67,389	65,377	69,494
Overtime - Misc	7,657	7,196	3,918	11,582	11,582	5,166	12,429
Health & Vision Insurance	10,277	10,811	11,628	12,607	12,607	11,521	12,592
Workers Comp. Ins.	3,884	3,997	4,183	3,673	3,673	3,086	2,688
Unemployment Ins.	233	308	177	358	358	180	214
Police Retirement	8,455	8,790	8,449	9,711	9,711	8,488	10,015
Dental Insurance	537	560	580	583	583	533	600
F.I.C.A. Medicare	934	991	998	1,146	1,146	939	1,189

Total Personnel Services	90,693	93,655	96,743	107,049	107,049	95,290	109,221
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Supplies & Materials

Total Supplies & Materials	-	-	-	-	-	-	-
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Purchased Services

IT&S Computer Maint/Spprt	4,763	4,204	3,958	3,971	3,971	4,051	4,512
Cellular Services	1,640	1,444	713	2,000	2,000	1,097	2,000
Other Contracted Services	214	-	-	2,106	2,106	-	2,000

Total Purchased Services	6,617	5,648	4,671	8,077	8,077	5,148	8,512
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Intra-City Charges

Shop Gas & Fuel Charges	2,877	2,916	3,013	3,690	3,690	2,647	4,650
Shop Vehicle Repairs	-	-	-	300	300	-	300
Shop Tires & Tire Repairs	471	-	-	250	250	-	500
Shop Vehicle Parts	19	15	3	200	200	165	200

Total Intra-City Charges	3,367	2,931	3,016	4,440	4,440	2,812	5,650
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Internal Charges

Property Insurance	20	19	19	21	21	21	22
Vehicle & Equip Insurance	235	263	263	150	150	150	161
Liability Insurance	2,013	1,906	1,923	2,093	2,093	2,093	2,172
Fidelity Insurance	8	8	8	8	8	8	8
Fleet Services Charges	2,004	2,004	1,896	1,934	1,934	1,934	1,934

Total Internal Charges	4,280	4,200	4,109	4,206	4,206	4,206	4,297
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Total Drug Enforcement	104,957	106,434	108,539	123,772	123,772	107,456	127,680
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Police & Court

Fund: 012

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	12 Police & Court							
Dept	2209 Violence Against Women							
Activity	421 Police Protection							
Personnel Services								
	Salaries & Wages	61,396	63,210	66,111	69,429	69,429	68,561	69,920
	Overtime - Misc	6,855	4,172	3,340	6,971	6,971	4,406	7,178
	Health & Vision Insurance	10,407	10,815	11,679	12,607	12,607	12,603	12,592
	Workers Comp. Ins.	4,050	4,018	4,133	3,554	3,554	3,145	2,530
	Unemployment Ins.	242	308	176	346	346	187	201
	Police Retirement	8,847	9,108	9,527	10,005	10,005	9,843	10,076
	Dental Insurance	543	560	582	583	583	583	600
	F.I.C.A. Medicare	935	919	942	1,109	1,109	976	1,119
Total	Personnel Services	93,275	93,110	96,489	104,604	104,604	100,305	104,216
Supplies & Materials								
	Office Supplies & Equip							600
	Supplies Reimbursement-Taxable	600	600	600	600	600	686	600
	Small Tools & Equip-Misc	-	-					
Total	Supplies & Materials	600	600	600	600	600	686	1,200
Purchased Services								
	IT&S Computer Maint/Spprt	2,805	2,752	2,688	2,700	2,700	2,780	2,880
	IT&S Telephone Service	457	455	456	474	474	474	474
	Cellular Services	435	360	270	360	360	590	625
	Long Dist Telephone Chrgs	11	36	46	-	-	-	-
	Required Training	161	-	65	1,500	1,500	-	1,500
	Other Contracted Services				106	106	-	-
Total	Purchased Services	3,869	3,603	3,524	5,140	5,140	3,844	5,479
Intra-City Charges								
	Shop Gas & Fuel Charges							330
	Shop Vehicle Repairs							250
	Shop Tires & Tire Repairs							225
	Shop Vehicle Parts							200
Total	Intra-City Charges	-	-	-	-	-	-	1,005
Internal Charges								
	Vehicle & Equip Insurance	n/a	n/a					
	Liability Insurance	1,901	1,846	1,861	2,025	2,025	2,025	2,044
	Fidelity Insurance	8	8	8	8	8	8	8
	Fleet Services Charges							1,341
Total	Internal Charges	1,909	1,854	1,869	2,033	2,033	2,033	3,393
Total	Violence Against Women	99,653	99,167	102,482	112,377	112,377	106,867	115,293

Police & Court

Fund: 012

		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Fund	100 General Fund							
Dept	2211 Urban Wildlife							
Activity	446 Animal Control							
Personnel Services								
	Salaries & Wages	12,560	4,864	-	-	-	-	23,147
	Overtime - Misc	5,478	6,459	-	-	-	-	20,157
	F.I.C.A. (Soc. Sec.)	727	63	-	-	-	-	1,436
	P.E.R.S. Retirement	105	-	-	-	-	-	2,054
	Health & Vision Insurance	103	490	-	-	-	-	6,296
	Workers Comp. Ins.	1,153	615	-	-	-	-	867
	Unemployment Ins.	63	51	-	-	-	-	114
	Police Retirement	103	560	-	-	-	-	-
	Dental Insurance	5	27	-	-	-	-	300
	F.I.C.A. Medicare	260	162	-	-	-	-	629
Total	Personnel Services	20,557	13,291	-	-	-	-	55,000
Supplies & Materials								
	Clothing Allowance	-	176	-	-	-	-	500
	Small Tools & Equip-Misc	439	419	-	-	-	-	2,500
Total	Supplies & Materials	439	595	-	-	-	-	3,000
Purchased Services								
	Equipment Repairs	-	-	-	-	-	-	1,000
	Other Contracted Services	2,520	4,431	-	-	-	-	5,000
Total	Purchased Services	2,520	4,431	-	-	-	-	6,000
Intra-City Charges								
	Shop Gas & Fuel Charges	671	362	-	-	-	-	500
	Shop Vehicle Repairs	-	-	-	-	-	-	500
	Shop Tires & Tire Repairs	-	-	-	-	-	-	500
	Shop Vehicle Parts	-	-	-	-	-	-	500
Total	Intra-City Charges	671	362	-	-	-	-	2,000
Internal Charges								
	Liability Insurance	411	431	-	-	-	-	1,149
	Fidelity Insurance	-	-	-	-	-	-	4
	Fleet Services Charges	-	-	-	-	-	-	754
Total	Internal Charges	411	431	-	-	-	-	1,907
Total	Urban Wildlife	24,598	19,110	-	-	-	-	67,907

Police & Court

Fund: 012

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	12 Police & Court							
Dept	2212 Intrnt Crimes Agnst Child							
Activity	421 Police Protection							
Personnel Services								
	Overtime - Misc	269	1,508	157	1,383	1,383	-	-
	Workers Comp. Ins.	16	73	9	65	65	-	-
	Unemployment Ins.	1	6	0	7	7	-	-
	F.I.C.A. Medicare	4	18	2	21	21	-	-
Total	Personnel Services	290	1,605	169	1,476	1,476	-	-
Supplies & Materials								
	Office Supplies & Equip	-	-	-	250	250	-	-
	Computr Equip/Sftwr/Sppl	-	85	-	1,200	1,200	-	-
Total	Supplies & Materials	-	85	-	1,450	1,450	-	-
Purchased Services								
	Required Training	-	-	-	500	500	-	-
	Other Contracted Services	804	7,936	-	4,100	4,100	-	-
	<u>-</u>							
Total	Purchased Services	804	7,936	-	4,600	4,600	-	-
Intra-City Charges								
	Shop Gas & Fuel Charges	688	298	89	1,255	1,255	20	-
	Shop Vehicle Repairs	-	-	-	200	200	-	-
	Shop Tires & Tire Repairs	419	146	518	850	850	441	-
	Shop Vehicle Parts	301	1,374	349	700	700	410	-
Total	Intra-City Charges	1,408	1,818	956	3,005	3,005	871	-
Internal Charges								
	Liability Insurance	34	34	34	37	37	37	-
	Fleet Services Charges	1,112	1,390	1,315	1,341	1,341	1,341	-
Total	Internal Charges	1,146	1,424	1,349	1,378	1,378	1,378	-
Total	Intrnt Crimes Agnst Child	3,648	12,868	2,474	11,909	11,909	2,249	-

Fire Department
Fund: 013

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Dedicated Revenues								
	Intergovernmental Revenues	22,084	-	963	-	-	-	-
	Charges For Services	120,350	110,819	76,715	92,500	92,500	130,042	82,500
	Other Financing Sources / (Uses)	34,132	15,360	-	-	-	-	-
	Other Operating Revenues	176,566	126,179	77,678	92,500	92,500	130,042	82,500
	Internal Service Revenues	-	-	-	-	-	-	-
	Interfund Transfers In	-	245,849	601,039	884,700	884,700	884,700	911,000
	Internal Transactions	-	245,849	601,039	884,700	884,700	884,700	911,000
	Long-Term Debt	-	-	-	-	-	-	-
	Total Dedicated Revenue	176,566	372,028	678,717	977,200	977,200	1,014,742	993,500
Expenditures								
	Personnel Services	3,734,563	4,150,669	3,455,400	4,806,203	4,080,313	3,779,275	5,044,971
	Supplies & Materials	113,211	134,146	97,339	129,576	137,576	130,573	154,289
	Purchased Services	130,336	181,293	200,674	218,310	318,310	333,611	251,333
	Intra-City Charges	26,685	35,128	35,195	38,775	38,775	24,295	43,500
	Fixed Charges	1,064	1,536	2,220	1,620	1,620	2,371	2,490
	Maintenance & Operating	271,296	352,103	335,429	388,281	496,281	490,849	451,612
	Internal Charges	262,672	260,464	257,648	264,675	264,675	264,675	272,487
	Transfers Out	-	-	-	-	-	-	-
	Internal Transactions	262,672	260,464	257,648	264,675	264,675	264,675	272,487
	Debt Service	-	-	-	-	-	-	-
	Capital Outlay	-	-	-	-	-	-	-
	Debt & Capital	-	-	-	-	-	-	-
	Total Expenditures	4,268,531	4,763,236	4,048,477	5,459,159	4,841,269	4,534,800	5,769,070
General Government Revenues Provided (Needed)		(4,091,965)	(4,391,208)	(3,369,760)	(4,481,959)	(3,864,069)	(3,520,058)	(4,775,570)
	Percent of Total General Government Revenues	23.94%	24.49%	18.31%	24.30%	20.95%	17.63%	24.64%
Expenditures by Division								
2301	424 Fire	4,247,921	4,744,516	4,029,166	5,459,159	4,817,159	4,500,603	5,769,070
2305	424 Fire Grants	20,610	18,720	19,311	-	24,110	34,196	-
2306	424 Fire Special Projects	-	-	-	-	-	-	-
	Total Expenditures	4,268,531	4,763,236	4,048,477	5,459,159	4,841,269	4,534,800	5,769,070

Fire Department
Fund: 013

Fund: 013		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
DEDICATED REVENUES								
Intergovernmental Revenues								
Fire Grants		-	-	-	-	-	-	-
Misc Federal Grants								
State Grants - Misc.		22,084	-	963	-	-	-	-
Total	Intergovernmental Revenues	22,084	-	963	-	-	-	-
Charges For Services								
Fire Protection Fees		102,592	78,097	36,431	60,000	60,000	102,826	50,000
Westside Fire Service Area Agreement + misc.								
Fire Bldg Code Inspection		17,758	32,722	40,284	32,500	32,500	27,216	32,500
Total	Charges For Services	120,350	110,819	76,715	92,500	92,500	130,042	82,500
Fire Workers Comp		33,632	15,360	-	-	-	-	-
Restricted Contribution		500	-	-	-	-	-	-
Total	Other Financing Sources / (Uses)	34,132	15,360	-	-	-	-	-
SUBTOTAL - OPERATING REVENUE								
		176,566	126,179	77,678	92,500	92,500	130,042	82,500
Long-Term Debt								
Total	Long-Term Debt	-	-	-	-	-	-	-
Interfund Transfers In								
T/in - 260 Fire Supplemental Levy		-	245,849	601,039	884,700	884,700	884,700	911,000
Total	Interfund Transfers In	-	245,849	601,039	884,700	884,700	884,700	911,000
TOTAL	DEDICATED REVENUES	176,566	372,028	678,717	977,200	977,200	1,014,742	993,500

Fire Department

Fund: 013

Fund 013 Fire Department
Dept 2301 Fire
Activity 424 Fire Protection

Personnel Services

Salaries & Wages	2,646,661	2,891,833	2,319,872	3,311,849	2,711,849	2,581,142	3,504,176
Temporary Salaries	-	-	-				
Overtime - Misc	142,037	181,219	158,823	189,274	189,274	179,747	191,879
F.I.C.A. (Soc. Sec.)	3,288	3,344	3,384	3,461	3,461	3,371	3,557
P.E.R.S. Retirement	4,476	4,633	4,721	4,895	4,895	4,902	5,089
Health & Vision Insurance	360,688	425,097	372,113	529,494	429,494	401,361	541,456
Workers Comp. Ins.	128,728	140,628	193,189	216,018	216,018	177,981	218,054
Unemployment Ins.	9,814	13,896	6,379	8,778	8,778	7,100	9,640
Firefighter Retirement	364,244	408,385	326,578	467,142	417,142	362,500	491,662
Dental Insurance	18,838	21,967	18,557	24,486	24,486	18,575	25,800
F.I.C.A. Medicare	37,872	43,426	35,752	50,806	50,806	38,850	53,658

Total Personnel Services	3,716,646	4,134,428	3,439,368	4,806,203	4,056,203	3,775,529	5,044,971
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Supplies & Materials

Paper & Forms			-				
Office Supplies & Equip	3,291	3,114	1,794	2,892	2,892	1,454	3,516
1,300 General Office Supplies							
600 Copy Paper							
400 Crown Trophy							
216 Water Service							
400 Awards, Patches, Coins, Retirement Gifts							
600 Dept Challenge coins							
3,516							
Chem & Lab Supplies	1,251	1,894	2,822	3,500	3,500	1,568	3,723
250 SM Engine/Generator Fuel							
1,123 Spill absorbant (Greaseweep)							
500 Matrix Bio-Hazard Pickup (4x85)							
1,500 Foam Cache replacement							
150 Fog Fluid/Liquid Smoke							
200 Additional Chemicals/ absorbants							
3,723							
Janitorial Supplies	3,900	4,663	4,754	4,650	4,650	3,981	4,889
4,368 Janitorial Supplies							
221 Industrial Towel Service							
300 Maintenance needs							
4,889							
Medical Supplies	7,355	10,134	14,502	14,045	14,045	23,000	27,334
13,200 Pharmaceuticals							
3,160 Medical Gloves							
2,000 3-Ply Medical Masks							
800 T1 medications							
1,200 Disposable laryngoscopes - all apparatus							
333 Airway Bags (2)							
840 Medical Supplies (Thermometers, Pads, Needles)							
551 Thomas Jump kit - 1 per year							
2,000 EMS - bleeding control kit							
3,000 Replace AED in Bat1							
250 Mannequin Supplies							
27,334							
Clothing Allowance	18,130	22,967	23,061	18,000	18,000	16,045	18,000
4,500 Shift Uniform Rplcmts							
490 New Inspector Setup							
1,500 Replacement Hire x 2							
600 Daystaff Replacement x 6							
3,600 Nomex Pants Replacement (36x100)							
7,310 1/2 Biennial Shoe Allowance (FY20/21)							
18,000							
Training Supplies	1,112	2,043	766	1,000	1,000	1,250	7,000
500 Training Bldg. (Airport)							
500 Firefighter Manuals/IFSTA Manuals							
3,000 Training Library - Campbell							
3,000 Training Dummies							
7,000							

Fire Department
Fund: 013

		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Educational Supplies		4,285	2,927	4,835	5,981	5,981	5,017	6,350
2,000	Fire Prevention Week Supplies							
400	International Fire Codes Manuals							
400	International Building Code Manuals							
175	NFPA Annual Membership							
1,495	NFPA Annual Subscription							
480	IAAI Membership (\$120x4)							
300	HiFit Webinars & Trainings							
250	HiFit Incident Supplies-Evidence Cans,Barrier Tape							
600	HiFit Supplies-Masks, Filters							
250	HiFit Meeting Expenses/Food							
6,350								
Operating Supplies - Misc		464	1,309	419	1,570	1,570	313	1,570
500	SCBA							
500	Operations							
370	Thermal Imagers (8 @ \$46=\$368)							
200	Gas Monitors-HCN							
1,570								
Tires/Tubes-Outside Vendr		108	6,973	-	6,200	6,200	4,200	3,400
800	Tire Rotations to Balance Wear							
600	Accident/Blowout (Contingent)							
2,000	Tires (Contingent)							
3,400								
Testing Equipment		15,474	11,831	11,072	16,256	16,256	12,104	16,576
200	Station Fire Alarm Testing-Mar							
281	Station Fire Extinguisher Testing-Mar							
2,100	Sensit Monitors (E1,E2,E3,T1 & Hazmat x 2)							
1,200	Annual Pump Testing-Sept/Oct							
2,000	Annual Aerial Ladder Testing							
1,500	Apparatus/Ground Ladder Testing-Semi-Annual							
2,200	Hurst Equip Testing-Feb							
3,775	SCBA airpack/Mask Testing							
520	Qtrly Cascade Air Testing							
2,500	Annual Cascade Equip Testing and Maintenance -Feb							
300	Portacount Recalibrate							
16,576								
Telephone Equipment		-	156	-	200	200	-	200
200	Cell Phone Equipment							
200								
Communication Equipment		5,497	4,303	1,917	1,592	1,592	2,273	1,700
500	Handheld radio Parts Replacement							
1,200	Motorola Handheld Batteries							
1,700								
Computr Equip/Sftwr/Sppl		442	10,465	13	1,200	1,200	135	200
200	Tablet Supplies/Accessories							
200								
Safety Equipment		27,083	26,791	17,393	26,000	26,000	25,377	27,456
15,194	PPE (Pants/Jacket)							
2,800	PPE (Boots)							
1,000	PPE (Helmet/Gloves/Name Plates)							
2,962	PPE (Particulate hoods x 32)							
2,900	PPE New FF Position (Jacket/Pants/Boots/Helmet)							
2,000	Turnout Repairs/Maintenance (Contingent)							
500	Flashlights							
100	Safety Glasses							
27,456								
Furniture & Fixtures-Misc		24,413	24,467	13,991	26,490	34,490	33,771	32,175
2,000	Power Tool Replacement/Maint.							
1,000	Nozzles (Replace 3 per year)							
100	Nozzle Appliance Maint.							
3,000	Nozzle Replacement - T1							
1,000	SCBA Repairs							
100	Hand Tool Replacement/Maint.							
8,775	5" hose for E1							
2,000	Replace 10 chairs - St 2							
6,000	General Operating Purchases							
4,000	Washer/Dryer Replcmt (Contingency)							
2,400	Sensit Monitor Replacement (Contingency)							
1,800	LSP Patient Packaging Device - CSR							
32,175								
Landscape Supplies		406	109	-	-	-	85	200
Total	Supplies & Materials	113,211	134,146	97,339	129,576	137,576	130,573	154,289

Fire Department
Fund: 013

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Purchased Services							
IT&S Computer Maint/Sprrt	49,774	94,518	106,342	104,641	104,641	109,669	112,882
IT&S Telephone Service	7,313	7,282	7,296	8,058	8,058	8,058	8,058
City-Co Bldg Postage Adm	75	84	120	142	142	142	152
Postage	122	367	527	1,000	1,000	(280)	1,000
Cellular Services	5,041	6,123	9,256	7,680	7,680	7,449	8,835
4,169 9 Cell Phone Plans - 6 Admin, 3 Suppression							
3,706 8 Tablet Data Plans - 3 FPIB, 5 Suppression							
960 1 Air Card - Hazmat							
8,835							
Printing & Duplicating	1,472	972	1,789	1,340	1,340	2,422	3,889
170 Water Bill Insert Fee x 2							
1,019 Water Bill Insert Printing x 2							
200 Business cards (4 x 200/ea)							
1,000 Copier Maint Fee - 360 Office							
1,500 Copier Maint Fee - Fishers							
3,889							
Professional Dues	4,538	3,105	7,592	6,225	6,225	3,482	8,725
2,800 EMT Recert Fees							
2,500 PALS/ACLS training for recerts							
1,000 BLS/CPR (42)							
780 IAFC (\$260 x 3)							
225 MT State Fire Chiefs Assoc (3@\$75)							
100 L&C Rural Fire Council Membership							
35 DPHHS Dept License Renewal							
400 Helena Regional Airport Badges x 12							
185 MSU-Fire Training School Membership							
200 CLIA Laboratory Program							
500 Additional Membership/Licenses							
8,725							
Professional Subscriptions	2,144	1,750	125	500	500	125	500
500 Misc. Professional Subscriptions							
500							
Public Relations	-	-	426	500	500	-	500
Advertising	239	256	367	250	250	289	580
Water & Sewer	6,216	5,965	7,317	6,404	6,404	6,705	12,808
8,500 Station 1							
4,308 Station 2							
12,808							
Long Dist Telephone Chrgs	72	129	105	-	-	-	-
Solid Waste	1,481	1,664	1,664	2,000	2,000	1,500	2,000
Professional Services-Misc	6,855	15,555	927	16,390	16,390	11,824	17,990
16,000 20 Bi-annual Physicals							
400 New Hires Testing Allowance							
790 Photographer-Dept. Portraits							
400 8 Hazmat Blood workups (Contingent)							
400 Exposure Blood Workups (Contingent)							
17,990							
Outside Repair to Mtr Veh	15,198	14,580	19,218	20,000	20,000	20,832	20,000
Equipment Repairs	43	82	-	3,000	3,000	2,724	3,000
1,000 Ladder Repairs (Contingent)							
2,000 Small Engine Repairs (Contingent)							
3,000							
Repairs/Services-Misc	101	211	-	1,000	1,000	-	1,000
250 Sanding/Striping							
250 Lock/Key Replacement-Knox, Vehicle, Locker, etc							
250 Annual Sump Pumping							
250 Additional Service/Repair							
1,000							
Meal Reimb-Taxable	-	146	188	500	500	30	500
Travel & Meeting Expense	2,527	7,976	10,934	13,864	13,864	5,865	14,467
2,972 Airfare-Room IAFC WUI National Conference x 2							
903 MT Drive x 4							
512 NFA 6-Day Class-Meal Pkg & Per Diem							
1,910 NFA 10-Day Class-Meal Pkg & Per Diem							
520 Airfare-Lodging Building Code Conference-FPIB x 2							
1,700 Airfare-Lodging NFPA or IAAI Annual Conference-FPIB Rotate x1							
600 Rural Fire Council Annual Dinner/Mtg-Sept.							
600 Lodging -MT State Fire Chiefs Conference x2							
2,500 Food/Rentals for Meetings							
250 Incident Food							
2,000 Local travel-PDC,Fort Harrison,Rural FC							
14,467							

Fire Department
Fund: 013

		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Required Training		-	-	-	2,500	2,500	-	2,500
2,500	Tuition Reimbursement							
2,500								
Conferences		356	2,228	12,500	6,335	6,335	6,345	8,005
750	IAFC WUI National Conference x 2							
2,010	MT Drive 335 x4							
130	Building Code Conference							
795	NFPA or IAAI Annual Conference-FPIB Rotate x1							
320	MT State Fire Chiefs Conference x2							
4,000	Local travel-PDC,Fort Harrison,Rural FC							
8,005								
Training - Misc		5,749	4,045	2,212	-	-	-	-
-	Technical Rescue Training							
-								
Investigation / Inspect Fees		306	188	-	-	-	-	-
-								
-								
Other Contracted Services		18,021	11,588	8,489	15,981	115,981	115,981	23,942
6,531	Emergency Reporting Contract (ERS)							
683	Active 911 Contract (46 @ \$13 - Feb)							
2,688	Physio-Control Lifepak 12x2-Maint Contract							
5,280	5 M-File licenses for contract signing							
1,000	Additional Contracts							
2,900	Station 1 Security System (NICO)							
2,900	Station 2 Security System (NICO)							
960	St 2 Gym Membership							
1,000	St 1 & 2 Security Improvements							
23,942								
Total	Purchased Services	127,643	178,814	197,396	218,310	318,310	303,161	251,333
Intra-City Charges								
Copier Revolving Program		1,264	1,264	1,264	-	-	-	-
Shop Gas & Fuel Charges		18,973	24,278	24,549	25,775	25,775	21,100	32,250
Shop Vehicle Repairs		5,399	3,803	4,507	8,000	8,000	1,095	7,000
Shop Tires & Tire Repairs		-	470	-	-	-	-	-
Shop Vehicle Parts		1,049	5,313	4,875	5,000	5,000	2,100	4,250
Total	Intra-City Charges	26,685	35,128	35,195	38,775	38,775	24,295	43,500
Fixed Charges								
Special Assessments		1,064	1,536	2,220	1,620	1,620	2,371	2,490
Total	Fixed Charges	1,064	1,536	2,220	1,620	1,620	2,371	2,490
Internal Charges								
Property Insurance		5,864	5,624	5,624	5,812	5,812	5,812	6,219
Vehicle & Equip Insurance		6,879	5,452	5,452	6,267	6,267	6,267	6,706
Liability Insurance		79,577	79,454	82,823	92,805	92,805	92,805	97,970
Fidelity Insurance		296	296	328	336	336	336	344
Liability Deductible		-	2,553	-	-	-	-	-
Building M&O Charge		142,218	139,247	137,086	132,593	132,593	132,593	134,386
Fleet Services Charges		27,838	27,838	26,335	26,862	26,862	26,862	26,862
Total	Internal Charges	262,672	260,464	257,648	264,675	264,675	264,675	272,487
Total	Fire	4,247,921	4,744,516	4,029,166	5,459,159	4,817,159	4,500,603	5,769,070

Fire Department							
Fund: 013							
		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021		
					Adopted	Amended	Est Actuals
							Proposed FY 2022 Budget
Fund	013 Fire Department						
Dept	2305 Fire Grants						
Activity	424 Fire Protection						
Personnel Services							
	Salaries & Wages	14,582	13,579	12,559	-	-	1,590
	Overtime - Misc	3,094	2,497	3,177	-	24,110	1,978
	Workers Comp. Ins.	171	115	241	-	-	142
	Unemployment Ins.	14	12	8	-	-	5
	F.I.C.A. Medicare	56	38	47	-	-	30
Total	Personnel Services	17,917	16,241	16,032	-	24,110	3,746
Purchased Services							
	Other Contracted Services	2,693	2,479	3,279	-	-	30,450
Total	Purchased Services	2,693	2,479	3,279	-	-	30,450
Total	Fire Grants	20,610	18,720	19,311	-	24,110	34,196

Community Development

Fund: 014

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Dedicated Revenues								
	License & Permits	1,000	1,000	1,500	750	750	1,875	1,000
	Intergovernmental Revenues	6,000	9,000	-	-	-	-	-
	Charges For Services	2,615	3,930	1,681	5,500	5,500	8,125	3,500
	Other Operating Revenues	9,615	13,930	3,181	6,250	6,250	10,000	4,500
Total Dedicated Revenue		9,615	13,930	3,181	6,250	6,250	10,000	4,500
Expenditures								
	Personnel Services	396,890	390,931	415,491	479,309	479,309	464,565	565,430
	Supplies & Materials	10,270	30,308	17,965	17,747	17,747	13,001	18,534
	Purchased Services	55,848	108,398	148,066	144,526	314,849	293,781	197,917
	Intra-City Charges	3,150	3,150	3,342	3,342	3,342	3,342	3,576
	Fixed Charges	51,858	52,047	52,110	53,265	53,265	53,465	54,308
	Maintenance & Operating	121,126	193,903	221,483	218,879	389,202	363,590	274,335
	Internal Charges	9,072	8,922	8,804	9,401	9,401	9,401	10,871
	Transfers Out	-	-	-	-	-	-	-
	Internal Transactions	9,072	8,922	8,804	9,401	9,401	9,401	10,871
Total Expenditures		527,088	593,756	645,778	707,589	877,912	837,556	850,636
General Government Revenues Provided (Needed)		(517,473)	(579,826)	(642,597)	(701,339)	(871,662)	(827,556)	(846,136)
	Percent of Total General Government Revenues	3.03%	3.23%	3.49%	3.80%	4.73%	4.14%	4.37%
Expenditures by Division								
1001	410 Interfund Transactions	-	-	-	-	-	-	-
1002	410 Support/Assistance Paymts (Hist. Preserv. Officer / Addressing / Trolley)	20,000	20,000	20,000	20,000	20,000	20,000	20,000
1601	418 Community Development	507,088	573,756	625,778	687,589	857,912	817,556	830,636
Total Expenditures		527,088	593,756	645,778	707,589	877,912	837,556	850,636

Community Development

Fund: 014

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

DEDICATED REVENUES

License & Permits

Board of Adjustments	1,000	1,000	1,500	750	750	1,875	1,000
Total License & Permits	1,000	1,000	1,500	750	750	1,875	1,000

Intergovernmental Revenues

State Grants - Misc.							
		Downtown URD/MBAC	6,000	9,000	-	-	-
		Big Sky Trust / MBAC RR-TIF	-	-	-	-	-
Total Intergovernmental Revenues	6,000	9,000	-	-	-	-	-

Charges For Services

Subdivisions	750	1,045	375	1,200	1,200	3,570	1,500
Zoning Actions	1,865	2,885	1,306	4,300	4,300	4,555	2,000
Total Charges For Services	2,615	3,930	1,681	5,500	5,500	8,125	3,500

SUBTOTAL - OPERATING REVENUE

9,615 13,930 3,181 6,250 6,250 10,000 4,500

TOTAL DEDICATED REVENUES

9,615 13,930 3,181 6,250 6,250 10,000 4,500

Fund 014 Community Development
Dept 1002 Support/Assistance Paymts
Activity 410 General Government

Fixed Charges

Grants, Subsidies, Awards-Misc							
		MBAC Business Loans	-	-	-	-	-
		Historic Preservation Program-City contribution	20,000	20,000	20,000	20,000	20,000
Total Fixed Charges	20,000	20,000	20,000	20,000	20,000	20,000	20,000

Total Support/Assistance Paymts

20,000 20,000 20,000 20,000 20,000 20,000 20,000

Community Development

Fund: 014

		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Fund	014 Community Development							
Dept	1601 Community Development							
Activity	418 Community Development							
Personnel Services								
	Salaries & Wages	300,558	296,702	309,350	352,771	352,771	342,396	408,146
	Overtime - Misc		54	-				
	F.I.C.A. (Soc. Sec.)	17,923	17,919	18,985	21,890	21,890	20,309	25,325
	P.E.R.S. Retirement	25,457	25,112	26,821	30,963	30,963	29,457	36,227
	Health & Vision Insurance	43,359	41,463	50,615	63,036	63,036	61,689	81,848
	Workers Comp. Ins.	2,085	2,018	1,983	1,725	1,725	2,240	2,991
	Unemployment Ins.	1,052	1,327	774	887	887	873	1,066
	Dental Insurance	2,264	2,145	2,523	2,916	2,916	2,853	3,900
	F.I.C.A. Medicare	4,192	4,191	4,440	5,121	5,121	4,750	5,927
Total	Personnel Services	396,890	390,931	415,491	479,309	479,309	464,565	565,430
Supplies & Materials								
	Paper & Forms	170	40	-	500	500	-	500
	Office Supplies & Equip	902	1,207	1,208	1,700	1,700	885	1,700
	Computr Equip/Sftwr/Spplly	7,213	29,061	14,973	14,947	14,947	11,516	15,134
	2,400 My Helena App- Citizens Engagement							
	1,200 Arcview Floating Licenses- x 4 Planners							
	180 Adobe Pro DC \$15 p/mo x 12							
	7,682 Trakit Licenses & Maintenance							
	250 One new monitor for Housing Coordinator							
	1,000 New iPad for CD							
	1,645 E3 Licenses x 7							
	270 Kiosk License							
	507 COGNOS							
	<u>15,134</u>							
	Furniture & Fixtures-Misc	1,985	-	1,783	600	600	600	1,200
	1,200 8 x Conference Room (Rm 401) Chairs							
	<u>1,200</u>							
Total	Supplies & Materials	10,270	30,308	17,965	17,747	17,747	13,001	18,534
Purchased Services								
	IT&S Computer Maint/Spprt	20,475	15,219	15,087	15,395	15,395	15,826	16,597
	IT&S Telephone Service	2,742	2,731	2,736	2,844	2,844	2,844	2,844
	City-Co Bldg Postage Adm	262	144	206	466	466	466	510
	Postage	1,080	1,158	2,144	1,200	1,200	799	1,200
	Cellular Services	46	322	287	828	828	332	828
	Printing & Duplicating	553	2,077	2,003	4,000	4,000	567	4,000
	Professional Dues	1,251	1,683	2,119	2,528	2,528	1,448	3,153
	1,528 APA -Director-\$368,4 planners @\$425 ea							
	375 MAP-5 @ \$75							
	1,100 Mt Housing Coalition							
	50 Assoc. of MT Floodplain Managers							
	100 National Housing Council for Housing Coordinator							
	<u>3,153</u>							
	Dues, Subscriptn, License	-	240	465	100	100	72	100
	45 Western Planner Subscription							
	55 Planning Magazine							
	<u>100</u>							
	Advertising	2,350	3,523	2,800	5,500	5,500	1,080	5,500
	5,500 Legal Ads and Display Ads							
	<u>5,500</u>							
	Long Dist Telephone Chrgs	105	168	116			1,782	-
	Meal Reimb-Taxable	-	-	344	50	50	-	50
	Travel & Meeting Expense	1,296	2,962	3,791	3,000	3,000	95	3,000
	3,000 Work Sessions, Public Outreach, etc							
	<u>3,000</u>							
	Required Training	3,938	300	1,020	4,083	4,083	635	5,160
	400 Economic Conference, Director & 4 planners							
	400 Ellie-Misc.,ADA,Planning,Prof Dev.							
	400 Hillary-Misc.Zoning,Transportation,Planning							
	400 Michael A-Misc.,Zoning,Transportation,Planning							
	500 Stefani-Website & Webpage Development							
	<u>2,000</u> Housing Coord.-Housing, & National Training							
	<u>5,160</u>							

Community Development

Fund: 014

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Conferences		959	4,725	3,789	8,575	8,575	1,555	9,975
675	MLCT-Sharon							
3,200	Map (4)							
3,600	Western Planner Conf. - 2 Planners							
1,900	RMLUI Conf. - Planner							
600	MT Housing Partnership Conf							
<u>9,975</u>								
Other Contracted Services		20,791	73,146	111,160	95,957	266,280	266,280	145,000
50,000	Consultant for Neighborhood Planning							
50,000	Joint Standard Study with L&C County							
25,000	City Surplus							
10,000	Other Studies:Consultant-Housing,ADA,Econ Dev,Housing Needs Assess.							
10,000	Legal Fees							
<u>145,000</u>								
Total	Purchased Services	55,848	108,398	148,066	144,526	314,849	293,781	197,917
Intra-City Charges								
Copier Revolving Program		3,150	3,150	3,342	3,342	3,342	3,342	3,576
Total	Intra-City Charges	3,150	3,150	3,342	3,342	3,342	3,342	3,576
Fixed Charges								
Rent of Bldgs & Offices		31,785	31,785	31,785	32,965	32,965	32,965	33,833
Credit Card Fees		73	262	325	300	300	500	475
Total	Fixed Charges	31,858	32,047	32,110	33,265	33,265	33,465	34,308
Internal Charges								
Liability Insurance		9,028	8,878	8,756	9,353	9,353	9,353	10,819
Fidelity Insurance		44	44	48	48	48	48	52
Total	Internal Charges	9,072	8,922	8,804	9,401	9,401	9,401	10,871
Total	Community Development	507,088	573,756	625,778	687,589	857,912	817,556	830,636

Finance Services

Fund: 015

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Dedicated Revenues								
Other Financing Sources / (Uses)		-	5,000	5,000	5,000	5,000	-	5,000
Other Operating Revenues		-	5,000	5,000	5,000	5,000	-	5,000
Internal Service Revenues		971,594	1,026,846	1,048,699	1,262,381	1,262,381	1,262,381	1,039,488
Interfund Transfers In		-	-	-	-	-	-	-
Internal Transactions		971,594	1,026,846	1,048,699	1,262,381	1,262,381	1,262,381	1,039,488
Long-Term Debt		-	-	-	-	-	-	-
Total Dedicated Revenue		971,594	1,031,846	1,053,699	1,267,381	1,267,381	1,262,381	1,044,488
Expenditures								
Personnel Services		815,520	788,531	779,924	978,725	978,725	761,656	1,003,214
Supplies & Materials		20,049	42,849	48,930	50,947	50,947	46,500	63,758
Purchased Services		196,557	183,226	214,687	251,392	251,392	224,221	252,033
Intra-City Charges		5,054	5,086	5,254	5,254	5,254	5,367	5,516
Fixed Charges		106,139	118,631	117,020	143,243	143,243	152,562	159,697
Maintenance & Operating		327,799	349,792	385,890	450,836	450,836	428,650	481,004
Internal Charges		18,914	18,270	18,136	19,660	19,660	19,660	20,106
Transfers Out		-	-	-	-	-	-	-
Internal Transactions		18,914	18,270	18,136	19,660	19,660	19,660	20,106
Total Expenditures		1,162,233	1,156,593	1,183,950	1,449,221	1,449,221	1,209,966	1,504,324
General Government Revenues Provided (Needed)		(190,639)	(124,747)	(130,251)	(181,840)	(181,840)	52,415	(459,836)
Percent of Total General Government Revenues		1.12%	0.70%	0.71%	0.99%	0.99%	-0.26%	2.37%
Expenditures by Division								
1001	410 Interfund Transactions	-	-	-	-	-	-	-
1002	410 Support/Assistance Paymts	-	-	-	-	-	-	-
1501	414 Finance & Budget	369,767	321,705	254,061	378,726	378,726	278,235	393,784
1506	415 Accounting	331,935	349,609	432,408	513,878	513,878	422,638	565,852
1507	415 Utility Customer Service	460,531	485,279	497,480	556,618	556,618	509,093	544,688
Total Expenditures		1,162,233	1,156,593	1,183,950	1,449,221	1,449,221	1,209,966	1,504,324

Finance Services

Fund: 015

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
DEDICATED REVENUES								
Internal Service Revenues								
	Budget & Accounting Charges	549,394	583,568	587,201	735,576	735,576	735,576	543,170
	Utility Customer Service Charges	422,200	443,278	461,498	526,805	526,805	526,805	496,318
Total	Internal Service Revenues	971,594	1,026,846	1,048,699	1,262,381	1,262,381	1,262,381	1,039,488
Other Financing Sources / (Uses)								
	Other Revenues							
	Audit Fees - BID	-	2,500	2,500	2,500	2,500	-	2,500
	Audit Fees - TBID	-	2,500	2,500	2,500	2,500	-	2,500
Total	Other Financing Sources / (Uses)	-	5,000	5,000	5,000	5,000	-	5,000
SUBTOTAL - OPERATING REVENUE								
		971,594	1,031,846	1,053,699	1,267,381	1,267,381	1,262,381	1,044,488
TOTAL DEDICATED REVENUES								
		971,594	1,031,846	1,053,699	1,267,381	1,267,381	1,262,381	1,044,488

Finance Services

Fund: 015

		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Fund	015 Finance Services							
Dept	1501 Finance & Budget							
Activity	414 Administrative Services							
Personnel Services								
	Salaries & Wages	238,179	201,919	128,720	223,061	223,061	161,268	232,705
	Temporary Salaries			11,834				-
	Overtime - Misc			293			669	-
	F.I.C.A. (Soc. Sec.)	14,249	12,202	8,237	13,861	13,861	9,949	14,459
	P.E.R.S. Retirement	19,883	17,305	11,572	19,606	19,606	14,134	20,685
	Health & Vision Insurance	31,221	27,488	13,626	37,821	37,821	29,469	37,776
	Workers Comp. Ins.	1,765	1,495	1,338	873	873	1,524	1,727
	Unemployment Ins.	834	909	345	560	560	411	608
	Dental Insurance	1,630	1,423	679	1,749	1,749	1,363	1,800
	F.I.C.A. Medicare	3,333	2,854	1,926	3,242	3,242	2,303	3,383
Total	Personnel Services	311,094	265,595	178,569	300,773	300,773	221,091	313,143
Supplies & Materials								
	Office Supplies & Equip	645	210	787	1,150	1,150	841	1,500
	Computr Equip/Sftwr/Sppl	2,890	2,913	3,166	2,516	2,516	963	3,700
	750 COGNOS							
	500 Printer Cartridges							
	300 Printer supplies							
	2,000 Procurement Officer Computer & Monitor							
	150 CSA License							
	<u>3,700</u>							
	Furniture & Fixtures-Misc	1,465	-	-	350	350	-	2,850
	350 Misc Other							
	<u>2,500</u> Furniture for Procurement Officer							
	<u>2,850</u>							
Total	Supplies & Materials	5,000	3,123	3,952	4,016	4,016	1,804	8,050
Purchased Services								
	IT&S Computer Maint/Spprt	8,138	8,256	8,063	8,940	8,940	9,180	9,673
	IT&S Telephone Service	1,371	1,366	1,368	1,896	1,896	1,896	1,896
	City-Co Bldg Postage Adm	66	72	104	117	117	117	128
	Postage	61	49	4	28	28	86	35
	Cellular Services	-	120	-	480	480	247	396
	Printing & Publishing - Misc	1,366	870	662	950	950	-	950
	350 Prelim Budget Books							
	425 Final Budget Books							
	<u>175</u> Additional Printing							
	<u>950</u>							
	Dues, Subscriptn, License	844	531	50	925	925	327	1,030
	300 GFOA (Fin Dir)							
	130 GAAFER Subscription (E Edition)							
	300 Procurement Officer Prof. Org Subscriptions							
	<u>300</u> Budget / Revenue Officer Prof. Org Subscriptions							
	<u>1,030</u>							
	Advertising	1,232	1,315	2,750	2,900	2,900	3,043	3,000
	2,000 Budget / Resolutions Ads							
	<u>1,000</u> Advertising / Balancing Act							
	<u>3,000</u>							
	Long Dist Telephone Chrgs	14	15	32				
	Meal Reimb-Taxable	-	-	-				
	Travel & Meeting Expense	-	296	-	100	100	-	250
	Required Training	1,645	1,945	8,200	9,150	9,150	990	6,500
	2,500 COGNOS on site training							
	<u>4,000</u> Misc Other CPE Credit Training (\$1000 - 4 staff)							
	<u>6,500</u>							
	Conferences	916	460	-	4,550	4,550	420	6,000
	1,500 GFOA Conference (Director) - Spring 2022							
	3,000 Montana Municipal Clerks & Treasurers Assoc (May 2022) (2)							
	1,000 Motel (2)							
	<u>500</u> Meal Reimbursement (2)							
	<u>6,000</u>							

Finance Services								
Fund: 015			FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021		
						Adopted	Amended	Est Actuals
								Proposed FY 2022 Budget
Other Contracted Services		-	-	12,461	4,868	4,868	-	2,500
2,500 Additional Services								
<u>2,500</u>								
Total	Purchased Services	15,653	15,295	33,693	34,904	34,904	16,308	32,358
Intra-City Charges								
Copier Revolving Program		1,365	1,365	1,448	1,448	1,448	1,448	1,520
Total	Intra-City Charges	1,365	1,365	1,448	1,448	1,448	1,448	1,520
Fixed Charges								
Rent of Bldgs & Offices		29,660	29,660	29,660	30,761	30,761	30,761	31,571
Total	Fixed Charges	29,660	29,660	29,660	30,761	30,761	30,761	31,571
Internal Charges								
Property Insurance		611	608	608	888	888	888	950
Liability Insurance		6,360	6,035	6,106	5,912	5,912	5,912	6,168
Fidelity Insurance		24	24	24	24	24	24	24
Total	Internal Charges	6,995	6,667	6,738	6,824	6,824	6,824	7,142
Total	Finance & Budget	369,767	321,705	254,061	378,726	378,726	278,235	393,784

Finance Services

Fund: 015

		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Fund	015 Finance Services							
Dept	1506 Accounting							
Activity	415 Financial Services							
Personnel Services								
	Salaries & Wages	171,098	176,785	215,022	273,827	273,827	185,684	296,696
	Temporary Salaries			14,287			19,509	-
	Overtime - Misc			312				-
	F.I.C.A. (Soc. Sec.)	10,361	10,173	13,978	16,979	16,979	12,445	18,398
	P.E.R.S. Retirement	14,492	14,883	19,923	24,018	24,018	18,007	26,319
	Health & Vision Insurance	31,221	33,347	43,521	56,732	56,732	45,350	62,960
	Workers Comp. Ins.	1,870	1,924	2,205	1,973	1,973	1,778	2,091
	Unemployment Ins.	599	796	574	687	687	524	774
	Dental Insurance	1,630	1,726	2,171	2,915	2,915	2,097	3,000
	F.I.C.A. Medicare	2,423	2,378	3,269	3,973	3,973	2,911	4,304
Total	Personnel Services	233,694	242,012	315,264	381,104	381,104	288,304	414,542
Supplies & Materials								
	Paper & Forms	2,134	2,732	1,952	3,000	3,000	2,164	3,000
	Office Supplies & Equip	783	1,183	1,260	1,500	1,500	1,147	1,500
	1,500 Misc.							
	1,500							
	Computr Equip/Sftwr/Sppl	6,316	15,482	20,258	15,886	15,886	14,293	19,450
	600 Toner							
	350 Check Printer Toner							
	3,000 Computer & Monitor for new Acctg Tech							
	500 Misc.							
	8,500 Trakit-License							
	4,500 GIS License/Maintenance							
	1,500 COGNOS							
	500 Adobe/Bluebeam							
	19,450							
	Furniture & Fixtures-Misc	1,360	475	-	700	700	-	3,000
	2,500 New Furniture for Accounting Tech							
	500 Misc Other							
	3,000							
Total	Supplies & Materials	10,593	19,872	23,470	21,086	21,086	17,604	26,950
Purchased Services								
	IT&S Computer Maint/Sprrt	13,816	9,175	8,965	11,127	11,127	11,448	10,831
	IT&S Telephone Service	1,828	1,821	1,824	1,896	1,896	1,896	1,896
	City-Co Bldg Postage Adm	1,319	1,298	2,155	1,945	1,945	1,940	1,833
	Postage	7,820	8,454	7,551	8,500	8,500	7,571	2,500
	Printing & Publishing - Misc	1,072	-	-	3,400	3,400	195	1,500
	Dues, Subscriptn, License	725	747	450	922	922	18	1,750
	600 GFOA-Controller / Accountant							
	500 CPA License - Controller / Accountant							
	500 Accounting Tech (Contingent)							
	150 GAAFR Subscription							
	1,750							
	Advertising	-	150	192	300	300	-	300
	Long Dist Telephone Chrgs	38	37	38				
	Acctng & Auditing Svcs	39,529	40,647	55,988	53,760	53,760	70,764	65,500
	60,000 Audit Contract - New GASB Standards implemented / Single Audit							
	3,000 State filing fee							
	350 Legal ads							
	1,500 OPEB Calculation (Even Years)							
	500 GFOA Certificate fee							
	150 US Bank Audit Confirms							
	65,500							
	Required Training	875	5,123	-	2,250	2,250	840	8,000
	500 Misc Other							
	2,500 Other Courses (500*5)							
	5,000 GFOA Classes - Govt Acctg Classes							
	8,000							

Finance Services

Fund: 015

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Conferences		-	-	-	3,000	3,000	-	4,500
3,000	Montana Municipal Clerks & Treasurers Assoc (May 2022) (2)							
1,000	Motel (2)							
500	Meal Reimbursement (2)							
<u>4,500</u>								
Other Contracted Services		2,700	2,714	2,820	3,397	3,397	2,820	3,620
120	Filing Fees-Land Sales							
3,000	Security Pickup of Bank Deposits							
500	Misc Other							
<u>3,620</u>								
Total	Purchased Services	69,722	70,166	79,983	90,497	90,497	97,491	102,230
Intra-City Charges								
Copier Revolving Program		1,911	1,911	2,027	2,027	2,027	2,027	2,128
Total	Intra-City Charges	1,911	1,911	2,027	2,027	2,027	2,027	2,128
Fixed Charges								
Rent of Bldgs & Offices		8,537	8,537	8,537	8,854	8,854	8,854	9,087
Credit Card Fees		1,166	934	952	3,000	3,000	935	3,000
3,000	Credit Card Fees-Licensing							
-	HTE transaction fees							
<u>3,000</u>								
Cash (Over)/Short		3	(16)	(3,801)	10	10	123	10
Total	Fixed Charges	9,706	9,455	5,688	11,864	11,864	9,912	12,097
Internal Charges								
Liability Insurance		6,277	6,161	5,945	7,260	7,260	7,260	7,865
Fidelity Insurance		32	32	32	40	40	40	40
Total	Internal Charges	6,309	6,193	5,977	7,300	7,300	7,300	7,905
Total	Accounting	331,935	349,609	432,408	513,878	513,878	422,638	565,852

Finance Services

Fund: 015

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	015 Finance Services							
Dept	1507 Utility Customer Service							
Activity	415 Financial Services							
Personnel Services								
Salaries & Wages		194,169	201,089	202,769	205,934	205,934	170,602	187,909
Temporary Salaries		-	-	-	-	-	4,067	-
Overtime - Misc		-	-	-	1,634	1,634	740	1,712
F.I.C.A. (Soc. Sec.)		10,768	11,164	11,157	12,871	12,871	10,200	11,759
P.E.R.S. Retirement		16,446	17,233	17,580	18,206	18,206	15,271	16,822
Health & Vision Insurance		41,628	43,260	46,716	50,428	50,428	44,878	50,368
Workers Comp. Ins.		2,350	2,424	2,423	1,909	1,909	1,595	1,312
Unemployment Ins.		680	905	507	521	521	448	495
Dental Insurance		2,173	2,239	2,329	2,332	2,332	2,075	2,400
F.I.C.A. Medicare		2,518	2,610	2,609	3,013	3,013	2,385	2,752
Total	Personnel Services	270,732	280,924	286,090	296,848	296,848	252,261	275,529
Supplies & Materials								
Paper & Forms		1,827	1,755	1,279	2,800	2,800	2,911	3,000
1,200	Copier, Receipt paper							
800	Statements (Utility) in Office							
1,000	Pressure Seal Forms							
3,000								
Office Supplies & Equip		1,586	665	896	1,650	1,650	1,483	1,650
Computr Equip/Sftwr/Sppl		673	14,349	18,857	20,195	20,195	22,090	22,908
19,164	CIS Land Management							
1,212	Cash Receipts Lock Box							
1,500	Cloud Based Invoicing							
507	COGNOS							
525	mods							
22,908								
Furniture & Fixtures-Misc		370	3,085	475	1,200	1,200	610	1,200
1,200	Shelving / Storage / Coin Counter							
1,200								
Total	Supplies & Materials	4,456	19,854	21,507	25,845	25,845	27,093	28,758
Purchased Services								
IT&S Computer Maint/Spprt		25,316	12,694	11,912	13,265	13,265	13,586	14,699
IT&S Telephone Service		2,742	2,731	2,736	2,844	2,844	2,844	2,844
IT&S Special Projects		1,594	-	-	-	-	-	-
City-Co Bldg Postage Adm		1,025	985	1,426	1,499	1,499	1,496	1,627
Postage		3,927	4,102	4,140	4,300	4,300	4,624	4,300
Printing & Publishing - Misc		1,815	1,505	1,008	2,250	2,250	580	2,500
1,050	Inserts (2) - Rate insert / Cloud based invoicing							
650	Delinquent Tags, Pymt Receipts, Finals							
400	Window Envelopes							
400	Non Window Envelopes							
2,500								
Dues, Subscriptn, License		544	224	255	250	250	350	260
260	Alarm Monitoring Fee + Line charge (via CCAB)							
260	Dues & Subscriptions							
Advertising		-	-	17	100	100	96	125
Long Dist Telephone Chrgs		34	35	52	-	-	-	-
Legal Services	Process Server Fees	35	-	-	350	350	-	350
Repairs/Services-Misc		-	-	-	330	330	18	300
Required Training		160	-	-	1,380	1,380	97	1,380
1,380	Central Square Web Classes							
-								
1,380								
Other Contracted Services		73,990	75,489	79,464	99,424	99,424	86,732	89,060
28,500	Utility Billing - Cost each @ \$.19/piece (12,500/month)							
69,000	Utility Billing - Postage @ \$.46/piece (12,500/month)							
1,560	Utility Billing - Inserts @ \$.005/piece (max 2 per month)							
(10,000)	Move to Cloud based invoicing							
89,060								
Total	Purchased Services	111,182	97,765	101,010	125,992	125,992	110,422	117,445

Finance Services

Fund: 015

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Intra-City Charges								
	Copier Revolving Program	1,778	1,810	1,779	1,779	1,779	1,892	1,868
Total	Intra-City Charges	1,778	1,810	1,779	1,779	1,779	1,892	1,868
Fixed Charges								
	Rent of Bldgs & Offices	15,059	15,058	15,059	15,618	15,618	15,618	16,029
	Licenses	-	1,549	-	-	-	-	-
	Credit Card Fees	51,710	62,993	66,618	85,000	85,000	96,267	100,000
	Cash (Over)/Short	4	(84)	(4)			5	
Total	Fixed Charges	66,773	79,516	81,672	100,618	100,618	111,890	116,029
Internal Charges								
	Liability Insurance	5,578	5,378	5,389	5,504	5,504	5,504	5,027
	Fidelity Insurance	32	32	32	32	32	32	32
Total	Internal Charges	5,610	5,410	5,421	5,536	5,536	5,536	5,059
Total	Utility Customer Service	460,531	485,279	497,480	556,618	556,618	509,093	544,688

Public Works Administration

Fund: 016

Fund: 016		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Dedicated Revenues								
	Charges For Services	250	250	-	-	-	500	-
	Other Financing Sources / (Uses)	-	-	-	-	-	-	-
	Other Operating Revenues	250	250	-	-	-	500	-
	Internal Service Revenues	1,041,986	1,105,421	1,282,425	1,240,717	1,240,717	1,240,717	1,296,970
	Interfund Transfers In	-	-	-	-	-	-	-
	Internal Transactions	1,041,986	1,105,421	1,282,425	1,240,717	1,240,717	1,240,717	1,296,970
Total Dedicated Revenue		1,042,236	1,105,671	1,282,425	1,240,717	1,240,717	1,241,217	1,296,970
Expenditures								
	Personnel Services	1,082,842	944,091	1,044,384	1,305,414	1,305,414	1,117,005	1,421,630
	Supplies & Materials	6,048	10,354	15,123	7,550	7,550	3,612	10,850
	Purchased Services	71,390	116,251	77,353	96,172	105,672	71,591	102,778
	Intra-City Charges	5,845	7,154	6,304	7,981	7,981	5,515	8,029
	Fixed Charges	71,992	81,639	80,966	81,931	81,931	82,771	93,544
	Maintenance & Operating	155,275	215,398	179,747	193,634	203,134	163,490	215,201
	Internal Charges	27,762	29,313	31,184	31,012	31,012	31,011	33,550
Move to Gen Gov	Transfers Out	-	-	-	-	415,000	415,000	-
	Internal Transactions	27,762	29,313	31,184	31,012	446,012	446,011	33,550
Total Expenditures		1,265,879	1,188,802	1,255,314	1,530,060	1,954,560	1,726,506	1,670,381
General Government Revenues Provided (Needed)		(223,643)	(83,131)	27,111	(289,343)	(713,843)	(485,289)	(373,411)
	Percent of Total General Government Revenues	1.31%	0.46%	-0.15%	1.57%	3.87%	2.43%	1.93%
Expenditures by Division								
1001	410 Interfund Transactions	-	-	-	-	415,000	415,000	-
3101	431 Public Works Admin	356,615	317,299	266,428	326,614	326,614	328,100	400,146
3102	433 Engineering	909,264	871,503	988,886	1,203,446	1,212,946	983,406	1,270,235
Total Expenditures		1,265,879	1,188,802	1,255,314	1,530,060	1,954,560	1,726,506	1,670,381

Public Works Administration

Fund: 016

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

DEDICATED REVENUES

Charges For Services

Engineering Misc.	250	250	-	-	-	500	-
Total Charges For Services	250	250	-	-	-	500	-

Internal Service Revenues

Public Works Charges	321,506	330,701	495,707	277,558	277,558	277,558	326,616
Engineering Charges	720,480	774,720	786,718	963,159	963,159	963,159	970,354
Total Internal Service Revenues	1,041,986	1,105,421	1,282,425	1,240,717	1,240,717	1,240,717	1,296,970

SUBTOTAL - OPERATING REVENUE	1,042,236	1,105,671	1,282,425	1,240,717	1,240,717	1,241,217	1,296,970
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TOTAL DEDICATED REVENUES	1,042,236	1,105,671	1,282,425	1,240,717	1,240,717	1,241,217	1,296,970
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Public Works Administration

Fund: 016

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	016 Public Works Administration							
Dept	3101 Public Works Admin							
Activity	431 Public Works Admin							
Personnel Services								
Salaries & Wages		253,983	202,777	135,790	216,622	216,622	158,505	252,221
Temporary Salaries				31,135			62,700	
F.I.C.A. (Soc. Sec.)		13,579	11,794	10,249	13,507	13,507	13,515	15,729
P.E.R.S. Retirement		21,512	17,378	14,503	19,104	19,104	19,430	22,501
Health & Vision Insurance		26,018	23,884	24,182	31,518	31,518	26,975	39,352
Workers Comp. Ins.		1,599	1,324	1,085	1,031	1,031	1,535	2,232
Unemployment Ins.		892	915	419	546	546	570	662
Dental Insurance		1,358	1,236	1,213	1,458	1,458	1,250	1,875
F.I.C.A. Medicare		3,176	2,758	2,397	3,160	3,160	3,160	3,681
Total	Personnel Services	322,117	262,066	220,973	286,946	286,946	287,640	338,253
Supplies & Materials								
Office Supplies & Equip		137	2,590	5,224	400	400	526	800
400 Normal Supplies								
200 Finance/Grant Coordinator (New)								
200 P.W. Communicator (New)								
Furniture & Fixtures-Misc		-	1,374	1,419	1,500	1,500	1,057	3,000
500 Normal Furniture								
1,250 Finance/Grant Coordinator (New)								
1,250 P.W. Communicator (New)								
Total	Supplies & Materials	137	3,964	6,643	1,900	1,900	1,583	3,800
Purchased Services								
IT&S Computer Maint/Sprrt		5,756	7,753	6,712	7,256	7,256	7,456	7,689
IT&S Telephone Service		1,371	1,366	1,368	1,422	1,422	1,422	1,422
IT&S Special Projects		996	-	-	-	-	-	-
City-Co Bldg Postage Adm		66	72	104	117	117	117	128
Cellular Services		900	640	310	960	960	-	-
Printing & Duplicating		-	-	80	1,200	1,200	-	250
Dues, Subscriptn, License		527	495	306	605	605	7,957	13,235
7,500 Montana Infrastructure Coalition								
5,280 Miles								
100 Engineering Licenses (1/year)								
280 APWA Dues (\$140x2)								
75 Additional Dues								
<u>13,235</u>								
Long Dist Telephone Chrgs		3	5	18	-	-	-	-
Meal Reimb-Taxable		-	30					
Travel & Meeting Expense		-	96	77	150	150	65	150
Required Training		-	-	-	-	-	-	-
Conferences		812	150	40	3,500	3,500	325	3,350
450 APWA Spring Meeting (1)								
2,000 AWWA / APWA Conference								
900 MT League of Cities & Towns (2)								
<u>3,350</u>								
Other Contracted Services		1,879	18,356	4,606	4,827	4,827	4,827	3,300
475 Copier Maint.								
825 Parking Permits								
2,000 My Helena App								
<u>3,300</u>								
Total	Purchased Services	12,310	28,963	13,622	20,037	20,037	22,169	29,524
Intra-City Charges								
Copier Revolving Program		1,663	1,663	1,764	1,764	1,764	1,764	1,852
Shop Gas & Fuel Charges		635	594	280	1,108	1,108	145	675
Shop Vehicle Repairs		-	-	-	-	-	-	-
Shop Tires & Tire Repairs		-	-	-	-	-	-	-
Shop Vehicle Parts		244	735	23	200	200	140	200
Total	Intra-City Charges	2,542	2,992	2,067	3,072	3,072	2,049	2,727

Public Works Administration								
Fund: 016		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fixed Charges								
Rent of Bldgs & Offices		12,055	12,055	12,055	6,935	6,935	6,935	17,160
Total	Fixed Charges	12,055	12,055	12,055	6,935	6,935	6,935	17,160
Internal Charges								
Vehicle & Equip Insurance		50	94	94	102	102	102	109
Liability Insurance		6,526	6,287	9,114	5,742	5,742	5,742	6,685
Fidelity Insurance		20	20	36	20	20	20	28
Fleet Services Charges		858	858	1,824	1,860	1,860	1,860	1,860
Total	Internal Charges	7,454	7,259	11,068	7,724	7,724	7,724	8,682
Total	Public Works Admin	356,615	317,299	266,428	326,614	326,614	328,100	400,146

Public Works Administration

Fund: 016

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Fund 016 Public Works Administration
Dept 3102 Engineering
Activity 433 Engineering

Personnel Services

Salaries & Wages	556,388	492,773	582,944	714,489	714,489	588,175	773,070
Temporary Salaries	4,109	7,872	20,191	20,047	20,047	16,000	20,047
F.I.C.A. (Soc. Sec.)	34,259	30,390	36,617	45,651	45,651	36,550	49,290
P.E.R.S. Retirement	47,126	42,283	51,498	64,571	64,571	51,650	70,513
Health & Vision Insurance	86,181	77,509	98,438	132,374	132,374	108,700	138,512
Workers Comp. Ins.	18,180	17,824	18,738	22,687	22,687	13,175	11,737
Unemployment Ins.	1,965	2,256	1,510	1,847	1,847	1,540	2,075
Dental Insurance	4,505	4,011	4,912	6,122	6,122	5,025	6,600
F.I.C.A. Medicare	8,012	7,107	8,563	10,680	10,680	8,550	11,533

Total Personnel Services	760,725	682,025	823,411	1,018,468	1,018,468	829,365	1,083,377
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Supplies & Materials

Office Supplies & Equip	822	990	2,370	1,200	1,200	764	1,600
1,200 Normal Supplies							
200 Sustainability Coordinator							
200 GIS Coordinator/Tech							
Small Tools & Equip-Misc	203	-	-	250	250	350	250
Computr Equip/Sftwr/Sppl	3,081	839	5,739	3,000	3,000	915	3,500
3,000 Normal Supplies							
500 Sustainability/GIS Coordinators							
<u>3,500</u>							
Furniture & Fixtures-Misc	1,665	4,531	371	1,000	1,000	-	1,500
1,000 Normal Furniture Expenditure							
500 Sustainability/GIS Coordinators							
<u>1,500</u>							
Construction & Maint Mat'ls	140	30	-	200	200	-	200

Total Supplies & Materials	5,911	6,390	8,480	5,650	5,650	2,029	7,050
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Purchased Services

IT&S Computer Maint/Spprt	28,014	23,483	26,752	23,480	23,480	24,162	29,194
IT&S Telephone Service	4,571	4,551	5,016	6,162	6,162	6,162	6,162
IT&S Special Projects	3,483	-	-	-	-	-	-
City-Co Bldg Postage Adm	130	72	104	117	117	117	128
Postage	117	178	164	400	400	24	350
Cellular Services	1,397	2,594	1,991	2,300	2,300	1,941	2,300
Printing & Duplicating	137	295	-	350	350	-	300
Professional Dues	100	100	300	500	500	-	200
200 Engineering Licenses (2/year)							
Dues, Subscriptn, License	615	757	1,470	1,000	1,000	886	1,320
200 Miscellaneous Publications							
1,120 APWA Dues (8x\$140)							
<u>1,320</u>							
Advertising	484	769	485	450	450	-	450
100 Sustainability Ads							
150 Street/Alley Closures							
200 Public Meetings-Ads							
<u>450</u>							
Long Dist Telephone Chrgs	106	84	240	-	-	-	-
Architect & Engr Services	2,677	36,695	5,932	20,000	29,500	4,470	20,000
20,000 Engineering/Inspection Services							
<u>20,000</u>							
Equipment Repairs	-	-	-	-	-	-	-
Meal Reimb-Taxable	-	-	-	-	-	-	-
Required Training	-	298	135	5,000	5,000	-	2,500
1,500 Prof. Engineering Courses (Utilities, Transportation, Storm)							
1,000 4 Tech. Training Classes							
<u>2,500</u>							
Conferences	3,005	5,743	3,717	5,850	5,850	6,300	4,350
450 APWA Spring Mtg (1)							
900 APWA Fall Meeting (2)							
3,000 APWA/AWWA/Engineering Conference (2)							
<u>4,350</u>							

Public Works Administration

Fund: 016

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Other Contracted Services		14,244	11,669	17,426	10,526	10,526	5,360	6,000
500	Soil Compaction-Testing							
500	Asphalt Testing							
500	Copier Maintenance							
4,100	Parking Permits							
400	Weed Control							
6,000								
Total	Purchased Services	59,080	87,288	63,731	76,135	85,635	49,422	73,254
Intra-City Charges								
	Copier Revolving Program	1,663	1,663	1,764	1,764	1,764	1,764	1,852
	Shop Gas & Fuel Charges	1,024	2,116	1,361	1,945	1,945	855	2,025
	Shop Vehicle Repairs	-	-	23	150	150	330	500
	Shop Tires & Tire Repairs	603	-	717	750	750	-	600
	Shop Vehicle Parts	13	383	372	300	300	517	325
Total	Intra-City Charges	3,303	4,162	4,237	4,909	4,909	3,466	5,302
Fixed Charges								
	Rent of Bldgs & Offices	50,087	50,087	50,087	51,946	51,946	51,946	48,984
	Licenses	9,850	19,497	18,825	23,050	23,050	23,890	27,400
3,900	ARC Editor License Fee							
3,000	ARC Editor License Fee (GIS Coordinator/Tech)							
9,500	Autocad License Fee							
11,000	Water/Sewer Model							
27,400								
Total	Fixed Charges	59,937	69,584	68,911	74,996	74,996	75,836	76,384
Internal Charges								
	Vehicle & Equip Insurance	223	257	257	332	332	332	355
	Liability Insurance	16,644	16,114	16,455	19,469	19,469	19,469	21,023
	Fidelity Insurance	92	92	91	107	107	107	111
	Liability Deductible	249	1,988	-	-	-	-	-
	Fleet Services Charges	3,100	3,603	3,313	3,379	3,379	3,379	3,379
Total	Internal Charges	20,308	22,054	20,116	23,287	23,287	23,287	24,868
Total	Engineering	909,264	871,503	988,886	1,203,446	1,212,946	983,406	1,270,235

Park & Recreation

Fund: 017

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Dedicated Revenues								
	Intergovernmental Revenues	-	948	-	-	-	-	-
	Charges For Services	223,844	228,146	148,545	200,321	200,321	149,503	186,675
	Intra-City Revenues	59,628	73,969	74,000	19,000	19,000	19,000	19,000
	Fines & Forfeitures	2,889	1,016	498	-	-	154	500
	Other Financing Sources / (Uses)	35,781	37,080	43,760	54,218	54,218	15,768	40,000
	Other Operating Revenues	322,142	341,159	266,802	273,539	273,539	184,425	246,175
	Internal Service Revenues	143,539	153,306	77,522	77,132	77,132	77,132	183,260
	Interfund Transfers In	-	-	-	-	-	-	-
	Internal Transactions	143,539	153,306	77,522	77,132	77,132	77,132	183,260
Total Dedicated Revenue		465,681	494,465	344,324	350,671	350,671	261,557	429,435
Expenditures								
	Personnel Services	1,368,259	1,343,741	1,351,430	1,447,683	1,447,683	1,205,943	1,535,975
	Supplies & Materials	159,771	164,528	159,263	164,990	164,990	196,713	169,940
	Purchased Services	479,840	531,522	405,542	541,568	541,568	430,880	599,339
	Intra-City Charges	43,189	46,234	33,533	49,740	49,740	43,452	51,556
	Fixed Charges	93,816	98,182	114,930	105,833	105,833	117,481	122,347
	Maintenance & Operating	776,616	840,466	713,267	862,131	862,131	788,526	943,182
	Internal Charges	139,713	128,183	121,922	122,635	122,635	122,635	127,091
	Transfers Out	-	-	280,000	-	40,000	240,000	235,000
	Internal Transactions	139,713	128,183	401,922	122,635	162,635	362,635	362,091
Total Expenditures		2,284,588	2,312,390	2,466,620	2,432,449	2,472,449	2,357,104	2,841,248
General Government Revenues Provided (Needed)								
		(1,818,907)	(1,817,925)	(2,122,295)	(2,081,778)	(2,121,778)	(2,095,547)	(2,411,813)
	Percent of Total General Government Revenues	10.64%	10.14%	11.53%	11.29%	11.51%	10.49%	12.45%
Expenditures by Division								
1001	410 Interfund Transactions	-	-	280,000	-	40,000	240,000	235,000
4101	464 Parks Administration	264,480	276,909	250,886	285,580	285,580	263,555	310,412
4102	464 Parks Maintenance	1,402,781	1,396,298	1,442,773	1,514,506	1,514,506	1,376,434	1,655,946
4103	464 Swimming Pool	336,169	345,095	345,283	428,441	428,441	327,186	432,035
4104	464 Recreation	74,633	69,680	66,863	93,021	93,021	90,902	96,950
4106	464 Kay's Kids	36,393	40,177	38,215	53,283	53,283	12,912	52,765
4107	464 Urban Trails	34,941	35,297	42,601	57,619	57,619	46,114	58,140
4109	464 Code Enforcement-Weed Mgmt	135,191	148,934	-	-	-	-	-
Total Expenditures		2,284,588	2,312,390	2,466,620	2,432,449	2,472,449	2,357,104	2,841,248

Park & Recreation
Fund: 017

Fund: 017		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
DEDICATED REVENUES								
Intergovernmental Revenues								
County Contributions		-	948	-	-	-	-	-
Total	Intergovernmental Revenues	-	948	-	-	-	-	-
Charges For Services								
Pool Operation Charges								
Swim Tickets & Passes								
Daily Admissions Youth		33,514	41,535	34,966	25,606	25,606	151	25,000
Daily Admissions Adult		28,403	31,817	20,704	22,293	22,293	37,718	22,000
Daily Admissions Senior		129	1,187	968	6,097	6,097	-	1,000
Daily Admissions Spectator		1,956	2,620	4,492	1,450	1,450	408	2,000
Water Activity Youth		-	-	233	35	35	-	35
Water Activity Adult		1,372	1,304	103	1,500	1,500	-	1,500
Water Activity Senior		346	411	-	1,000	1,000	-	300
Punch Card Youth		7,794	6,871	8,884	6,000	6,000	2,577	6,000
Punch Card Adult		6,195	5,005	1,229	3,024	3,024	2,051	3,024
Punch Card Senior		403	607	-	140	140	396	140
Season Pass Youth		529	455	-	500	500	108	400
Season Pass Adult		2,667	810	171	1,500	1,500	972	1,000
Season Pass Senior		508	630	-	126	126	459	126
Season Pass Family		4,100	4,878	810	500	500	6,792	500
Resident 30 minutes		27,521	27,841	20,727	27,000	27,000	30,171	27,000
Non-Resident 30 minutes		2,908	4,305	1,272	150	150	491	150
Swim Team Practice		1,855	2,505	2,505	2,000	2,000	3,920	2,000
Swim Team Meets		1,500	2,880	1,290	1,500	1,500	-	1,500
Pool Rental Private Events		3,600	1,440	400	2,400	2,400	800	1,500
Concession Merchandise		30,531	32,127	30,506	32,500	32,500	16,349	32,500
Subtotal Pool Operation Charges		155,831	169,702	129,259	135,321	135,321	103,363	127,675
Park Use Fees		48,266	42,666	5,542	45,000	45,000	17,158	45,000
Recreation Program Charges								
Recreation Fees		-	-	2,247	-	-	4,010	3,000
Recreation Ice Rink Fees & Revenue		6,410	3,814	6,373	5,000	5,000	10,622	5,000
Recreation Tennis Fees & Revenue		10,541	11,619	5,124	10,000	10,000	14,188	5,500
Recreation Pickleball Fees & Revenue		-	-	-	5,000	5,000	163	500
Subtotal Recreation Program Charges		16,951	15,433	13,744	20,000	20,000	28,982	14,000
Snow Removal Charges		2,796	345	-	-	-	-	-
Total	Charges For Services	223,844	228,146	148,545	200,321	200,321	149,503	186,675
Intra-City Revenues								
Mall St Sweep/Plow Chrg		15,000	19,000	19,000	19,000	19,000	19,000	19,000
Open Spc Trail Maint Chrg		44,628	54,969	55,000	-	-	-	-
Total	Intra-City Revenues	59,628	73,969	74,000	19,000	19,000	19,000	19,000
Fines & Forfeitures								
Misc Fines / Snow Removal		2,889	1,016	498	-	-	154	500
Total	Fines & Forfeitures	2,889	1,016	498	-	-	154	500
Internal Service Revenues								
Park & Rec Charges		60,539	70,306	77,522	77,132	77,132	77,132	183,260
Internal - Weed Control Charges		83,000	83,000	-	-	-	-	-
Total	Internal Service Revenues	143,539	153,306	77,522	77,132	77,132	77,132	183,260
Other Financing Sources / (Uses)								
Kay's Kids-McKenna Fndtn		35,781	37,080	43,760	54,218	54,218	15,768	40,000
Total	Other Financing Sources / (Uses)	35,781	37,080	43,760	54,218	54,218	15,768	40,000

Park & Recreation Fund: 017							
				FY 2021			Proposed
				Adopted	Amended	Est Actuals	FY 2022
							Budget

SUBTOTAL - OPERATING REVENUE	465,681	494,465	344,324	350,671	350,671	261,557	429,435
TOTAL DEDICATED REVENUES	465,681	494,465	344,324	350,671	350,671	261,557	429,435

<div> Fund 017 Park & Recreation Dept 1001 Interfund Transactions Activity 410 General Government </div>							
Transfers Out							
T/out - 441 Parks Improvement	-	-	-	-	-	-	-
T/out - 563 Golf Course	-	-	280,000	-	40,000	240,000	235,000
Total	Transfers Out	-	-	280,000	-	40,000	235,000
Total	Interfund Transactions	-	-	280,000	-	40,000	235,000

Park & Recreation

Fund: 017

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	017 Park & Recreation							
Dept	4101 Parks Administration							
Activity	464 Park & Recreation							
Personnel Services								
Salaries & Wages		151,079	143,737	148,622	156,664	156,664	157,050	165,560
Temporary Salaries		-	-	-				
F.I.C.A. (Soc. Sec.)		8,855	8,121	8,757	9,750	9,750	9,020	10,302
P.E.R.S. Retirement		12,796	12,080	12,886	13,791	13,791	13,800	14,737
Health & Vision Insurance		20,814	21,495	22,385	25,214	25,214	25,275	25,184
Workers Comp. Ins.		1,249	1,233	1,274	1,018	1,018	1,175	1,193
Unemployment Ins.		530	648	372	394	394	400	433
Dental Insurance		1,087	1,112	1,116	1,166	1,166	1,170	1,200
F.I.C.A. Medicare		2,071	1,899	2,048	2,281	2,281	2,110	2,410
Total	Personnel Services	198,481	190,325	197,460	210,278	210,278	210,000	221,019
Supplies & Materials								
Office Supplies & Equip		3,198	3,070	3,342	3,200	3,200	3,465	3,800
Furniture & Fixtures-Misc		495	1,063	575	600	600	623	800
Total	Supplies & Materials	3,693	4,133	3,916	3,800	3,800	4,088	4,600
Purchased Services								
IT&S Computer Maint/Spprt		7,476	7,342	10,563	5,744	5,744	6,550	6,862
IT&S Telephone Service		1,371	1,366	1,368	1,420	1,420	1,422	1,422
City-Co Bldg Postage Adm		196	227	310	234	234	349	256
Postage		309	374	122	400	400	143	400
Cellular Services		480	308	654	480	480	992	700
Printing & Duplicating		1,450	-	152	1,500	1,500	-	1,500
Dues, Subscriptn, License		1,060	1,073	1,145	2,500	2,500	1,734	2,600
400 Adobe Pro Software License								
2,200 Misc.								
<u>2,600</u>								
Advertising		2,097	980	1,043	3,000	3,000	124	3,000
Long Dist Telephone Chrgs		50	28	70	-	-	-	-
Travel & Meeting Expense		878	2,282	1,272	2,500	2,500	-	2,500
1,300 Parks Board								
1,200 Misc.								
<u>2,500</u>								
Required Training		200	-	-	1,000	1,000	-	1,000
Conferences		2,188	6,084	(281)	4,300	4,300	372	4,300
2,700 NRPA Conference								
700 MTRPA Conference								
900 MLC&T								
<u>4,300</u>								
Other Contracted Services		17,576	34,094	5,552	19,492	19,492	10,178	30,280
1,000 Wayfinding Signage								
1,000 Park Maps								
15,000 Consultation/Facilitation								
1,600 Reservation Software								
1,500 Reservation Software Training								
2,400 My Helena App								
500 Webpage								
780 Parking Permit (12 x \$65)								
1,000 Community Garden Insurance Reimb.								
3,500 Park contracts								
2,000 M-Files Program								
<u>30,280</u>								
Total	Purchased Services	35,331	54,158	21,970	42,570	42,570	21,864	54,820
Intra-City Charges								
Copier Revolving Program		1,663	1,663	1,764	1,960	1,960	1,960	2,058
Shop Gas & Fuel Charges		155	220	115	566	566	210	575
Shop Vehicle Repairs		-	-	-	75	75	-	50
Shop Tires & Tire Repairs		-	214	-	100	100	-	100
Shop Vehicle Parts		15	13	16	75	75	28	50
Total	Intra-City Charges	1,833	2,110	1,895	2,776	2,776	2,198	2,833

Park & Recreation							
Fund: 017							
		FY 2018	FY 2019	FY 2020	FY 2021		
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals
							Proposed FY 2022 Budget
Fixed Charges							
	Rent of Bldgs & Offices	19,914	19,914	19,914	20,653	20,653	21,197
	Credit Card Fees	51	1,194	913	800	800	1,000
Total	Fixed Charges	19,965	21,108	20,827	21,453	21,453	22,197
Internal Charges							
	Vehicle & Equip Insurance	105	98	98	54	54	58
	Liability Insurance	4,253	4,158	4,233	4,152	4,152	4,389
	Fidelity Insurance	16	16	16	16	16	16
	Fleet Services Charges	803	803	471	480	480	480
Total	Internal Charges	5,177	5,075	4,818	4,702	4,702	4,943
Total	Parks Administration	264,480	276,909	250,886	285,580	285,580	310,412

Park & Recreation

Fund: 017

		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Fund	017 Park & Recreation							
Dept	4102 Parks Maintenance							
Activity	464 Park & Recreation							
Personnel Services								
Salaries & Wages		450,420	427,057	503,725	479,985	479,985	448,500	516,145
Temporary Salaries		93,781	91,588	85,626	124,700	124,700	62,850	167,852
Overtime - Misc		5,477	4,582	4,899	4,925	4,925	4,570	4,935
F.I.C.A. (Soc. Sec.)		33,499	32,090	36,236	37,947	37,947	31,270	42,865
P.E.R.S. Retirement		42,131	39,401	46,738	42,738	42,738	41,735	46,432
Health & Vision Insurance		94,873	95,121	110,975	112,203	112,203	104,500	114,590
Workers Comp. Ins.		30,547	30,920	32,476	28,747	28,747	17,715	14,495
Unemployment Ins.		1,932	2,363	1,491	1,536	1,536	1,325	1,805
Dental Insurance		4,992	4,953	5,532	5,189	5,189	4,860	5,460
F.I.C.A. Medicare		7,834	7,505	8,475	8,880	8,880	7,315	10,029
Total	Personnel Services	765,486	735,580	836,172	846,850	846,850	724,640	924,608
Supplies & Materials								
Office Supplies & Equip		660	1,373	1,373	750	750	1,494	1,400
1,400	Calendars, Ink/Toner/Paper							
1,400								
Chem & Lab Supplies		1,024	2,134	801	1,000	1,000	715	1,000
Janitorial Supplies		3,739	2,297	2,665	3,400	3,400	3,110	3,400
Clothing Allowance		2,055	2,147	404	2,000	2,000	1,175	2,000
Fuel/Oil Outside Vendor		405	492	454	500	500	400	500
Small Tools & Equip-Misc		16,808	10,349	13,185	18,200	18,200	15,995	17,200
1,200	2-String Trimmers							
1,500	Vandalism / Graffiti							
1,000	Misc Tools							
800	Misc parts / Fasteners							
200	Insect Spray							
500	Push Mowers							
500	Snowblowers							
1,000	Landscaping Equipment							
500	Leaf Blowers							
10,000	Parks Maintenance Equipment							
17,200								
Safety Equipment		2,396	1,837	3,406	2,000	2,000	1,639	2,000
800	Safety Shirts							
600	Ear and Eye Protection							
400	Specialized Safety Items for Individual Needs							
200	Gloves, etc.							
2,000								
Fixtures		11,828	20,036	18,983	19,000	19,000	19,330	19,000
7,000	ADA Transition Plan Items Upgrade/Repair							
2,000	Park Signs- replacements/upgrade/repairs							
3,000	Tables/garbage receptacles							
7,000	Mutt Mitts/Bags/Stations							
19,000								
Trees, Shrubs, Etc		1,867	3,560	1,617	2,000	2,000	3,553	2,000
2,000	Trees/Shrubs/Flowers for Parks							
2,000								
Irrigation Parts		13,128	15,291	18,004	13,500	13,500	21,487	15,000
Fertilizer & Chem Supplies		18,549	16,224	11,986	13,500	13,500	9,227	13,500
4,000	Sprinkler Head							
1,500	Valve boxes etc..							
8,000	Curb Stop repair/replace							
13,500								
Surfacing Materials		8,612	4,375	7,170	7,000	7,000	8,136	7,000
2,000	Decomposed Granite							
5,000	ADA wood fiber-playgrounds							
7,000								
Gravel & Sand		-	25	530	1,000	1,000	-	1,000
Construction & Maint Mat'l's		6,274	4,488	7,818	6,000	6,000	5,731	6,000
6,000	Misc. Wood & Metal for Projects/Repairs							
6,000								
Total	Supplies & Materials	87,345	84,628	88,396	89,850	89,850	91,991	91,000

Park & Recreation

Fund: 017

		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Purchased Services								
IT&S Computer Maint/Spprt		12,423	20,209	21,293	16,090	16,090	16,935	18,671
IT&S Telephone Service		1,974	1,989	1,993	2,048	2,048	2,050	2,048
Cellular Services		2,188	2,257	2,578	2,200	2,200	1,970	2,200
Printing & Duplicating		39	-	72	50	50	-	50
Dues, Subscriptn, License		165	689	60	600	600	115	600
MTRPA/NRPA/MUCFA/AMTOPP etc.								
Advertising		-	98	48	-	-	-	-
Electric Utility		36,692	36,726	30,122	45,920	45,920	31,111	45,920
Water & Sewer		218,561	238,609	175,322	209,992	209,992	204,655	245,000
Long Dist Telephone Chrgs		15	45	90	-	-	-	-
Natural Gas Utility		3,075	2,614	3,394	5,665	5,665	2,732	5,665
Solid Waste		15,161	14,156	12,063	16,800	16,800	11,850	17,500
Medical Expenses		430	240	240	200	200	415	200
Consultant Services		1,774	3,238	3,100	5,000	5,000	1,695	5,000
5,000 Well project								
Equipment Repairs		10,827	7,784	16,053	15,000	15,000	16,225	15,000
Building Repairs/Maint		10,344	6,710	3,232	7,000	7,000	9,777	7,000
7,000 Kindrick Field/Batch/Warming House, etc.								
7,000								
Meal Reimb-Taxable		-	-	90	-	-	-	-
Required Training		286	341	1,073	650	650	890	650
Conferences		1,756	3,580	401	4,000	4,000	295	4,000
3,000 Rocky Mountain Tree School								
1,000 AMTOPP/NRPA/MTRPA								
4,000								
Other Contracted Services		11,271	17,286	17,803	16,560	16,560	20,100	19,560
13,500 Porta Potti Rentals								
6,060 Plumber/electric Contractors								
19,560								
Total	Purchased Services	326,981	356,571	289,028	347,775	347,775	320,815	389,064
Intra-City Charges								
Shop Gas & Fuel Charges		21,943	23,700	21,854	28,380	28,380	26,025	32,300
Shop Vehicle Repairs		2,652	4,360	3,808	5,000	5,000	320	4,500
Shop Tires & Tire Repairs		1,586	2,696	812	2,800	2,800	675	1,600
Shop Vehicle Parts		11,972	9,157	4,458	10,000	10,000	13,450	9,500
Total	Intra-City Charges	38,153	39,913	30,933	46,180	46,180	40,470	47,900
Fixed Charges								
Rent of Equipment		5,326	1,632	6,848	2,500	2,500	6,341	2,500
Special Assessments		63,597	72,474	86,895	76,130	76,130	87,307	91,950
Licenses		200	-	-	350	350	-	300
Total	Fixed Charges	69,123	74,106	93,743	78,980	78,980	93,648	94,750
Internal Charges								
Property Insurance		4,467	4,156	4,156	4,390	4,390	4,390	4,697
Vehicle & Equip Insurance		1,491	1,348	1,348	1,628	1,628	1,628	1,742
Liability Insurance		17,231	16,813	17,283	16,162	16,162	16,162	18,264
Fidelity Insurance		257	261	254	246	246	246	246
Liability Deductible		4,245	350	2,378	2,378	2,378	2,378	2,544
Building M&O Charge		57,517	44,482	44,538	44,832	44,832	44,832	45,896
Weed & Snow Control Chrg		-	-	-	-	-	-	-
Fleet Services Charges		30,485	38,090	34,544	35,235	35,235	35,235	35,235
Total	Internal Charges	115,693	105,500	104,501	104,871	104,871	104,871	108,624
Total	Parks Maintenance	1,402,781	1,396,298	1,442,773	1,514,506	1,514,506	1,376,434	1,655,946

Park & Recreation

Fund: 017

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	017 Park & Recreation							
Dept	4103 Swimming Pool							
Activity	464 Park & Recreation							
Personnel Services								
Salaries & Wages		28,205	18,117	33,134	35,679	35,679	35,790	37,669
Temporary Salaries		131,708	141,307	123,945	156,565	156,565	100,200	156,820
Overtime - Misc		3,705	3,397	2,136	2,463	2,463	3,715	2,517
F.I.C.A. (Soc. Sec.)		10,032	10,085	9,872	12,093	12,093	8,650	12,237
P.E.R.S. Retirement		2,425	1,580	2,933	6,449	6,449	3,290	6,699
Health & Vision Insurance		5,030	3,425	7,522	8,195	8,195	8,225	8,185
Workers Comp. Ins.		9,493	10,078	9,664	9,270	9,270	5,535	3,631
Unemployment Ins.		573	733	399	494	494	380	519
Dental Insurance		263	177	378	379	379	380	390
F.I.C.A. Medicare		2,346	2,359	2,309	2,834	2,834	2,025	2,867
Total	Personnel Services	193,780	191,258	192,291	234,421	234,421	168,190	231,534
Supplies & Materials								
Office Supplies & Equip		524	838	234	350	350	387	350
Chem & Lab Supplies		36,496	37,611	42,704	35,000	35,000	60,000	37,500
Janitorial Supplies		2,901	2,723	1,632	2,500	2,500	1,838	2,500
Clothing Allowance		2,000	224	116	3,000	3,000	1,840	3,500
Operating Supplies - Misc		569	1,397	53	1,400	1,400	1,745	1,400
Small Tools & Equip-Misc		517	1,472	1,321	2,000	2,000	1,866	2,000
Safety Equipment		908	920	3,496	2,000	2,000	3,197	2,000
<u>2,000</u>	AED Equipment parts / replacement							
<u>2,000</u>								
Resale Supplies		14,401	16,127	12,822	15,000	15,000	12,146	15,000
Total	Supplies & Materials	58,316	61,312	62,378	61,250	61,250	83,021	64,250
Purchased Services								
IT&S Computer Maint/Spprt		6,809	11,802	12,097	11,366	11,366	14,450	10,328
IT&S Telephone Service		-	-	-	474	474	1,006	474
Postage		-	-	-	50	50	-	50
Cellular Services		216	100	430	300	300	61	300
Printing & Duplicating		-	99	36	200	200	87	200
Dues, Subscriptn, License		3,700	673	1,506	6,000	6,000	1,395	6,000
Advertising		10	199	265	600	600	552	600
Electric Utility		14,597	14,683	15,689	21,630	21,630	7,300	22,000
Water & Sewer		11,393	12,951	13,461	19,200	19,200	9,433	22,000
Natural Gas Utility		13,907	24,072	23,392	37,595	37,595	14,508	37,150
Solid Waste		-	-	-	400	400	-	400
Equipment Repairs		3,891	2,695	3,882	5,000	5,000	6,222	6,000
Building Repairs/Maint		5,268	9,824	2,837	7,000	7,000	5,718	7,000
Employee Auto Allowance		17	-	-	-	-	-	-
Required Training		6,286	1,587	4,507	5,000	5,000	1,550	5,000
2,500	Lifeguard Training-New Rec Manager							
1,000	Certified Pool Operator Class							
<u>1,500</u>	Summer Staff Training							
<u>5,000</u>								
Other Contracted Services		1,992	861	2,546	2,569	2,569	578	3,000
1,500	general projects as needed							
<u>1,500</u>	Recreation Mgmt Software							
<u>3,000</u>								
Total	Purchased Services	68,086	79,546	80,647	117,384	117,384	62,860	120,502
Intra-City Charges								
Copier Revolving Program		166	166	176	196	196	196	206
Total	Intra-City Charges	166	166	176	196	196	196	206

Park & Recreation

Fund: 017

		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Fixed Charges								
Rent of Equipment		1,094	-	-	1,700	1,700	26	1,700
200 Rent Phone Pool								
1,500 Computer Rental								
<u>1,700</u>								
Licenses		1,063	777	-	1,200	1,200	1,074	1,200
Credit Card Fees		2,498	1,794	514	2,500	2,500	2,030	2,500
Cash (Over)/Short		(82)	196	(154)	-	-	-	-
Total Fixed Charges		4,573	2,767	360	5,400	5,400	3,130	5,400
Internal Charges								
Property Insurance		3,997	3,893	3,893	4,181	4,181	4,181	4,474
Liability Insurance		6,055	5,684	5,095	5,166	5,166	5,166	5,226
Fidelity Insurance		473	469	443	443	443	443	443
Liability Deductible		723	-	-	-	-	-	-
Total Internal Charges		11,248	10,046	9,431	9,790	9,790	9,790	10,143
Total Swimming Pool		336,169	345,095	345,283	428,441	428,441	327,186	432,035

Park & Recreation

Fund: 017

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Fund 017 Park & Recreation
Dept 4104 Recreation
Activity 464 Park & Recreation

Personnel Services

Salaries & Wages	24,470	8,934	31,759	34,831	34,831	34,940	37,377
Temporary Salaries	15,747	28,746	5,679	13,414	13,414	8,135	13,414
Overtime - Misc	23	144	-				
F.I.C.A. (Soc. Sec.)	2,497	2,354	2,312	3,011	3,011	2,670	3,169
P.E.R.S. Retirement	2,073	1,037	2,741	3,701	3,701	3,070	3,970
Health & Vision Insurance	3,643	1,082	6,904	7,564	7,564	7,585	7,555
Workers Comp. Ins.	1,240	2,067	556	855	855	560	546
Unemployment Ins.	142	171	93	122	122	110	135
Dental Insurance	190	56	349	350	350	355	360
F.I.C.A. Medicare	584	550	541	705	705	625	742

Total Personnel Services	50,609	45,141	50,936	64,553	64,553	58,050	67,268
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Supplies & Materials

Office Supplies & Equip	141	1,201	261	200	200	108	200
Clothing Allowance	-	108	32	200	200	2,859	200
Operating Supplies - Misc	1,634	1,420	1,107	1,700	1,700	2,309	1,700
Safety Equipment	40	-	43	1,000	1,000	32	1,000
Resale Supplies	866	635	537	1,500	1,500	965	1,500

Total Supplies & Materials	2,681	3,364	1,981	4,600	4,600	6,274	4,600
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Purchased Services

IT&S Computer Maint/Sprrt	3,085	5,376	5,607	5,051	5,051	5,250	6,221
IT&S Telephone Service	457	455	456	474	474	474	474
City-Co Bldg Postage Adm	66	72	104	117	117	117	128
Postage	10	1	2	100	100	-	100
Cellular Services	204	140	-	300	300	-	300
Printing & Duplicating	-	-	56	200	200	443	200
Dues, Subscriptn, License	973	599	705	1,000	1,000	1,935	1,000
500 NRPA Dues							
300 MTRPA Dues							
200 Additional Dues							
1,000							
Advertising	2,695	3,107	1,179	1,200	1,200	1,371	1,200
Employee Auto Allowance	-	16	162	-	-	-	-
Required Training	20	-	-	500	500	295	500
Conferences	782	-	201	1,200	1,200	-	1,200
Other Contracted Services	11,069	9,581	3,705	11,814	11,814	14,782	11,750
750 State Capital Band Contribution							
3,500 Rec Programming & Events							
7,000 Tennis Lesson Instruction							
500 Recreation Mgmt Software							
11,750							

Total Purchased Services	19,361	19,347	12,176	21,956	21,956	24,666	23,073
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Intra-City Charges

Copier Revolving Program	499	499	529	588	588	588	617
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Total Intra-City Charges	499	499	529	588	588	588	617
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Internal Charges

Liability Insurance	1,406	1,284	1,197	1,280	1,280	1,280	1,348
Fidelity Insurance	77	45	44	44	44	44	44

Total Internal Charges	1,483	1,329	1,241	1,324	1,324	1,324	1,392
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Total Recreation	74,633	69,680	66,863	93,021	93,021	90,902	96,950
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Park & Recreation

Fund: 017

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	017 Park & Recreation							
Dept	4106 Kay's Kids							
Activity	464 Park & Recreation							
Personnel Services								
	Temporary Salaries	29,442	31,647	29,115	40,183	40,183	2,450	40,831
	F.I.C.A. (Soc. Sec.)	1,825	1,962	1,807	2,492	2,492	155	2,532
	P.E.R.S. Retirement	-	-	-	3,380	3,380	-	3,476
	Workers Comp. Ins.	2,076	2,217	2,037	2,151	2,151	145	818
	Unemployment Ins.	103	142	73	103	103	6	108
	F.I.C.A. Medicare	427	459	423	585	585	35	594
Total	Personnel Services	33,873	36,427	33,489	48,894	48,894	2,791	48,359
Supplies & Materials								
	Office Supplies & Equip	17	33	193	150	150	225	150
	Clothing Allowance	-	290	683	340	340	-	340
	Operating Supplies - Misc	512	1,913	1,101	1,000	1,000	8,197	1,000
Total	Supplies & Materials	529	2,236	1,978	1,490	1,490	8,421	1,490
Purchased Services								
	Printing & Duplicating	-	155	-	250	250	-	250
	Advertising	793	85	1,508	600	600	431	600
	Employee Auto Allowance	-	-	92	-	-	62	-
	Required Training	-	120	-	450	450	58	450
	Other Contracted Services	-	-	-	450	450	-	450
Total	Purchased Services	793	360	1,600	1,750	1,750	551	1,750
Internal Charges								
	Liability Insurance	1,112	1,066	1,066	1,066	1,066	1,066	1,083
	Fidelity Insurance	86	88	83	83	83	83	83
Total	Internal Charges	1,198	1,154	1,149	1,149	1,149	1,149	1,166
Total	Kay's Kids	36,393	40,177	38,215	53,283	53,283	12,912	52,765

Park & Recreation

Fund: 017

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	017 Park & Recreation							
Dept	4107 Urban Trails							
Activity	464 Park & Recreation							
Personnel Services								
	Salaries & Wages	23,823	24,915	28,953	29,910	29,910	29,850	30,880
	Overtime - Misc	49	68	179			175	
	F.I.C.A. (Soc. Sec.)	1,445	1,510	1,772	1,863	1,863	1,825	1,923
	P.E.R.S. Retirement	2,022	2,141	2,541	2,635	2,635	2,635	2,752
	Health & Vision Insurance	4,162	4,329	5,790	6,305	6,305	6,265	6,295
	Workers Comp. Ins.	756	772	1,070	1,171	1,171	725	506
	Unemployment Ins.	84	113	74	76	76	77	81
	Dental Insurance	217	224	289	290	290	295	300
	F.I.C.A. Medicare	338	353	414	437	437	425	450
Total	Personnel Services	32,896	34,425	41,083	42,687	42,687	42,272	43,187
Supplies & Materials								
	Fixtures	360	-	294	1,000	1,000	912	1,000
	1,000 Replacement Lights/Signs/Benches etc.							
	1,000							
	Surfacing Materials	799	-	319	3,000	3,000	2,007	3,000
Total	Supplies & Materials	1,159	-	614	4,000	4,000	2,918	4,000
Purchased Services								
	Cellular Services	96	96	122	80	80	125	80
	Other Contracted Services	-	-	-	10,053	10,053	-	10,050
	Asphalt Repairs on Trails							
Total	Purchased Services	96	96	122	10,133	10,133	125	10,130
Internal Charges								
	Liability Insurance	785	771	777	794	794	794	818
	Fidelity Insurance	5	5	5	5	5	5	5
Total	Internal Charges	790	776	782	799	799	799	823
Total	Urban Trails	34,941	35,297	42,601	57,619	57,619	46,114	58,140

Lighting Districts - All

Fund: 029

Fund: 029		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Special Assessments		872,683	917,963	914,502	914,047	914,047	914,047	931,010
Taxes & Assessments		872,683	917,963	914,502	914,047	914,047	914,047	931,010
Total Revenues		872,683	917,963	914,502	914,047	914,047	914,047	931,010
Expenditures								
Purchased Services		840,840	850,415	863,931	870,040	899,600	899,600	932,433
Maintenance & Operating		840,840	850,415	863,931	870,040	899,600	899,600	932,433
Internal Charges		47,837	50,338	49,957	66,648	66,648	66,648	74,358
Transfers Out		-	-	-	-	-	-	-
Internal Transactions		47,837	50,338	49,957	66,648	66,648	66,648	74,358
Total Expenditures		888,677	900,753	913,888	936,688	966,248	966,248	1,006,791
Revenues Over (Under) Expenditures		(15,994)	17,210	614	(22,641)	(52,201)	(52,201)	(75,781)
Beginning Cash Balance - July 1		612,440	596,446	613,656	614,270	614,270	614,270	562,069
Other Cash Sources / (Uses)		-	-	-	-	-	-	-
Ending Cash Balance - June 30		596,446	613,656	614,270	591,629	562,069	562,069	486,287

Lighting Districts - All

Fund: 029

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Revenues

Special Assessments

Special Assessments

(including penalty & interest)

Fund #	District #						
800	Lt Dist #200	9,809	9,531	9,898	9,810	9,810	9,810
801	Lt Dist #201	9,618	9,614	9,563	9,456	9,456	9,456
802	Lt Dist #202	2,848	3,341	3,171	3,168	3,168	3,168
803	Lt Dist #203	3,572	3,645	3,566	3,633	3,633	3,633
804	Lt Dist #204	21,205	23,344	23,077	22,699	22,699	22,699
805	Lt Dist #205	12,408	15,872	14,687	15,368	15,368	15,368
806	Lt Dist #206	2,839	2,978	2,981	2,979	2,979	2,979
807	Lt Dist #207	6,519	6,503	6,530	6,452	6,452	6,451
808	Lt Dist #208	1,249	1,250	1,288	1,262	1,262	1,262
809	Lt Dist #209	25,791	26,721	26,578	26,588	26,588	26,587
810	Lt Dist #210	1,870	1,953	1,798	1,867	1,867	1,867
811	Lt Dist #211	9,564	8,815	9,788	9,564	9,564	9,563
812	Lt Dist #212	4,590	4,874	4,875	4,850	4,850	4,850
813	Lt Dist #213	7,445	7,587	7,740	7,773	7,773	7,773
814	Lt Dist #214	8,833	9,390	9,315	9,324	9,324	9,323
815	Lt Dist #215	3,898	3,919	3,406	3,475	3,475	3,474
816	Lt Dist #216	4,527	4,877	4,333	4,853	4,853	4,852
817	Lt Dist #217	12,884	13,419	13,746	13,540	13,540	13,540
818	Lt Dist #218	5,759	6,028	5,956	6,048	6,048	6,047
819	Lt Dist #219	14,757	15,318	15,137	15,137	15,137	15,137
820	Lt Dist #220	21,386	23,862	23,894	23,814	23,814	23,813
821	Lt Dist #221	19,204	18,557	17,974	18,372	18,372	18,372
822	Lt Dist #222	39,175	43,822	43,701	44,336	44,336	50,704
823	Lt Dist #223	10,532	8,482	10,304	10,509	10,509	10,508
824	Lt Dist #224	16,465	17,068	16,920	16,920	16,920	16,920
825	Lt Dist #225	-	4,000	5,035	5,129	5,129	5,128
826	Lt Dist #226	9,428	14,144	9,585	9,590	9,590	9,590
851	Lt Dist #351	18,050	17,775	18,016	17,931	17,931	17,931
857	Lt Dist #357	49,690	50,748	50,280	50,315	50,315	50,315
858	Lt Dist #358	6,553	6,942	6,902	6,778	6,778	6,778
859	Lt Dist #359	73,172	76,990	83,036	81,754	81,754	81,753
860	Lt Dist #360	49,668	50,742	50,650	50,713	50,713	47,545
861	Lt Dist #361	30,325	33,216	32,629	32,799	32,799	30,747
862	Lt Dist #362	58,519	59,281	59,731	59,316	59,316	59,316
863	Lt Dist #363	7,546	7,775	7,690	7,685	7,685	7,684
864	Lt Dist #264	46,398	48,772	48,669	48,091	48,091	48,090
865	Lt Dist #365	41,120	43,216	42,004	42,144	42,144	39,509
866	Lt Dist #362A	12,644	13,227	13,071	12,921	12,921	12,920
867	Lt Dist #364A	7,155	7,403	7,294	7,289	7,289	7,289
869	Lt Dist #269	23,435	23,917	23,410	23,559	23,559	23,558
873	Lt Dist #173	16,848	17,463	17,301	17,233	17,233	16,157
879	Lt Dist #359A	4,795	4,837	4,833	4,806	4,806	4,805
883	Lt Dist #383	2,376	2,470	2,423	2,439	2,439	2,439
885	Lt Dist #385	2,656	2,806	2,509	2,722	2,722	2,721
889	Lt Dist #389	2,482	2,508	2,401	2,489	2,489	2,488
890	Lt Dist #390	4,166	4,428	4,455	4,361	4,361	4,361
892	Lt Dist #192	6,985	7,299	7,268	7,154	7,154	7,153
893	Lt Dist #193	1,003	1,020	1,240	1,100	1,100	1,237
894	Lt Dist #164	5,653	5,626	5,775	5,648	5,648	5,647
895	Lt Dist #304	10,403	10,521	10,714	10,553	10,553	10,553
896	Lt Dist #306	78,917	82,526	80,621	80,753	80,753	75,706
897	Lt Dist #364	16,361	17,073	16,680	16,828	16,828	15,775
898	Lt Dist #398	4,794	5,234	5,028	5,075	5,075	5,074
899	Lt Dist #399	4,794	5,234	5,028	5,075	5,075	30,585
Total	Special Assessments	872,683	917,963	914,502	914,047	914,047	931,010
SUBTOTAL - OPERATING REVENUE		872,683	917,963	914,502	914,047	914,047	931,010
TOTAL REVENUE		872,683	917,963	914,502	914,047	914,047	931,010

Lighting Districts - All

Fund: 029

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Fund 29 Lighting Districts - All
Dept 1511 Light Districts
Activity 432 Streets & Traffic

Purchased Services

Advertising

Fund # District #
822 Lt Dist #222

88 -

Subtotal Advertising

88 -

Electric Utility

Fund # District #

800	Lt Dist #200	9,426	9,574	8,504	9,769	9,269	9,269	9,269
801	Lt Dist #201	8,382	8,845	9,025	9,071	9,071	9,071	9,071
802	Lt Dist #202	2,958	2,891	2,728	3,027	3,027	3,027	3,027
803	Lt Dist #203	3,368	3,340	3,511	3,445	3,445	3,445	3,445
804	Lt Dist #204	21,584	21,597	22,039	22,092	22,701	22,701	22,701
805	Lt Dist #205	14,407	14,388	14,492	14,751	14,751	14,751	14,751
806	Lt Dist #206	2,958	2,980	3,085	3,027	3,027	3,027	3,027
807	Lt Dist #207	6,076	6,119	6,336	6,218	6,526	6,526	6,526
808	Lt Dist #208	1,183	1,192	1,234	1,211	1,211	1,211	1,211
809	Lt Dist #209	25,164	25,268	25,744	25,763	26,517	26,517	26,517
810	Lt Dist #210	1,774	1,788	1,850	1,816	1,816	1,816	1,816
811	Lt Dist #211	8,874	9,332	9,824	9,418	10,119	10,119	10,119
812	Lt Dist #212	4,962	5,033	5,146	5,085	5,085	5,085	5,085
813	Lt Dist #213	7,550	7,622	7,856	7,729	8,093	8,093	8,093
814	Lt Dist #214	8,710	8,766	9,083	8,914	9,355	9,355	9,355
815	Lt Dist #215	3,512	3,387	3,492	3,435	3,435	3,435	3,435
816	Lt Dist #216	4,641	4,691	4,829	4,751	4,751	4,751	4,751
817	Lt Dist #217	13,421	13,554	13,963	13,741	14,383	14,383	14,383
818	Lt Dist #218	5,515	5,577	5,736	5,649	5,649	5,649	5,649
819	Lt Dist #219	14,457	14,565	15,074	14,792	15,527	15,527	15,527
820	Lt Dist #220	23,066	23,349	23,962	23,626	24,682	24,682	24,682
821	Lt Dist #221	17,622	17,565	17,723	18,047	18,047	18,047	18,047
822	Lt Dist #222	39,529	41,993	43,391	42,622	44,694	44,694	44,694
823	Lt Dist #223	9,117	10,087	10,760	10,107	11,083	11,083	11,083
824	Lt Dist #224	16,006	16,141	16,669	16,380	17,170	17,170	17,170
825	Lt Dist #225	2,367	4,603	4,760	4,671	4,671	4,671	4,671
826	Lt Dist #226	8,874	8,862	7,804	9,073	9,073	9,073	9,073
851	Lt Dist #351	16,857	16,951	17,508	17,250	18,034	18,034	18,034
857	Lt Dist #357	44,982	44,996	47,011	45,959	48,422	48,422	48,422
858	Lt Dist #358	6,002	5,734	4,872	6,133	6,133	6,133	6,133
859	Lt Dist #359	73,799	75,712	73,297	80,310	78,310	78,310	78,310
860	Lt Dist #360	46,530	46,197	48,537	46,826	49,993	49,993	49,993
861	Lt Dist #361	29,873	30,093	34,961	30,549	36,010	36,010	36,010
862	Lt Dist #362	54,078	54,298	56,284	55,308	57,974	57,974	57,974
863	Lt Dist #363	7,111	7,013	6,670	7,272	7,272	7,272	7,272
864	Lt Dist #264	44,963	44,809	46,696	45,951	48,125	48,125	48,125
865	Lt Dist #365	40,114	40,462	41,862	41,051	43,118	43,118	43,118
866	Lt Dist #362A	12,208	12,332	11,949	12,499	12,499	12,499	12,499
867	Lt Dist #364A	6,914	7,216	8,643	7,077	8,903	8,903	8,903
869	Lt Dist #269	22,048	22,164	23,009	22,553	23,699	23,699	23,699
873	Lt Dist #173	15,643	15,676	13,699	15,987	14,987	14,987	14,987
879	Lt Dist #359A	4,224	4,155	3,548	4,316	4,316	4,316	4,316
883	Lt Dist #383	2,181	2,035	1,708	2,227	2,227	2,227	2,227
885	Lt Dist #385	2,506	2,475	2,313	2,565	2,565	2,565	2,565
889	Lt Dist #389	2,381	2,327	2,095	2,436	2,436	2,436	2,436
890	Lt Dist #390	4,042	3,955	3,569	4,134	4,134	4,134	4,134
892	Lt Dist #192	6,264	6,235	5,458	6,397	6,397	6,397	6,397
893	Lt Dist #193	880	878	550	899	899	899	899
894	Lt Dist #164	5,082	4,809	4,014	5,113	5,113	5,113	5,113
895	Lt Dist #304	9,932	9,795	7,906	10,152	8,652	8,652	8,652
896	Lt Dist #306	76,237	76,588	77,959	77,981	80,298	80,298	80,298
897	Lt Dist #364	15,666	15,764	16,567	16,023	17,064	17,064	17,064
898	Lt Dist #398	4,732	4,637	4,628	4,842	4,842	4,842	4,842
899	Lt Dist #399	-	-	-	-	-	-	32,833
Subtotal Electric Utility		840,752	850,415	863,931	870,040	899,600	899,600	932,433

Total	Purchased Services	840,840	850,415	863,931	870,040	899,600	899,600	932,433
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Lighting Districts - All

Fund: 029

		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Internal Charges								
Comm, Mgr, Atty Charges								
<u>Fund #</u>	<u>District #</u>							
800	Lt Dist #200	91	91	88	124	124	124	446
801	Lt Dist #201	124	125	120	170	170	170	611
802	Lt Dist #202	34	34	32	46	46	46	165
803	Lt Dist #203	50	51	49	69	69	69	248
804	Lt Dist #204	184	186	179	253	253	253	909
805	Lt Dist #205	101	102	97	138	138	138	496
806	Lt Dist #206	34	34	32	46	46	46	165
807	Lt Dist #207	74	74	71	101	101	101	363
808	Lt Dist #208	13	14	13	18	18	18	66
809	Lt Dist #209	201	203	195	276	276	276	991
810	Lt Dist #210	20	20	19	28	28	28	99
811	Lt Dist #211	137	139	133	189	189	189	677
812	Lt Dist #212	30	30	29	41	41	41	149
813	Lt Dist #213	60	61	58	83	83	83	297
814	Lt Dist #214	114	115	110	157	157	157	562
815	Lt Dist #215	30	27	26	37	37	37	132
816	Lt Dist #216	30	30	29	41	41	41	149
817	Lt Dist #217	107	108	104	147	147	147	529
818	Lt Dist #218	34	34	32	46	46	46	165
819	Lt Dist #219	127	129	123	175	175	175	628
820	Lt Dist #220	141	142	136	194	194	194	694
821	Lt Dist #221	101	102	97	138	138	138	496
822	Lt Dist #222	305	335	321	456	456	456	1,900
823	Lt Dist #223	148	149	143	203	203	203	727
824	Lt Dist #224	121	122	117	166	166	166	595
825	Lt Dist #225	-	41	39	55	55	55	198
826	Lt Dist #226	144	146	140	198	198	198	710
851	Lt Dist #351	191	193	185	263	263	263	942
857	Lt Dist #357	1,100	1,110	1,065	1,511	1,511	1,511	5,418
858	Lt Dist #358	158	159	153	217	217	217	776
859	Lt Dist #359	516	521	500	710	710	710	2,412
860	Lt Dist #360	1,100	1,110	1,065	1,511	1,511	1,511	5,418
861	Lt Dist #361	600	606	581	825	825	825	3,122
862	Lt Dist #362	1,019	1,029	987	1,401	1,401	1,401	5,022
863	Lt Dist #363	114	115	110	157	157	157	562
864	Lt Dist #264	396	399	383	544	544	544	1,949
865	Lt Dist #365	510	515	494	700	700	700	2,511
866	Lt Dist #362A	124	125	120	170	170	170	611
867	Lt Dist #364A	67	68	65	92	92	92	330
869	Lt Dist #269	305	308	295	419	419	419	1,503
873	Lt Dist #173	392	396	380	539	539	539	1,933
879	Lt Dist #359A	117	118	114	161	161	161	578
883	Lt Dist #383	54	54	52	74	74	74	264
885	Lt Dist #385	40	41	39	55	55	55	198
889	Lt Dist #389	20	20	19	28	28	28	99
890	Lt Dist #390	60	61	58	83	83	83	297
892	Lt Dist #192	184	186	179	253	253	253	875
893	Lt Dist #193	30	30	49	69	69	69	132
894	Lt Dist #164	131	132	127	180	180	180	644
895	Lt Dist #304	124	125	120	170	170	170	611
896	Lt Dist #306	1,129	1,144	1,097	1,556	1,556	1,556	5,568
897	Lt Dist #364	251	254	244	346	346	346	1,321
898	Lt Dist #398	54	54	52	74	74	74	264
899	Lt Dist #399	-	-	-	-	-	-	826
Subtotal Comm, Mgr, Atty Charges		11,341	11,517	11,065	15,703	15,703	15,703	57,353

Lighting Districts - All

Fund: 029

		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Budget & Accounting								
Fund #	District #							
800	Lt Dist #200	291	308	308	404	404	404	132
801	Lt Dist #201	399	422	422	553	553	553	181
802	Lt Dist #202	108	114	114	149	149	149	49
803	Lt Dist #203	162	171	171	224	224	224	73
804	Lt Dist #204	593	628	628	822	822	822	269
805	Lt Dist #205	324	342	342	448	448	448	147
806	Lt Dist #206	108	114	114	149	149	149	49
807	Lt Dist #207	237	251	251	329	329	329	108
808	Lt Dist #208	43	46	46	60	60	60	20
809	Lt Dist #209	647	685	685	897	897	897	294
810	Lt Dist #210	65	68	68	90	90	90	29
811	Lt Dist #211	442	468	468	613	613	613	201
812	Lt Dist #212	97	103	103	135	135	135	44
813	Lt Dist #213	194	205	205	269	269	269	88
814	Lt Dist #214	367	388	388	508	508	508	167
815	Lt Dist #215	97	91	91	120	120	120	39
816	Lt Dist #216	97	103	103	135	135	135	44
817	Lt Dist #217	345	365	365	478	478	478	157
818	Lt Dist #218	108	114	114	149	149	149	49
819	Lt Dist #219	410	434	434	568	568	568	186
820	Lt Dist #220	453	479	479	628	628	628	206
821	Lt Dist #221	324	342	342	448	448	448	147
822	Lt Dist #222	982	1,130	1,130	1,480	1,480	1,480	563
823	Lt Dist #223	475	502	502	658	658	658	216
824	Lt Dist #224	388	411	411	538	538	538	176
825	Lt Dist #225	-	137	137	179	179	179	59
826	Lt Dist #226	464	491	491	643	643	643	211
851	Lt Dist #351	615	650	650	852	852	852	279
857	Lt Dist #357	3,538	3,743	3,743	4,903	4,903	4,903	1,606
858	Lt Dist #358	507	536	536	703	703	703	230
859	Lt Dist #359	1,661	1,757	1,757	2,302	2,302	2,302	715
860	Lt Dist #360	3,538	3,743	3,743	4,903	4,903	4,903	1,606
861	Lt Dist #361	1,931	2,043	2,043	2,676	2,676	2,676	926
862	Lt Dist #362	3,280	3,469	3,469	4,544	4,544	4,544	1,489
863	Lt Dist #363	367	388	388	508	508	508	167
864	Lt Dist #264	1,273	1,347	1,347	1,764	1,764	1,764	578
865	Lt Dist #365	1,640	1,735	1,735	2,272	2,272	2,272	744
866	Lt Dist #362A	399	422	422	553	553	553	181
867	Lt Dist #364A	216	228	228	299	299	299	98
869	Lt Dist #269	982	1,038	1,038	1,360	1,360	1,360	446
873	Lt Dist #173	1,262	1,335	1,335	1,749	1,749	1,749	573
879	Lt Dist #359A	378	399	399	523	523	523	171
883	Lt Dist #383	173	183	183	239	239	239	78
885	Lt Dist #385	129	137	137	179	179	179	59
889	Lt Dist #389	65	68	68	90	90	90	29
890	Lt Dist #390	194	205	205	269	269	269	88
892	Lt Dist #192	593	628	628	822	822	822	260
893	Lt Dist #193	97	103	171	224	224	224	39
894	Lt Dist #164	421	445	445	583	583	583	191
895	Lt Dist #304	399	422	422	553	553	553	181
896	Lt Dist #306	3,636	3,846	3,849	5,041	5,041	5,041	1,652
897	Lt Dist #364	809	856	856	1,121	1,121	1,121	392
898	Lt Dist #398	173	183	183	239	239	239	78
899	Lt Dist #399	-	-	-	-	-	-	245
Subtotal Budget & Accounting		36,496	38,821	38,892	50,945	50,945	50,945	17,005
Total	Internal Charges	47,837	50,338	49,957	66,648	66,648	66,648	74,358
Total	Light Districts	888,677	900,753	913,888	936,688	966,248	966,248	1,006,791

Street & Traffic

Fund: 201

Fund: 201		FY 2018	FY 2019	FY 2020	FY 2021			Proposed FY 2022 Budget
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	
Revenues								
Special Assessments		4,055,147	4,975,628	7,113,341	6,882,480	6,882,480	7,214,363	7,208,000
Taxes & Assessments		4,055,147	4,975,628	7,113,341	6,882,480	6,882,480	7,214,363	7,208,000
License & Permits		31,355	56,368	74,968	32,000	32,000	46,791	40,000
Intergovernmental Revenues		30,494	30,494	30,494	30,495	30,495	30,495	30,495
Charges For Services		-	-	-	3,000	3,000	-	3,000
Fines & Forfeitures		-	-	690	500	500	500	500
Investment Earnings		39,569	78,062	56,623	40,000	40,000	9,605	11,000
Other Financing Sources / (Uses)		26,795	23,542	120,189	16,000	16,000	234,317	16,000
Other Operating Revenues		128,213	188,466	282,964	121,995	121,995	321,708	100,995
Interfund Transfers In		19,695	19,545	9,894	12,166	524,755	524,755	9,755
Internal Transactions		19,695	19,545	9,894	12,166	524,755	524,755	9,755
Long-Term Debt		-	-	-	3,700,000	3,700,000	-	2,900,000
Total Revenues		4,203,055	5,183,640	7,406,199	10,716,641	11,229,230	8,060,826	10,218,750
Expenditures								
Personnel Services		1,334,818	1,322,880	1,542,382	2,009,394	2,009,394	1,750,867	2,166,931
Supplies & Materials		673,371	584,617	555,175	781,935	1,076,275	750,561	860,265
Purchased Services		786,923	698,841	1,248,934	1,493,183	2,272,880	1,881,521	1,600,011
Intra-City Charges		263,729	280,100	259,895	310,736	310,736	248,526	357,051
Fixed Charges		1,592	573	851	65,620	65,620	65,861	65,781
Maintenance & Operating		1,725,615	1,564,131	2,064,854	2,651,474	3,725,511	2,946,470	2,883,108
Internal Charges		464,759	519,485	637,995	650,399	650,399	650,399	768,942
Transfers Out		-	-	-	-	-	-	-
Internal Transactions		464,759	519,485	637,995	650,399	650,399	650,399	768,942
Debt Service		-	-	-	287,125	287,125	-	305,000
Capital Outlay		870,270	724,163	2,457,323	4,386,000	5,656,684	4,640,232	6,493,500
Debt & Capital		870,270	724,163	2,457,323	4,673,125	5,943,809	4,640,232	6,798,500
Total Expenditures		4,395,462	4,130,659	6,702,554	9,984,392	12,329,113	9,987,968	12,617,481
Revenues Over (Under) Expenditures								
		(192,407)	1,052,981	703,645	732,249	(1,099,883)	(1,927,142)	(2,398,731)
Beginning Cash Balance - July 1								
		3,907,780	3,715,524	4,767,984	5,471,850	5,471,850	5,471,850	3,544,708
Other Cash Sources / (Uses)								
		151	(521)	221	-	-	-	-
Ending Cash Balance - June 30								
		3,715,524	4,767,984	5,471,850	6,204,099	4,371,967	3,544,708	1,145,977
Reserve Target - 18% of Operating Expenses:								
		634,535	613,169	764,142	1,007,711	1,201,037	962,592	1,102,317
Reserve Target - 90 Days of Operating Expenses:								
		869,225	839,958	1,046,769	1,380,425	1,645,256	1,318,620	1,510,023
Reserve Policy Target:								
		869,225	839,958	1,046,769	1,380,425	1,645,256	1,318,620	1,510,023
(Greater of 90 Days Operating Expenses or 18% of Operating Expenses)								
Excess Reserve:								
		2,846,299	3,928,026	4,425,080	4,823,674	2,726,710	2,226,088	(364,046)
(Excess Reserve for Capital Projects Funding)								

Street & Traffic

Fund: 201

Fund: 201		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Special Assessments								
	Curr. - Street Maintenance District #1	4,048,870	4,968,355	7,105,009	6,876,480	6,876,480	7,199,932	7,200,000
	P & I on Del Assmnts	6,277	7,273	8,332	6,000	6,000	14,431	8,000
	Total Special Assessments	4,055,147	4,975,628	7,113,341	6,882,480	6,882,480	7,214,363	7,208,000
License & Permits								
	Street Opening Permits	31,355	56,368	74,968	32,000	32,000	46,791	40,000
	Total License & Permits	31,355	56,368	74,968	32,000	32,000	46,791	40,000
Intergovernmental Revenues								
	PILT-Helena Housing Authority	30,494	30,494	30,494	30,495	30,495	30,495	30,495
	Total Intergovernmental Revenues	30,494	30,494	30,494	30,495	30,495	30,495	30,495
Charges For Services								
	Snow Removal Charges	-	-	-	3,000	3,000	-	3,000
	Total Charges For Services	-	-	-	3,000	3,000	-	3,000
Fines & Forfeitures								
	Misc Fines / Snow Removal	-	-	690	500	500	500	500
	Total Fines & Forfeitures	-	-	690	500	500	500	500
Investment Earnings								
	Interest Earnings	39,569	78,062	56,623	40,000	40,000	9,605	11,000
	Total Interest Earnings	39,569	78,062	56,623	40,000	40,000	9,605	11,000
Other Financing Sources / (Uses)								
	Other Revenues	9,387	4,874	8,562	2,500	2,500	55,000	2,500
	State Signal Reimbrsmnt	10,741	12,820	394			1,705	-
	Street Sign Reimbursement	6,667	5,848	5,959	8,500	8,500	40	8,500
	Sale of Fixed Assets	-	-	105,274	5,000	5,000	177,572	5,000
	Total Other Financing Sources / (Uses)	26,795	23,542	120,189	16,000	16,000	234,317	16,000
SUBTOTAL - OPERATING REVENUE								
		4,183,360	5,164,095	7,396,305	7,004,475	7,004,475	7,536,071	7,308,995
Long-Term Debt								
	Interap Loan Proceeds	-	-	-	3,700,000	3,700,000	-	2,900,000
	- Revised total FY 2021							
	1,600,000 ST0917 - Rodney Reconstruction							
	1,300,000 Knight St							
	2,900,000 Total FY 2022							
	Total Long-Term Debt	-	-	-	3,700,000	3,700,000	-	2,900,000
Interfund Transfers In								
	T/in - 645 Insurance & Safety	19,695	19,545	9,894	12,166	9,755	9,755	9,755
	T/in - 100 General Fund	-	-	-	-	415,000	415,000	-
	T/in - 406 TIF Railraod District	-	-	-	-	100,000	100,000	-
	Total Interfund Transfers In	19,695	19,545	9,894	12,166	524,755	524,755	9,755
TOTAL REVENUE								
		4,203,055	5,183,640	7,406,199	10,716,641	11,229,230	8,060,826	10,218,750

Street & Traffic

Fund: 201

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	201 Street & Traffic							
Dept	3503 Steets Maintenance							
Activity	432 Streets & Traffic							
Personnel Services								
	Salaries & Wages	630,833	621,581	743,485	912,924	912,924	852,809	1,045,153
	Temporary Salaries	69,057	51,569	24,203	109,859	109,859	488	58,265
	Overtime - Misc	40,318	56,262	28,063	19,123	19,123	21,650	47,620
	F.I.C.A. (Soc. Sec.)	43,605	42,762	45,872	64,652	64,652	51,685	71,416
	P.E.R.S. Retirement	57,659	58,914	70,360	91,447	91,447	76,711	101,634
	Health & Vision Insurance	122,637	122,390	151,519	211,798	211,798	199,778	226,657
	Workers Comp. Ins.	58,275	56,519	57,858	61,155	61,155	48,455	51,884
	Unemployment Ins.	2,595	3,289	1,990	2,618	2,618	2,235	3,006
	Dental Insurance	6,401	6,334	7,554	9,794	9,794	9,239	10,800
	F.I.C.A. Medicare	10,198	10,001	10,728	15,128	15,128	12,087	16,713
Total	Personnel Services	1,041,578	1,029,621	1,141,633	1,498,498	1,498,498	1,275,137	1,633,148
Supplies & Materials								
	Office Supplies & Equip	1,343	488	827	1,000	1,000	700	3,000
	Food	814	2,303	1,163	6,625	6,625	-	5,500
	3,500 Extended Winter Shift Meals							
	1,000 Office -Staff Meetings							
	1,000 MDT Quarterly Meeting							
	<u>5,500</u>							
	Janitorial Supplies	71	-	62	-	-	-	250
	Clothing Allowance	1,697	1,495	1,893	7,005	12,117	4,480	4,750
	2,250 Boot Allowance							
	<u>2,500</u> Staff Shirts and Jackets							
	<u>4,750</u>							
	Small Tools & Equip-Misc	3,154	1,330	1,324	4,300	4,300	3,218	4,300
	Computr Equip/Sftwr/Sppl	-	5,688	18,401	30,100	41,799	11,810	20,000
	Safety Equipment	1,836	100	1,132	1,250	1,250	739	1,250
	Furniture & Fixtures-Misc	-	144	620	750	750	620	2,000
	Asphalt & Asphalt Filler	481,657	200,407	345,971	386,200	663,729	567,743	438,200
	1,200 Asphalt Rakes, Shovels, Misc							
	5,000 Liquid Asphalt							
	360,000 Mill & Overlay Repair							
	2,500 QPR Cold Mix							
	25,000 Asphalt Pothole Repairs							
	2,500 Asphalt Solvent							
	20,000 Concrete work associated w/asphalt repairs							
	20,000 Guardrail repairs							
	<u>2,000</u> RxR Crossing Maintenance							
	<u>438,200</u>							
	Gravel & Sand	-	-	-	-	-	-	15,000
	15,000 Dirt Road Repairs							
	Snow & Ice Control Supp	63,656	215,334	66,279	190,500	190,500	62,214	190,500
	12,500 Winter Sand							
	17,500 Liquid Deicer							
	10,000 Salt & Freight							
	110,000 Misc Operational Needs							
	8,500 Chains							
	9,000 Grader Blades							
	<u>23,000</u> Plow Blades							
	<u>190,500</u>							
	Street Sweeping Supplies	17,763	20,000	18,933	24,500	24,500	12,417	24,500
	24,500 Mechanical Sweeper Brooms							
	<u>24,500</u>							
	CRF Crack Seal	6,215	1,705	961				
	St Maint Supp & Matl-Misc	7,677	6,379	5,180	15,000	15,000	5,267	15,500
	500 Saw Blades							
	2,500 Sign Stands/Cones							
	6,000 Milling Machine Teeth							
	2,000 Grader Blades (Dirt & Pavement)							
	500 Vehicle/Equip. Cleaning Materials							
	3,500 IRON:Fabricating Materials							
	<u>500</u> Maintenance Materials and Supplies							
	<u>15,500</u>							
Total	Supplies & Materials	585,883	455,373	462,745	667,230	961,570	669,209	724,750

Street & Traffic

Fund: 201

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Purchased Services								
	IT&S Computer Maint/Spprt	16,213	21,355	19,713	22,622	22,622	25,529	25,594
	IT&S Telephone Service	1,751	1,743	2,557	2,290	2,290	2,289	2,290
	IT&S Special Projects	6,053	-	2,954	-	1,581	1,182	-
	City-Co Bldg Postage Adm	85	96	137	168	168	167	176
	Postage	3	15	13	30	30	1	250
	Cellular Services	1,601	896	16,009	21,000	21,000	14,237	17,000
	5,000 Staff Cell Phones							
	12,000 GPS Annual Service							
	17,000							
	Printing & Duplicating	446	70	343	900	900	-	900
	Advertising	1,357	18,918	6,154	10,424	10,424	4,434	10,425
	Water & Sewer	5,979	2,543	5,585	9,000	9,000	5,106	9,200
	Long Dist Telephone Chrgs	41	76	44	-	-	-	-
	Solid Waste	853	820	625	1,020	1,020	1,433	1,200
	Medical Expenses	1,548	730	985	1,560	1,560	1,098	2,000
	ADA Compliance	340,651	93,911	327,516	366,000	715,483	574,716	500,000
FY21	715,843 ADA Compliance/Overlay Program Budget							
	- ADA Compliance/Overlay Program Spent - \$34,716							
	(141,127) ADA Compliance/Overlay Program Excess (Carryover \$540,000)							
	574,716							
FY22	35,000 Slip/Trip/Falls - City installed							
	100,000 Additional Slip/Trip/Falls - Commission Amendment							
	365,000 Overlay Program-ADA Requirements							
	500,000							
	Repairs/Services-Misc	136	118	1,229	600	600	449	600
	Chip & Seal Contracts	335,296	252,102	664,022	469,000	839,000	812,000	469,000
FY21	839,000 FY21 Chip Seal Budget							
	- FY21 Chip Seal Spent - \$396,824 (Airport Road, Gold Rush, Knoxville N-S, Lower West)							
	(27,000) FY21 Chip Seal Excess (Carryover \$415,176)							
	812,000							
FY22	35,000 Fog Seal							
	376,000 Chip Seal							
	58,000 Contingency							
	469,000							
	Meal Reimb-Taxable	-	-					
	Required Training	368	-	360	7,500	7,500	1,499	7,500
	Conferences	2,578	1,987	2,649	14,500	14,500	604	12,500
	6,000 Conference							
	4,000 APWA Snow Rodeo							
	2,500 Engineering Conference							
	12,500							
	Other Contracted Services	50,782	252,056	131,093	462,082	519,582	408,320	413,500
FY21	12,000 Technology Upgrades							
	7,700 Vehicle Towing - Completed							
	3,000 Sweeping Report Samples - Completed							
	11,796 Utility Patches Split - Completed							
	24,362 Contracted Snow Removal, ADA Ramps - Completed							
	35,782 Downtown Winter Snow Operations - Completed							
	20,716 Valley Gutter Installations - Completed							
	10,000 Pit Development							
	3,000 Pilot Projects							
	45,000 Milling Contract - Completed							
	250 Copier Maint. Contract - Completed							
	1,500 City Sourced App - Completed							
	20,000 Grand Street Alley Repair							
	900 Weed Control - Completed							
	17,260 Guardrail repairs - Completed							
	21,000 City Works - Completed							
	5,000 Benton Easement Survey							
	12,000 M-Files							
	10,000 Woodbridge Safety Evaluation							
	36,454 Professional Services - Completed							
	40,000 DNRC Alley							
	600 Portable Toilets for Workzone Projects - Completed							
	70,000 Transmap Contract							
	408,320							

Street & Traffic

Fund: 201

			FY 2018	FY 2019	FY 2020	FY 2021			Proposed
			Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
									Budget
FY22	15,000	Technology Upgrades							
	3,000	Vehicle Towing							
	3,200	Sweeping Report Samples							
	5,000	MioVision							
	30,000	Contracted Snow Removal, ADA Ramps							
	150,000	Downtown Winter Snow Operations							
	50,000	Contracted Plowing/Grading, Residential Streets							
	25,000	Valley Gutter Installations							
	25,000	Pit Development							
	3,000	Pilot Projects							
	45,000	Milling Contract							
	500	Copier Maint. Contract							
	3,000	City Sourced App							
	10,200	City Works							
	15,000	M-Files							
	600	Portable Toilets for Workzone Projects							
	30,000	Engineering Contracts							
	<u>413,500</u>								
Total	Purchased Services		765,741	647,436	1,181,991	1,388,696	2,167,260	1,853,064	1,472,135
Intra-City Charges									
		Copier Revolving Program	726	481	727	2,971	2,971	3,073	3,120
		Mall St Sweep/Plow Chrg	15,000	19,000	19,000	19,000	19,000	19,000	19,000
		Shop Gas & Fuel Charges	85,655	93,651	80,711	108,650	108,650	87,992	160,200
		Shop Vehicle Repairs	20,318	13,089	44,794	25,000	25,000	15,523	27,000
		Shop Tires & Tire Repairs	17,591	7,837	23,548	18,000	18,000	9,964	15,550
		Shop Vehicle Parts	115,486	134,692	79,910	115,000	115,000	99,981	112,000
Total	Intra-City Charges		254,776	268,750	248,690	288,621	288,621	235,534	336,870
Fixed Charges									
		Rent of Equipment	-	-	-	65,000	65,000	65,118	65,000
	65,000	ST0916 - Small Motor Patrol							
		Special Assessments	1,592	573	709	620	620	744	781
Total	Fixed Charges		1,592	573	709	65,620	65,620	65,861	65,781
Internal Charges									
		Comm, Mgr, Atty Charges	69,480	72,177	70,330	98,717	98,717	98,717	247,336
		Public Works	24,113	24,803	59,237	-	-	-	4,899
		Property Insurance	282	273	273	294	294	294	315
		Vehicle & Equip Insurance	4,975	4,678	4,678	6,314	6,314	6,314	6,756
		Liability Insurance	20,996	20,832	27,897	27,626	27,626	27,626	30,515
		Fidelity Insurance	188	190	233	226	226	226	159
		Liability Deductible	2,882	858	4,585	4,585	4,585	4,585	4,906
		Human Resource	16,176	16,648	16,107	16,599	16,599	16,599	23,645
		Budget & Accounting	22,115	23,491	23,636	29,555	29,555	29,555	73,757
		Engineering	-	30,989	113,637	139,123	139,123	139,123	85,871
		Building M&O Charge	39,011	39,120	38,131	38,314	38,314	38,314	38,930
		Weed & Snow Control Chrg	18,000	18,000	-	-	-	-	-
		Fleet Services Charges	147,933	166,565	182,963	186,622	186,622	186,622	186,622
Total	Internal Charges		366,151	418,624	541,707	547,975	547,975	547,975	703,711
Debt Service									
		Principal	-	-	-	245,500	245,500	-	240,000
		Interest		-	-	41,625	41,625	-	65,000
Total	Debt Service		-	-	-	287,125	287,125	-	305,000

Street & Traffic

Fund: 201

			FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
						Adopted	Amended	Est Actuals	
Capital Outlay									
FY21	Equipment		-	226,218	23,398	110,000	117,500	441,708	25,000
	117,500	Leaf Vac							
	324,208	Road Wizard (budget was in vehicles account below)							
	441,708	Revised total FY 2021							
FY22	25,000	Mag-Tank							
	25,000	Total FY 2022							
FY21	Vehicles		53,260	344,640	740,751	1,076,000	1,090,460	36,000	1,358,500
	-	Road Wizard (posted to equipment)							
	36,000	PU Ford F150 1/2T #309							
	36,000	Revised total FY 2021							
FY22	250,000	New Patch Truck							
	395,000	Replace Elgin Pelican with Road Wizard (\$395,000)							
	314,000	Freightliner 5 yd Dump Truck will be 12 yd #323 (Carryover From FY 21)							
	314,000	Chevy Dump Truck 5 yd Dump Truck will be 12 yd #322 (From FY 21)							
	38,000	Ford F150 PU Truck #110							
	40,000	Sweeper- Commission did not approve (166,000)FY22 Split with Streets, Transit and Parking							
	7,500	317 Bed Replacement							
	1,358,500	Total FY 2022							
FY21	Street Construction		763,007	153,305	1,690,423	3,200,000	4,448,724	4,162,524	4,800,000
	78,700	MT/Highland Bulbout Budget (FY20 Carryover)							
	-	MT/Highland Bulbout Spent - \$53,979							
	(24,721)	MT/Highland Bulbout Excess (Carryover \$0)							
	161,856	Beattie Trailhead Budget (FY20 Carryover)							
	-	Beattie Trailhead Spent - \$167,707							
	5,851	Beattie Trailhead Overage (Carryover \$0)							
	97,630	Neill/Fuller Sidewalks Budget (FY20 Carryover)							
	-	Neill/Fuller Sidewalks Spent - \$0							
	(97,630)	Neill/Fuller Sidewalks Excess (Carryover \$0)							
	90,000	CARES ACT SAVINGS - 5 POINT INTERSECTION							
	150,000	CARES ACT SAVINGS - PAVE CENTENNIAL TRAIL							
	175,000	CARES ACT SAVINGS - RODNEY LIGHTING							
	1,764,648	Rodney Street Phase 1 Budget							
	-	Rodney Street Phase 1 Spent - \$242,141							
	-	Rodney Street Phase 1 Excess - (Carryover \$1,522,507)							
	1,000,000	Rodney Street Phase 2 Budget							
	-	Rodney Street Phase 2 Spent - \$61,411							
	-	Rodney Street Phase 2 Excess (Carryover \$938,589)							
	100,000	8th Ave Street with water Budget							
	-	8th Ave Street with water Spent - \$211							
	-	9th Ave Street with water Excess (Carryover \$99,789)							
	395,890	Lawrence/Warren Sidewalks Budget							
	-	Lawrence/Warren Sidewalks Spent - \$19,495							
	(101,395)	Lawrence/Warren Sidewalks Excess (Carryover \$275,000)							
	550,000	Benton Trail/Turn Lanes Budget							
	-	Benton Trail/Turn Lanes Spent - \$0							
	(350,000)	Benton Trail/Turn Lanes Excess (Carryover \$200,000)							
	50,000	Downtown Multi-Modal Budget							
	-	Downtown Multi-Modal Spent - \$0							
	(50,000)	Downtown Multi-Modal Excess (Rebudgeted, Carryover \$0)							
	66,695	Knight Street (not budgeted in FY 21)							
	100,000	TIF Match 6th Ward repairs Budget							
	-	TIF Match 6th Ward repairs Spent - \$0							
	-	TIF Match 6th Ward repairs Excess (Carryover \$100,000)							
	250,000	Tow Yard Budget							
	-	Tow Yard Spent - \$0							
	(250,000)	Tow Yard Excess (Carryover \$0)							
	4,162,524	Revised total FY 2021							

Street & Traffic											
Fund: 201			FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget		
						Adopted	Amended	Est Actuals			
FY22											
loan	1,800,000	ST0917 - Rodney Reconstruction - Phase I									
	200,000	Safe Routes to Schools - Commission Amendment									
	150,000	Sidewalk Improvements - Commission Amendment									
loan	1,300,000	Knight St Project - Commission Amendment									
	75,000	Safe Crossing at Ewing St - Commission Amendment									
	75,000	Safe Crossing at N MT and Bozeman - Commission Amendment									
	50,000	Benton Trail Crossing - TA Match									
	500,000	11th Avenue Mill Overlay									
	600,000	Benton Turn Lanes									
	50,000	Downtown Multi-Modal Study									
	<u>4,800,000</u>	Total FY 2022									
Total	Capital Outlay	816,267	724,163	2,454,573	4,386,000	5,656,684	4,640,232	6,183,500			
Total	Steets Maintenance	<u>3,831,988</u>	<u>3,544,540</u>	<u>6,032,047</u>	<u>9,129,765</u>	<u>11,473,353</u>	<u>9,287,010</u>	<u>11,424,895</u>			

Street & Traffic												
Fund: 201				FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget		
							Adopted	Amended	Est Actuals			
Fund	201	Street & Traffic										
Dept	3504	Traffic Maintenance										
Activity	432	Streets & Traffic										
Personnel Services												
				Salaries & Wages	124,483	114,328	131,531	175,596	175,596	169,222	183,907	
				Temporary Salaries	36,205	52,164	45,847	55,022	55,022	35,751	34,593	
				Overtime - Misc	-	2,526	1,374	2,355	2,355	707	1,731	
				F.I.C.A. (Soc. Sec.)	9,573	10,206	10,707	14,483	14,483	12,522	13,691	
				P.E.R.S. Retirement	10,530	9,845	11,344	20,484	20,484	14,888	16,515	
				Health & Vision Insurance	20,557	25,519	30,670	40,973	40,973	40,437	41,553	
				Workers Comp. Ins.	12,979	13,768	14,964	15,267	15,267	13,545	10,704	
				Unemployment Ins.	562	761	446	588	588	526	578	
				Dental Insurance	1,073	1,321	1,529	1,894	1,894	1,870	1,980	
				F.I.C.A. Medicare	2,239	2,387	2,504	3,391	3,391	2,929	3,206	
				Total	Personnel Services	218,201	232,825	250,917	330,053	330,053	292,397	308,458
Supplies & Materials												
				Office Supplies & Equip	218	76	271	250	250	90	250	
				Clothing Allowance	115	556	341	1,460	1,460	708	1,200	
				Small Tools & Equip-Misc	1,934	831	1,880	2,000	2,000	1,781	3,700	
				Computr Equip/Sftwr/Sppl	-	344	-	500	500	500	500	
				Furniture & Fixtures-Misc	-	52	-	375	375	-	500	
				Pavement Markings	51,188	22,626	16,379	35,000	35,000	22,127	45,000	
				Sign Installation Materials	10,423	44,879	24,801	20,000	20,000	20,291	30,000	
				Traffic Count Supp & Mat'ls	125	-	-	300	300	-	300	
				Traffic Safety Equipment	979	2,732	87	2,000	2,000	1,593	2,000	
				Bike/Ped Street Markings	11,649	39,624	28,050	30,000	30,000	29,723	30,000	
				Total	Supplies & Materials	76,631	111,720	71,808	91,885	91,885	76,813	113,450
Purchased Services												
				IT&S Computer Maint/Spprt	4,707	8,336	10,305	8,422	8,422	8,718	7,779	
				IT&S Telephone Service	836	833	834	868	868	867	868	
				IT&S Special Projects	1,598	-	1,544	-	827	619	-	
				City-Co Bldg Postage Adm	85	96	137	168	168	167	176	
				Postage	11	21	14	25	25	1	50	
				Cellular Services		295	1,047	480	480	1,093	1,000	
				Printing & Duplicating	8	-		-	-	-	100	
				Dues, Subscriptn, License	100	100	100	300	300	100	450	
				Water & Sewer	487	513	436	720	720	449	750	
				Solid Waste	331	298	108	480	480	249	480	
				Medical Expenses	239	200	240	240	240	58	240	
				Equipment Repairs	764	1,136	-	1,750	1,750	16	1,750	
				Required Training	50	375	33	2,000	2,000	450	2,000	
				Other Contracted Services	6,481	33,818	35,041	33,348	33,348	130	42,800	
				250 City Sourced App								
				40,000 Traffic Center Line Painting								
				250 Copier Maintenance Contract								
				1,700 City Works								
				600 M-Files								
				42,800								
				Total	Purchased Services	15,697	46,021	49,840	48,801	49,628	12,916	58,443
Intra-City Charges												
				Copier Revolving Program	581	385	581	2,375	2,375	2,477	2,494	
				Shop Gas & Fuel Charges	3,614	5,630	5,402	4,948	4,948	6,137	8,863	
				Shop Vehicle Repairs	1,571	-	41	500	500	471	1,500	
				Shop Tires & Tire Repairs	-	760	15	1,100	1,100	373	850	
				Shop Vehicle Parts	675	506	552	500	500	499	700	
				Total	Intra-City Charges	6,441	7,281	6,590	9,423	9,423	9,957	14,407
Fixed Charges												
				Rent of Equipment	-	-	-	-	-	-	-	
				Total	Fixed Charges	-	-	-	-	-	-	

Street & Traffic

Fund: 201

Fund: 201		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Internal Charges								
	Comm, Mgr, Atty Charges	13,896	14,435	14,066	19,743	19,743	19,743	-
	Public Works	8,038	8,268	11,897	-	-	-	-
	Vehicle & Equip Insurance	116	158	158	191	191	191	204
	Liability Insurance	5,212	4,808	5,731	6,178	6,178	6,178	5,838
	Fidelity Insurance	74	75	79	79	79	79	27
	Human Resource	3,276	3,372	3,262	3,362	3,362	3,362	5,403
	Budget & Accounting	4,338	4,604	4,643	5,658	5,658	5,658	7,619
	Engineering	9,366	10,071	-	-	-	-	-
	Building M&O Charge	13,376	13,413	13,254	13,323	13,323	13,323	16,684
	Fleet Services Charges	4,172	4,172	6,201	6,325	6,325	6,325	6,325
	Total Internal Charges	61,864	63,376	59,291	54,859	54,859	54,859	42,100
Capital Outlay								
	Buildings	-	-	-	-	-	-	-
	- Bldg Reconstruction-Shop Offices							
	Equipment	-	-	2,750	-	-	-	10,000
	10,000 Traffic Counters							
	10,000							
	Vehicles	43,023	-	-	-	-	-	300,000
	300,000 Paint Trauck							
	- Constraint Reduction (Scheduled for FY18)							
	300,000							
	Total Capital Outlay	43,023	-	2,750	-	-	-	310,000
Total	Traffic Maintenance	421,857	461,223	441,196	535,021	535,848	446,941	846,858

Street & Traffic								
Fund: 201		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Fund	201 Street & Traffic							
Dept	3509 Signal Maintenance							
Activity	432 Streets & Traffic							
Personnel Services								
	Salaries & Wages	52,771	42,868	13,523	18,291	18,291	13,712	18,344
	Overtime - Misc	926	240	119	2,355	2,355	50	3,399
	F.I.C.A. (Soc. Sec.)	3,212	2,587	826	1,285	1,285	817	1,354
	P.E.R.S. Retirement	4,534	3,683	1,183	1,816	1,816	1,146	1,936
	Health & Vision Insurance	9,283	7,774	2,363	8,006	8,006	2,418	2,960
	Workers Comp. Ins.	2,891	2,081	620	681	681	520	621
	Unemployment Ins.	187	194	34	52	52	31	58
	Dental Insurance	484	402	118	370	370	106	141
	F.I.C.A. Medicare	751	605	193	302	302	202	318
Total	Personnel Services	75,039	60,434	18,979	33,158	33,158	19,003	29,131
Supplies & Materials								
	Office Supplies & Equip	224	46	82	250	250	-	250
	Clothing Allowance	124	135	-	-	-	-	15
	Small Tools & Equip-Misc	400	751	513	500	500	-	500
	Computr Equip/Sftwr/Spply	-	344	-	400	400	404	200
	Furniture & Fixtures-Misc	-	47	86	-	-	-	-
	State Signal Maintenance	3,848	1,003	-	-	-	-	-
	City Signal Maintenance	6,254	15,127	6,802	15,000	15,000	999	15,000
	Traffic Safety Equipment	7	71	-	350	350	-	350
	Bike/Ped Signal Maint	-	-	60	500	500	-	500
Total	Supplies & Materials	10,857	17,524	7,543	17,000	17,000	1,403	16,815
Purchased Services								
	IT&S Computer Maint/Spprt	2,633	2,631	3,810	1,248	1,248	1,328	576
	IT&S Telephone Service	841	838	839	873	873	872	873
	IT&S Special Projects	351		571	-	306	229	-
	Cellular Services	197	234	111	120	120	49	120
	Dues, Subscriptn, License	317	100	100	150	150	140	150
	Water & Sewer	387	400	77	660	660	79	670
	Solid Waste	394	359	83	600	600	40	620
	Equipment Repairs	-	19	-	250	250	15	250
	Required Training	-	330	-	500	500	-	100
	Conferences	-	-	16	500	500	-	100
	Other Contracted Services	365	473	2,745	5,905	5,905	713	5,875
	300 Miscellaneous Services							
	5,000 Electronic Speed Sign Maintenance							
	500 Lift Inspection							
	75 Copier Maintenance Contract							
	5,875							
Total	Purchased Services	5,485	5,384	8,353	10,806	11,112	3,465	9,334
Intra-City Charges								
	Copier Revolving Program	290	192	290	1,184	1,184	1,286	1,243
	Shop Gas & Fuel Charges	1,681	1,451	976	2,390	2,390	-	300
	Shop Vehicle Repairs	475	2,409	-	2,500	2,500	-	250
	Shop Tires & Tire Repairs	-	-	559	1,200	1,200	-	100
	Shop Vehicle Parts	66	17	308	300	300	-	125
Total	Intra-City Charges	2,512	4,069	2,133	7,574	7,574	1,286	2,018

Street & Traffic Fund: 201								Proposed FY 2022 Budget
		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			
					Adopted	Amended	Est Actuals	
Internal Charges								
Comm, Mgr, Atty Charges		6,948	7,218	7,033	9,872	9,872	9,872	-
Public Works		8,038	8,268	3,222	-	-	-	-
Vehicle & Equip Insurance		151	141	141	-	-	-	-
Liability Insurance		1,478	1,424	563	548	548	548	577
Fidelity Insurance		11	11	9	9	9	9	1
Human Resource		1,211	1,247	864	890	890	890	274
Budget & Accounting		3,736	3,968	3,994	4,982	4,982	4,982	1,498
Building M&O Charge		13,376	13,413	15,242	15,312	15,312	15,312	5,561
Fleet Services Charges		1,795	1,795	1,120	1,142	1,142	1,142	1,142
Total	Internal Charges	36,744	37,485	32,188	32,755	32,755	32,755	9,053
Capital Outlay								
Equipment		10,980	-	-	-	-	-	-
Total	Capital Outlay	10,980	-	-	-	-	-	-
Total	Signal Maintenance	141,617	124,896	69,195	101,293	101,599	57,912	66,351

Street & Traffic

Fund: 201

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Fund	201 Street & Traffic
Dept	3510 Roadway Code Enforcement
Activity	432 Streets & Traffic

Personnel Services

Salaries & Wages	-	-	90,085	87,227	87,227	115,643	137,856
Temporary Salaries	-	-	-	13,126	13,126	-	-
F.I.C.A. (Soc. Sec.)	-	-	5,621	6,223	6,223	2,929	8,560
P.E.R.S. Retirement	-	-	7,880	7,650	7,650	9,908	12,246
Health & Vision Insurance	-	-	19,758	25,214	25,214	29,908	31,480
Workers Comp. Ins.	-	-	4,982	5,371	5,371	2,882	2,188
Unemployment Ins.	-	-	227	252	252	104	360
Dental Insurance	-	-	985	1,166	1,166	1,390	1,500
F.I.C.A. Medicare	-	-	1,315	1,456	1,456	1,569	2,004
Total Personnel Services	-	-	130,853	147,685	147,685	164,331	196,194

Supplies & Materials

Office Supplies & Equip	-	-	319	600	600	170	600
Chem & Lab Supplies	-	-	-	300	300	-	-
Clothing Allowance	-	-	-	-	-	72	300
Fuel/Oil Outside Vendor	-	-	-	-	-	-	-
Small Tools & Equip-Misc	-	-	700	1,553	1,553	665	2,650
150 Small Tools							
2,500 Snow & Ice Control for Sidewalks							
2,650							
Computr Equip/Sftwr/Sppl	-	-	12,060	3,367	3,367	2,230	1,500
1,500 Technological Upgrades							
1,500							
Safety Equipment			-	-	-	-	200
Total Supplies & Materials	-	-	13,079	5,820	5,820	3,137	5,250

Purchased Services

IT&S Computer Maint/Spprt	-	-	4,628	5,563	5,563	5,724	6,525
IT&S Telephone Service	-	-	456	474	474	474	474
City-Co Bldg Postage Adm	-	-	130	-	-	-	-
Postage	-	-	1,037	-	-	3,041	250
Cellular Services	-	-	1,551	1,400	1,400	1,480	1,250
1,250 Cell Phone Reimbursements and IPADS							
Printing & Duplicating	-	-	105	600	600	-	-
Dues, Subscriptn, License	-	-	-	90	90	-	100
Advertising	-	-	833	1,540	1,540	1,359	1,500
1,000 Utility inserts-snow removal							
500 Code Enforcement Educational Material							
1,500							
Long Dist Telephone Chrgs	-	-	10				
Required Training	-	-	-	500	500	-	500
Pesticide Applicator							
Conferences	-	-	-	500	500	-	500
Other Contracted Services	-	-	-	34,212	34,212	-	49,000
32,750 Snow and Ice Cotnrol/Removal							
1,250 City Sourced App							
3,600 Rent - Transit Facility							
10,200 City Works							
1,200 M-Files							
49,000							
Total Purchased Services	-	-	8,751	44,879	44,879	12,077	60,099

Street & Traffic								
Fund: 201		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Intra-City Charges								
	Copier Revolving Program	-	-	353	-	-	-	371
	Shop Gas & Fuel Charges	-	-	1,650	4,318	4,318	1,588	2,035
	Shop Vehicle Repairs	-	-	282	50	50	-	500
	Shop Tires & Tire Repairs	-	-	-	550	550	-	450
	Shop Vehicle Parts	-	-	198	200	200	161	400
Total	Intra-City Charges	-	-	2,482	5,118	5,118	1,749	3,756
Fixed Charges								
	Credit Card Fees	-	-	142	-	-	-	-
Total	Fixed Charges	-	-	142	-	-	-	-
Internal Charges								
	Comm, Mgr, Atty Charges		-	-	4,091	4,091	4,091	-
	Vehicle & Equip Insurance	-	-	107	60	60	60	64
	Liability Insurance	-	-	2,689	2,660	2,660	2,660	3,655
	Fidelity Insurance	-	-	31	31	31	31	20
	Liability Deductible		-	-	1,982	1,982	1,982	2,121
	Human Resource		-	-	2,303	2,303	2,303	2,728
	Budget & Accounting		-	-	1,661	1,661	1,661	3,164
	Fleet Services Charges	-	-	1,982	2,022	2,022	2,022	2,326
Total	Internal Charges	-	-	4,809	14,810	14,810	14,810	14,078
Total	Roadway Code Enforcement	-	-	160,116	218,312	218,312	196,104	279,377

Civic Center Board

Fund: 204

Fund: 204		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
	Charges For Services	-	-	32,842	-	-	-	-
	Investment Earnings	-	-	26	-	-	168	-
	Other Financing Sources / (Uses)	-	-	900	-	-	-	-
	Other Operating Revenues	-	-	33,768	-	-	168	-
Total Revenues								
		-	-	33,768	-	-	168	-
Expenditures								
	Supplies & Materials	-	-	316	-	16,500	9,444	-
	Purchased Services	-	-	2,702	-	14,000	14,000	3,976
	Maintenance & Operating	-	-	3,018	-	30,500	23,444	3,976
	Capital Outlay	-	-	-	-	58,000	58,000	-
	Debt & Capital	-	-	-	-	58,000	58,000	-
Total Expenditures								
		-	-	3,018	-	88,500	81,444	3,976
Revenues Over (Under) Expenditures								
		-	-	30,750	-	(88,500)	(81,276)	(3,976)
Beginning Cash Balance - July 1								
		-	-	-	92,321	92,321	92,321	11,045
	Other Cash Sources / (Uses)	-	-	61,571	-	-	-	-
Ending Cash Balance - June 30								
		-	-	92,321	92,321	3,821	11,045	7,069
Revenues								
Charges For Services								
	Civic Center Board Receipts			13,722				
	Civic Center Board Booth Receipts			19,120				
	Total Charges For Services	-	-	32,842	-	-	-	-
Investment Earnings								
	Interest Earnings	-	-	26	-	-	168	-
	Total Interest Earnings	-	-	26	-	-	168	-
Other Financing Sources / (Uses)								
	Other Revenues			900				
	Total Other Financing Sources / (Uses)	-	-	900	-	-	-	-
SUBTOTAL - OPERATING REVENUE								
		-	-	33,768	-	-	168	-
TOTAL REVENUE								
		-	-	33,768	-	-	168	-
Other Sources / (Uses) - Non-Budgeted								
	Fund Balance	-	-	61,571	-	-	-	-
	Total Other Sources / (Uses) - Non-Budgeted	-	-	61,571	-	-	-	-

Civic Center Board

Fund: 204

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

<div> Fund 204 Civic Center Board Dept 4121 Civic Center Board Activity 464 Park & Recreation </div>							
Supplies & Materials							
Clothing Allowance				-	750	-	-
Computr Equip/Sftwr/Sppl	-	-	-	-	-	-	-
Small Tools & Equip-Misc				-	15,750	9,444	
Total	Supplies & Materials	-	-	-	16,500	9,444	-
Purchased Services							
Building Repairs/Maint				-	14,000	14,000	3,976
Total	Purchased Services	-	-	-	14,000	14,000	3,976
Capital Outlay							
Imprvmnts Other Than Bldgs				-	58,000	58,000	
Total	Capital Outlay	-	-	-	58,000	58,000	-
Total	Civic Center Board	-	-	-	88,500	81,444	3,976
<div> Fund 204 Civic Center Board Dept 4503 CC Board Reimbursables Activity 464 Park & Recreation </div>							
Supplies & Materials							
Operating Supplies - Misc			316				
Total	Supplies & Materials	-	-	316	-	-	-
Purchased Services							
Advertising			2,702				
Total	Purchased Services	-	-	2,702	-	-	-
Total	CC Board Reimbursables	-	-	3,018	-	-	-
	Fund Totals - Civic Center Board	-	-	3,018	-	88,500	81,444
		-	-	3,018	-	88,500	81,444
		-	-	3,018	-	88,500	81,444

Civic Center
Fund: 211

Fund: 211		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Charges For Services		299,527	615,014	536,758	478,250	478,250	420,147	590,500
Other Financing Sources / (Uses)		5,490	42,016	198	750	750	2	352,123
Other Operating Revenues		305,017	657,030	536,956	479,000	479,000	420,149	942,623
Internal Service Revenues		-	-	-	-	-	-	-
Interfund Transfers In		485,854	475,572	362,792	362,588	362,750	362,750	452,750
Internal Transactions		485,854	475,572	362,792	362,588	362,750	362,750	452,750
Total Revenues		790,871	1,132,602	899,748	841,588	841,750	782,899	1,395,373
Expenditures								
Personnel Services		381,763	396,178	410,096	433,856	433,856	324,191	475,261
Supplies & Materials		20,333	28,670	26,685	38,690	38,690	21,395	54,130
Purchased Services		149,424	357,987	397,804	292,141	293,337	191,627	315,213
Intra-City Charges		-	-	-	-	-	-	-
Fixed Charges		6,434	8,483	11,232	9,210	9,210	11,776	12,670
Maintenance & Operating		176,191	395,141	435,721	340,041	341,237	224,798	382,013
Internal Charges		154,264	150,697	173,559	163,458	163,458	163,458	202,686
Transfers Out		-	-	-	-	-	-	-
Internal Transactions		154,264	150,697	173,559	163,458	163,458	163,458	202,686
Capital Outlay		26,169	-	68,679	-	-	-	201,470
Debt & Capital		26,169	-	68,679	-	-	-	201,470
Total Expenditures		738,387	942,016	1,088,055	937,355	938,551	712,446	1,261,430
Revenues Over (Under) Expenditures								
		52,484	190,586	(188,307)	(95,767)	(96,801)	70,452	133,943
Beginning Cash Balance - July 1								
		427,848	480,332	670,918	441,950	441,950	441,950	512,402
Other Cash Sources / (Uses)								
		-	-	(40,661)	-	-	-	-
Ending Cash Balance - June 30								
		480,332	670,918	441,950	346,183	345,149	512,402	646,345
Reserve Target - 18% of Operating Expenses:								
		128,199	169,563	183,488	168,724	168,939	128,240	190,793
Reserve Target - 90 Days of Operating Expenses:								
		175,615	232,278	251,353	231,129	231,424	175,672	261,360
Reserve Policy Target:								
		175,615	232,278	251,353	231,129	231,424	175,672	261,360
(Greater of 90 Days Operating Expenses or 18% of Operating Expenses)								
Excess Reserve:								
		304,717	438,641	190,597	115,054	113,726	336,731	384,985

Civic Center
Fund: 211

Fund: 211		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Charges For Services								
	Civic Center Fees	178,212	165,484	131,083	180,000	180,000	76,644	165,000
	Event Ticket Sales	96,790	379,490	349,743	235,000	235,000	303,486	354,500
	Event Ticket Fee	15,676	46,126	36,442	21,000	21,000	30,601	38,000
	Civic Center Event Reimbursements	4,678	2,895	83	4,750	4,750	-	1,000
	Civic Center Board Reimbursements	4,171	-	-	-	-	-	-
	Concession Merchandise	-	21,019	19,407	37,500	37,500	9,416	32,000
	Total Charges For Services	299,527	615,014	536,758	478,250	478,250	420,147	590,500
Other Financing Sources / (Uses)								
	Other Revenues	5,490	42,016	198	750	750	2	500
	Misc Federal Grants	-	-	-	-	-	-	351,623
	Total Other Financing Sources / (Uses)	5,490	42,016	198	750	750	2	352,123
SUBTOTAL - OPERATING REVENUE		305,017	657,030	536,956	479,000	479,000	420,149	942,623
Interfund Transfers In								
	T/in - 100 General Fund	480,000	470,000	360,000	360,000	360,000	360,000	450,000
	T/in - 645 Insurance & Safety	5,854	5,572	2,792	2,588	2,750	2,750	2,750
	Total Interfund Transfers In	485,854	475,572	362,792	362,588	362,750	362,750	452,750
TOTAL REVENUE		790,871	1,132,602	899,748	841,588	841,750	782,899	1,395,373
Other Sources / (Uses) - Non-Budgeted								
	Fund Balance	-	-	(40,661)	-	-	-	-
	Total Other Sources / (Uses) - Non-Budgeted	-	-	(40,661)	-	-	-	-

Civic Center

Fund: 211

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	211 Civic Center							
Dept	4120 Civic Center							
Activity	464 Park & Recreation							
Personnel Services								
Salaries & Wages		259,982	254,766	249,014	277,991	277,991	206,335	309,776
Temporary Salaries		7,822	22,706	35,258	19,000	19,000	20,655	25,167
Overtime - Misc		807	1,331	3,296	-	-	1,100	-
F.I.C.A. (Soc. Sec.)		14,928	15,782	16,560	18,417	18,417	13,008	20,769
P.E.R.S. Retirement		21,802	22,344	23,339	26,050	26,050	18,970	29,713
Health & Vision Insurance		55,418	59,267	62,456	73,625	73,625	51,156	75,552
Workers Comp. Ins.		13,679	11,969	12,463	10,221	10,221	6,965	4,970
Unemployment Ins.		940	1,255	719	746	746	585	874
Dental Insurance		2,893	3,067	3,118	3,498	3,498	2,367	3,600
F.I.C.A. Medicare		3,492	3,691	3,873	4,308	4,308	3,050	4,840
Total	Personnel Services	381,763	396,178	410,096	433,856	433,856	324,191	475,261
Supplies & Materials								
Office Supplies & Equip		980	738	852	900	900	400	800
Janitorial Supplies		12,200	10,024	10,202	13,000	13,000	6,775	12,500
Small Tools & Equip-Misc		730	2,398	2,760	6,790	6,790	2,280	6,600
2,000	MagOne Radios							
3,500	Floor Buffer							
400	Carpet Pre-Sprayer							
700	Small Tools							
6,600								
Computr Equip/Sftwr/Sppl		375	-	101	3,000	3,000	2,790	11,200
6,000	Auditorium Sound System Enhancements							
4,000	Headsets, Clearcom, DR paging system							
1,200	Monitors (Box Office & Admin Offices)							
11,200								
Furniture & Fixtures-Misc		834	5,207	2,014	2,500	2,500	2,150	10,530
1,500	Riser Legs/Parts							
5,000	Dressing Room Showers floor/fixtures							
2,400	Dressing Room Countertops							
1,630	Table Linens							
10,530								
Resale Supplies		-	7,519	8,383	10,000	10,000	6,000	10,000
Construction & Maint Mat'l's		5,214	2,783	2,372	2,500	2,500	1,000	2,500
Total	Supplies & Materials	20,333	28,670	26,685	38,690	38,690	21,395	54,130
Purchased Services								
IT&S Computer Maint/Sprrt		17,250	19,198	14,909	16,147	16,147	16,623	14,716
IT&S Telephone Service		4,045	4,062	4,069	4,196	4,196	4,196	4,196
IT&S Special Projects		-		2,234	-	1,196	895	-
City-Co Bldg Postage Adm		212	132	189	431	431	314	650
Postage		332	1,085	1,282	750	750	615	1,000
Cellular Services		78	60	80	-	-	-	-
Printing & Duplicating		1,092	2,109	476	1,000	1,000	415	1,000
Dues, Subscriptn, License		1,424	2,858	2,958	3,188	3,188	2,561	4,376
348	ASCAP License							
114	BMI License							
438	SESAC License							
600	Adobe Creative Cloud							
350	IR Subscription							
1,242	Beer & Wine License							
588	All Seated Event Diagram							
696	Fastbook Booking							
4,376								
Advertising					3,000	3,000	3,030	3,000
Water & Sewer		8,007	7,565	9,414	10,787	10,787	8,175	12,000
Long Dist Telephone Chrgs		25	47	51	-	-	-	-
Solid Waste		3,566	3,305	3,311	3,280	3,280	3,150	3,280

Civic Center
Fund: 211

		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Professional Services-Misc		78,760	283,502	339,762	219,188	219,188	134,310	236,500
100,000	Promoter Payments							
7,000	Program Marketing							
115,000	Purchased Programming							
14,500	Ticket System							
<u>236,500</u>								
Equipment Repairs		4,766	5,870	5,504	4,050	4,050	2,605	4,050
250	Piano Moving & Tuning							
450	Fire Extinguisher Maintenance							
2,500	Repairs to Equipment							
850	Repair to Theater Equip							
<u>4,050</u>								
Building Repairs/Maint		17,353	16,528	7,469	10,800	10,800	6,505	17,000
6,000	Plowing / Sanding / Striping - Civic Center							
4,500	Paint, Repair Supplies							
1,500	Two Metal Doors (BR elevator rm, mop closet)							
<u>5,000</u>	Dressing Room Carpet Replacement							
<u>17,000</u>								
Meal Reimb-Taxable		-	-					
Local Travel		8	-	19	230	230	-	200
Travel & Meeting Expense		-	86	225	500	500	-	500
Required Training		199	1,677	120	500	500	-	500
Conferences		-	1,048	-	2,000	2,000	295	2,000
2,000	Venue Manager/Booking Conference							
Investigation / Inspect Fees		240	240	240	1,150	1,150	792	1,150
350	Elevator-State Inspection							
800	Fire System Annual Inspection							
<u>1,150</u>								
Other Contracted Services		3,328	3,998	5,140	6,194	6,194	5,835	6,095
475	Fire Alarm Monitoring Service							
3,530	Elevator Maintenance							
550	Copier maint. contract							
<u>1,540</u>	Pest Control							
<u>6,095</u>								
CC Board Reimb Costs		4,071	74	-				
CC Event Reimb Costs		4,668	4,543	350	4,750	4,750	1,310	3,000
Total Purchased Services		149,424	357,987	397,804	292,141	293,337	191,627	315,213
Fixed Charges								
Special Assessments		6,434	8,483	11,232	8,910	8,910	11,776	12,370
Licenses		-	-	-	300	300	-	300
Total Fixed Charges		6,434	8,483	11,232	9,210	9,210	11,776	12,670
Internal Charges								
Comm, Mgr, Atty Charges		16,451	17,353	17,068	23,784	23,784	23,784	46,600
Park & Rec		-	-	-	7,713	7,713	7,713	39,478
Property Insurance		15,535	15,156	15,156	16,435	16,435	16,435	17,585
Vehicle & Equip Insurance		9	8	8	8	8	8	9
Liability Insurance		7,813	7,631	7,790	7,874	7,874	7,874	8,879
Fidelity Insurance		87	88	86	86	86	86	86
Liability Deductible		-	-	-	-	-	-	-
Human Resource		8,177	8,473	8,129	8,377	8,377	8,377	6,825
Budget & Accounting		7,772	8,254	8,312	10,302	10,302	10,302	15,622
Weed & Snow Control Chrg		-	-	-	-	-	-	-
Building M&O Charge		98,420	93,734	117,010	88,879	88,879	88,879	67,602
Total Internal Charges		154,264	150,697	173,559	163,458	163,458	163,458	202,686

Civic Center

Fund: 211

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Capital Outlay								
Buildings		-	-	-	-	-	-	94,500
20,000	Barrell Roof Engineering							
3,500	Kitchen Floor Tile Replacement							
3,500	Kitchen Swing Doors (3 sets)							
5,000	Benton Double Entry Door Replacement							
20,000	South Flat Roof & Rain Gutters							
8,500	Ballroom Wall Fabric Replacement							
19,000	Ballroom VCT Tile Floor Replacement							
15,000	Benton Ave Carpet Replacement							
94,500								
Imprvmnts Other Than Bldgs		-	-	2,230	-	-	-	60,000
60,000	North Parking Lot Replacement							
60,000								
Equipment		26,169	-	66,449	-	-	-	46,970
6,970	Auditorium Curtains Phase 3 Replacement IFR							
40,000	1 Pair Spotlights							
46,970								
Total	Capital Outlay	26,169	-	68,679	-	-	-	201,470
Total	Civic Center	738,387	942,016	1,088,055	937,355	938,551	712,446	1,261,430

Facilities Management

Fund: 212

Fund: 212				FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
							Adopted	Amended	Est Actuals	
Revenues										
Investment Earnings				14,429	24,575	15,292	16,000	16,000	2,200	4,000
Other Financing Sources / (Uses)				-	29	-	-	-	-	-
Other Operating Revenues				14,429	24,604	15,292	16,000	16,000	2,200	4,000
Internal Service Revenues				599,638	575,024	609,772	585,058	585,058	585,058	633,939
Interfund Transfers In				176,928	7,070	5,636	6,460	6,313	6,313	4,917
Internal Transactions				776,566	582,094	615,408	591,518	591,371	591,371	638,856
Total Revenues				790,995	606,698	630,700	607,518	607,371	593,571	642,856
Expenditures										
Personnel Services				216,692	181,924	201,541	224,707	224,707	219,265	247,717
Supplies & Materials				1,850	2,838	2,162	2,125	2,125	1,910	4,500
Purchased Services				351,228	277,205	349,623	380,337	345,011	352,894	425,534
Intra-City Charges				1,329	1,466	2,553	2,099	2,099	2,310	2,590
Fixed Charges				168,620	-	-	-	-	-	-
Maintenance & Operating				523,027	281,509	354,338	384,561	349,235	357,114	432,624
Internal Charges				34,472	35,092	35,565	47,333	47,333	47,333	86,450
Transfers Out				-	-	-	-	-	-	-
Internal Transactions				34,472	35,092	35,565	47,333	47,333	47,333	86,450
Capital Outlay				-	31,457	-	-	-	2,795	7,000
Debt & Capital				-	31,457	-	-	-	2,795	7,000
Total Expenditures				774,191	529,982	591,444	656,601	621,275	626,507	773,791
Revenues Over (Under) Expenditures				16,804	76,716	39,256	(49,083)	(13,904)	(32,936)	(130,935)
Beginning Cash Balance - July 1				1,011,340	1,028,144	1,104,860	1,144,116	1,144,116	1,144,116	1,111,180
Other Cash Sources / (Uses)				-	-	-	-	-	-	-
Ending Cash Balance - June 30				1,028,144	1,104,860	1,144,116	1,095,033	1,130,212	1,111,180	980,245
Reserve Target - 18% of Operating Expenses:				139,354	89,735	106,460	118,188	111,829	112,268	138,022
Reserve Target - 90 Days of Operating Expenses:				190,896	122,924	145,835	161,902	153,191	153,792	189,072
Reserve Policy Target:				190,896	122,924	145,835	161,902	153,191	153,792	189,072
(Greater of 90 Days Operating Expenses or 18% of Operating Expenses)										
Excess Reserve:				837,248	981,936	998,280	933,131	977,021	957,388	791,173
(Excess Reserve for Capital Projects Funding)										

Facilities Management							
Fund: 212							

Revenues

Investment Earnings

Interest Earnings	14,429	24,575	15,292	16,000	16,000	2,200	4,000
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Total	Interest Earnings	14,429	24,575	15,292	16,000	16,000	2,200	4,000
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Internal Service Revenues

Community Facilities Charges	599,638	575,024	609,772	585,058	585,058	585,058	633,939
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Project #	Maintenance Charges	
FM4010	30,637	Civic Center
FM4001	44,692	Fire Sta #1
FM4002	29,128	Fire Sta #2
FM4012	30,837	Parks Bldg
FM4003	11,091	Water Treat. - Mgmt. Fee Only
FM4004	5,346	Wst Water Treat. - Mgmt. Fee Only
FM4013	22,359	Utilities Building
FM4007	12,059	Capital Transit - Mgmt. Fee Only
FM4008	52,628	Shop
FM4018	19,830	Transfer Station
FM4011	27,726	Chamber Bldg. (HVCC)
FM4019	8,614	City-County Admin Bldg
FM4022	18,568	Solid Waste Truck Garage
FM4023	5,046	Police Evidence Storage
FM4009	15,505	Neighborhood Center
FM4025	18,924	Golf Clubhouse
FM4026	8,614	Law & Justice Center
	361,604	Total Maintenance Charges

Energy Charges		
FM4010	25,000	Civic Center
FM4001	18,000	Fire Sta #1
FM4002	8,000	Fire Sta #2
FM4012	12,400	Parks Bldg
FM4013	11,500	Utilities Building
FM4008	36,000	Shop
FM4018	2,740	Transfer Station
FM4011	10,700	Chamber Bldg. (HVCC)
FM4022	6,500	Solid Waste Truck Garage
FM4023	3,898	Police Evidence Storage
	134,738	Total Energy Charges

Project Management		
FM4010	11,965	Civic Center
FM4001	17,283	Fire Sta #1
FM4002	17,283	Fire Sta #2
FM4012	2,659	Parks Bldg
FM4003	7,977	Water Treatment
FM4004	4,653	Wst Water Treatment
FM4013	11,965	Utility Maintenance
FM4007	6,647	Capital Transit
FM4008	22,600	Shop
FM4018	3,988	Transfer Station
FM4011	2,659	Chamber Building (HVCC)
FM4019	7,977	City-County Admin Bldg
FM4022	5,318	Solid Waste Truck Garage
FM4023	1,329	Police Evidence Bldg
FM4025	6,647	Golf Clubhouse
FM4026	6,647	Law Justice Center
	137,597	Total Project Management

633,939.00	Total Community Facility Charges						
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Total	Internal Service Revenues	599,638	575,024	609,772	585,058	585,058	585,058	633,939
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Other Financing Sources / (Uses)

Other Revenues	-	29					
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Total	Other Financing Sources / (Uses)	-	29	-	-	-	-	-
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SUBTOTAL - OPERATING REVENUE	614,067	599,628	625,064	601,058	601,058	587,258	637,939
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Facilities Management								
Fund: 212		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Interfund Transfers In								
T/in - 100 General Fund								
2000 Grandstreet Support								
PEG Operational Support (General Fund)		5,103	3,887	4,066	5,047	5,047	5,047	3,651
PEG Contract - Cable Franchise Fee Funded		168,620	-					
subtotal		173,723	3,887	4,066	5,047	5,047	5,047	3,651
T/in - 645 Insurance & Safety		3,205	3,183	1,570	1,413	1,266	1,266	1,266
T/in - 650 Medical Revolving		-	-	-	-	-	-	-
Total	Interfund Transfers In	176,928	7,070	5,636	6,460	6,313	6,313	4,917
TOTAL REVENUE		790,995	606,698	630,700	607,518	607,371	593,571	642,856

Facilities Management

Fund: 212

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Fund	212 Facilities Management
Dept	4505 Facilities Administration
Activity	403 Facilities Administration

Personnel Services

Salaries & Wages	74,714	67,590	74,664	81,655	81,655	80,950	93,412
F.I.C.A. (Soc. Sec.)	4,200	3,938	4,640	5,097	5,097	4,700	5,827
P.E.R.S. Retirement	6,124	5,793	6,525	7,209	7,209	7,105	8,334
Health & Vision Insurance	13,221	13,194	15,489	17,409	17,409	17,025	20,023
Workers Comp. Ins.	4,688	4,110	4,110	3,254	3,254	2,660	1,433
Unemployment Ins.	263	307	190	371	371	210	244
Dental Insurance	690	683	772	1,020	1,020	790	954
F.I.C.A. Medicare	982	921	1,085	1,192	1,192	1,100	1,363

Total Personnel Services	104,882	96,545	107,606	117,207	117,207	114,540	131,590
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Supplies & Materials

Office Supplies & Equip	377	557	1,218	625	625	835	2,500
Parts - Misc	564	344	375	500	500	300	1,000
Small Tools & Equip-Misc	909	1,937	569	1,000	1,000	775	1,000

Total Supplies & Materials	1,850	2,838	2,162	2,125	2,125	1,910	4,500
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Purchased Services

IT&S Computer Maint/Spprt	1,438	5,086	7,073	5,699	5,699	5,879	5,751
IT&S Telephone Service	1,327	1,356	1,358	1,377	1,377	1,377	1,377
IT&S Special Projects	-	-	1,060	-	567	425	-
City-Co Bldg Postage Adm				44	44	33	50
Postage				50	50	10	50
Cellular Services	989	1,095	1,805	1,095	1,095	1,825	1,202

Project #	Electric Utility	95,522	92,459	102,451	87,553	87,553	96,500	84,340
FM4001	8,000 Fire STA #1							
FM4002	5,000 Fire STA #2							
FM4010	15,000 Civic Center							
FM4011	8,000 Chamber of Commerce							
FM4012	6,000 Parks Maintenance							
FM4013	7,500 Utilities Maintenance							
FM4018	2,340 Transfer Station							
FM4022	4,500 Solid Waste Truck Garage							
FM4023	2,000 Police Evidence Bldg.							
	<u>84,340</u>							

Long Dist Telephone Chrgs			6	60,893	-	-	-
Natural Gas Utility	70,554	65,085	57,253	60,893	60,893	64,200	50,400

FM4001	10,000 Fire STA #1						
FM4002	3,000 Fire STA #2						
FM4008	10,000 Shop						
FM4010	10,000 Civic Center						
FM4011	2,700 Chamber of Commerce						
FM4012	6,400 Parks Maintenance						
FM4013	4,000 Utilities Maintenance						
FM4018	400 Transfer Station						
FM4022	2,000 Solid Waste Truck Garage						
FM4023	1,900 Police Evidence Bldg.						
	<u>50,400</u>						

Project #	Building Repairs/Maint	146,363	77,856	144,859	121,545	146,545	146,545	223,273
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FM4001	Fire Station #1						
	3,500 Door / Exterior Repairs						
	2,500 Plumbing Repairs						
	1,500 Electrical Repairs						
	4,500 Carpentry / Painting						
	4,500 Heat System Repairs						
	500 Generator Maintenance						
	904 Two fire alarm phone lines						
	<u>2,648</u> Security Upgrades						
	20,552 Subtotal Fire Station #1						

Facilities Management

Fund: 212

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
FM4002	Fire Station #2							
	1,700	Carpentry / Painting						
	1,200	Exterior Repairs						
	1,500	Generator						
	2,500	Door Repairs						
	1,250	Plumbing Repairs						
	1,250	Ceiling Repairs						
	1,100	Electrical Repairs						
	15,450	Dayroom flooring Replacement FY22						
	2,648	Security Upgrades FY22						
	<u>20,600</u>	LED Upgrades						
	49,198	Subtotal Fire Station #2						
FM4008	Fleet Services							
	2,550	Floor Covering						
	2,000	Replace Doors						
	7,300	Door Repairs / Alignments						
	1,000	Air Handling Repairs						
	1,600	Plumbing Repairs						
	4,050	Electrical Repairs						
	1,500	Painting						
	15,000	New Shop Exhaust fans						
	30,000	LED Upgrades						
	10,000	Seal gaps on exterior						
	<u>75,000</u>	Subtotal Fleet Services						
FM4010	Civic Center							
	1,200	Plumbing Repairs						
	2,500	Electrical Repairs						
	2,200	Tunnel System						
	1,200	Boiler System						
	3,400	Rigging System						
	1,500	Ceilings						
	1,800	Carpentry/Painting						
	500	Generator Maintenance						
	<u>6,000</u>	South roof and gutter						
	20,300	Subtotal Civic Center						
FM4012	Parks Building							
	1,200	Plumbing Repairs						
	2,500	Electrical Repairs						
	3,500	Garage Door Repairs						
	1,500	Roof Repairs						
	1,500	Floor Repairs						
	1,800	Carpentry/Painting						
	<u>500</u>	Inspections, Fire, Safety						
	12,500	Subtotal Parks Building						
FM4011	Chamber Bldg							
	2,000	Carpentry						
	1,540	Painting						
	1,395	Door Repairs						
	1,800	Air Handling Repairs						
	1,000	Plumbing Repairs						
	8,500	Carpet Replacement						
	<u>7,128</u>	Parking						
	23,363	Subtotal Chamber Bldg						
FM4013	Utility Bldg							
	1,000	Door Repairs						
	1,500	Lighting Repairs						
	300	Plumbing Repairs						
	200	Electrical Repairs						
	<u>400</u>	Carpentry / Painting						
	3,400	Subtotal Utility Bldg						
FM4022	Solid Waste Truck Garage							
	1,000	Electrical Repairs						
	1,500	Restroom & Shower Repairs						
	5,000	Door Repairs						
	<u>2,000</u>	Upgrade Exterior vehicle receptacles FY22						
	9,500	Subtotal Solid Waste Truck Garage						

Facilities Management

Fund: 212

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
FM4018	Solid Waste							
	800 Plumbing Repairs							
	300 Outside Repairs							
	100 Electrical Repairs							
	800 ADA Upgrades							
	2,000 Subtotal Solid Waste							
FM4023	Police Evidence Bldg.							
	400 Door Repairs							
	200 Outside Repairs							
	600 Electrical Repairs							
	200 Fire Door Inspection							
	200 Fire Sprinkler system Inspection							
	1,600 Subtotal Police Evidence Bldg.							
FM4025	Golf Pro Shop & Clubhouse							
	700 Door Repairs							
	100 Lighting Repairs							
	450 General Repairs							
	600 Electrical Repairs							
	400 Plumbing Repairs							
	950 Fire Alarm Monitoring							
	175 Fire Sprinkler Testing							
	400 Fire Alarm Testing							
	150 Fire Extinguisher Inspection							
	85 Backflow Preventor Inspection							
	450 Air Handling Unit Filters							
	200 Kitchen Hood Inspection							
	800 Kitchen Hood Cleaning (twice a year)							
	400 Kitchen Sump / Grease Separator (Pump x 2)							
	5,860 Subtotal Golf Pro Shop & Clubhouse							
	223,273 Total Building Repairs/Maint							
	Meal Reimb-Taxable	-	-	-	-	-	-	-
	Local Travel	172	78	-	200	200	-	-
Project #	Other Contracted Services	34,581	33,839	33,397	40,096	40,096	35,700	58,735
FM4001	2,669 Fire #1							
FM4002	1,400 Fire #2							
FM4003	4,200 Water Treatments							
FM4004	1,900 Waste Water Admin							
FM4008	15,400 Shop							
FM4012	8,000 Parks Bldg.							
FM4013	6,900 Water Utilities							
FM4018	9,216 Solid Waste							
FM4022	3,900 Solid Waste Truck Garage							
FM4025	4,450 Golf Pro Shop Clubhouse							
	700 M-Files Annual Fee							
	58,735							
Total	Purchased Services	350,946	276,854	349,261	379,445	344,119	352,494	425,178
Intra-City Charges								
	Shop Gas & Fuel Charges	1,272	1,450	1,538	1,699	1,699	1,390	2,100
	Shop Vehicle Repairs	-	-	58	-	-	260	150
	Shop Tires & Tire Repairs	-	-	58	-	-	10	140
	Shop Vehicle Parts	57	16	900	400	400	650	200
Total	Intra-City Charges	1,329	1,466	2,553	2,099	2,099	2,310	2,590
Internal Charges								
	Comm, Mgr, Atty Charges	7,873	8,183	8,025	11,917	11,917	11,917	64,523
	Vehicle & Equip Insurance	118	109	109	331	331	331	354
	Liability Insurance	2,067	1,792	1,983	2,165	2,165	2,165	2,477
	Fidelity Insurance	10	10	11	14	14	14	11
	Liability Deductible	-	-	-	-	-	-	-
	Human Resource	1,776	1,729	1,823	1,879	1,879	1,879	1,453
	Budget & Accounting	5,023	5,342	5,357	6,952	6,952	6,952	10,917
	Fleet Services Charges	1,164	1,455	1,741	1,776	1,776	1,776	1,776
Total	Internal Charges	18,031	18,620	19,049	25,034	25,034	25,034	81,511

Facilities Management									
Fund: 212			FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
						Adopted	Amended	Est Actuals	
Capital Outlay									
Buildings			-	-	-	-	-	2,795	7,000
7,000	LED upgrade (CF Garage, Boiler Room)								
Vehicles			-	31,457	-	-	-	-	-
Equipment			-	-	-	-	-	-	-
Total	Capital Outlay		-	31,457	-	-	-	2,795	7,000
Total	Facilities Administration		477,038	427,780	480,631	525,910	490,584	499,083	652,369

Facilities Management							
Fund: 212							
		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021		
					Adopted	Amended	Est Actuals
							Proposed FY 2022 Budget
Fund 212 Facilities Management Dept 4506 Project Management Activity 403 Facilities Administration							
Personnel Services							
Salaries & Wages		83,675	61,924	67,836	76,946	76,946	84,096
Overtime - Misc			9	130			-
F.I.C.A. (Soc. Sec.)		4,011	3,556	3,968	4,773	4,773	5,217
P.E.R.S. Retirement		5,955	5,308	5,919	6,751	6,751	7,462
Health & Vision Insurance		7,263	8,868	10,116	11,611	11,611	13,096
Workers Comp. Ins.		3,971	363	386	333	333	450
Unemployment Ins.		294	280	171	347	347	220
Dental Insurance		379	459	504	752	752	624
F.I.C.A. Medicare		938	832	928	1,116	1,116	1,220
Total	Personnel Services	106,486	81,599	89,957	102,629	102,629	112,552
Purchased Services							
Cellular Services		270	339	362	775	775	356
Other Contracted Services					98	98	-
Total	Purchased Services	270	339	362	873	873	356
Internal Charges							
Comm, Mgr, Atty Charges		7,873	8,183	8,025	11,917	11,917	-
Liability Insurance		2,223	1,646	1,800	2,039	2,039	2,229
Fidelity Insurance		7	7	7	10	10	8
Human Resource		1,156	1,162	1,193	1,229	1,229	969
Budget & Accounting		5,023	5,342	5,357	6,952	6,952	1,549
Total	Internal Charges	16,282	16,340	16,382	22,147	22,147	4,755
Total	Project Management	123,038	98,278	106,702	125,649	125,649	117,663

Facilities Management							
Fund: 212							

Fund	212 Facilities Management
Dept	4507 Public Ed & Govt Acc Chnl
Activity	403 Facilities Administration

Personnel Services								
Salaries & Wages		4,159	2,848	2,976	3,569	3,569	3,090	2,705
Overtime - Misc			1	16				-
F.I.C.A. (Soc. Sec.)		198	161	172	221	221	175	168
P.E.R.S. Retirement		297	244	261	313	313	275	240
Health & Vision Insurance		390	433	462	605	605	455	378
Workers Comp. Ins.		199	20	20	21	21	18	20
Unemployment Ins.		15	13	8	16	16	10	7
Dental Insurance		20	22	23	75	75	21	18
F.I.C.A. Medicare		46	38	40	51	51	41	39
Total	Personnel Services	5,324	3,780	3,977	4,871	4,871	4,085	3,575
Purchased Services								
Cellular Services		12	12	-	15	15	-	-
Other Contracted Services					4	4	-	-
Total	Purchased Services	12	12	-	19	19	-	-
Fixed Charges								
PEG (Public, Ed & Gov Cablecast)		168,620	-	-	-	-	-	-
FY 19 - pay directly out of general fund								
Total	Fixed Charges	168,620	-	-	-	-	-	-
Internal Charges								
Liability Insurance		104	75	79	95	95	95	72
Human Resource		55	57	55	57	57	57	53
Budget & Accounting		-	-	-	-	-	-	59
Total	Internal Charges	159	132	134	152	152	152	184
Total	Public Ed & Govt Acc Chnl	174,115	3,924	4,111	5,042	5,042	4,237	3,759

Facilities Managemnt-HVCC

Fund: 213

Fund: 213							Proposed FY 2022 Budget
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			
				Adopted	Amended	Est Actuals	
Revenues							
Investment Earnings	100	304	204	50	50	27	40
Other Financing Sources / (Uses)	53,426	53,426	62,100	62,100	62,100	83,000	71,000
Other Operating Revenues	53,526	53,730	62,304	62,150	62,150	83,027	71,040
Total Revenues							
	53,526	53,730	62,304	62,150	62,150	83,027	71,040
Expenditures							
Supplies & Materials	1,557	2,335	1,601	2,500	2,500	1,480	2,500
Purchased Services	12,246	10,820	10,759	14,054	14,054	12,779	14,000
Fixed Charges	1,109	1,292	1,582	1,400	1,400	1,612	1,700
Maintenance & Operating	14,912	14,448	13,941	17,954	17,954	15,871	18,200
Internal Charges	40,777	40,901	41,472	41,879	41,879	41,879	43,778
Transfers Out	-	-	-	-	-	-	-
Internal Transactions	40,777	40,901	41,472	41,879	41,879	41,879	43,778
Total Expenditures							
	55,689	55,349	55,413	59,833	59,833	57,750	61,978
Revenues Over (Under) Expenditures							
	(2,163)	(1,619)	6,891	2,317	2,317	25,277	9,062
Beginning Cash Balance - July 1							
	12,651	10,488	8,869	15,760	15,760	15,760	41,037
Other Cash Sources / (Uses)	-	-	-	-	-	-	-
Ending Cash Balance - June 30							
	10,488	8,869	15,760	18,077	18,077	41,037	50,099

Facilities Managemnt-HVCC

Fund: 213

Fund: 213		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Investment Earnings								
Interest Earnings		100	304	204	50	50	27	40
Total	Interest Earnings	100	304	204	50	50	27	40
Other Financing Sources / (Uses)								
Other Revenues		-	-	-	-	-	-	-
Chamber Bldg Rent		53,426	53,426	62,100	62,100	62,100	83,000	71,000
Parking Commission, Chamber, MBAC								
Total	Other Financing Sources / (Uses)	53,426	53,426	62,100	62,100	62,100	83,000	71,000
SUBTOTAL - OPERATING REVENUE								
		53,526	53,730	62,304	62,150	62,150	83,027	71,040
TOTAL REVENUE								
		53,526	53,730	62,304	62,150	62,150	83,027	71,040
Fund 213 Facilities Managemnt-HVCC								
Dept 4505 Facilities Administration								
Activity 403 Facilities Administration								
Supplies & Materials								
Janitorial Supplies		1,557	2,335	1,601	2,500	2,500	1,480	2,500
Total	Supplies & Materials	1,557	2,335	1,601	2,500	2,500	1,480	2,500
Purchased Services								
Water & Sewer		1,776	1,914	1,761	4,065	4,065	2,525	4,000
Solid Waste		1,154	1,008	1,099	1,200	1,200	920	1,200
Other Contracted Services		9,316	7,898	7,898	8,789	8,789	9,334	8,800
Janitorial Services								
Total	Purchased Services	12,246	10,820	10,759	14,054	14,054	12,779	14,000
Fixed Charges								
Special Assessments		1,109	1,292	1,582	1,400	1,400	1,612	1,700
Total	Fixed Charges	1,109	1,292	1,582	1,400	1,400	1,612	1,700
Internal Charges								
Property Insurance		1,463	1,444	1,444	1,585	1,585	1,585	1,696
Budget & Accounting		-	-	-	-	-	-	997
Building M&O Charge		39,314	39,457	40,028	40,294	40,294	40,294	41,085
Total	Internal Charges	40,777	40,901	41,472	41,879	41,879	41,879	43,778
Total Facilities Administration								
Total	Facilities Administration	55,689	55,349	55,413	59,833	59,833	57,750	61,978

Neighborhood Center

Fund: 214

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Revenues

Investment Earnings	502	882	823	300	300	120	120
Other Financing Sources / (Uses)	16,760	25,640	26,858	22,700	22,700	17,700	31,580
Other Operating Revenues	17,262	26,522	27,681	23,000	23,000	17,820	31,700
Total Revenues	17,262	26,522	27,681	23,000	23,000	17,820	31,700

Expenditures

Purchased Services	3,467	-	342	5,000	5,000	-	5,000
Maintenance & Operating	3,467	-	342	5,000	5,000	-	5,000
Internal Charges	16,755	16,919	17,619	18,310	18,310	18,310	19,476
Internal Transactions	16,755	16,919	17,619	18,310	18,310	18,310	19,476
Total Expenditures	20,222	16,919	17,961	23,310	23,310	18,310	24,476

Revenues Over (Under) Expenditures

	(2,960)	9,603	9,720	(310)	(310)	(490)	7,224
Beginning Cash Balance - July 1	38,209	35,249	44,852	54,572	54,572	54,572	54,082
Other Cash Sources / (Uses)	-	-	-	-	-	-	-
Ending Cash Balance - June 30	35,249	44,852	54,572	54,262	54,262	54,082	61,306

Revenues

Investment Earnings							
Interest Earnings	502	882	823	300	300	120	120
Total Interest Earnings	502	882	823	300	300	120	120
Other Financing Sources / (Uses)							
Other Revenues	-	-	278	5,000	5,000	-	5,000
5,000 Bldg. Repairs Reimbursements							
Neighborhood Center Rent	16,760	25,640	26,580	17,700	17,700	17,700	26,580
Total Other Financing Sources / (Uses)	16,760	25,640	26,858	22,700	22,700	17,700	31,580

SUBTOTAL - OPERATING REVENUE	17,262	26,522	27,681	23,000	23,000	17,820	31,700
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TOTAL REVENUE	17,262	26,522	27,681	23,000	23,000	17,820	31,700
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Fund	214 Neighborhood Center
Dept	4505 Facilities Administration
Activity	403 Facilities Administration

Purchased Services

Equipment Repairs	-	-	-	-	-	-	-
Building Repairs/Maint	3,467	-	342	5,000	5,000	-	5,000
Total Purchased Services	3,467	-	342	5,000	5,000	-	5,000

Internal Charges

Property Insurance	3,259	3,175	3,175	3,413	3,413	3,413	3,652
Budget & Accounting	-	-	-	-	-	-	319
Building M&O Charge	13,496	13,744	14,444	14,897	14,897	14,897	15,505
Total Internal Charges	16,755	16,919	17,619	18,310	18,310	18,310	19,476

Total Facilities Administration	20,222	16,919	17,961	23,310	23,310	18,310	24,476
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Police Projects & Reimb

Fund: 215

Fund: 215		FY 2018	FY 2019	FY 2020	FY 2021			Proposed FY 2022 Budget
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	
Revenues								
	Intergovernmental Revenues	3,805	-	-	-	-	-	-
	Charges For Services	56,639	63,148	69,905	56,430	56,430	40,440	58,000
	Other Operating Revenues	60,444	63,148	69,905	56,430	56,430	40,440	58,000
	Interfund Transfers In	1,510	1,780	354	447	490	490	490
	Internal Transactions	1,510	1,780	354	447	490	490	490
Total Revenues		61,954	64,928	70,259	56,877	56,920	40,930	58,490
Expenditures								
	Personnel Services	45,671	40,384	71,863	57,842	57,842	31,295	57,042
	Internal Charges	990	1,360	1,360	1,360	1,360	1,360	1,360
	Internal Transactions	990	1,360	1,360	1,360	1,360	1,360	1,360
Total Expenditures		46,661	41,744	73,223	59,202	59,202	32,655	58,402
Revenues Over (Under) Expenditures		15,293	23,184	(2,964)	(2,325)	(2,282)	8,275	88
Beginning Cash Balance - July 1		1,303	16,596	39,780	36,816	36,816	36,816	45,091
	Other Cash Sources / (Uses)	-	-	-	-	-	-	-
Ending Cash Balance - June 30		16,596	39,780	36,816	34,491	34,534	45,091	45,179
Revenues								
Intergovernmental Revenues								
	Highway Traffic Safety	3,459	-	-	-	-	-	-
	Indirect Cost Recovery	346	-	-	-	-	-	-
	Total Intergovernmental Revenues	3,805	-	-	-	-	-	-
Charges For Services								
	Reimbursed Overtime	56,639	63,148	69,905	56,430	56,430	40,440	58,000
	Total Charges For Services	56,639	63,148	69,905	56,430	56,430	40,440	58,000
SUBTOTAL - OPERATING REVENUE		60,444	63,148	69,905	56,430	56,430	40,440	58,000
Interfund Transfers In								
	T/in - 645 Insurance & Safety	1,510	1,780	354	447	490	490	490
	Total Interfund Transfers In	1,510	1,780	354	447	490	490	490
TOTAL REVENUE		61,954	64,928	70,259	56,877	56,920	40,930	58,490
Fund 215 Police Projects & Reimb								
Dept 2205 Police Special Projects								
Activity 421 Police Protection								
Personnel Services (Special Events/Contracted Services)								
	Salaries & Wages	42,504	37,541	67,016	51,300	51,300	21,725	51,300
	F.I.C.A. (Soc. Sec.) (Reserve Officers Only)	-	-	-	3,181	3,181	-	3,181
	Workers Comp. Ins.	2,425	2,147	3,760	2,386	2,386	9,215	1,683
	Unemployment Ins.	149	169	168	231	231	55	134
	F.I.C.A. Medicare	593	526	919	744	744	300	744
	Total Personnel Services	45,671	40,384	71,863	57,842	57,842	31,295	57,042
Internal Charges								
	Liability Insurance	990	1,360	1,360	1,360	1,360	1,360	1,360
	Total Internal Charges	990	1,360	1,360	1,360	1,360	1,360	1,360
Total	Police Special Projects	46,661	41,744	73,223	59,202	59,202	32,655	58,402

Law Enforcement Block Grant

Fund: 217

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Revenues

Intergovernmental Revenues	-	70,365	44,426	33,000	141,551	53,644	33,000
Other Operating Revenues	-	70,365	44,426	33,000	141,551	53,644	33,000
Total Revenues	-	70,365	44,426	33,000	141,551	53,644	33,000

Expenditures

Personnel Services	-	-	-	-	5,000	-	-
Supplies & Materials	-	-	-	-	88,907	43,320	-
Fixed Charges	-	13,919	15,280	15,000	29,644	12,446	15,000
Maintenance & Operating	-	13,919	15,280	15,000	118,551	55,766	15,000
Transfers Out	-	27,172	34,989	15,000	15,000	15,000	15,000
Internal Transactions	-	27,172	34,989	15,000	15,000	15,000	15,000
Total Expenditures	-	41,091	50,269	30,000	138,551	70,766	30,000

Revenues Over (Under) Expenditures

Beginning Cash Balance - July 1

Other Cash Sources / (Uses)	-	-	-	-	-	-	-
Ending Cash Balance - June 30	-	29,274	23,431	26,431	26,431	6,309	9,309

Revenues

Intergovernmental Revenues							
Law Enforcement Blck Grnt							
Block Grant	-	64,721	41,511	30,000	138,551	53,644	30,000
Indirect Cost Recovery	-	5,644	2,915	3,000	3,000	-	3,000
Total Intergovernmental Revenues	-	70,365	44,426	33,000	141,551	53,644	33,000

SUBTOTAL - OPERATING REVENUE	-	70,365	44,426	33,000	141,551	53,644	33,000
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TOTAL REVENUE	-	70,365	44,426	33,000	141,551	53,644	33,000
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Fund 217 Law Enforcement Block Grant
Dept 2201 Police Operations
Activity 421 Police Protection

Personnel Services							
Overtime - Misc					5,000	-	-
Total Personnel Services	-	-	-	-	5,000	-	-

Supplies & Materials							
Computr Equip/Sftwr/Sppl	-	-	-	-	88,907	43,320	-
Total Supplies & Materials	-	-	-	-	88,907	43,320	-

Fixed Charges							
Other L&C Co Programs							
Share of LEF Grant	-	13,919	15,280	15,000	29,644	12,446	15,000
Total Fixed Charges	-	13,919	15,280	15,000	29,644	12,446	15,000

Transfers Out							
T/out - 100 General Fund	-	27,172	34,989	15,000	15,000	15,000	15,000
Total Transfers Out	-	27,172	34,989	15,000	15,000	15,000	15,000

Total Police Operations	-	41,091	50,269	30,000	138,551	70,766	30,000
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9-1-1 Emergency Program

Fund: 218

Fund: 218				FY 2021			Proposed FY 2022 Budget
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	Adopted	Amended	Est Actuals	
Revenues							
Intergovernmental Revenues	446,696	454,326	471,939	432,000	432,000	765,966	934,846
Charges For Services	20,000	10,000	-	12,000	12,000	30,000	15,000
Investment Earnings	3,024	5,049	5,550	500	500	925	500
Other Financing Sources / (Uses)	50,230	31,743	1,555	1,360	1,360	809	1,360
Other Operating Revenues	519,950	501,118	479,044	445,860	445,860	797,700	951,706
Total Revenues	519,950	501,118	479,044	445,860	445,860	797,700	951,706
Expenditures							
Supplies & Materials	20,620	8,705	11,341	23,800	23,800	6,242	30,050
Purchased Services	278,145	279,384	275,611	301,047	303,262	283,816	450,634
Intra-City Charges	-	-	-	-	-	-	-
Fixed Charges	51,636	49,991	46,286	45,432	45,432	43,025	45,432
Maintenance & Operating	350,401	338,080	333,239	370,279	372,494	333,083	526,116
Internal Charges	823	832	832	923	923	923	988
Transfers Out	135,735	-	-	-	-	-	-
Internal Transactions	136,558	832	832	923	923	923	988
Capital Outlay	-	-	-	-	470,000	470,000	502,846
Debt & Capital	-	-	-	-	470,000	470,000	502,846
Total Expenditures	486,959	338,912	334,071	371,202	843,417	804,006	1,029,950
Revenues Over (Under) Expenditures	32,991	162,206	144,974	74,658	(397,557)	(6,306)	(78,244)
Beginning Cash Balance - July 1	147,257	180,248	342,454	487,428	487,428	487,428	481,122
Other Cash Sources / (Uses)	-	-	-	-	-	-	-
Ending Cash Balance - June 30	180,248	342,454	487,428	562,085	89,870	481,122	402,878

9-1-1 Emergency Program

Fund: 218

Fund: 218				FY 2021			Proposed FY 2022 Budget
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	Adopted	Amended	Est Actuals	
Revenues							
Intergovernmental Revenues							
911-Lewis & Clark County	234,083	213,188	157,313	226,000	226,000	147,785	226,000
911-City of Helena	198,633	187,492	157,313	192,000	192,000	147,785	192,000
911-East Helena	13,980	53,646	157,313	14,000	14,000	147,785	14,000
State Grants - Misc.			-	-	-	322,611	502,846
445,000 Upgrade/Replacement of VoicePrint Audio Recording System							
33,846 ESI Net							
24,000 Central Square Grant							
502,846							
Total Intergovernmental Revenues	446,696	454,326	471,939	432,000	432,000	765,966	934,846
Charges For Services							
St. Peter's Hospital Training Reimb.	20,000	10,000	-	12,000	12,000	30,000	15,000
Total Charges For Services	20,000	10,000	-	12,000	12,000	30,000	15,000
Investment Earnings							
Interest Earnings	3,024	5,049	5,550	500	500	925	500
Total Interest Earnings	3,024	5,049	5,550	500	500	925	500
Other Financing Sources / (Uses)							
Other Revenues	50,230	31,743	1,555	1,360	1,360	809	1,360
LCSO 50% reimb for T1 line - Dispatch Radios							
Total Other Financing Sources / (Uses)	50,230	31,743	1,555	1,360	1,360	809	1,360
SUBTOTAL - OPERATING REVENUE							
	519,950	501,118	479,044	445,860	445,860	797,700	951,706
TOTAL REVENUE							
	519,950	501,118	479,044	445,860	445,860	797,700	951,706

9-1-1 Emergency Program

Fund: 218

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Fund 218 9-1-1 Emergency Program
Dept 2206 9-1-1 Emergency Program
Activity 421 Police Protection

Supplies & Materials

Office Supplies & Equip	1,205	625	7,189	12,000	12,000	1,247	7,250
3,000 Office/Cleaning Supplies							
500 Copy Paper							
750 White Board for Conference Room							
3,000 Dispatch Chair - Replacements							
7,250							
Small Tools & Equip-Misc	1,822	2,116	2,376	7,000	7,000	4,275	11,000
2,000 Tools/Equipment for Server Room							
2,000 MT Helena Generator Costs							
3,000 Replacement Headsets/Parts							
1,000 Conference Room - Conference Phone							
3,000 Exterior Surveillance Cameras - 911 Center							
11,000							
Computr Equip/Sftwr/Sppl	17,593	5,964	1,776	4,800	4,800	720	11,800
800 Printer Cartridges							
1,000 Various Software Bundles							
1,500 Replacement of Mice/Keyboards							
1,500 DVD-RAM Disk for Voiceprint (2)							
1,000 PC for Smartboard							
6,000 Server for Radio IP							
11,800							
Total Supplies & Materials	20,620	8,705	11,341	23,800	23,800	6,242	30,050

Purchased Services

IT&S Computer Maint/Spprt	27,639	29,247	27,634	23,003	23,003	23,003	32,675
IT&S Telephone Service	2,285	2,276	2,280	2,370	2,370	2,370	2,370
IT&S Special Projects	8,767	-	4,142	-	2,215	1,657	-
Dues, Subscripnt, License	2,236	1,613	2,466	3,700	3,700	1,946	10,050
2,000 APCO Memberships							
50 LGIT - Local Gov Info Membership (O'Connell)							
7,000 NENA Memberships							
1,000 Dispatch Advertising							
10,050							
Public Relations	113	1,365	-	3,000	3,000	657	3,000
Electric Utility	10,098	10,338	11,645	9,000	9,000	11,218	10,000
Long Dist Telephone Chrgs	78,766	73,377	78,151	79,900	79,900	78,888	108,500
108,000 911 Center Phone Services/Mass Notification System							
500 Language Line Services							
Natural Gas Utility	575	588	564	714	714	601	714
Teletype	11,571	12,666	15,636	13,000	13,000	13,000	14,000
R&M-Compnr/Telecomm Equip	-	3,042	826	5,500	5,500	605	5,500
3,500 Small Equipment/Repairs							
2,000 Replacement UPS Batteries (Server Racks)							
5,500							
911 Systm Repairs & Maint	-	119	310	1,500	1,500	-	1,500
Meal Reimb-Taxable	-	-	-	-	-	-	-
Travel & Meeting Expense	-	-	-	400	400	-	400
Dispatcher Training	12,717	11,105	8,124	15,000	15,000	5,910	15,000
Other Contracted Services	123,378	133,648	123,835	143,960	143,960	143,960	246,925
500 Schedule Anywhere Software Maintenance							
500 Records Destruction/Shredding							
24,000 Central Square Maintenance/Support (Grant Funded/Reimbursed)							
3,000 APCO Meds Annual Support (6)							
6,500 Uptivity (VoicePrint/VPI) Maintenance & Support							
900 Paging Interface (Logisys)							
1,250 CAD Mapping (Logisys)							
1,575 ESRI Licensing (Billed on 3 lines of invoice - Logisys)							
5,300 Northstar CAD (Billed on 3 lines of invoice - Logisys)							
4,500 AVL (Automatic Vehicle Location) Interface (Logisys)							
17,100 Logisys FirstCall CAD System Maintenance							
18,250 Logisys Datatrak RMS Maintenance (50% SSD)							
775 Third Party System/Software/Ad-Ons/Xserver (Logisys)							
2,600 DB2 5.0 NT Run Time Database Maintenance (Logisys)							
4,200 CAD to CAD - Remote Dispatch License Maintenance (Logisys)							
350 MKS Xserver Licensing (Logisys)							
5yr agmt ends FY24							

9-1-1 Emergency Program

Fund: 218

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
325	Maptrak & Restricted User Function (Logisys)							
1,250	Part-time/Overflow CAD Seat Licenses (Logisys)							
950	CAD Status Display Plus Upgrade (Logisys)							
550	Raids Online Interface (Logisys)							
13,500	Mobiletrak Software Support (Logisys)							
1,350	WebMap Maintenance/Support (Logisys)							
650	SMART Board Annual Software Maintenance							
17,000	Motorola Radio Consoles - Maintenance/Software							
600	RAVE Yearly Contract Fee							
8,500	Radio IP Software							
600	Guardian Tracking Licensing - Yearly Maintenance							
1,250	Agency360 FTO/CTO - Yearly Maintenance							
400	360 Office Solutions - Yearly Maintenance							
2,500	Communication Center Specialist (Cleaning Service)							
4,000	Critical Software Maintenance							
1,800	Beyond Trust Maintenance/Support (Remote Connectivity)							
400	Go-to-Meetings Annual Subscription							
100,000	CAD/RMS Project Consultant (Fees 50% SSD)							
<u>246,925</u>								
Total	Purchased Services	278,145	279,384	275,611	301,047	303,262	283,816	450,634
Fixed Charges								
	Rent of Bldgs & Offices	51,636	49,991	46,286	45,432	45,432	43,025	45,432
	Disp. Center & Radio Room (airport) + LEF							
Total	Fixed Charges	51,636	49,991	46,286	45,432	45,432	43,025	45,432
Internal Charges								
	Property Insurance	823	832	832	923	923	923	988
Total	Internal Charges	823	832	832	923	923	923	988
Transfers Out								
	T/out - 219 Support Services Division	135,735	-	-	-	-	-	-
Total	Transfers Out	135,735	-	-	-	-	-	-
Capital Outlay								
	Equipment	-	-	-	-	470,000	470,000	502,846
445,000	Upgrade/Replacement of VoicePrint Audio Recording System							
33,846	ESI Net							
24,000	Central Square Grant							
<u>502,846</u>								
Total	Capital Outlay	-	-	-	-	470,000	470,000	502,846
Total	9-1-1 Emergency Program	486,959	338,912	334,071	371,202	843,417	804,006	1,029,950

Support Services Division

Fund: 219

Fund: 219							Proposed FY 2022 Budget
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			
				Adopted	Amended	Est Actuals	
Revenues							
License & Permits	14,400	20,315	17,780	16,000	16,000	16,065	17,000
Intergovernmental Revenues	1,294,167	1,400,000	1,454,160	1,497,211	1,497,211	1,494,211	1,590,762
Charges For Services	5,099	4,824	4,721	4,000	4,000	5,030	4,000
Investment Earnings	(331)	(1,913)	(301)	-	-	87	20
Other Operating Revenues	1,313,335	1,423,226	1,476,360	1,517,211	1,517,211	1,515,881	1,612,082
Interfund Transfers In	154,349	17,889	9,715	8,486	9,216	9,216	9,216
Internal Transactions	154,349	17,889	9,715	8,486	9,216	9,216	9,216
Total Revenues	1,467,684	1,441,115	1,486,075	1,525,697	1,526,427	1,525,097	1,621,298
Expenditures							
Personnel Services	1,302,458	1,254,402	1,036,433	1,442,073	1,442,073	984,435	1,556,223
Supplies & Materials	3,365	7,012	6,492	11,450	11,450	2,280	17,250
Purchased Services	60,566	69,189	76,038	86,511	88,983	79,847	207,103
Intra-City Charges	-	-	-	-	-	-	2,330
Fixed Charges	54,193	44,683	27,549	29,834	29,834	29,364	30,534
Maintenance & Operating	118,124	120,884	110,079	127,795	130,267	111,491	257,217
Internal Charges	27,543	25,738	25,238	26,410	26,410	26,410	29,100
Internal Transactions	27,543	25,738	25,238	26,410	26,410	26,410	29,100
Total Expenditures	1,448,125	1,401,024	1,171,750	1,596,278	1,598,750	1,122,336	1,842,540
Revenues Over (Under) Expenditures							
	19,559	40,091	314,325	(70,580)	(72,322)	402,762	(221,242)
Beginning Cash Balance - July 1							
	22,926	42,445	83,277	396,871	396,871	396,871	799,633
Other Cash Sources / (Uses)							
	(40)	741	(731)	-	-	-	-
Ending Cash Balance - June 30							
	42,445	83,277	396,871	326,291	324,549	799,633	578,391

Support Services Division

Fund: 219

Fund: 219							Proposed FY 2022 Budget	
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021				
				Adopted	Amended	Est Actuals		
Revenues								
License & Permits								
Alarm Appl & Monitor Fees	4,030	11,465	8,680	9,000	9,000	7,375	9,000	
False Alarm Fees	10,370	8,850	9,100	7,000	7,000	8,690	8,000	
Total	License & Permits	14,400	20,315	17,780	16,000	16,000	16,065	17,000
Intergovernmental Revenues								
County Contributions	1,294,167	1,400,000	1,448,160	1,494,211	1,494,211	1,494,211	1,590,762	
1,545,762 Public Safety Mill Levy								
45,000 Records Supervisor								
Misc Intergovnmntl Rev	-	-	6,000	3,000	3,000	-	-	
Services to BLM								
Total	Intergovernmental Revenues	1,294,167	1,400,000	1,454,160	1,497,211	1,497,211	1,494,211	1,590,762
Charges For Services								
Accident Reports	3,508	3,924	3,491	3,000	3,000	3,575	3,000	
Sex/Violent Offenders Reg	1,591	900	1,230	1,000	1,000	1,455	1,000	
Total	Charges For Services	5,099	4,824	4,721	4,000	4,000	5,030	4,000
Investment Earnings								
Interest Earnings	(331)	(1,913)	(301)	-	-	87	20	
Total	Interest Earnings	(331)	(1,913)	(301)	-	-	87	20
Other Financing Sources / (Uses)								
Other Revenues	-	-	-			488	300	
Total	Other Financing Sources / (Uses)	-	-	-	-	-	488	300
SUBTOTAL - OPERATING REVENUE								
	1,313,335	1,423,226	1,476,360	1,517,211	1,517,211	1,515,881	1,612,082	
Interfund Transfers In								
T/in - 218 9-1-1 Emergency Program	135,735	-	-	-	-	-	-	
Salary reimbursement								
T/in - 645 Insurance & Safety	18,614	17,889	9,715	8,486	9,216	9,216	9,216	
Total	Interfund Transfers In	154,349	17,889	9,715	8,486	9,216	9,216	9,216
TOTAL REVENUE								
	1,467,684	1,441,115	1,486,075	1,525,697	1,526,427	1,525,097	1,621,298	
Other Sources / (Uses) - Non-Budgeted								
Change in False Alarm Receivable Account (A/R)	(40)	741	(731)	-	-	-	-	
Total	Other Sources / (Uses) - Non-Budgeted	(40)	741	(731)	-	-	-	-

Support Services Division

Fund: 219

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Fund 219 Support Services Division
 Dept 2202 Records & Dispatch
 Activity 421 Police Protection

Personnel Services

Salaries & Wages	900,054	861,426	687,558	963,345	963,345	666,625	1,057,427
Overtime - Misc	35,137	32,656	28,253	26,094	26,094	25,830	25,995
F.I.C.A. (Soc. Sec.)	55,583	53,408	42,931	61,358	61,358	40,750	67,184
P.E.R.S. Retirement	79,211	76,623	62,772	86,791	86,791	60,775	96,113
Health & Vision Insurance	192,468	190,994	183,612	258,446	258,446	165,125	270,731
Workers Comp. Ins.	13,676	12,933	10,264	15,261	15,261	6,365	7,322
Unemployment Ins.	3,278	4,030	1,813	4,466	4,466	1,775	2,829
Dental Insurance	10,052	9,841	9,189	11,952	11,952	7,665	12,900
F.I.C.A. Medicare	12,999	12,491	10,040	14,360	14,360	9,525	15,722

Total Personnel Services	1,302,458	1,254,402	1,036,433	1,442,073	1,442,073	984,435	1,556,223
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Supplies & Materials

Office Supplies & Equip	1,824	5,528	6,161	4,700	4,700	1,980	4,700
500 Notary Supplies (4 Clerks)							
1,200 Copy Paper							
3,000 Office Supplies							
4,700							
Clothing Allowance	663	457	47	750	750	-	750
Computr Equip/Sftwr/Sppl	878	1,027	284	6,000	6,000	300	11,800
2,000 Replace Computer Monitors							
2,500 Color/Black Printer Cartridges							
1,500 Various Software Maintenance							
1,000 DVD's and CD-R's/Sleeves							
1,000 Fobs/Replacements							
1,900 Systems Admin - Laptop							
1,900 Dispatch Supervisor - Laptop							
11,800							

Total Supplies & Materials	3,365	7,012	6,492	11,450	11,450	2,280	17,250
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Purchased Services

IT&S Computer Maint/Spprt	26,955	27,649	30,843	32,640	32,640	34,365	28,615
IT&S Telephone Service	5,713	5,690	5,928	5,688	5,688	5,688	5,688
IT&S Special Projects	-	-	4,623	-	2,472	1,850	-
City-Co Bldg Postage Adm	140	156	223	259	259	259	280
Postage	479	732	732	1,100	1,100	840	1,100
Cellular Services	1,280	1,640	1,654	1,920	1,920	2,951	2,520
Printing & Duplicating	1,021	574	-	4,000	4,000	-	500
Advertising	-	-	-	1,200	1,200	-	1,200
Long Dist Telephone Chrgs	99	112	136	-	-	-	-
Teletype	5,526	4,893	5,700	5,700	5,700	5,700	5,800
Professional Services-Misc	910	1,628	1,740	1,500	1,500	900	1,100
Equipment Repairs	-	-	15	400	400	-	400
Repairs/Services-Misc	-	-	-	400	400	-	400
Meal Reimb-Taxable	-	-	15	150	150	-	150
Required Training	-	144	193	5,000	5,000	740	5,000
2,000 Systems Admin Training							
1,000 Systems Admin Windows Training							
1,000 SVOR Conference for Records Clerks (2)							
1,000 TAC Training							
5,000							

Support Services Division

Fund: 219

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Other Contracted Services		18,443	25,971	24,236	26,554	26,554	26,554	154,350
250	Schedule Anywhere Software Maintenance							
100	Landfill Charges (Records)							
500	Records Destruction/Shredding							
18,250	RMS Maintenance (Logisys)(Split 911/SSD/Patrol)							
150	Guardian Tracking Yearly Maint (Split 911/SSD/Patrol)							
5,500	M-Files (T.O.C. The Office Center) Software							
3,300	SSD Copier Annual Lease							
900	SSD Copier Annual Costs							
400	Generator Alarm Monitoring							
100,000	CAD/RMS Project Consultant Fees (Split 911/SSD)							
25,000	Records/Dispatch Staffing Study/Workload							
<u>154,350</u>								
Total	Purchased Services	60,566	69,189	76,038	86,511	88,983	79,847	207,103
Intra-City Charges								
	Shop Gas & Fuel Charges							830
	Shop Vehicle Repairs							500
	Shop Tires & Tire Repairs							500
	Shop Vehicle Parts							500
Total	Intra-City Charges	-	-	-	-	-	-	2,330
Fixed Charges								
	Rent of Bldgs & Offices	54,092	44,575	27,435	29,234	29,234	29,234	30,134
	Credit Card Fees	101	108	114	600	600	130	400
Total	Fixed Charges	54,193	44,683	27,549	29,834	29,834	29,364	30,534
Internal Charges								
	Property Insurance	190	-					
	Vehicle & Equip Insurance							200
	Liability Insurance	27,185	25,570	25,070	26,242	26,242	26,242	28,724
	Fidelity Insurance	168	168	168	168	168	168	176
	Fleet Services Charges							-
Total	Internal Charges	27,543	25,738	25,238	26,410	26,410	26,410	29,100
Total	Records & Dispatch	1,448,125	1,401,024	1,171,750	1,596,278	1,598,750	1,122,336	1,842,540

CDBG/HOME

Fund: 226

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Revenues

Intergovernmental Revenues	260,580	1,066,087	41,692	465,000	465,000	516,000	-
Other Operating Revenues	260,580	1,066,087	41,692	465,000	465,000	516,000	-
Total Revenues	260,580	1,066,087	41,692	465,000	465,000	516,000	-

Expenditures

Fixed Charges	249,951	1,066,087	41,692	465,000	465,000	516,000	-
Maintenance & Operating	249,951	1,066,087	41,692	465,000	465,000	516,000	-
Total Expenditures	249,951	1,066,087	41,692	465,000	465,000	516,000	-

Revenues Over (Under) Expenditures	10,629	-	-	-	-	-	-
Beginning Cash Balance - July 1	(5,530)	5,099	5,099	5,099	5,099	5,099	5,099
Other Cash Sources / (Uses)	-	-	-	-	-	-	-
Ending Cash Balance - June 30	5,099	5,099	5,099	5,099	5,099	5,099	5,099

Revenues**Intergovernmental Revenues**

Federal Grants - CDBG							
proj#	CD3012	Downtown Zoning	25,000	-	-	-	-
proj#	CD1002	CDBG - Center For Mental Health			450,000	450,000	441,000
proj#	TBD	CDBG - Planning Grant					40,000
proj#	CD3013	HOME Grant - Guardian Apts.	215,580	1,051,087	41,692	-	-
State Grants - Misc.							
proj#	CD3011	Downtown Master Plan	-	-	-	-	-
proj#	CD9011	Pioneer Aero-Big Sky Grant	20,000	-	-	-	-
proj#	CD9012	Main Street Program	-	15,000	-	15,000	15,000
proj#	TBD	Big Sky Care Connect Grant					20,000
SUBTOTAL - OPERATING REVENUE			260,580	1,066,087	41,692	465,000	516,000

TOTAL REVENUE	260,580	1,066,087	41,692	465,000	465,000	516,000	-
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Fund	226 CDBG/HOME
Dept	1604 Comm Development Projects
Activity	471 Community Development

Non-Operating Expenses

Grants, Contribtns, Other / Misc							
proj#	CD3012	Downtown Zoning	14,443	-	-	-	-
proj#	CD3013	HOME Grant - Guardian Apts.	215,508	1,051,087	41,692	-	-
proj#	CD9011	Pioneer Aero-Big Sky Grant	20,000	-	-	-	-
proj#	CD9012	Main Street Grant	-	15,000	-	15,000	15,000
proj#	CD1002	CDBG - Center For Mental Health	-	-	-	450,000	441,000
proj#	TBD	CDBG - Planning Grant	-	-	-	-	40,000
proj#	TBD	Big Sky Care Connect Grant	-	-	-	-	20,000
Total	Non-Operating Expenses		249,951	1,066,087	41,692	465,000	516,000

Total	Comm Development Projects		249,951	1,066,087	41,692	465,000	516,000
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Public Art Projects

Fund: 233

Fund: 233							Proposed FY 2022 Budget
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			
				Adopted	Amended	Est Actuals	
Revenues							
Investment Earnings	-	-	-	-	-	-	-
Other Financing Sources / (Uses)	507	515	270	30,000	30,000	30,000	-
Other Operating Revenues	507	515	270	30,000	30,000	30,000	-
Internal Service Revenues	-	-	-	-	-	-	-
Interfund Transfers In	12,000	12,000	19,313	11,487	11,487	11,487	12,000
Internal Transactions	12,000	12,000	19,313	11,487	11,487	11,487	12,000
Long-Term Debt	-	-	-	-	-	-	-
Total Revenues	12,507	12,515	19,583	41,487	41,487	41,487	12,000
Expenditures							
Supplies & Materials	-	504	35	740	740	740	500
Purchased Services	9,945	9,168	7,654	45,838	58,838	58,838	11,500
Intra-City Charges	-	-	-	-	-	-	-
Fixed Charges	-	-	-	-	-	-	-
Maintenance & Operating	9,945	9,672	7,689	46,578	59,578	59,578	12,000
Debt Service	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt & Capital	-	-	-	-	-	-	-
Total Expenditures	9,945	9,672	7,689	46,578	59,578	59,578	12,000
Revenues Over (Under) Expenditures							
	2,562	2,843	11,894	(5,091)	(18,091)	(18,091)	-
Beginning Cash Balance - July 1							
	18,874	21,436	24,279	36,173	36,173	36,173	18,082
Other Cash Sources / (Uses)	-	-	-	-	-	-	-
Ending Cash Balance - June 30							
	21,436	24,279	36,173	31,082	18,082	18,082	18,082

Public Art Projects

Fund: 233

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Revenues

Other Financing Sources / (Uses)

Restricted / Public Art Donation	507	515	270	30,000	30,000	30,000	-
Total Other Financing Sources / (Uses)	507	515	270	30,000	30,000	30,000	-

SUBTOTAL - OPERATING REVENUE

507	515	270	30,000	30,000	30,000	-
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Interfund Transfers In

T/in - 100 General Fund	12,000	12,000	19,313	11,487	11,487	11,487	12,000
Total Interfund Transfers In	12,000	12,000	19,313	11,487	11,487	11,487	12,000

TOTAL REVENUE

12,507	12,515	19,583	41,487	41,487	41,487	12,000
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Fund	233 Public Art Projects
Dept	1702 Public Arts Preservation
Activity	401 Other

Supplies & Materials

Office Supplies & Equip	-	504	35	740	740	740	500
Total Supplies & Materials	-	504	35	740	740	740	500

Purchased Services

City-Co Bldg Postage Adm	-	-	52	117	117	117	128
Postage	-	-	1	10	10	10	10
Printing & Duplicating	-	-	124	300	300	300	300
Advertising	-	-	180	200	200	200	200
Other Contracted Services	9,945	9,168	7,297	45,211	58,211	58,211	10,862
1,500 Public Art Maintenance							
500 Chalk Up Helena							
4,000 Demonstration Helena							
9,800 FY22 Unknown Projects (\$4862)							
(4,938) Redcution to balance R = E							
<u>10,862</u>							

Total Purchased Services	9,945	9,168	7,654	45,838	58,838	58,838	11,500
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Total Public Arts Preservation	9,945	9,672	7,689	46,578	59,578	59,578	12,000
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Open Space District Maint

Fund: 235

Fund: 235							Proposed FY 2022 Budget
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			
				Adopted	Amended	Est Actuals	
Revenues							
Special Assessments	347,670	385,125	547,052	545,855	545,855	560,951	550,750
Taxes & Assessments	347,670	385,125	547,052	545,855	545,855	560,951	550,750
License & Permits	-	-	-	-	-	-	-
Intergovernmental Revenues	111,318	33,655	219,167	1,900	805,649	408,300	1,900
Charges For Services	1,583	1,583	2,325	2,190	2,190	3,950	2,200
Investment Earnings	4,076	7,993	4,524	3,000	3,000	420	500
Other Financing Sources / (Uses)	-	18,500	3,103	500	500	18,765	500
Other Operating Revenues	116,977	61,731	229,120	7,590	811,339	431,435	5,100
Interfund Transfers In	1,865	1,405	827	1,471	844	844	844
Internal Transactions	1,865	1,405	827	1,471	844	844	844
Total Revenues	466,512	448,261	776,999	554,916	1,358,038	993,230	556,694
Expenditures							
Personnel Services	109,349	111,053	142,908	230,186	230,186	217,718	228,629
Supplies & Materials	31,600	36,366	39,458	37,650	37,650	44,285	58,150
Purchased Services	157,164	100,946	391,729	171,745	718,077	443,474	200,504
Intra-City Charges	55,074	65,471	62,062	12,442	12,442	10,338	12,974
Fixed Charges	16,299	17,469	19,712	18,509	18,509	18,789	19,135
Maintenance & Operating	260,137	220,252	512,960	240,346	786,678	516,886	290,763
Internal Charges	49,462	52,886	40,979	52,042	52,042	52,042	191,380
Internal Transactions	49,462	52,886	40,979	52,042	52,042	52,042	191,380
Capital Outlay	102,346	-	74,589	-	138,911	139,211	59,500
Debt & Capital	102,346	-	74,589	-	138,911	139,211	59,500
Total Expenditures	521,294	384,191	771,436	522,575	1,207,818	925,858	770,272
Revenues Over (Under) Expenditures	(54,782)	64,070	5,563	32,341	150,220	67,372	(213,578)
Beginning Cash Balance - July 1	423,528	368,746	432,816	438,379	438,379	438,379	505,751
Other Cash Sources / (Uses)	-	-	-	-	-	-	-
Ending Cash Balance - June 30	368,746	432,816	438,379	470,720	588,599	505,751	292,173
Reserve Target - 18% of Operating Expenses:	75,411	69,154	125,433	94,063	192,403	141,596	127,939
Reserve Target - 90 Days of Operating Expenses:	103,302	94,732	171,825	128,854	263,566	193,968	175,259
Reserve Policy Target: (Greater of 90 Days Operating Expenses or 18% of Operating Expenses)	103,302	94,732	171,825	128,854	263,566	193,968	175,259
Excess Reserve: (Excess Reserve for Capital Projects Funding)	265,444	338,084	266,553	341,866	325,033	311,783	116,914

Open Space District Maint

Fund: 235

Fund: 235		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Special Assessments								
	Special Assessments	347,051	384,463	546,444	545,105	545,105	559,866	550,000
	P & I on Del Assments	619	662	608	750	750	1,085	750
	Total Special Assessments	347,670	385,125	547,052	545,855	545,855	560,951	550,750
Intergovernmental Revenues								
	Misc Federal Grants	108,108	24,795	217,252	-	803,749	406,400	-
	-							
	-							
	State Grants - Misc.	1,294	6,944	-	-	-	-	-
	PILT-Helena Housing Authority	1,916	1,916	1,916	1,900	1,900	1,900	1,900
	Total Intergovernmental Revenues	111,318	33,655	219,167	1,900	805,649	408,300	1,900
Charges For Services								
	Park Use Fees	1,583	1,583	2,325	2,190	2,190	3,950	2,200
	Archery Range Lease							
	Donaldson Lease							
	Total Charges For Services	1,583	1,583	2,325	2,190	2,190	3,950	2,200
Investment Earnings								
	Interest Earnings	4,076	7,993	4,524	3,000	3,000	420	500
	Total Interest Earnings	4,076	7,993	4,524	3,000	3,000	420	500
Other Financing Sources / (Uses)								
	Other Revenues	-	500	3,103	500	500	18,765	500
	Restricted Contribution	-	18,000	-	-	-	-	-
	Total Other Financing Sources / (Uses)	-	18,500	3,103	500	500	18,765	500
SUBTOTAL - OPERATING REVENUE								
		-	-	-	-	-	-	-
Interfund Transfers In								
	T/in - 645 Insurance & Safety	1,865	1,405	827	1,471	844	844	844
	Total Interfund Transfers In	1,865	1,405	827	1,471	844	844	844
TOTAL REVENUE								
		466,512	448,261	776,999	554,916	1,358,038	993,230	556,694

Open Space District Maint

Fund: 235

		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Fund	235 Open Space District Maint							
Dept	4172 Open Space Maint District							
Activity	464 Park & Recreation							
Personnel Services								
Salaries & Wages		49,722	56,394	66,693	103,963	103,963	119,101	106,366
Temporary Salaries		33,242	26,641	41,241	64,740	64,740	41,725	64,740
Overtime - Misc		-	-	-	-	-	418	-
F.I.C.A. (Soc. Sec.)		5,110	5,122	6,648	10,496	10,496	9,970	10,645
P.E.R.S. Retirement		4,206	4,893	6,140	14,842	14,842	10,480	15,225
Health & Vision Insurance		8,327	9,759	11,366	22,063	22,063	24,651	22,036
Workers Comp. Ins.		6,824	6,167	8,431	10,180	10,180	7,485	5,627
Unemployment Ins.		290	374	270	426	426	413	449
Dental Insurance		434	505	567	1,020	1,020	1,140	1,050
F.I.C.A. Medicare		1,194	1,198	1,555	2,456	2,456	2,335	2,491
Total	Personnel Services	109,349	111,053	142,908	230,186	230,186	217,718	228,629
Supplies & Materials								
Office Supplies & Equip		-	338	-	350	350	390	350
Janitorial Supplies		3,886	4,076	6,999	10,300	10,300	10,395	10,300
Clothing Allowance		1,354	5,596	1,978	1,500	1,500	1,665	1,750
Fuel/Oil Outside Vendor		781	910	429	1,000	1,000	270	750
Small Tools & Equip-Misc		12,270	14,466	10,157	10,000	10,000	10,725	15,000
Computr Equip/Sftwr/Sppl		-	-	-	-	-	-	5,000
5,000 Open Lands Maintenance Office Computer Station								
Fertilizer & Chem Supplies		234	2,571	1,331	2,500	2,500	920	5,000
Construction & Maint Mat'ls		13,075	8,409	18,564	12,000	12,000	19,920	20,000
Total	Supplies & Materials	31,600	36,366	39,458	37,650	37,650	44,285	58,150
Purchased Services								
IT&S Computer Maint/Spprt		3,714	4,320	4,325	2,700	2,700	3,180	3,657
IT&S Telephone Service		471	473	479	474	474	474	474
IT&S Special Projects		1,000	-	648	-	347	260	-
City-Co Bldg Postage Adm		56	60	87	91	91	91	103
Postage		5	-	-	500	500	5	100
Cellular Services		-	-	-	-	-	332	-
Printing & Duplicating		-	-	36	100	100	-	100
Dues, Subscriptn, License		1,714	30	-	1,725	1,725	2,545	2,000
2,000 Dues for MT Ascension Lots Plus Park Membership								
Advertising		497	1,014	2,043	3,000	3,000	2,582	2,000
Electric Utility		74	76	74	120	120	82	120
Medical Expenses		-	135	-	300	300	-	300
Architect & Engr Services		6,727	3,926	-	4,000	4,000	5,140	4,000
Outside Repair to Mtr Veh		8	1,161	372	1,000	1,000	1,020	1,000
Building Repairs/Maint		-	55	-	1,000	1,000	875	11,000
10,000 restoration of Kindrick Legion Office								
1,000 misc								
Meal Reimb-Taxable		-	-	-	100	100	-	100
Required Training		-	1,500	-	1,000	1,000	78	1,000
Conferences		180	500	-	500	500	-	500
Solid Waste Tipping Fees		58	-	-	200	200	-	200
Other Contracted Services		142,660	87,696	383,665	154,935	700,920	426,810	173,850
38,000 PPLT								
2,000 Portable Toilets								
850 Parking Permits								
30,000 Weed control								
3,000 Vaulted Restroom Pumping								
80,000 Forest Fuel Reduction								
15,000 Excavation/Maintenance								
5,000 Parking Lot Striping								
Total	Purchased Services	157,164	100,946	391,729	171,745	718,077	443,474	200,504

Open Space District Maint

Fund: 235

		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Intra-City Charges								
	Copier Revolving Program	665	665	706	784	784	784	824
	Parks Trail Maint Chrg	44,628	54,969	55,000	-	-	-	-
	Shop Gas & Fuel Charges	3,669	5,931	5,444	7,158	7,158	5,875	7,950
	Shop Vehicle Repairs	1,625	135	14	1,000	1,000	-	750
	Shop Tires & Tire Repairs	2,512	70	-	1,500	1,500	339	1,300
	Shop Vehicle Parts	1,975	3,701	898	2,000	2,000	3,340	2,150
Total	Intra-City Charges	55,074	65,471	62,062	12,442	12,442	10,338	12,974
Fixed Charges								
	Rent of Bldgs & Offices	4,598	4,598	4,598	4,769	4,769	4,769	4,895
	Special Assessments	11,701	12,871	15,114	13,540	13,540	14,020	14,040
	Licenses	-	-	-	200	200	-	200
Total	Fixed Charges	16,299	17,469	19,712	18,509	18,509	18,789	19,135
Internal Charges								
	Comm, Mgr, Atty Charges	10,429	11,101	11,026	15,958	15,958	15,958	114,707
	Park & Rec	4,909	5,700	6,286	7,713	7,713	7,713	44,961
	Property Insurance	45	43	43	18	18	18	19
	Vehicle & Equip Insurance	196	295	295	308	308	308	330
	Liability Insurance	2,314	2,341	3,172	4,474	4,474	4,474	4,538
	Fidelity Insurance	38	38	60	68	68	68	68
	Human Resource	1,377	1,417	1,371	1,413	1,413	1,413	4,181
	Budget & Accounting	10,649	11,320	11,363	14,580	14,580	14,580	15,066
	Weed & Snow Control Chrg	15,000	15,000	-	-	-	-	-
	Fleet Services Charges	4,505	5,631	7,363	7,510	7,510	7,510	7,510
Total	Internal Charges	49,462	52,886	40,979	52,042	52,042	52,042	191,380
Capital Outlay								
	Parks & Rec. Facilities	-	-	74,589	-	125,411	125,411	-
	Equipment	74,840	-	-	-	-	-	19,500
	14,500 20,000 lb Trailer							
	5,000 Flatbed w/tool boxes							
	19,500							
	Vehicles	27,506	-	-	-	13,500	13,800	40,000
	40,000 1 ton supercab							
	-							
	40,000							
Total	Capital Outlay	102,346	-	74,589	-	138,911	139,211	59,500
Total	Open Space Maint District	521,294	384,191	771,436	522,575	1,207,818	925,858	770,272

Urban Forestry

Fund: 237

Fund: 237			FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
						Adopted	Amended	Est Actuals	
Revenues									
Special Assessments			259,035	256,765	470,265	427,770	427,770	480,777	430,500
Taxes & Assessments			259,035	256,765	470,265	427,770	427,770	480,777	430,500
Intergovernmental Revenues			630	630	630	630	630	630	630
Investment Earnings			3,380	5,213	4,442	2,000	2,000	788	1,000
Other Financing Sources / (Uses)			795	600	10,000	9,000	9,000	9,000	9,000
Other Operating Revenues			4,805	6,443	15,072	11,630	11,630	10,418	10,630
Internal Service Revenues			-	-	-	-	-	-	-
Interfund Transfers In			2,255	2,340	1,189	1,808	1,102	1,102	1,102
Internal Transactions			2,255	2,340	1,189	1,808	1,102	1,102	1,102
Total Revenues			266,095	265,548	486,525	441,208	440,502	492,297	442,232
Expenditures									
Personnel Services			128,627	148,528	183,232	309,732	309,732	282,970	330,281
Supplies & Materials			33,906	26,067	23,405	32,150	32,150	27,465	28,650
Purchased Services			13,092	28,156	16,094	49,561	50,072	42,667	54,613
Intra-City Charges			8,445	8,036	8,070	10,400	10,400	14,084	12,100
Fixed Charges			-	191	-	100	100	220	200
Maintenance & Operating			55,443	62,450	47,569	92,211	92,722	84,436	95,563
Internal Charges			32,983	35,955	34,015	40,461	40,461	40,461	55,088
Transfers Out			-	-	-	-	-	-	-
Internal Transactions			32,983	35,955	34,015	40,461	40,461	40,461	55,088
Capital Outlay			-	55,512	-	65,000	65,000	59,895	-
Debt & Capital			-	55,512	-	65,000	65,000	59,895	-
Total Expenditures			217,053	302,445	264,816	507,405	507,916	467,762	480,932
Revenues Over (Under) Expenditures			49,042	(36,897)	221,710	(66,197)	(67,414)	24,535	(38,700)
Beginning Cash Balance - July 1			249,869	298,911	262,014	483,724	483,724	483,724	508,258
Other Cash Sources / (Uses)			-	-	-	-	-	-	-
Ending Cash Balance - June 30			298,911	262,014	483,724	417,527	416,310	508,258	469,558
Reserve Target - 18% of Operating Expenses:			39,070	44,448	47,667	79,633	79,725	73,416	86,568
Reserve Target - 90 Days of Operating Expenses:			53,520	60,888	65,297	109,086	109,212	100,570	118,586
Reserve Policy Target: (Greater of 90 Days Operating Expenses or 18% of Operating Expenses)			53,520	60,888	65,297	109,086	109,212	100,570	118,586
Excess Reserve: (Excess Reserve for Capital Projects Funding)			245,391	201,126	418,427	308,441	307,098	407,688	350,972

Urban Forestry

Fund: 237

Fund: 237		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Special Assessments								
Special Assessments		258,567	256,313	469,747	427,470	427,470	479,845	430,000
P & I on Del Assmnts		468	452	517	300	300	932	500
Total	Special Assessments	259,035	256,765	470,265	427,770	427,770	480,777	430,500
Intergovernmental Revenues								
Misc Federal Grants		-	-	-	-	-	-	-
PILT-Helena Housing Authority		630	630	630	630	630	630	630
Total	Intergovernmental Revenues	630	630	630	630	630	630	630
Investment Earnings								
Interest Earnings		3,380	5,213	4,442	2,000	2,000	788	1,000
Total	Interest Earnings	3,380	5,213	4,442	2,000	2,000	788	1,000
Other Financing Sources / (Uses)								
Other Revenues		-	600	10,000	9,000	9,000	9,000	9,000
Sale of Fixed Assets		795	-	-	-	-	-	-
Total	Other Financing Sources / (Uses)	795	600	10,000	9,000	9,000	9,000	9,000
SUBTOTAL - OPERATING REVENUE		263,840	263,208	485,336	439,400	439,400	491,195	441,130
Interfund Transfers In								
T/in - 645 Insurance & Safety		2,255	2,340	1,189	1,808	1,102	1,102	1,102
T/in - 650 Medical Revolving		-	-	-	-	-	-	-
Total	Interfund Transfers In	2,255	2,340	1,189	1,808	1,102	1,102	1,102
TOTAL REVENUE		266,095	265,548	486,525	441,208	440,502	492,297	442,232

Urban Forestry

Fund: 237

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	237 Urban Forestry							
Dept	4171 Tree Maintenance District							
Activity	464 Park & Recreation							
Personnel Services								
	Salaries & Wages	78,427	90,897	113,827	186,625	186,625	178,350	191,932
	Temporary Salaries	10,574	11,259	11,603	24,599	24,599	16,440	45,000
	Overtime - Misc	213	790	242	3,191	3,191	280	2,171
	F.I.C.A. (Soc. Sec.)	5,214	5,941	7,311	13,342	13,342	11,360	14,871
	P.E.R.S. Retirement	7,215	7,845	9,875	16,713	16,713	15,670	17,284
	Health & Vision Insurance	18,212	21,630	28,224	47,908	47,908	47,225	47,851
	Workers Comp. Ins.	6,287	7,193	8,718	11,475	11,475	8,180	4,785
	Unemployment Ins.	314	466	316	541	541	505	626
	Dental Insurance	951	1,119	1,407	2,215	2,215	2,195	2,280
	F.I.C.A. Medicare	1,220	1,390	1,710	3,123	3,123	2,765	3,481
Total	Personnel Services	128,627	148,528	183,232	309,732	309,732	282,970	330,281
Supplies & Materials								
	Office Supplies & Equip	707	177	75	300	300	435	300
	Chem & Lab Supplies	-	-	-	50	50	55	50
	Clothing Allowance	1,691	713	284	500	500	480	1,500
	Fuel/Oil Outside Vendor	98	55	15	300	300	-	300
	Small Tools & Equip-Misc	11,470	6,629	12,884	5,000	5,000	15,590	7,500
	Trees, Shrubs, Etc	19,940	18,493	10,147	26,000	26,000	10,905	19,000
Total	Supplies & Materials	33,906	26,067	23,405	32,150	32,150	27,465	28,650
Purchased Services								
	IT&S Computer Maint/Sprrt	6,536	6,249	6,787	10,043	10,043	10,745	12,213
	IT&S Special Projects	-	-	956	-	511	382	-
	Cellular Services	584	960	1,667	720	720	2,185	2,000
	Printing & Duplicating	-	-	36	100	100	-	100
	Dues, Subscriptn, License	600	1,639	173	500	500	1,445	1,000
	Advertising	180	20	7	300	300	15	300
	Equipment Repairs	3,169	1,914	568	4,000	4,000	4,565	4,000
	Required Training	658	4,102	3,424	3,500	3,500	450	5,000
	5,000 Arborist Certification							
	Other Contracted Services	1,365	13,272	2,477	30,398	30,398	22,880	30,000
	15,000 Tree removals, stump grinding							
	15,000 Contract Surveyor (Annexation)							
	<u>30,000</u>							
Total	Purchased Services	13,092	28,156	16,094	49,561	50,072	42,667	54,613
Intra-City Charges								
	Shop Gas & Fuel Charges	5,531	5,891	6,921	7,250	7,250	10,198	9,650
	Shop Vehicle Repairs	1,837	941	478	750	750	21	700
	Shop Tires & Tire Repairs	50	85	80	400	400	740	150
	Shop Vehicle Parts	1,027	1,119	591	2,000	2,000	3,125	1,600
Total	Intra-City Charges	8,445	8,036	8,070	10,400	10,400	14,084	12,100
Fixed Charges								
	Rent of Equipment	-	191	-	100	100	220	200
Total	Fixed Charges	-	191	-	100	100	220	200

Urban Forestry

Fund: 237

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Internal Charges								
	Comm, Mgr, Atty Charges	4,393	4,300	4,031	5,831	5,831	5,831	14,338
	Park & Rec	6,545	7,601	8,381	9,256	9,256	9,256	18,630
	Vehicle & Equip Insurance	450	421	421	567	567	567	607
	Liability Insurance	3,328	3,058	5,355	5,685	5,685	5,685	6,340
	Fidelity Insurance	32	32	47	47	47	47	47
	Human Resource	2,753	2,834	2,742	2,825	2,825	2,825	4,866
	Budget & Accounting	8,845	9,413	9,414	12,554	12,554	12,554	6,564
	Fleet Services Charges	6,637	8,296	3,624	3,696	3,696	3,696	3,696
Total	Internal Charges	32,983	35,955	34,015	40,461	40,461	40,461	55,088
Capital Outlay								
	Equipment	-	55,512	-	65,000	65,000	59,895	-
	- FY 21 Wood Chipper							
	Vehicles	-	-	-	-	-	-	-
Total	Capital Outlay	-	55,512	-	65,000	65,000	59,895	-
Total	Tree Maintenance District	217,053	302,445	264,816	507,405	507,916	467,762	480,932

Loan Repayment

Fund: 238

Fund: 238		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
	Investment Earnings	326	744	794	-	-	206	-
	Other Financing Sources / (Uses)	-	27	34	-	-	-	-
	Other Operating Revenues	326	771	828	-	-	206	-
	Interfund Transfers In	-	-	-	60,000	60,000	60,000	60,000
	Internal Transactions	-	-	-	60,000	60,000	60,000	60,000
Total Revenues		326	771	828	60,000	60,000	60,206	60,000
Expenditures								
Total Expenditures		-	-	-	-	-	-	-
Revenues Over (Under) Expenditures		326	771	828	60,000	60,000	60,206	60,000
Beginning Cash Balance - July 1		23,075	16,837	37,889	78,391	78,391	78,391	144,866
	Other Cash Sources / (Uses)	(6,564)	20,281	39,674	(60,000)	(60,000)	6,269	(40,000)
Ending Cash Balance - June 30		16,837	37,889	78,391	78,391	78,391	144,866	164,866
Revenues								
Investment Earnings								
	Interest Earnings	326	744	794	-	-	206	-
	Total Interest Earnings	326	744	794	-	-	206	-
Other Financing Sources / (Uses)								
	Loan Repayment Interest	-	27	34	-	-	-	-
	Total Other Financing Sources / (Uses)	-	27	34	-	-	-	-
SUBTOTAL - OPERATING REVENUE		326	771	828	-	-	206	-
Interfund Transfers In								
	T/in - 100 General Fund	-	-	-	60,000	60,000	60,000	60,000
	T/in - 440 Capital Improvements Fund	-	-	-	-	-	-	-
	Total Interfund Transfers In	-	-	-	60,000	60,000	60,000	60,000
TOTAL REVENUE		326	771	828	60,000	60,000	60,206	60,000
Other Sources / (Uses) - Non-Budgeted								
	Alternative Energy/Conservation Loans - A/R	(6,564)	20,281	39,674	(60,000)	(60,000)	6,269	(40,000)
	Loan payments (to) / from participants							
	Total Other Sources / (Uses) - Non-Budgeted	(6,564)	20,281	39,674	(60,000)	(60,000)	6,269	(40,000)

Gas Tax							
Fund: 240							
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Revenues							
Intergovernmental Revenues	560,757	564,927	681,734	560,760	560,760	638,952	594,390
Investment Earnings	27,734	33,162	19,486	20,000	20,000	1,800	2,500
Other Financing Sources / (Uses)	-	-	-	-	-	-	-
Other Operating Revenues	588,491	598,089	701,220	580,760	580,760	640,752	596,890
Total Revenues	588,491	598,089.28	701,220	580,760	580,760	640,752	596,890
Expenditures							
Purchased Services	-	-	61,229	-	200,000	200,000	-
Maintenance & Operating	-	-	61,229	-	200,000	200,000	-
Internal Charges	22,416	210,517	85,150	104,805	104,805	104,805	94,993
Transfers Out	-	-	-	-	-	-	-
Internal Transactions	22,416	210,517	85,150	104,805	104,805	104,805	94,993
Capital Outlay	571,363	871,839	1,034,573	625,000	839,503	839,503	451,475
Debt & Capital	571,363	871,839	1,034,573	625,000	839,503	839,503	451,475
Total Expenditures	593,779	1,082,356.38	1,180,952	729,805	1,144,308	1,144,308	546,468
Revenues Over (Under) Expenditures	(5,288)	(484,267)	(479,732)	(149,045)	(563,548)	(503,556)	50,422
Beginning Cash Balance - July 1	1,842,460	1,837,172	1,352,904	873,171	873,171	873,171	369,615
Other Cash Sources / (Uses)	-	(1)	-	-	-	-	-
Ending Cash Balance - June 30	1,837,172	1,352,904	873,171	724,126	309,623	369,615	420,037

Gas Tax

Fund: 240

Fund: 240		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Intergovernmental Revenues								
	Gas Tax Apportionment	560,757	564,927	572,169	560,760	560,760	577,077	594,390
	State Grants - Misc.	-	-	109,565	-	-	61,875	-
	County Contributions	-	-	-	-	-	-	-
Total	Intergovernmental Revenues	560,757	564,927	681,734	560,760	560,760	638,952	594,390
Investment Earnings								
	Interest Earnings	27,734	33,162	19,486	20,000	20,000	1,800	2,500
Total	Interest Earnings	27,734	33,162	19,486	20,000	20,000	1,800	2,500
SUBTOTAL - OPERATING REVENUE								
		588,491	598,089	701,220	580,760	580,760	640,752	596,890
Fund 240 Gas Tax Dept 3108 Streets - Gas Tax Activity 432 Streets & Traffic								
Purchased Services								
	Architect & Engr Services	-	-	61,229	-	200,000	200,000	-
Total	Purchased Services	-	-	61,229	-	200,000	200,000	-
Internal Charges								
	Public Works							4,899
	Budget & Accounting	22,416	23,809	23,961	29,893	29,893	29,893	4,223
	Engineering	-	186,708	61,189	74,912	74,912	74,912	85,871
Total	Internal Charges	22,416	210,517	85,150	104,805	104,805	104,805	94,993
Capital Outlay								
	Street Construction	571,363	871,839	1,034,573	625,000	839,503	839,503	451,475
Project #	Project Description							
251,475	Commission Approved Priorities	-	-	-	-	-	-	-
200,000	Rodney St - Phase 1 (SRTS Moved to Fund 201)	-	-	-	-	-	-	-
451,475					-	-	-	-
	Sub-Total: Street Construction	571,363	871,839	1,034,573	625,000	839,503	839,503	451,475
Total	Capital Outlay	571,363	871,839	1,034,573	625,000	839,503	839,503	451,475
Total	Streets - Gas Tax	593,779	1,082,356	1,180,952	729,805	1,144,308	1,144,308	546,468

Gas Tax HB473

Fund: 241

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Revenues

Intergovernmental Revenues	-	208,657	448,843	625,000	625,000	1,316,000	662,535
Other Financing Sources / (Uses)	-	-	-	-	-	-	-
Other Operating Revenues	-	208,657	448,843	625,000	625,000	1,316,000	662,535
Total Revenues	-	208,657	448,843	625,000	625,000	1,316,000	662,535

Expenditures

Capital Outlay	-	50,513	158,145	625,000	1,124,999	1,102,307	662,535
Debt & Capital	-	50,513	158,145	625,000	1,124,999	1,102,307	662,535
Total Expenditures	-	50,513	158,145	625,000	1,124,999	1,102,307	662,535

Revenues Over (Under) Expenditures

	-	158,145	290,698	-	(499,999)	213,693	0
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Beginning Cash Balance - July 1

	-	-	158,145	448,842	448,842	448,842	662,535
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Other Cash Sources / (Uses)

	-	-	-	-	-	-	-
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Ending Cash Balance - June 30

	-	158,145	448,842	448,842	(51,157)	662,535	662,535
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Revenues

Intergovernmental Revenues

Gas Tax Apportionment	-	208,657	448,843	625,000	625,000	1,316,000	662,535
State Grants - Misc.	-	-	-	-	-	-	-
County Contributions	-	-	-	-	-	-	-
Total Intergovernmental Revenues	-	208,657	448,843	625,000	625,000	1,316,000	662,535

SUBTOTAL - OPERATING REVENUE

	-	208,657	448,843	625,000	625,000	1,316,000	662,535
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TOTAL REVENUE

	-	208,657	448,843	625,000	625,000	1,316,000	662,535
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Fund 241 Gas Tax HB473
Dept 3108 Streets - Gas Tax
Activity 432 Streets & Traffic

Capital Outlay

Street Construction		50,513	158,145	625,000	1,124,999	1,102,307	662,535
<u>Project #</u>	<u>Project Description</u>						
662,535	RODNEY ST RECONSTRUCTION PER RES#2604	-	-	-	-	-	-
		-	-	-	-	-	-
662,535		-	-	-	-	-	-
Sub-Total: Street Construction		-	50,513	158,145	625,000	1,124,999	662,535
Total Capital Outlay		-	50,513	158,145	625,000	1,124,999	662,535
Total Streets - Gas Tax		-	50,513	158,145	625,000	1,124,999	662,535

Storm Water Utility

Fund: 245

Fund: 245				FY 2021			Proposed FY 2022 Budget			
FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	Adopted	Amended	Est Actuals					
Revenues										
Special Assessments	1,431,925	1,762,755	2,016,372	2,386,815	2,386,815	2,074,065	2,403,300			
Taxes & Assessments	1,431,925	1,762,755	2,016,372	2,386,815	2,386,815	2,074,065	2,403,300			
License & Permits	-	-	-	-	-	-	-			
Intergovernmental Revenues	9,455	9,455	9,455	9,455	9,455	9,455	9,455			
Investment Earnings	41,535	54,001	31,794	30,000	30,000	3,175	4,500			
Other Financing Sources / (Uses)	17,138	-	-	-	-	-	-			
Other Operating Revenues	68,128	63,456	41,250	39,455	39,455	12,630	13,955			
Interfund Transfers In	2,862	3,122	1,562	1,594	2,035	2,035	2,035			
Internal Transactions	2,862	3,122	1,562	1,594	2,035	2,035	2,035			
Long-Term Debt	-	-	-	-	-	-	-			
Total Revenues	1,502,915	1,829,333	2,059,184	2,427,864	2,428,305	2,088,730	2,419,290			
Expenditures										
Personnel Services	212,289	254,216	242,868	268,561	268,561	243,335	265,042			
Supplies & Materials	13,433	10,676	8,477	53,949	53,949	29,575	48,400			
Purchased Services	236,638	79,037	24,882	69,040	69,435	62,591	76,193			
Intra-City Charges	-	-	-	-	-	-	-			
Fixed Charges	20,230	18,927	29,384	23,340	23,340	21,859	23,695			
Maintenance & Operating	270,301	108,640	62,743	146,329	146,724	114,025	148,288			
Internal Charges	129,325	284,946	279,312	328,844	328,844	328,844	273,572			
Transfers Out	-	-	-	-	-	-	-			
Internal Transactions	129,325	284,946	279,312	328,844	328,844	328,844	273,572			
Debt Service	-	-	-	-	-	-	-			
Capital Outlay	717,279	1,464,459	2,439,905	1,416,000	2,913,802	2,913,802	1,891,360			
Debt & Capital	717,279	1,464,459	2,439,905	1,416,000	2,913,802	2,913,802	1,891,360			
Total Expenditures	1,329,194	2,112,261	3,024,828	2,159,734	3,657,931	3,600,006	2,578,262			
Revenues Over (Under) Expenditures				173,721	(282,928)	(965,644)	268,130	(1,229,626)	(1,511,276)	(158,972)
Beginning Cash Balance - July 1				3,025,731	3,199,452	2,916,524	1,950,880	1,950,880	1,950,880	439,604
Other Cash Sources / (Uses)				-	-	-	-	-	-	-
Ending Cash Balance - June 30				3,199,452	2,916,524	1,950,880	2,219,009	721,253	439,604	280,632
Reserve Target - 18% of Operating Expenses:				110,145	116,604	105,286	133,872	133,943	123,517	123,642
Reserve Target - 90 Days of Operating Expenses:				150,883	159,732	144,228	183,387	183,484	169,201	169,373
Reserve Policy Target:				150,883	159,732	144,228	183,387	183,484	169,201	169,373
(Greater of 90 Days Operating Expenses or 18% of Operating Expenses)										
Excess Reserve:				3,048,569	2,756,792	1,806,652	2,035,623	537,769	270,403	111,259
(Excess Reserve for Capital Projects Funding)										

Storm Water Utility

Fund: 245

Fund: 245		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Special Assessments								
Special Assessments		1,429,556	1,759,831	2,013,937	2,384,315	2,384,315	2,069,888	2,400,000
P & I on Del Assments		2,369	2,925	2,435	2,500	2,500	4,177	3,300
Total	Special Assessments	1,431,925	1,762,755	2,016,372	2,386,815	2,386,815	2,074,065	2,403,300
Intergovernmental Revenues								
PILT-Helena Housing Authority		9,455	9,455	9,455	9,455	9,455	9,455	9,455
Total	Intergovernmental Revenues	9,455	9,455	9,455	9,455	9,455	9,455	9,455
Investment Earnings								
Interest Earnings		41,535	54,001	31,794	30,000	30,000	3,175	4,500
Total	Interest Earnings	41,535	54,001	31,794	30,000	30,000	3,175	4,500
Other Financing Sources / (Uses)								
Other Revenues		17,138	-					
Sale of Fixed Assets		-	-	-	-	-	-	-
Total	Other Financing Sources / (Uses)	17,138	-	-	-	-	-	-
SUBTOTAL - OPERATING REVENUE								
		1,500,053	1,826,211	2,057,622	2,426,270	2,426,270	2,086,695	2,417,255
Interfund Transfers In								
T/in - 645 Insurance & Safety		2,862	3,122	1,562	1,594	2,035	2,035	2,035
Total	Interfund Transfers In	2,862	3,122	1,562	1,594	2,035	2,035	2,035
TOTAL REVENUE								
		1,502,915	1,829,333	2,059,184	2,427,864	2,428,305	2,088,730	2,419,290

Storm Water Utility

Fund: 245

Fund: 245		FY 2018	FY 2019	FY 2020	FY 2021			Proposed FY 2022 Budget
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	
Fund	245 Storm Water Utility							
Dept	3106 Storm Water Utility							
Activity	432 Streets & Traffic							
Personnel Services								
	Salaries & Wages	150,313	173,742	164,594	180,597	180,597	162,100	181,001
	Temporary Salaries	2,963	2,714	-				
	Overtime - Misc	2,222	2,766	1,973	2,203	2,203	3,830	2,251
	F.I.C.A. (Soc. Sec.)	8,757	10,581	10,093	11,356	11,356	10,015	11,384
	P.E.R.S. Retirement	12,165	14,695	14,457	16,058	16,058	14,545	16,286
	Health & Vision Insurance	24,829	33,720	36,964	43,871	43,871	40,210	41,934
	Workers Comp. Ins.	7,152	10,966	10,163	9,333	9,333	8,000	7,043
	Unemployment Ins.	545	807	420	465	465	425	484
	Dental Insurance	1,295	1,750	1,843	2,021	2,021	1,860	1,998
	F.I.C.A. Medicare	2,048	2,475	2,361	2,657	2,657	2,350	2,661
	Total Personnel Services	212,289	254,216	242,868	268,561	268,561	243,335	265,042
Supplies & Materials								
	Office Supplies & Equip	1,238	960	594	1,002	1,002	685	1,000
	Chem & Lab Supplies	-	719	-	12,500	12,500	265	8,000
	Clothing Allowance	822	472	406	2,300	2,300	2,225	2,300
	Operating Supplies - Misc	1,611	1,185	1,154	1,800	1,800	2,710	1,800
	Small Tools & Equip-Misc	1,649	909	2,620	3,000	3,000	1,395	5,000
	4,200 General Tools							
	300 Weedeater							
	500 Push Mower							
	5,000							
	Computr Equip/Sftwr/Spply	333	851	2,318	2,072	2,072	400	2,100
	2,100 Software/Computer Equipment							
	2,100							
	Safety Equipment	2,545	2,081	558	1,625	1,625	1,895	1,700
	Furniture & Fixtures-Misc	806	182	368	650	650	-	500
	Construction & Maint Mat'ls	4,429	3,317	459	29,000	29,000	20,000	26,000
	8,000 Drainage Materials							
	5,000 Adjusting Rings/Covers							
	5,000 Storm Water Grates							
	8,000 Material/Vegetation for Ponds							
	26,000							
	Total Supplies & Materials	13,433	10,676	8,477	53,949	53,949	29,575	48,400
Purchased Services								
	IT&S Computer Maint/Spprt	8,197	4,060	4,834	5,031	5,031	5,395	11,245
	IT&S Special Projects	1,020	-	927	-	395	295	-
	City-Co Bldg Postage Adm	74	72	104	117	117	117	128
	Postage	-	-	-	25	25	-	-
	Cellular Services	571	770	2,009	1,400	1,400	1,825	1,600
	Printing & Duplicating	1,175	750	648	1,850	1,850	70	1,000
	Water & Sewer	1,125	726	784	1,643	1,643	530	1,000
	Solid Waste	348	477	458	450	450	540	650
	Equipment Repairs	760	553	19	3,500	3,500	-	4,000
	Building Repairs/Maint	84	32	625	525	525	340	525
	Required Training	944	2,964	537	2,820	2,820	1,800	2,820
	Investigation / Inspect Fees	2,895	-	434	-	-	-	-
	Other Contracted Services	219,445	68,633	13,503	51,679	51,679	51,679	53,225
	7,000 Annual Drainage Inlet Improvements							
	6,000 Storm Manhole Adjustments							
	17,500 Valley Gutters/Drainage Repairs							
	2,500 Weed Control							
	8,000 MS4 Sampling/Studies							
	225 Copier Maintenance							
	7,500 Legal Services							
	4,500 NPDES Annual Report							
	53,225							
	Total Purchased Services	236,638	79,037	24,882	69,040	69,435	62,591	76,193

Storm Water Utility

Fund: 245

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fixed Charges								
Special Assessments		4,819	4,275	5,359	4,490	4,490	5,359	5,630
Licenses		15,411	14,652	24,025	18,850	18,850	16,500	18,065
1,875	Arc Editor GIS License/Maint							
890	MT Rail Link Easements							
4,000	MS4 Annual Fee							
10,000	City Works Maint. Fee							
500	CitySourced							
800	Granite.net Annual Maint Fee							
<u>18,065</u>								
Total	Fixed Charges	20,230	18,927	29,384	23,340	23,340	21,859	23,695
Internal Charges								
Comm, Mgr, Atty Charges		29,202	30,847	30,168	39,386	39,386	39,386	14,338
Public Works		26,792	27,558	33,460	25,542	25,542	25,542	47,588
Liability Insurance		4,372	5,647	5,520	4,849	4,849	4,849	4,860
Fidelity Insurance		24	28	28	25	25	25	24
Human Resource		3,524	3,627	5,223	5,382	5,382	5,382	3,739
Budget & Accounting		36,411	38,718	38,828	50,326	50,326	50,326	10,419
Engineering		-	149,521	166,085	203,334	203,334	203,334	192,604
Weed & Snow Control Chrg		29,000	29,000	-	-	-	-	-
Total	Internal Charges	129,325	284,946	279,312	328,844	328,844	328,844	273,572
Capital Outlay								
Buildings		-	-	-	-	7,500	7,500	-
SD8905	7,500 FY20 -Storage Building Improvements (Carryover)	-	-	-	-	-	-	-
Imprvmnts Other Than Bldgs		12,020	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Vehicles		-	-	181,078	-	150,600	150,600	-
150,600	FY21 - T.V. Van/Assessor's (Carryover add \$50,000)							
<u>150,600</u>								
Trnsmn/Distrb-Mains		705,259	1,464,459	2,258,827	1,416,000	2,755,702	2,755,702	1,891,360
500,000	FY21 - Front Street Storm							
61,123	FY21 - Nature Park/McHugh Improvements							
475,000	FY21 - Neill/Fuller/Front Sidewalks							
69,864	FY21 - K-Mart Ponds							
233,715	FY21 - 13th Street Storm							
250,000	FY21 - 14th Street Storm							
250,000	FY21 - 15th Street Storm							
835,000	FY21 - Harris Street Pond/Bypass							
65,000	FY21 - Heritage Center Storm							
16,000	FY21 - Cruse Avenue P.E.R.							
<u>2,755,702</u>								
1,750,000	FY22 - DNRC Pond SW Inlet lining - Capital							
<u>141,360</u>	FY22 - K-Mart Pond Improvements							
<u>1,891,360</u>								
Total	Capital Outlay	717,279	1,464,459	2,439,905	1,416,000	2,913,802	2,913,802	1,891,360
Total	Storm Water Utility	1,329,194	2,112,261	3,024,828	2,159,734	3,657,931	3,600,006	2,578,262

Watershed Projects

Fund: 246

Fund: 246		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
	Intergovernmental Revenues	-	279,349	-	-	-	-	-
	Investment Earnings	403	-	-	-	-	-	-
	Other Financing Sources / (Uses)	-	12,329	8,687	20,000	20,000	950	-
	Other Operating Revenues	403	291,678	8,687	20,000	20,000	950	-
	Internal Service Revenues	-	-	-	-	-	-	-
	Interfund Transfers In	-	18,104	40,125	20,122	20,121	20,121	20,121
	Internal Transactions	-	18,104	40,125	20,122	20,121	20,121	20,121
Total Revenues		403	309,782	48,812	40,122	40,121	21,071	20,121
Expenditures								
	Personnel Services	17,573	26,521	3,583	19,728	19,728	-	19,658
	Supplies & Materials	1,224	11,778	308	6,000	6,000	576	2,000
	Purchased Services	27,860	251,489	12,000	6,021	6,021	5,485	-
	Maintenance & Operating	29,084	263,267	12,308	12,021	12,021	6,061	2,000
	Internal Charges	352	339	365	373	373	373	824
	Internal Transactions	352	339	365	373	373	373	824
	Debt Service	-	-	-	-	-	-	-
	Capital Outlay	-	-	-	-	-	-	-
	Debt & Capital	-	-	-	-	-	-	-
Total Expenditures		47,009	290,127	16,256	32,122	32,122	6,434	22,482
Revenues Over (Under) Expenditures		(46,606)	19,655	32,557	8,000	7,999	14,637	(2,361)
Beginning Cash Balance - July 1		40,565	(6,041)	13,614	46,171	46,171	46,171	60,808
Other Cash Sources / (Uses)		-	-	-	-	-	-	-
Ending Cash Balance - June 30		(6,041)	13,614	46,171	54,171	54,170	60,808	58,447
Reserve Target - 18% of Operating Expenses:		8,462	52,223	2,926	5,782	5,782	1,158	4,047
Reserve Target - 90 Days of Operating Expenses:		11,591	71,538	4,008	7,920	7,920	1,586	5,544
Reserve Policy Target:		11,591	71,538	4,008	7,920	7,920	1,586	5,544
(Greater of 90 Days Operating Expenses or 18% of Operating Expenses)								
Excess Reserve:		(17,632)	(57,924)	42,162	46,250	46,249	59,221	52,903
(Excess Reserve for Capital Projects Funding)								

Watershed Projects

Fund: 246

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Intergovernmental Revenues								
	Misc Federal Grants	-	279,349	-	-	-	-	-
	State Grants - Misc.	-	-	-	-	-	-	-
Total	Intergovernmental Revenues	-	279,349	-	-	-	-	-
Investment Earnings								
	Interest Earnings	403	-	-	-	-	-	-
Total	Interest Earnings	403	-	-	-	-	-	-
Other Financing Sources / (Uses)								
	Other Revenues	Log Sales	-	12,329	8,687	20,000	20,000	950
Total	Other Financing Sources / (Uses)	-	12,329	8,687	20,000	20,000	950	-
SUBTOTAL - OPERATING REVENUE								
		-	-	-	-	-	-	-
Interfund Transfers In								
	T/in - 521 Water	-	17,573	40,000	20,000	20,000	20,000	20,000
	Operations Support							
	T/in - 645 Insurance & Safety	-	531	125	122	121	121	121
Total	Interfund Transfers In	-	18,104	40,125	20,122	20,121	20,121	20,121
TOTAL REVENUE								
		403	309,782	48,812	40,122	40,121	21,071	20,121

Watershed Projects

Fund: 246

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	246 Watershed Projects							
Dept	4173 Watershed Maintenance Projects							
Activity	464 Park & Recreation							
Personnel Services								
	Salaries & Wages	12,445	8,460	2,615	13,996	13,996	-	14,318
	Temporary Salaries	-	12,596	-	-	-	-	-
	F.I.C.A. (Soc. Sec.)	776	1,302	161	872	872	-	892
	P.E.R.S. Retirement	1,060	718	227	1,234	1,234	-	1,277
	Health & Vision Insurance	2,080	1,355	338	2,521	2,521	-	2,518
	Workers Comp. Ins.	877	1,621	182	749	749	-	286
	Unemployment Ins.	44	95	7	35	35	-	38
	Dental Insurance	109	70	17	117	117	-	120
	F.I.C.A. Medicare	182	304	38	204	204	-	209
Total	Personnel Services	17,573	26,521	3,583	19,728	19,728	-	19,658
Supplies & Materials								
	Fuel/Oil Outside Vendor	-	-	-	500	500	-	-
	Small Tools & Equip-Misc	339	1,133	-	1,000	1,000	451	-
	Fertilizer & Chem Supplies	-	6,000	-	2,500	2,500	-	-
	Construction & Maint Mat'ls	885	4,645	308	2,000	2,000	125	2,000
Total	Supplies & Materials	1,224	11,778	308	6,000	6,000	576	2,000
Purchased Services								
	Other Contracted Services	27,860	251,489	12,000	6,021	6,021	5,485	-
Total	Purchased Services	27,860	251,489	12,000	6,021	6,021	5,485	-
Internal Charges								
	Liability Insurance	350	337	363	371	371	371	380
	Fidelity Insurance	2	2	2	2	2	2	2
	Budget & Accounting	-	-	-	-	-	-	442
Total	Internal Charges	352	339	365	373	373	373	824
Total	Watershed Maintenance Projects	47,009	290,127	16,256	32,122	32,122	6,434	22,482

Fire Safety Levy

Fund: 260

Fund: 260		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
	Taxes	-	461,140	430,387	921,100	921,100	936,650	935,500
	Taxes & Assessments	-	461,140	430,387	921,100	921,100	936,650	935,500
	Intergovernmental Revenues	-	142,501	380,634	255,465	255,465	235,326	-
	Charges For Services	-	-	167,277	317,000	317,000	749,514	317,000
	Investment Earnings	-	1,590	2,655	-	-	685	-
	Other Operating Revenues	-	144,091	550,566	572,465	572,465	991,993	317,000
	Long-Term Debt	-	-	-	1,000,000	1,000,000	810,000	-
Total Revenues		-	605,231	980,952	2,493,565	2,493,565	2,738,643	1,252,500
Expenditures								
	Transfers Out	-	245,849	601,039	884,700	884,700	884,700	911,000
	Internal Transactions	-	245,849	601,039	884,700	884,700	884,700	911,000
	Debt Service	-	-	-	100,000	100,000	-	85,100
	Capital Outlay	-	131,960	460,779	1,457,000	1,537,000	1,430,870	191,000
	Debt & Capital	-	131,960	460,779	1,557,000	1,637,000	1,430,870	276,100
Total Expenditures		-	377,809	1,061,818	2,441,700	2,521,700	2,315,570	1,187,100
Revenues Over (Under) Expenditures		-	227,422	(80,866)	51,865	(28,135)	423,073	65,400
Beginning Cash Balance - July 1		-	-	227,422	146,556	146,556	146,556	569,629
Other Cash Sources / (Uses)		-	-	-	-	-	-	-
Ending Cash Balance - June 30		-	227,422	146,556	198,421	118,421	569,629	635,029

Fire Safety Levy

Fund: 260

Fund: 260		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Taxes								
	Current Taxes - Debt Service	-	457,890	406,945	900,000	900,000	870,000	911,000
	Personal Property Taxes - All Years	-	2,979	22,766	21,000	21,000	65,300	24,000
	Pnlyt & Intrst on Del Tax	-	271	675	100	100	1,350	500
Total	Taxes	-	461,140	430,387	921,100	921,100	936,650	935,500
Intergovernmental Revenues								
	Misc Federal Grants	-	142,501	380,634	255,465	255,465	235,326	-
Total	Intergovernmental Revenues	-	142,501	380,634	255,465	255,465	235,326	-
Charges For Services								
	Fire Protection Fees			167,277	317,000	317,000	749,514	317,000
Total	Charges For Services	-	-	167,277	317,000	317,000	749,514	317,000
Investment Earnings								
	Interest Earnings	-	1,590	2,655	-	-	685	-
Total	Interest Earnings	-	1,590	2,655	-	-	685	-
Other Financing Sources / (Uses)								
	Other Revenues	-	-	-	-	-	6,468	-
Total	Other Financing Sources / (Uses)	-	-	-	-	-	6,468	-
SUBTOTAL - OPERATING REVENUE								
		-	605,231	980,952	1,493,565	1,493,565	1,928,643	1,252,500
Long-Term Debt								
Total	Long-Term Debt	-	-	-	1,000,000	1,000,000	810,000	-
TOTAL REVENUE								
		-	605,231	980,952	2,493,565	2,493,565	2,738,643	1,252,500
Fund 260 Fire Safety Levy								
Dept 2301 Fire								
Activity 424 Fire Protection								
Debt Service								
	Principal				83,000	83,000	-	72,500
	Interest				17,000	17,000	-	12,600
Total	Debt Service	-	-	-	100,000	100,000	-	85,100
Transfers Out								
	T/out - 100 General Fund	-	245,849	601,039	884,700	884,700	884,700	911,000
	594,000 Levy Firefighters							
	317,000 Ft Harrison Contract							
	911,000							
Total	Transfers Out	-	245,849	601,039	884,700	884,700	884,700	911,000
Capital Outlay								
	Buildings			67,900	5,000	85,000	24,855	-
	Equipment		75,283	139,767	52,000	52,000	82,015	65,000
	24,000 Thermal Imagers x 3							
	8,000 Forcible Entry Prop							
	5,000 Confined Space Communications kit							
	28,000 EMAC Preparedness Project							
	65,000							
	Vehicles		56,677	253,112	1,400,000	1,400,000	1,324,000	126,000
	63,000 Com 3 (1 addl radio)							
	63,000 Bat 1							
	126,000							
Total	Capital Outlay	-	131,960	460,779	1,457,000	1,537,000	1,430,870	191,000
Total	Fire	-	377,809	1,061,818	2,441,700	2,521,700	2,315,570	1,187,100

CARES/ARPA
Fund: 290

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Revenues

Intergovernmental Revenues	-	-	2,331,456	-	7,253,666	7,253,666	4,248,586
Other Operating Revenues	-	-	2,331,456	-	7,253,666	7,253,666	4,248,586
Total Revenues	-	-	2,331,456	-	7,253,666	7,253,666	4,248,586

Expenditures

Personnel Services	-	-	2,304,407	-	2,865,436	2,865,436	-
Supplies & Materials	-	-	6,863	-	48,262	48,262	-
Purchased Services	-	-	20,186	-	14,250	14,250	-
Intra-City Charges	-	-	-	-	-	-	-
Fixed Charges	-	-	-	-	24	24	-
Maintenance & Operating	-	-	27,049	-	62,536	62,536	-
Capital Outlay	-	-	-	-	95,108	95,108	-
Debt & Capital	-	-	-	-	95,108	95,108	-
Total Expenditures	-	-	2,331,456	-	3,023,080	3,023,080	-

Revenues Over (Under) Expenditures	-	-	-	-	4,230,586	4,230,586	4,248,586
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Beginning Cash Balance - July 1	-	-	-	(2,331,456)	(2,331,456)	(2,331,456)	4,230,586
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Other Cash Sources / (Uses)	-	-	(2,331,456)	-	-	2,331,456	-
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Ending Cash Balance - June 30	-	-	(2,331,456)	(2,331,456)	1,899,130	4,230,586	8,479,172
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Revenues

Intergovernmental Revenues							
State Grants - Misc.			2,331,456	-	3,023,080	3,023,080	-
Misc Federal Grants			-	-	4,230,586	4,230,586	4,248,586
Total Intergovernmental Revenues	-	-	2,331,456	-	7,253,666	7,253,666	4,248,586

SUBTOTAL - OPERATING REVENUE	-	-	2,331,456	-	7,253,666	7,253,666	4,248,586
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TOTAL REVENUE	-	-	2,331,456	-	7,253,666	7,253,666	4,248,586
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Other Sources / (Uses) - Non-Budgeted							
Accounts Receivable	-	-	(2,331,456)	-	-	2,331,456	-
Fund Balance	-	-	-	-	-	-	-
Total Other Sources / (Uses) - Non-Budgeted	-	-	(2,331,456)	-	-	2,331,456	-

CARES/ARPA

Fund: 290

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	290 CARES/ARPA							
Dept	1003 Other Payments							
Activity	401 Other							
Personnel Services								
Salaries & Wages		-	-	1,584,887	-	1,855,908	1,855,908	-
Overtime - Misc				117,285		262,849	262,849	
F.I.C.A. (Soc. Sec.)				9,142		13,150	13,150	
P.E.R.S. Retirement				12,784		18,601	18,601	
Health & Vision Insurance				241,454		318,674	318,674	
Workers Comp. Ins.				97,785		108,234	108,234	
Unemployment Ins.				3,962		5,297	5,297	
Police Retirement				111,434		131,685	131,685	
Firefighter Retirement				90,656		105,580	105,580	
Dental Insurance				12,037		14,736	14,736	
F.I.C.A. Medicare				22,981		30,722	30,722	
Total	Personnel Services	-	-	2,304,407	-	2,865,436	2,865,436	-
Supplies & Materials								
Paper & Forms				100				
Office Supplies & Equip				982		897	897	
Janitorial Supplies				2,867		3,331	3,331	
Medical Supplies				615		34,384	34,384	
Clothing Allowance				129				
Training Supplies				450				
Operating Supplies - Misc				69		1,066	1,066	
Fuel/Oil Outside Vendor				14				
Repair & Maint Supp-Misc						348	348	
Small Tools & Equip-Misc				199		2,662	2,662	
Safety Equipment				109		25	25	
Fixtures				787				
Furniture & Fixtures-Misc				412		86	86	
Irrigation Parts				25				
Surfacing Materials						26	26	
Construction & Maint Mat'ls						5,437	5,437	
Other Supply & Mat-Misc				103				
Total	Supplies & Materials	-	-	6,863	-	48,262	48,262	-
Purchased Services								
Postage				5				
Printing & Duplicating				140				
Advertising				174				
Equipment Repairs						1,395	1,395	
Building Repairs/Maint				5,116		2,626	2,626	
Repairs/Services-Misc				105				
Other Contracted Services				14,646		10,229	10,229	
Total	Purchased Services	-	-	20,186	-	14,250	14,250	-
Fixed Charges								
Rent of Equipment		-	-	-		24	24	
Total	Fixed Charges	-	-	-	-	24	24	-
Capital Outlay								
Equipment						95,108	95,108	
Total	Capital Outlay	-	-	-	-	95,108	95,108	-
Total	Other Payments	-	-	2,331,456	-	3,023,080	3,023,080	-

2017 GO Bond-08 Park Ref
Fund: 308

Fund: 308			FY 2018	FY 2019	FY 2020	FY 2021			Proposed FY 2022 Budget
			Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	
Revenues									
Taxes			539,921	540,292	735,462	518,750	518,750	550,666	585,750
Taxes & Assessments			539,921	540,292	735,462	518,750	518,750	550,666	585,750
Investment Earnings			3,049	6,963	5,071	4,000	4,000	1,100	2,000
Other Financing Sources / (Uses)			-	4,565	-	-	-	-	-
Other Operating Revenues			3,049	11,528	5,071	4,000	4,000	1,100	2,000
Total Revenues			542,970	551,820	740,533	522,750	522,750	551,766	587,750
Expenditures									
Debt Service			541,895	544,950	605,775	545,050	545,050	484,675	551,300
Debt & Capital			541,895	544,950	605,775	545,050	545,050	484,675	551,300
Total Expenditures			541,895	544,950	605,775	545,050	545,050	484,675	551,300
Revenues Over (Under) Expenditures			1,075	6,870	134,758	(22,300)	(22,300)	67,091	36,450
Beginning Cash Balance - July 1			355,328	356,403	389,976	524,734	524,734	524,734	591,825
Other Cash Sources / (Uses)			-	26,703	-	-	-	-	-
Ending Cash Balance - June 30			356,403	389,976	524,734	502,434	502,434	591,825	628,275
Revenues									
Taxes									
Current Taxes - Debt Service			516,063	517,689	709,843	500,000	500,000	507,258	560,000
Personal Property Taxes - All Years			23,135	21,773	24,952	18,000	18,000	42,398	25,000
Pnlty & Intrst on Del Tax			723	830	667	750	750	1,010	750
Total Taxes			539,921	540,292	735,462	518,750	518,750	550,666	585,750
Investment Earnings									
Interest Earnings			3,049	6,963	5,071	4,000	4,000	1,100	2,000
Total Interest Earnings			3,049	6,963	5,071	4,000	4,000	1,100	2,000
Other Financing Sources / (Uses)									
Other Revenues				4,565					
Total Other Financing Sources / (Uses)			-	4,565	-	-	-	-	-
SUBTOTAL - OPERATING REVENUE			-	-	-	-	-	-	-
TOTAL REVENUE			542,970	551,820	740,533	522,750	522,750	551,766	587,750
Other Sources / (Uses) - Non-Budgeted									
Fund Balance			-	26,703	-	-	-	-	-
Total Other Sources / (Uses) - Non-Budgeted			-	26,703	-	-	-	-	-
Fund	308 2017 GO Bond-08 Park Ref								
Dept	1516 Debt Services								
Activity	491 General Obligation Bonds								
Debt Service									
Principal (Through FY 2028)			410,000	400,000	415,000	425,000	425,000	425,000	445,000
Interest			130,795	143,100	190,425	118,650	118,650	59,325	105,900
Paying Agent Fees			350	350	350	400	400	350	400
Arbitrage Fees/Costs			750	1,500	-	1,000	1,000	-	-
Total Debt Service			541,895	544,950	605,775	545,050	545,050	484,675	551,300

S I D Revolving

Fund: 340

Fund: 340		FY 2018	FY 2019	FY 2020	FY 2021			Proposed FY 2022 Budget
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	
Revenues								
	Special Assessments	69,745	21,257	537	-	-	7	-
	Taxes & Assessments	69,745	21,257	537	-	-	7	-
	Investment Earnings	526	671	523	-	-	68	25
	Other Operating Revenues	526	671	523	-	-	68	25
	Interfund Transfers In	1,689	923	-	-	-	-	-
	Internal Transactions	1,689	923	-	-	-	-	-
Total Revenues		71,960	22,851	1,060	-	-	75	25
Expenditures								
	Internal Charges	4,422	4,706	4,707	5,820	6,276	6,276	176
	Transfers Out	-	-	-	-	-	-	-
	Internal Transactions	4,422	4,706	4,707	5,820	6,276	6,276	176
	Debt Service	82,181	60,480	-	-	-	-	-
	Capital Outlay	-	-	-	-	-	-	-
	Debt & Capital	82,181	60,480	-	-	-	-	-
Total Expenditures		86,603	65,186	4,707	5,820	6,276	6,276	176
Revenues Over (Under) Expenditures		(14,643)	(42,335)	(3,647)	(5,820)	(6,276)	(6,201)	(151)
Beginning Cash Balance - July 1		110,452	96,048	53,713	47,437	47,437	47,437	41,237
Other Cash Sources / (Uses)		239	-	(2,629)	-	-	-	-
Ending Cash Balance - June 30		96,048	53,713	47,437	41,617	41,161	41,237	41,086
Revenues								
Special Assessments								
Special Assessments								
	SID Fund #							
	SW07 327	8,205	-	-	-	-	7	-
	SW08 328	23,369	21,196	520	-	-	-	-
	SID Rvlg 340	8	3	17	-	-	-	-
	413 365: Div 0413	3,556	58	-	-	-	-	-
	418 365: Div 0418	34,607	-	-	-	-	-	-
	Total Special Assessments	69,745	21,257	537	-	-	7	-
Investment Earnings								
Interest Earnings								
	SID Fund #							
	SW07 327	161	135	-	-	-	-	-
	SW08 328	23	(79)	-	-	-	-	-
	SID Rvlg 340	250	573	523	-	-	68	25
	413/418 365	92	42	-	-	-	-	-
	Total Interest Earnings	526	671	523	-	-	68	25
SUBTOTAL - OPERATING REVENUE		70,271	21,928	1,060	-	-	75	25
Interfund Transfers In								
	T/in - 100 General Fund	1,689	923	-	-	-	-	-
	Total Interfund Transfers In	1,689	923	-	-	-	-	-
TOTAL REVENUE		71,960	22,851	1,060	-	-	75	25
Other Sources / (Uses) - Non-Budgeted								
	Fund Balance	239	-	(2,629)	-	-	-	-
	Total Other Sources / (Uses) - Non-Budgeted	239	-	(2,629)	-	-	-	-

S I D Revolving								
Fund: 340			FY 2018	FY 2019	FY 2020	FY 2021		
			Actual	Actual	Unaudited	Adopted	Amended	Est Actuals
								Proposed FY 2022 Budget
Fund 340 S I D Revolving								
Dept 1516 Debt Services								
Activity 415 Financial Services								
Debt Service								
Principal								
<u>SID</u>	<u>Fund #</u>							
SW07	327		11,279	11,599	-	-	-	-
SW08	328		26,613	27,508	-	-	-	-
413/418	365		40,000	20,000	-	-	-	-
Interest								
<u>SID</u>	<u>Fund #</u>							
SW07	327		502	273	-	-	-	-
SW08	328		1,187	650	-	-	-	-
413/418	365		2,250	450	-	-	-	-
Paying Agent Fees								
<u>SID</u>	<u>Amount</u>	<u>Fund #</u>						
413/418	365		350	-	-	-	-	-
Total	Debt Service		82,181	60,480	-	-	-	-
Internal Charges								
Budget & Accounting			4,422	4,706	4,707	5,820	6,276	176
Total	Internal Charges		4,422	4,706	4,707	5,820	6,276	176
Total	Debt Services		86,603	65,186	4,707	5,820	6,276	176

TIF Railroad District

Fund: 406

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Revenues

Taxes	101,054	(24,905)	218,629	175,020	175,020	188,185	185,600
Taxes & Assessments	101,054	(24,905)	218,629	175,020	175,020	188,185	185,600
Investment Earnings	680	1,858	1,726	50	50	585	400
Other Operating Revenues	680	1,858	1,726	50	50	585	400
Total Revenues	101,734	(23,047)	220,355	175,070	175,070	188,770	186,000

Expenditures

Purchased Services	-	4,000	-	-	75,568	75,568	185,600
Maintenance & Operating	-	4,000	-	-	75,568	75,568	185,600
Transfers Out	-	-	-	-	100,000	100,000	-
Internal Transactions	-	-	-	-	100,000	100,000	-
Total Expenditures	-	4,000	-	-	175,568	175,568	185,600

Revenues Over (Under) Expenditures

	101,734	(27,047)	220,355	175,070	(498)	13,202	400
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Beginning Cash Balance - July 1

	-	101,734	74,687	295,042	295,042	295,042	308,244
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Other Cash Sources / (Uses)

	-	-	-	-	-	-	-
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Ending Cash Balance - June 30

	101,734	74,687	295,042	470,112	294,544	308,244	308,644
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Revenues

Taxes							
Current Taxes - General Levy	72,301	(31,978)	160,781	170,000	170,000	178,575	175,100
Personal Property Taxes - All Years	28,395	6,820	51,557	5,000	5,000	8,800	10,000
Prnly & Intrst on Del Tax	358	253	6,291	20	20	810	500
Total Taxes	101,054	(24,905)	218,629	175,020	175,020	188,185	185,600

Investment Earnings

Interest Earnings	680	1,858	1,726	50	50	585	400
Total Interest Earnings	680	1,858	1,726	50	50	585	400

SUBTOTAL - OPERATING REVENUE

	101,734	(23,047)	220,355	175,070	175,070	188,770	186,000
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TOTAL REVENUE

	101,734	(23,047)	220,355	175,070	175,070	188,770	186,000
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Fund 406 TIF Railroad District
Dept 1515 TIF Development Projects
Activity 415 Financial Services

Purchased Services

Other Contracted Services	-	4,000	-	-	75,568	75,568	185,600
Total Purchased Services	-	4,000	-	-	75,568	75,568	185,600

Transfers Out

T/out - Other Funds				-	100,000	100,000	-
100,000 Transportation Systems ADA improvements							
Total Transfers Out	-	-	-	-	100,000	100,000	-

Total TIF Development Projects

	-	4,000	-	-	175,568	175,568	185,600
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TIF Downtown District
Fund: 407

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Revenues

Taxes	-	-	227,748	230,484	230,484	69,038	242,300
Taxes & Assessments	-	-	227,748	230,484	230,484	69,038	242,300
Investment Earnings	-	-	-	-	-	-	50
Other Operating Revenues	-	-	-	-	-	-	50
Total Revenues	-	-	227,748	230,484	230,484	69,038	242,350

Expenditures

Purchased Services	-	-	-	-	19,391	18,642	242,300
Maintenance & Operating	-	-	-	-	19,391	18,642	242,300
Total Expenditures	-	-	-	-	19,391	18,642	242,300

Revenues Over (Under) Expenditures

	-	-	227,748	230,484	211,093	50,396	50
Beginning Cash Balance - July 1	-	-	-	227,748	227,748	227,748	278,143
Other Cash Sources / (Uses)	-	-	-	-	-	-	-
Ending Cash Balance - June 30	-	-	227,748	458,232	438,841	278,143	278,193

Revenues

Taxes							
Current Taxes - General Levy			226,414	230,000	230,000	64,291	240,000
Personal Property Taxes - All Years			1,171	177	177	4,536	2,000
Pnly & Intrst on Del Tax			163	307	307	211	300
Total Taxes	-	-	227,748	230,484	230,484	69,038	242,300
Investment Earnings							
Interest Earnings							50
Total Interest Earnings	-	-	-	-	-	-	50
SUBTOTAL - OPERATING REVENUE	-	-	227,748	230,484	230,484	69,038	242,350
TOTAL REVENUE	-	-	227,748	230,484	230,484	69,038	242,350

Fund 407 TIF Downtown District
 Dept 1515 TIF Development Projects
 Activity 415 Financial Services

Purchased Services							
Other Contracted Services	-			-	19,391	18,642	242,300
19,391 FY 21 - ill Park Theater							
Total Purchased Services	-	-	-	-	19,391	18,642	242,300
Total TIF Development Projects	-	-	-	-	19,391	18,642	242,300

Capital Improvements Fund

Fund: 440

Fund: 440	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Revenues							
Special Assessments	41	128	158	-	-	160	-
Taxes & Assessments	41	128	158	-	-	160	-
License & Permits	21,271	10,329	10,080	10,300	10,300	9,320	10,000
Investment Earnings	51,108	68,705	34,648	50,840	50,840	3,995	3,340
Other Financing Sources / (Uses)	7,075	-	-	-	-	-	-
Other Operating Revenues	79,454	79,034	44,728	61,140	61,140	13,315	13,340
Interfund Transfers In	902,370	504,974	-	400,000	648,475	648,475	2,766,000
Internal Transactions	902,370	504,974	-	400,000	648,475	648,475	2,766,000
Total Revenues	981,865	584,136	44,885	461,140	709,615	661,950	2,779,340
Expenditures							
Purchased Services	36,310	17,750	4,180	162,240	152,990	152,990	111,500
Maintenance & Operating	36,310	17,750	4,180	162,240	152,990	152,990	111,500
Transfers Out	25,000	1,330,140	8,000	100,000	100,000	100,000	-
Internal Transactions	25,000	1,330,140	8,000	100,000	100,000	100,000	-
Capital Outlay	645,208	654,729	788,538	842,760	1,465,456	1,390,456	2,663,920
Debt & Capital	645,208	654,729	788,538	842,760	1,465,456	1,390,456	2,663,920
Total Expenditures	706,518	2,002,619	800,718	1,105,000	1,718,446	1,643,446	2,775,420
Revenues Over (Under) Expenditures	275,347	(1,418,483)	(755,833)	(643,860)	(1,008,831)	(981,496)	3,920
Beginning Cash Balance - July 1	3,869,958	4,214,000	2,836,452	2,121,963	2,121,963	2,121,963	954,364
Other Cash Sources / (Uses)	68,695	40,935	41,344	41,757	(186,103)	(186,103)	42,597
Ending Cash Balance - June 30	4,214,000	2,836,452	2,121,963	1,519,860	927,029	954,364	1,000,881

Capital Improvements Fund

Fund: 440

Fund: 440		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Special Assessments								
P & I on Del Assments		41	128	158	-	-	160	-
Total	Special Assessments	41	128	158	-	-	160	-
License & Permits								
PEG Support Fee		21,271	10,329	10,080	10,300	10,300	9,320	10,000
Total	License & Permits	21,271	10,329	10,080	10,300	10,300	9,320	10,000
Investment Earnings								
Interest Earnings		48,759	68,705	33,395	50,000	50,000	3,155	2,500
Loan Repayment Interest								
Golf Course - Golf Cart loan interest		2,349	-	1,253	840	840	840	840
Total	Interest Earnings	51,108	68,705	34,648	50,840	50,840	3,995	3,340
Other Financing Sources / (Uses)								
Sale of Fixed Assets		7,075	-	-	-	-	-	-
Total	Other Financing Sources / (Uses)	7,075	-	-	-	-	-	-
SUBTOTAL - OPERATING REVENUE								
		79,495	79,162	44,885	61,140	61,140	13,475	13,340
Interfund Transfers In								
T/in - 100 General Fund								
'	Annual General Fund Allocation	900,000	500,000	-	400,000	542,856	542,856	1,266,000
'	Parks Well Project	-	-			80,000	80,000	
'	Sidewalk loans - interest subsidy payments	2,370	4,974	-	-	-	-	-
F Xfer-Out	ERP Software - Gen Fund Savings approved in FY 21	-	-	-	-	-	-	1,500,000
Total GF Transfers		902,370	504,974	-	400,000	622,856	622,856	2,766,000
T/in - 645 Insurance & Safety								
		-	-	-	-	25,619	25,619	-
Total	Interfund Transfers In	902,370	504,974	-	400,000	648,475	648,475	2,766,000
TOTAL REVENUE								
		981,865	584,136	44,885	461,140	709,615	661,950	2,779,340
Other Sources / (Uses) - Non-Budgeted								
Interfund Loan Repayments		68,695	40,935	41,344	41,757	41,757	41,757	42,597
Interfund Loan to Sidewalk Fund		-	-	-	-	(227,860)	(227,860)	-
Total	Other Sources / (Uses) - Non-Budgeted	68,695	40,935	41,344	41,757	(186,103)	(186,103)	42,597

Capital Improvements Fund

Fund: 440

Fund: 440		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	440 Capital Improvements Fund							
Dept	1001 Interfund Transactions							
Activity	410 General Government							
Transfers Out								
T/out - 100 General Fund		-	-	-	-	-	-	-
T/out - Other Funds		25,000	1,330,140	8,000	100,000	100,000	100,000	-
100,000 L&J Center Court Remodel Contribution (573)								
Total	Transfers Out	25,000	1,330,140	8,000	100,000	100,000	100,000	-
Total	Interfund Transactions	25,000	1,330,140	8,000	100,000	100,000	100,000	-
Fund	440 Capital Improvements Fund							
Dept	1101 Commission							
Activity	411 Legislative Services							
Capital Outlay								
Equipment		-	-	-	90,000	190,000	190,000	-
90,000 Solar Energy Project								
Total	Capital Outlay	-	-	-	90,000	190,000	190,000	-
Total	Commission	-	-	-	90,000	190,000	190,000	-
Fund	440 Capital Improvements Fund							
Dept	1401 Court Administration							
Activity	413 Judicial Services							
Capital Outlay								
Buildings		-	-	-	-	-	-	-
Equipment				12,163				
Total	Capital Outlay	-	-	12,163	-	-	-	-
Total	Court Administration	-	-	12,163	-	-	-	-
Fund	440 Capital Improvements Fund							
Dept	1501 Finance & Budget							
Activity	414 Administrative Services							
Capital Outlay								
Equipment					150,000	150,000	75,000	1,520,000
20,000 Office build out for new staff								
1,500,000 ERP system								
Total	Capital Outlay	-	-	-	150,000	150,000	75,000	1,520,000
Total	Finance & Budget	-	-	-	150,000	150,000	75,000	1,520,000

Capital Improvements Fund

Fund: 440

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Fund	440 Capital Improvements Fund
Dept	2201 Police Operations
Activity	421 Police Protection

Capital Outlay

Equipment		63,650	65,000	67,000	69,000	69,000	69,000	125,000
125,000	18 radios - using General Fund Savings							
<u>125,000</u>								
Vehicles		183,173	231,415	270,784	330,000	450,526	450,526	273,680
4 178,880	Patrol Vehicles - AWD Hybrid Powertrain (\$44,720/vehicle)							
1 30,000	Admin Vehicle							
1 1,200	Lighting/Emergency Equipment (Admin Vehicle)							
1 1,000	Equipment Installation (Admin Vehicle)							
4 24,800	Video Cameras - Digital Video Systems (\$6,200/camera)							
2 8,600	K-9 Equipment (\$4,300/vehicle)							
4 -	Transport Seating (\$800/vehicle) - Remove per Chief Hagan							
4 2,000	Push Bumpers (\$500/vehicle)							
4 1,200	Rifle Racks (\$300/vehicle)							
4 3,600	Equipment Consoles & Accessories (\$900/vehicle)							
4 4,000	Striping/Vinyl (\$1,000/vehicle)							
4 -	Mobile Data Computers (MDC's) (\$6,500/vehicle) - Removed per Chief Hagan							
4 12,800	Emergency Lighting for Patrol Vehicles (\$3,200/vehicle)							
4 800	Side Window Barriers (\$200/vehicle)							
4 4,800	Installation Costs (\$1,200/vehicle)							
4 -	Cradlepoint Devices (\$1,000/vehicle) - Remove per Chief Hagan							
<u>273,680</u>								
Total Capital Outlay		246,823	296,415	337,784	399,000	519,526	519,526	398,680
Total Police Operations		246,823	296,415	337,784	399,000	519,526	519,526	398,680

Fund	440 Capital Improvements Fund
Dept	2301 Fire
Activity	424 Fire Protection

Capital Outlay

Buildings	104,141	-	-	-	-	-	-	-
Imprvmnts Other Than Bldgs	-	9,065	-	-	-	-	-	-
Equipment	73,227	-	-	-	-	-	-	-
Vehicles	-	15,000	-	-	-	-	-	-
Total Capital Outlay	177,368	24,065	-	-	-	-	-	-
Total Fire	177,368	24,065	-	-	-	-	-	-

Fund	440 Capital Improvements Fund
Dept	3102 Engineering
Activity	433 Engineering

Capital Outlay

Buildings	-	-	-	-	-	-	-	40,000
40,000	New Office Remodel Room 412							
Equipment	-	-	-	-	-	-	-	-
Infrastructure	17,808	21,817	-	-	-	-	-	-
Vehicles	28,153	29,467	-	-	-	-	-	-
Total Capital Outlay	45,961	51,284	-	-	-	-	-	40,000
Total Engineering	45,961	51,284	-	-	-	-	-	40,000

Capital Improvements Fund

Fund: 440

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Fund	440 Capital Improvements Fund
Dept	4102 Parks Maintenance
Activity	464 Park & Recreation

Purchased Services

Repairs/Services-Misc	36,310	16,783	4,180	162,240	152,990	152,990	111,500
5,000 Playground safety net: Batch Park							
7,500 Irrigation replacement: Lincoln Park							
10,000 Back stop: Lincoln Park							
18,000 Basketball court resurface: Mountain View Park							
46,000 Tennis Court resurface (4) : Barney							
25,000 Basketball court rebuild: Barney							
<u>111,500</u>							
Other Contracted Services	-	967	-	-	-	-	-

Total Purchased Services	36,310	17,750	4,180	162,240	152,990	152,990	111,500
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Capital Outlay

Buildings	2,189	15,078	20,000	-	-	-	-
Imprvmnts Other Than Bldgs	180	13,428	4,109	-	60,170	60,170	165,000
40,000 Waukesha well project							
125,000 Kindrick artificial turf							
<u>165,000</u>							
Parks & Rec. Facilities	2,000	1,135	119,288	-	250,000	250,000	-
Equipment	71,636	15,810	-	6,000	6,000	6,000	342,930
247,930 Frontier/Memorial playground replacement							
95,000 Kindrick Bleacher Replacement							
<u>342,930</u>							
Vehicles	-	29,383	160,898	35,000	35,000	35,000	77,310
31,690 Ford ½ ton replacement							
45,620 Ford F350 dump truck							
<u>77,310</u>							

Total Capital Outlay	76,005	74,834	304,296	41,000	351,170	351,170	585,240
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Total Parks Maintenance	112,315	92,585	308,476	203,240	504,160	504,160	696,740
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Fund	440 Capital Improvements Fund
Dept	4103 Swimming Pool
Activity	464 Park & Recreation

Capital Outlay

Parks & Rec. Facilities	8,510	-	48,709	82,760	174,760	174,760	-
Total Capital Outlay	8,510	-	48,709	82,760	174,760	174,760	-

Total Swimming Pool	8,510	-	48,709	82,760	174,760	174,760	-
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Fund	440 Capital Improvements Fund
Dept	4105 Neighborhood Parks
Activity	464 Park & Recreation

Capital Outlay

Parks & Rec. Facilities	16,264	772	-	-	-	-	-
Total Capital Outlay	16,264	772	-	-	-	-	-

Total Neighborhood Parks	16,264	772	-	-	-	-	-
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Capital Improvements Fund

Fund: 440

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Fund	440 Capital Improvements Fund
Dept	4120 Civic Center
Activity	464 Park & Recreation

Capital Outlay

Buildings	-	-	-	-	-	-	-
Imprvmnts Other Than Bldgs	34,613	30,975	84,252	80,000	80,000	80,000	-
-							
Equipment	27,219	-	-	-	-	-	120,000
120,000 CC Tennis Court Replacement / Rebuild							
120,000							

Total	Capital Outlay	61,832	30,975	84,252	80,000	80,000	80,000	120,000
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Total	Civic Center	61,832	30,975	84,252	80,000	80,000	80,000	120,000
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Fund	440 Capital Improvements Fund
Dept	4507 Public Ed & Govt Acc Chnl
Activity	403 Facilities Administration

Capital Outlay

Equipment	12,445	176,382	1,335	-	-	-	-
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Total	Capital Outlay	12,445	176,382	1,335	-	-	-	-
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Total	Public Ed & Govt Acc Chnl	12,445	176,382	1,335	-	-	-	-
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Parks Improvement

Fund: 441

Fund: 441							Proposed FY 2022 Budget
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			
				Adopted	Amended	Est Actuals	
Revenues							
Charges For Services	17,930	22,734	34,082	15,000	15,000	27,505	15,000
Investment Earnings	3,091	5,159	3,328	2,000	2,000	360	500
Other Financing Sources / (Uses)	31,041	2,397	14,180	15,500	15,500	360	15,500
Other Operating Revenues	52,062	30,290	51,590	32,500	32,500	28,225	31,000
Total Revenues	52,062	30,290	51,590	32,500	32,500	28,225	31,000
Expenditures							
Purchased Services	21,699	9,969	35,066	18,226	31,632	28,657	-
Maintenance & Operating	21,699	9,969	35,066	18,226	31,632	28,657	-
Capital Outlay	-	40,213	46,725	77,137	54,734	54,734	21,000
Debt & Capital	-	40,213	46,725	77,137	54,734	54,734	21,000
Total Expenditures	21,699	50,182	81,792	95,363	86,366	83,391	21,000
Revenues Over (Under) Expenditures							
	30,363	(19,892)	(30,202)	(62,863)	(53,866)	(55,166)	10,000
Beginning Cash Balance - July 1							
	202,094	232,458	212,566	182,364	182,364	182,364	127,198
Other Cash Sources / (Uses)							
	1	-	-	-	-	-	-
Ending Cash Balance - June 30							
	232,458	212,566	182,364	119,501	128,498	127,198	137,198

Parks Improvement

Fund: 441

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Revenues

Charges For Services

Park Use Fees	17,930	22,734	12,495	15,000	15,000	27,505	15,000
Cash in Lieu of Parkland	-	-	21,587	-	-	-	-
Total Charges For Services	17,930	22,734	34,082	15,000	15,000	27,505	15,000

Investment Earnings

Interest Earnings	3,091	5,159	3,328	2,000	2,000	360	500
Total Interest Earnings	3,091	5,159	3,328	2,000	2,000	360	500

Other Financing Sources / (Uses)

Other Revenues	-	-	7	-	-	160	-
Restricted Contribution	30,541	2,397	11,674	15,000	15,000	200	15,000
Memorial Tree Contrib	500	-	-	500	500	-	500
Sale of Fixed Assets			2,500				
Total Other Financing Sources / (Uses)	31,041	2,397	14,180	15,500	15,500	360	15,500

SUBTOTAL - OPERATING REVENUE	52,062	30,290	51,590	32,500	32,500	28,225	31,000
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TOTAL REVENUE	52,062	30,290	51,590	32,500	32,500	28,225	31,000
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Fund	441 Parks Improvement
Dept	4140 Parks-Art & Rec Development
Activity	464 Park & Recreation

Purchased Services

Solid Waste		3,960	17,698	3,500	3,500	140	-
Utility Services - Misc			5,685	-	-	385	-
ADA Compliance	-	-	7,794	-	-	-	-
Other Contracted Services			3,890	14,726	-	-	-
PR0023 Pet cemetery restricted donations	-	-	-	-	150	150	-
PR0099 Donations to Misc Parks	-	-	-	-	4,245	4,245	-
PR3101 Memorial Trees	-	-	-	-	2,150	2,150	-
6th Ward Garden Park	21,699	6,009	-	-	-	-	-
PR0922 Intermountain Subdivision	-	-	-	-	21,587	21,587	-
Total Purchased Services	21,699	9,969	35,066	18,226	31,632	28,657	-

Capital Outlay

Parks & Rec. Facilities	-	40,213	46,725	77,137	-	-	-
PR4922 5,000 Donations to 6th ward park	-	-	-	-	27,876	27,876	5,000
PR9915 16,000 Park Well project	-	-	-	-	16,296	16,296	16,000
<u>21,000</u>							
Total Capital Outlay	-	40,213	46,725	77,137	54,734	54,734	21,000

Total Parks-Art & Rec Development	21,699	50,182	81,792	95,363	86,366	83,391	21,000
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Sidewalk Improve/Constrct
Fund: 450

Fund: 450		FY 2018	FY 2019	FY 2020	FY 2021			Proposed FY 2022 Budget
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	
Revenues								
Other Financing Sources / (Uses)		-	13,013	7,451	-	-	-	-
Other Operating Revenues		-	13,013	7,451	-	-	-	-
Long-Term Debt		51,433	50,485	57,156	150,000	227,860	227,860	-
Total Revenues		51,433	63,498	64,607	150,000	227,860	227,860	-
Expenditures								
Purchased Services		50,485	81,970	24,175	150,000	150,000	199,335	-
Maintenance & Operating		50,485	81,970	24,175	150,000	150,000	199,335	-
Total Expenditures		50,485	81,970	24,175	150,000	150,000	199,335	-
Revenues Over (Under) Expenditures		948	(18,472)	40,432	-	77,860	28,525	-
Beginning Cash Balance - July 1		(51,433)	(50,485)	(68,957)	(28,525)	(28,525)	(28,525)	0
Other Cash Sources / (Uses)		-	-	-	-	-	-	-
Ending Cash Balance - June 30		(50,485)	(68,957)	(28,525)	(28,525)	49,335	0	0
Revenues								
Other Financing Sources / (Uses)								
Other Revenues		-	13,013	7,451	-	-	-	-
Total	Other Financing Sources / (Uses)	-	13,013	7,451	-	-	-	-
SUBTOTAL - OPERATING REVENUE		-	13,013	7,451	-	-	-	-
Long-Term Debt								
Special Warrant Proceeds		51,433	50,485	57,156	-	-	-	-
Interfund Loan Proceeds		-	-	-	150,000	227,860	227,860	-
Total	Long-Term Debt	51,433	50,485	57,156	150,000	227,860	227,860	-
TOTAL REVENUE		51,433	63,498	64,607	150,000	227,860	227,860	-
Fund	450 Sidewalk Improve/Constrct							
Dept	3115 Sidewalk Projects							
Activity	432 Streets & Traffic							
Purchased Services								
Other Contracted Services		50,485	81,970	24,175	150,000	150,000	199,335	-
Total	Purchased Services	50,485	81,970	24,175	150,000	150,000	199,335	-
Total	Sidewalk Projects	50,485	81,970	24,175	150,000	150,000	199,335	-

**Building
Fund: 503**

Fund: 503		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
	License & Permits	1,130,047	1,113,942	1,269,140	1,170,583	1,170,583	1,557,034	1,217,421
	Investment Earnings	12,961	27,094	20,435	12,000	12,000	2,520	4,000
	Other Financing Sources / (Uses)	5	5,250	-	(150,000)	(150,000)	195	-
	Other Operating Revenues	1,143,013	1,146,286	1,289,575	1,032,583	1,032,583	1,559,749	1,221,421
	Interfund Transfers In	11,369	11,372	5,892	5,463	5,629	5,629	5,629
	Internal Transactions	11,369	11,372	5,892	5,463	5,629	5,629	5,629
	Long-Term Debt	-	-	-	-	-	-	-
Total Revenues		1,154,382	1,157,658	1,295,467	1,038,046	1,038,212	1,565,378	1,227,050
Expenditures								
	Personnel Services	786,557	785,526	773,844	874,957	874,957	834,940	874,457
	Supplies & Materials	18,198	23,222	37,496	50,449	50,449	40,325	29,691
	Purchased Services	100,007	112,893	111,466	180,803	182,974	116,986	176,433
	Intra-City Charges	4,064	4,696	3,784	7,065	7,065	3,804	6,900
	Fixed Charges	56,922	60,400	71,200	72,936	72,936	82,411	83,176
	Maintenance & Operating	179,191	201,211	223,946	311,253	313,424	243,526	296,200
	Internal Charges	80,503	83,386	82,638	97,687	97,687	97,687	61,016
	Transfers Out	-	-	-	-	-	-	-
	Internal Transactions	80,503	83,386	82,638	97,687	97,687	97,687	61,016
	Capital Outlay	24,622	-	43,174	-	-	-	36,000
	Debt & Capital	24,622	-	43,174	-	-	-	36,000
Total Expenditures		1,070,873	1,070,123	1,123,601	1,283,897	1,286,068	1,176,153	1,267,673
Revenues Over (Under) Expenditures								
		83,509	87,535	171,865	(245,851)	(247,856)	389,224	(40,623)
Beginning Cash Balance - July 1								
		992,472	1,075,981	1,163,516	1,335,381	1,335,381	1,335,381	1,634,606
	Other Cash Sources / (Uses)	-	-	-	-	(90,000)	(90,000)	-
Ending Cash Balance - June 30								
		1,075,981	1,163,516	1,335,381	1,089,530	997,525	1,634,606	1,593,983
Reserve Target - 15% of Operating Expenses:								
		156,938	160,518	162,064	192,585	192,910	176,423	184,751
Reserve Target - 60 Days of Operating Expenses:								
		171,986	175,911	177,605	211,052	211,408	193,340	202,467
Reserve Policy Target:								
	(Greater of 60 Days Operating Expenses or 15% of Operating Expenses)	171,986	175,911	177,605	211,052	211,408	193,340	202,467
Excess Reserve:								
	(Excess Reserve for Capital Projects Funding)	903,995	987,605	1,157,777	878,479	786,117	1,441,265	1,391,516

Building
Fund: 503

Fund: 503		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022 Budget
Revenues								
License & Permits								
	Building Permits	586,299	577,440	691,507	593,788	593,788	877,627	617,540
	Electrical Permits	86,531	103,537	110,793	94,772	94,772	103,780	98,563
	Plumbing Permits	116,430	108,684	113,992	115,943	115,943	103,180	120,581
	Plan Check Fees	320,951	304,289	332,892	345,662	345,662	471,392	359,488
	Water Well Permits	50	150	50	83	83	250	100
	Curb Cuts	3,264	1,739	2,130	2,689	2,689	2,574	2,797
	Street Opening Permits	6,175	7,700	6,510	7,495	7,495	6,705	7,795
	Encroachment Surveys	-	-	-	-	-	(19,817)	-
	Sewer Taps	10,347	10,404	11,266	10,151	10,151	11,342	10,557
Total	License & Permits	1,130,047	1,113,942	1,269,140	1,170,583	1,170,583	1,557,034	1,217,421
Investment Earnings								
	Interest Earnings	12,961	27,094	20,435	12,000	12,000	2,520	4,000
Total	Interest Earnings	12,961	27,094	20,435	12,000	12,000	2,520	4,000
Other Financing Sources / (Uses)								
	Other Revenues	5	-	-	(150,000)	(150,000)	195	-
	Various Affordable Housing Waivers							
	Sale of Fixed Assets	-	5,250	-	-	-	-	-
Total	Other Financing Sources / (Uses)	5	5,250	-	(150,000)	(150,000)	195	-
SUBTOTAL - OPERATING REVENUE								
		-	-	-	-	-	-	-
Interfund Transfers In								
	T/in - 645 Insurance & Safety	11,369	11,372	5,892	5,463	5,629	5,629	5,629
	T/in - 650 Medical Revolving	-	-	-	-	-	-	-
Total	Interfund Transfers In	11,369	11,372	5,892	5,463	5,629	5,629	5,629
TOTAL REVENUE								
		1,154,382	1,157,658	1,295,467	1,038,046	1,038,212	1,565,378	1,227,050
Other Sources / (Uses) - Non-Budgeted								
	Fund Balance	-	-	-	-	(90,000)	(90,000)	-
Total	Other Sources / (Uses) - Non-Budgeted	-	-	-	-	(90,000)	(90,000)	-

Building
Fund: 503

				FY 2021			Proposed FY 2022 Budget
				FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	
				FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Fund	503 Building						
Dept	1602 Building						
Activity	425 Protective Inspections						
Personnel Services							
Salaries & Wages		566,017	550,821	545,144	610,744	610,744	617,896
Temporary Salaries		6,138	17,250	9,263	16,159	16,159	17,624
Overtime - Misc		-	-	44			
F.I.C.A. (Soc. Sec.)		33,702	33,718	32,995	38,888	38,888	39,424
P.E.R.S. Retirement		47,713	47,601	47,221	55,007	55,007	56,398
Health & Vision Insurance		98,000	100,491	105,096	126,071	126,071	119,624
Workers Comp. Ins.		19,986	20,003	19,738	11,586	11,586	13,600
Unemployment Ins.		2,003	2,557	1,387	1,574	1,574	1,659
Dental Insurance		5,117	5,200	5,240	5,831	5,831	5,700
F.I.C.A. Medicare		7,881	7,886	7,716	9,097	9,097	9,224
Total	Personnel Services	786,557	785,526	773,844	874,957	874,957	834,940
Supplies & Materials							
Paper & Forms		510	287	629	840	840	840
Office Supplies & Equip		1,395	624	1,496	2,400	2,400	2,000
Small Tools & Equip-Misc		222	163	2,202	450	450	450
Computr Equip/Sftwr/Sppl		14,691	14,641	18,066	27,559	27,559	23,201
200 Apps Misc (4 x \$50)							
800 Code Group Apps/Lic. 1 ea. Code (1 yrs)-lpads/iphones							
700 4 Printer Toner Cartridges @ \$175 ea							
527 Bluebeam Standard License (12)							
297 BlueBeam Standard License (3) (Selby's)							
5,550 BlueBeam Server API for Trakit							
9,902 Trakit License & Maintenance							
2,515 GIS License							
2,120 E3 License							
590 Standard License (Front Desk/Temp. Emp.)							
23,201							
Furniture & Fixtures-Misc		1,380	7,506	15,103	19,200	19,200	3,200
2,400 Office Chairs 4 @ \$600							
800 Lateral File Cabinet							
3,200							
Total	Supplies & Materials	18,198	23,222	37,496	50,449	50,449	40,325
Purchased Services							
IT&S Computer Maint/Spprt		43,561	27,856	27,085	31,530	31,530	34,607
IT&S Telephone Service		4,571	5,007	5,016	5,214	5,214	5,214
IT&S Special Projects		3,786	-	4,059	-	2,171	-
City-Co Bldg Postage Adm		209	240	238	437	437	322
Postage		135	161	240	240	240	240
Cellular Services		2,763	3,900	4,017	4,883	4,883	5,350
4,100 Cell Phones: 5@\$45 p/mo- Phones, includes 16 GB shared data for lpads							
250 Accessories for Cell Phones & lpads (5x\$50 ea)							
1,000 Replacement/Upgrade of Cell Phones 2@\$500							
5,350							
Printing & Duplicating		610	1,514	460	1,000	1,000	1,000
Professional Dues		1,351	1,351	1,557	1,507	1,507	1,530
490 Helena Bldg Industry Assoc (HBIA)							
50 Architectural Society of Helena (ASH)							
145 ICC Membership							
100 MT ICC State Membership							
495 American Institute of Architects							
250 Intl Assoc of Mechanical & Plumbing Officials *2							
1,530							
Professional Subscriptions		1,368	6,640	2,937	1,000	1,000	9,000
1,000 Building Code Reference & Resources							
8,000 2021 Adoption - Building Codes & References							
Dues, Subscriptn, License		50	40	50	55	55	55
Advertising		2,280	3,643	728	6,900	6,900	6,900
1,000 Outreach, Rental Booth, Gadget, ads, etc							
900 Code Adoption/Parade of Homes, Misc							
5,000 Misc Media Ads							
6,900							

**Building
Fund: 503**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Long Dist Telephone Chrgs	139	112	102				-
Architect & Engr Services	-	-	-	5,000	5,000	-	5,000
5,000 Architectural & Engineering Contract Plan Review							
5,000							
Meal Reimb-Taxable	-	-	-	100	100	-	100
Travel & Meeting Expense	2,919	7,545	6,153	14,125	14,125	-	15,950
1,050 Employee Development - 7 @ \$150							
2,000 Bldg Ed Conf - Hotel 8-\$1600, Meals 8-\$400							
7,400 ICC Seminars Sponsored by Bldg. Div. 2 @ \$2500, 2 @ \$1200							
350 IAEI Hotel 2 @ \$150, Meals 2 @ \$25							
4,800 TRAKit - SUGA Conference 2 @ \$2400							
350 State of MT Chaper Meetings, Hotel 2 @ \$150, Meals 2 @ \$25							
15,950							
Required Training	1,879	2,175	3,297	36,130	36,130	1,820	36,085
600 IAMPO Seminar 4 @ \$150 Ea.							
285 MT Chapter IAEI 1 @ \$285							
1,000 Bldg Ed Conf 10 @ \$100							
1,000 Admin Assistant Courses 4 @ \$250							
30,000 Central Squae (Trakit/Bluebeam on-site training)							
3,200 Employee Development 8 @ \$400							
36,085							
Conferences	1,248	1,121	-	5,750	5,750	100	1,700
600 MT Joint Engineers Conference 2 @ \$300							
100 AIA Conference							
1,000 SUGA/Central Square/Trakit Conference 2 @ \$500							
Other Contracted Services	33,138	51,587	55,527	66,932	66,932	66,932	53,380
6,600 One Call Locates (350 p/mo) @ \$1.57 ea x 12 mo.							
5,100 State Education Fund Assessment							
4,080 Parking Permits (5@\$68 p/mo x 12) (\$1005 p/qtr)							
1,600 Maintenance agreements/copier/fax (\$400 x 4 qtr)							
36,000 Fire Marshall Costs: Plan Reviews & inspections (\$3000 /mo)							
53,380							
Total Purchased Services	100,007	112,893	111,466	180,803	182,974	116,986	176,433
Intra-City Charges							
Shop Gas & Fuel Charges	3,640	4,269	3,482	5,265	5,265	3,078	5,350
Shop Vehicle Repairs	-	35	23	500	500	65	400
Shop Tires & Tire Repairs	123	116	-	900	900	610	800
Shop Vehicle Parts	301	276	280	400	400	51	350
Total Intra-City Charges	4,064	4,696	3,784	7,065	7,065	3,804	6,900
Fixed Charges							
Rent of Bldgs & Offices	41,751	41,751	41,751	43,301	43,301	43,301	44,441
Licenses	2,128	1,065	1,280	4,435	4,435	2,465	2,735
265 Master Plumbers License Renewal							
120 IAEI Member Dues (1 @ \$120))							
110 Arch Lic Renewal (1 @ \$110)							
1,540 Certification Exams - 7 @ \$219							
200 MT Elec Lic (1 @ \$200)							
500 ACI (Ed - once every 5 yrs)							
2,735							
Credit Card Fees	12,287	17,584	28,169	25,200	25,200	36,645	36,000
36,000 Credit card fees (\$3000/month)							
36,000							
Refunds & Reimbursements	756	-	-	-	-	-	-
Total Fixed Charges	56,922	60,400	71,200	72,936	72,936	82,411	83,176
Internal Charges							
Comm, Mgr, Atty Charges	27,571	28,894	28,159	37,391	37,391	37,391	10,754
Vehicle & Equip Insurance	314	232	232	308	308	308	330
Liability Insurance	16,486	15,616	16,046	16,620	16,620	16,620	16,847
Fidelity Insurance	84	76	80	80	80	80	76
Human Resource	13,078	13,460	13,022	13,420	13,420	13,420	10,880
Budget & Accounting	18,637	19,789	19,935	24,601	24,601	24,601	16,862
Fleet Services Charges	4,333	5,319	5,164	5,267	5,267	5,267	5,267
Total Internal Charges	80,503	83,386	82,638	97,687	97,687	97,687	61,016
Vehicles	24,622	-	23,769	-	-	-	36,000
36,000 Vehicle (Replace Unit 118)(\$33,600) & Radio \$2400							
36,000							
Total Capital Outlay	24,622	-	43,174	-	-	-	36,000
Total Building	1,070,873	1,070,123	1,123,601	1,283,897	1,286,068	1,176,153	1,267,673

Water Fund: 521			FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
						Adopted	Amended	Est Actuals	
Revenues									
	Intergovernmental Revenues	-	15,000	-	-	-	-	-	-
	Charges For Services	8,151,422	7,914,842	8,188,308	9,028,885	9,028,885	8,696,631	9,036,885	
	Investment Earnings	197,270	318,621	237,592	250,000	250,000	30,111	35,000	
	Other Financing Sources / (Uses)	11,586	221,119	2,074	2,500	2,500	25,451	2,000	
	Other Operating Revenues	8,360,278	8,469,582	8,427,974	9,281,385	9,281,385	8,752,193	9,073,885	
	Interfund Transfers In	25,689	25,700	12,109	12,092	12,853	12,853	12,853	
	Internal Transactions	25,689	25,700	12,109	12,092	12,853	12,853	12,853	
	Long-Term Debt	-	-	4,420,622	-	-	-	-	
Total Revenues		8,385,967	8,495,282	12,860,705	9,293,477	9,294,238	8,765,046	9,086,738	
Expenditures									
	Personnel Services	1,643,350	1,747,876	1,711,639	2,018,969	2,018,969	1,819,230	2,066,560	
	Supplies & Materials	784,723	654,975	795,075	1,177,785	1,594,672	1,538,745	1,003,775	
	Purchased Services	709,454	684,383	973,746	888,192	1,002,282	935,589	1,059,645	
	Intra-City Charges	53,406	51,737	56,508	63,861	63,861	55,336	70,200	
	Fixed Charges	54,281	70,838	85,280	97,200	97,200	74,186	74,125	
	Maintenance & Operating	1,601,864	1,461,933	1,910,609	2,227,038	2,758,015	2,603,856	2,207,745	
	Internal Charges	812,980	1,039,298	1,118,236	1,289,329	1,289,329	1,289,329	949,785	
	Transfers Out	-	17,573	40,000	20,000	20,000	20,000	20,000	
	Internal Transactions	812,980	1,056,871	1,158,236	1,309,329	1,309,329	1,309,329	969,785	
	Debt Service	563,466	562,950	1,177,773	900,815	900,815	448,021	878,299	
	Capital Outlay	2,104,367	6,079,931	3,309,751	4,017,000	13,753,866	13,753,866	2,841,040	
	Debt & Capital	2,667,833	6,642,881	4,487,524	4,917,815	14,654,681	14,201,887	3,719,339	
Total Expenditures		6,726,027	10,909,561	9,268,008	10,473,151	20,740,994	19,934,302	8,963,429	
Revenues Over (Under) Expenditures		1,659,940	(2,414,279)	3,592,697	(1,179,674)	(11,446,756)	(11,169,256)	123,309	
Beginning Cash Balance - July 1		12,203,035	14,133,029	11,581,726	15,095,216	15,095,216	15,095,216	3,925,960	
Other Cash Sources / (Uses)		270,054	(137,024)	(79,208)	-	-	-	-	
Ending Cash Balance - June 30		14,133,029	11,581,726	15,095,216	13,915,541	3,648,459	3,925,960	4,049,269	
	Reserve Target - 15% of Operating Expenses:	693,249	724,445	893,739	968,423	1,048,069	927,065	918,358	
	Reserve Target - 60 Days of Operating Expenses:	759,725	793,912	979,440	1,061,285	1,148,569	1,015,962	1,006,420	
	Ten-Mile Watershed Projects Reserve	200,000	200,000	200,000	200,000	200,000	200,000	200,000	
	Debt Service Fixed Reserve	522,372	282,198	282,198	282,198	282,198	282,198	282,198	
	Revenue Bond Reserve	261,375	282,596	282,596	282,596	282,596	282,596	282,596	
	Reserve Policy Target:	1,743,472	1,558,706	1,744,234	1,826,079	1,913,363	1,780,756	1,771,214	
	(Greater of 60 Days Operating Expenses or 15% of Operating Expenses + Restricted Reserve)								
	Excess Reserve:	12,389,557	10,023,020	13,350,982	12,089,462	1,735,096	2,145,204	2,278,055	
	(Excess Reserve for Capital Projects Funding)								

Water Fund: 521		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Intergovernmental Revenues								
Misc Federal Grants		-	-	-	-	-	-	-
State Grants - Misc.		-	15,000	-	-	-	-	-
Total	Intergovernmental Revenues	-	15,000	-	-	-	-	-
Charges For Services								
Metered Water Sales		7,881,569	7,638,011	7,865,398	8,776,885	8,776,885	8,396,110	8,776,885
Fireline Charges		78,396	79,328	81,881	72,000	72,000	82,285	80,000
Utility Service Charges		5,584	6,486	7,150	5,000	5,000	6,996	5,000
System Development Fees		83,402	65,806	119,831	85,000	85,000	94,358	85,000
Sale of Water Mats & Supp		52,556	50,935	61,984	50,000	50,000	54,416	50,000
Installation Charge-Taps		22,406	21,750	31,393	20,000	20,000	28,508	20,000
Misc. Water Charges		27,509	20,394	20,671	20,000	20,000	30,458	20,000
Infrastructure Rebates		-	32,132	-	-	-	3,500	-
Total	Charges For Services	8,151,422	7,914,842	8,188,308	9,028,885	9,028,885	8,696,631	9,036,885
Investment Earnings								
Interest Earnings		197,270	318,621	237,592	250,000	250,000	30,111	35,000
Total	Interest Earnings	197,270	318,621	237,592	250,000	250,000	30,111	35,000
Other Financing Sources / (Uses)								
Other Revenues		3,134	148,717	2,074	2,500	2,500	521	2,000
Misc Employee Reimb		-	66,402	-	-	-	30	-
Sale of Fixed Assets		8,452	6,000	-	-	-	24,900	-
Total	Other Financing Sources / (Uses)	11,586	221,119	2,074	2,500	2,500	25,451	2,000
SUBTOTAL - OPERATING REVENUE		8,360,278	8,469,582	8,427,974	9,281,385	9,281,385	8,752,193	9,073,885
Long-Term Debt								
St Rvlvng Fnd (SRF) Prcds		-	-	4,420,622	-	-	-	-
Total	Long-Term Debt	-	-	4,420,622	-	-	-	-
Interfund Transfers In								
T/in - 645 Insurance & Safety		25,689	25,700	12,109	12,092	12,853	12,853	12,853
Total	Interfund Transfers In	25,689	25,700	12,109	12,092	12,853	12,853	12,853
TOTAL REVENUE		8,385,967	8,495,282	12,860,705	9,293,477	9,294,238	8,765,046	9,086,738
Other Sources / (Uses) - Non-Budgeted								
Chng in Util A/R		241,119	(122,293)	(53,089)	-	-	-	-
Chng in Util CR Suspense/Vouchers Pay Bals.		28,935	(14,731)	(26,119)	-	-	-	-
Fund Balance prior year adjustments							-	
Total	Other Sources / (Uses) - Non-Budgeted	270,054	(137,024)	(79,208)	-	-	-	-

Water Fund: 521				FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
							Adopted	Amended	Est Actuals	
Fund	521	Water								
Dept	1545	Water Debt Service								
Activity	492	Revenue Bonds								
Debt Service (Matures 7/1/25)										
Maturity	Principal			462,000	472,000	955,000	721,000	721,000	362,000	738,000
07/01/25	168,000	DNRC Drinking Water 2005 Refunding								
07/01/24	209,000	DNRC Drinking Water 2007 Refunding								
01/01/27	101,000	DNRC Drinking Water 2012 Refunding								
07/01/37	29,000	DNRC Drinking Water 2016								
	231,000	DNRC Drinking Water 2019								
	738,000									
Interest				100,716	90,200	204,523	179,065	179,065	85,271	138,549
07/01/25	16,718	DNRC Drinking Water 2005 Refunding								
07/01/24	13,253	DNRC Drinking Water 2007 Refunding								
01/01/27	13,815	DNRC Drinking Water 2012 Refunding								
07/01/37	13,325	DNRC Drinking Water 2016								
	81,438	DNRC Drinking Water 2019								
	138,549									
Debt Issuance Costs				-	-	17,500	-	-	-	-
	-	DNRC Drinking Water 2016								
	-									
	-									
Arbitrage Fees/Costs				750	750	750	750	750	750	1,750
Total	Debt Service			563,466	562,950	1,177,773	900,815	900,815	448,021	878,299
Total	Water Debt Service			563,466	562,950	1,177,773	900,815	900,815	448,021	878,299

Water Fund: 521			FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
						Adopted	Amended	Est Actuals	
Fund	521	Water							
Dept	3125	Water Treatment							
Activity	435	Water Utilities							
Personnel Services									
		Salaries & Wages	493,031	568,173	547,501	664,080	664,080	601,375	734,736
		Temporary Salaries	4,178	2,171	5,051	8,356	8,356	5,025	9,590
		Overtime - Misc	5,957	6,249	5,613	10,448	10,448	6,150	10,781
		F.I.C.A. (Soc. Sec.)	30,747	35,647	34,234	42,496	42,496	37,400	46,981
		P.E.R.S. Retirement	41,473	49,142	47,954	59,370	59,370	53,400	66,359
		Health & Vision Insurance	98,853	108,412	119,083	153,807	153,807	143,250	169,362
		Workers Comp. Ins.	28,953	31,038	31,732	30,547	30,547	25,060	15,371
		Unemployment Ins.	1,764	2,598	1,401	1,721	1,721	1,560	1,978
		Dental Insurance	5,162	5,661	5,948	7,114	7,114	6,625	8,070
		F.I.C.A. Medicare	7,191	8,337	8,007	9,946	9,946	8,750	10,996
	Total	Personnel Services	717,309	817,428	806,525	987,885	987,885	888,595	1,074,224
Supplies & Materials									
		Office Supplies & Equip	1,014	1,669	482	1,200	1,200	817	2,000
		500 Normal Supplies							
		1,500 Chairs for Control Room							
		2,000							
		Chem & Lab Supplies	399,152	324,201	370,630	374,725	374,725	353,175	380,225
		80,225 Cationic Polymer							
		84,000 Sodium Hypochlorite Pump Stations							
		70,000 Alum for TMTP & MRTP							
		55,000 Carbon for TMTP & MRTP							
		55,000 Caustic for TMTP & MRTP							
		18,000 Ortho Phosphate							
		13,000 Lab/Calibration Supplies							
		5,000 Nonionic Polymer							
		380,225							
		Janitorial Supplies	2,503	3,008	1,564	2,000	2,000	2,107	3,000
		3,000 Cleaning supplies/paper products/mats							
		3,000							
		Clothing Allowance	2,868	3,946	2,780	4,375	4,375	3,645	6,550
		4,200 Operator Allowance (12 * 350/ea)							
		350 Electrician Allowance (1 * 350/ea)							
		2,000 Safety Equipment							
		6,550							
		Operating Supplies - Misc	47,329	60,763	39,505	43,000	43,000	20,335	35,000
		35,000 Pump Station/Reservoirs/Treatment Facilities							
		35,000							
		Fuel/Oil Outside Vendor	4,190	5,469	2,176	5,000	5,000	2,045	3,500
		3,500 Generator Fuel/Oil/Lubricants							
		3,500							
		Small Tools & Equip-Misc	1,875	5,163	2,495	4,500	4,500	3,900	5,000
		3,000 Mechanic Tools							
		2,000 I&C Tools							
		5,000							
		Computr Equip/Sftwr/Spply	38	4,974	1,395	500	500	1,445	2,800
		800 Computer Cartridges/Supplies							
		2,000 New Computer - Maintenance							
		2,800							
		Landscape Supplies	675	256	1,193	3,200	3,200	3,165	1,200
		1,200 Misc supplies							
		1,200							
	Total	Supplies & Materials	459,644	409,449	422,219	438,500	438,500	390,634	439,275
Purchased Services									
		IT&S Computer Maint/Spprt	15,419	26,022	27,523	30,965	30,965	33,138	35,284
		IT&S Telephone Service	5,028	5,007	5,016	7,584	7,584	7,584	7,584
		IT&S Special Projects	4,144		4,083	-	2,184	1,633	-
		City-Co Bldg Postage Adm	66	72	104	117	117	117	128
		Postage	4	75	2,286	300	300	587	300
		Freight & Express		427		-	-	-	2,000
		Cellular Services	1,355	1,887	2,078	1,812	1,812	2,375	2,640
		Printing & Duplicating	1,460	-	1,733	2,500	2,500	1,983	1,500

Water Fund: 521								
		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Dues, Subscriptn, License		625	525	721	1,470	1,470	725	1,250
900	AWWA Memberships							
350	Montana Rural Water Systems							
1,250								
Advertising		211	663	-	2,000	2,000	-	2,000
1,250	DEQ Water Quality Report							
250	Requests for Proposals/Qualifications							
500	Public Works Day							
2,000								
Electric Utility		377,110	238,540	335,927	388,425	388,425	372,000	388,425
Water & Sewer		193	245	270	200	200	266	300
Long Dist Telephone Chrgs		52	26	31				
Natural Gas Utility		22,335	18,924	16,615	23,000	23,000	18,465	23,000
Solid Waste		263	192	-	350	350	200	2,400
1,200	M RTP - Solid Waste Service (\$100/month x 12)							
1,200	TMTP - Solid Waste Service (\$100/month x 12)							
Medical Expenses		-	-	-	400	400	60	200
200	Upkeep of first aid kits							
200								
Professional Services-Misc		6,519	5,882	-	15,800	15,800	-	20,500
15,000	Legal Fees for Water Rights/Permits							
5,500	Ditch Rider							
20,500								
Outside Repair to Mtr Veh		-	-	-				
Equipment Repairs		35,986	42,565	33,297	45,000	45,000	43,400	60,000
Building Repairs/Maint		-	2,865	2,010	10,000	10,000	6,607	20,000
5,000	Painting & repairs							
10,000	Exterior painting/repairs to Water Tanks							
5,000	TMTP - Flooring							
20,000								
Meal Reimb-Taxable		15	-	-	-	-	-	-
Travel & Meeting Expense		-	-	212	-	-	-	-
Required Training		1,949	2,347	4,273	4,000	4,000	925	4,000
1,500	Certification Workshops							
500	Water Treatment School							
2,000	I&C/Electrician Training							
4,000								
Conferences		1,428	-	150	2,000	2,000	-	2,000
2,000	Rural Water & Joint Conference							
2,000								
Investigation / Inspect Fees		26,548	28,014	23,373	32,800	32,800	22,350	32,800
7,000	Bacteriological							
7,800	Crypto/Giardia							
6,000	Trihalomethanes/Haloacetic Acid							
4,000	Metals including Lead & Copper							
2,000	Inorganic/Volatile/Synthetic Organics							
4,000	TCLP/TOC/Arsenic/Alkalinity/Asbestos							
2,000	Additional/Samples/Testing							
32,800								
Other Contracted Services		99,941	161,091	330,498	177,110	287,607	287,607	300,900
150,000	Water Rate/Impact Fee Study							
65,000	BOR Water Purchase & O&M							
39,000	Helena Valley Irrigation O&M							
10,000	Wonderware Software Maintenance							
1,200	WIMS-911 Software Maintenance							
20,000	Cityworks Software Maintenance							
5,000	HVAC & Pump Maint.							
5,000	Generator Load Bank Testing							
2,500	Weed Spraying Contracts							
1,500	Haying Contract							
1,250	Fire Ext/Alarm - Security Monitoring							
450	Copier Maint.							
300,900								
Total Purchased Services		600,651	535,369	790,198	745,833	858,514	800,022	907,211
Intra-City Charges								
Shop Gas & Fuel Charges		8,067	9,319	5,690	11,488	11,488	7,345	11,700
Shop Vehicle Repairs		5,739	440	43	3,500	3,500	895	2,250
Shop Tires & Tire Repairs		766	2,802	741	850	850	1,620	1,550
Shop Vehicle Parts		2,255	1,051	537	1,900	1,900	1,240	1,700
Total Intra-City Charges		16,827	13,612	7,011	17,738	17,738	11,100	17,200

Water Fund: 521			FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
						Adopted	Amended	Est Actuals	
Fixed Charges									
Rent of Equipment			123	108	5,766	35,500	35,500	21	500
500	Normal Rent of Equipment								
Special Assessments			15,195	20,746	30,788	21,820	21,820	31,237	32,840
Licenses			3,771	13,255	1,872	2,600	2,600	3,211	2,260
460	Operator & Electrician License								
300	DEQ - Operator Annual Renewal Fee								
1,500	Discharge Permit Fees								
-	Other								
<u>2,260</u>									
Total	Fixed Charges		19,089	34,109	38,426	59,920	59,920	34,469	35,600
Internal Charges									
Comm, Mgr, Atty Charges			94,980	99,163	96,532	129,921	129,921	129,921	82,445
Public Works			33,490	34,448	58,246	44,462	44,462	44,462	47,588
Property Insurance			75,201	73,355	73,355	79,410	79,410	79,410	84,969
Vehicle & Equip Insurance			369	340	340	465	465	465	498
Liability Insurance			14,932	16,145	17,035	18,317	18,317	18,317	20,021
Fidelity Insurance			98	108	114	114	114	223	123
Human Resource			13,767	14,523	15,490	15,963	15,963	15,963	13,766
Budget & Accounting			47,237	50,160	50,520	62,488	62,488	62,488	42,184
Utility Customer Service			135,104	141,849	147,679	173,734	173,734	173,734	100,317
Engineering			-	74,373	113,637	139,123	139,123	139,123	118,376
Building M&O Charge			10,512	10,567	10,514	10,624	10,624	10,624	19,068
Weed & Snow Control Chrg			10,000	10,000	-	-	-	-	-
Fleet Services Charges			9,613	11,136	14,324	14,610	14,610	14,610	14,610
Total	Internal Charges		445,303	536,167	597,786	689,231	689,231	689,340	543,965
Transfers Out									
T/out - 246 Watershed Projects			-	17,573	40,000	20,000	20,000	20,000	20,000
- Fire Mitigation Scott Reservoir (FY20-21)									
Total	Transfers Out		-	17,573	40,000	20,000	20,000	20,000	20,000
Capital Outlay									
Buildings			31,620	7,865	-	-	14,075	14,075	-
MR8906	14,075	FY21 - Office/Locker Room							
	<u>14,075</u>								
Imprvmnts Other Than Bldgs			106,924	320,919	19,148	17,000	374,557	374,557	613,810
265,557 FY21 - MRTP Chemical Feed System									
92,000 FY21 - Rimini Raw Water Line									
17,000 FY21 - Cruse Avenue P.E.R.									
<u>374,557</u>									
257,500 FY22 - Treatment Facilities Master Plan									
125,000 FY22 - MRTP/TMTP - Chemical Feed Systems									
20,000 FY22 - TMTP Generator Upgrade									
60,260 FY22 - MRTP - Natural Gas Heater (Pretreatment)									
36,050 FY22 - TMTP - Parking Lot Improvements									
115,000 FY22 - TMTP - Lagoon Cleaning (3)									
<u>613,810</u>									
Equipment			457,698	178,044	82,290	-	287,829	287,829	180,980
MR7903	121,529	FY21 - MRTP PRG Logic Control							
TM0905	23,000	FY21 - 10-Mile Chemical Pump							
TM1904	23,300	FY21 - TMTP Actuators							
MR0907	120,000	FY21 - Influent Valve							
<u>287,829</u>									
29,370 FY22 - TMTP - Carbon Feeder									
82,400 FY22 - TMTP - Backwash Actuator									
41,530 FY22 - TMTP - HVAC Primary Pumps									
27,680 FY22 - TMTP - HVAC Secondary Pumps									
<u>180,980</u>									
Vehicles			33,536	-	27,886	-	33,270	33,270	42,820
WT9907	33,270	FY21 - 1/2 Ton Pickup							
42,820 FY22 - Pickup/Assessories (Replace #436)									
<u>42,820</u>									
Trnsmn/Distrb-Reservoirs			30,400	872	481,169	-	1,456,111	1,456,111	-
381,685 FY21 - Malben Interior Seal Coating									
1,074,426 FY21 - Westside Tank									
<u>1,456,111</u>									

Water									
Fund:	521		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
						Adopted	Amended	Est Actuals	
Watershed/Basins			30,000	70,225	595,524	-	1,785,358	1,785,358	-
30,000	FY21 - Red Mountain Flume Engineering								
1,755,358	FY21 - Groundwater Monitoring Wells								
1,785,358									
General Plant			158,720	125,451	13,695	1,900,000	2,100,180	2,100,180	-
400,000	FY21 - Pre-Sedimentation Basin (Engineering Only)								
800,000	FY21 - Eureka Well Reconstruction								
700,000	FY21 - Tenmile Filter Rebuild								
200,180	FY21 - MRTP High Zone Pumps								
2,100,180									
Total		Capital Outlay	848,898	703,376	1,219,712	1,917,000	6,051,380	6,051,380	837,610
Total	Water Treatment		3,107,721	3,067,083	3,921,877	4,876,107	9,123,168	8,885,540	3,875,085

Water									
Fund:	521		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
						Adopted	Amended	Est Actuals	
Fund	521	Water							
Dept	3126	Water Utility Maintenance							
Activity	435	Water Utilities							
Personnel Services									
		Salaries & Wages	617,853	629,818	606,766	682,378	682,378	616,600	666,705
		Temporary Salaries	19,258	2,797	-	-	-	-	-
		Overtime - Misc	14,443	11,102	8,095	14,319	14,319	16,000	14,634
		F.I.C.A. (Soc. Sec.)	38,791	38,374	37,113	43,246	43,246	37,955	42,286
		P.E.R.S. Retirement	53,138	53,999	52,794	61,175	61,175	54,640	60,497
		Health & Vision Insurance	113,241	123,943	134,318	163,383	163,383	150,200	154,374
		Workers Comp. Ins.	52,049	52,110	49,120	47,148	47,148	37,800	34,811
		Unemployment Ins.	2,283	2,901	1,533	1,755	1,755	1,615	1,777
		Dental Insurance	5,913	6,430	6,697	7,558	7,558	6,950	7,356
		F.I.C.A. Medicare	9,072	8,974	8,679	10,122	10,122	8,875	9,896
		Total	926,041	930,448	905,114	1,031,084	1,031,084	930,635	992,336
Supplies & Materials									
		Office Supplies & Equip	1,639	1,139	806	2,145	2,145	1,205	1,800
		Chem & Lab Supplies	358	721	221	500	500	102	500
		Food	-	234	55	200	200	300	200
		Janitorial Supplies	580	130	575	1,250	1,250	700	1,000
		Clothing Allowance	2,761	4,582	3,004	3,500	3,500	3,200	3,500
		Operating Supplies - Misc	7,102	9,994	2,378	8,000	8,000	5,400	8,000
		Small Tools & Equip-Misc	7,862	12,499	12,026	10,000	10,000	7,850	14,000
		10,000 General Tools							
		4,000 Utility Line Locator/Metal Detector							
		14,000							
		Computr Equip/Sftwr/Sppl	333	2,086	16,404	4,090	4,090	1,750	4,000
		1,000 Software/Computer Equipment							
		3,000 Computer Replacement							
		4,000							
		Safety Equipment	3,025	3,167	1,720	1,800	1,800	1,887	2,000
		800 Hard Hats, Glasses, Hi-Vis Clothing							
		600 Safety Signs/Cones							
		600 Misc. Safety Equipment							
		2,000							
		Furniture & Fixtures-Misc	2,183	1,963	368	2,000	2,000	2,000	700
		700 Office Furniture Replacement							
		700							
		Meters	212,879	54,459	244,854	587,800	1,004,687	1,004,687	405,800
		400,000 Meters							
		5,800 Meter Parts							
		405,800							
		Utility Line Supply & Mat.	44,655	108,210	32,808	61,000	61,000	61,300	61,000
		40,000 Water Main Supplies							
		21,000 Valve Parts							
		61,000							
		Fire Hydrant Parts	14,938	28,181	19,604	22,000	22,000	30,530	26,000
		Construction & Maint Mat'ls	26,764	18,161	38,032	35,000	35,000	27,200	36,000
		32,000 Backfill Material							
		3,000 Marking Paint							
		1,000 Backhoe teeth							
		36,000							
		Total	325,079	245,526	372,856	739,285	1,156,172	1,148,111	564,500
Purchased Services									
		IT&S Computer Maint/Spprt	24,206	15,212	17,669	21,376	21,376	22,503	30,813
		IT&S Telephone Service	3,017	3,004	3,010	3,698	3,698	3,698	3,698
		IT&S Special Projects	4,563	-	2,634	-	1,409	1,054	-
		City-Co Bldg Postage Adm	66	120	173	117	117	117	128
		Postage	479	80	80	170	170	270	170
		Cellular Services	2,162	1,653	3,255	3,000	3,000	3,606	3,100
		Printing & Duplicating	1,365	-	-	500	500	340	750
		750 Water Bill Inserts							

Water Fund: 521		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Dues, Subscriptn, License		716	20	545	1,325	1,325	400	725
80	AWWA Membership							
145	APWA Membership							
300	Operator Certifications							
50	American Backflow							
50	AWWA Standards Updates							
100	American Water Resources							
725								
Advertising		-	340	40	50	50	645	50
Water & Sewer		1,104	611	784	1,750	1,750	540	1,000
Long Dist Telephone Chrgs		45	64	82	-	-	-	-
Solid Waste		330	529	458	375	375	535	600
Medical Expenses		527	637	1,025	1,050	1,050	1,720	1,050
Equipment Repairs		3,246	7,404	6,832	3,700	3,700	695	3,700
Building Repairs/Maint		226	134	625	750	750	355	750
Meal Reimb-Taxable		8	-	38				
Local Travel		-	-					
Required Training		2,926	5,368	2,861	5,780	5,780	2,670	4,300
2,200	Certification Workshops							
1,000	AWWA Workshops							
1,100	Backflow Training/Re-certification							
4,300								
Conferences		1,013	2,479	265	2,300	2,300	-	2,300
600	Water Maintenance Conferences							
1,700	State AWWA/WEF Conference							
2,300								
Other Contracted Services		62,804	111,359	143,172	96,419	96,419	96,419	99,300
75,500	Street/Curb/Gutter/ADA Repairs							
13,500	Emergency Repairs							
300	Copier Maintenance							
2,500	Weed Control							
7,500	Plumbing Services							
99,300								
Total	Purchased Services	108,803	149,014	183,548	142,360	143,769	135,567	152,434
Intra-City Charges								
Shop Gas & Fuel Charges		24,698	25,244	23,899	30,623	30,623	28,755	36,250
Shop Vehicle Repairs		4,488	3,593	16,498	6,500	6,500	4,600	8,500
Shop Tires & Tire Repairs		2,871	4,088	2,138	3,500	3,500	821	3,000
Shop Vehicle Parts		4,522	5,200	6,961	5,500	5,500	10,060	5,250
Total	Intra-City Charges	36,579	38,125	49,496	46,123	46,123	44,236	53,000
Fixed Charges								
Rent of Equipment		-	-	318	-	-	725	300
Licenses		35,192	36,674	46,465	37,250	37,250	38,920	38,150
3,750	ARC Editor GIS License/Maint.							
23,000	DEQ Permit							
10,000	Cityworks Maintenance							
1,000	CitySourced							
400	MRL Lease							
38,150								
Credit Card Fees		-	55	71	30	30	72	75
Total	Fixed Charges	35,192	36,729	46,854	37,280	37,280	39,717	38,525
Internal Charges								
Comm, Mgr, Atty Charges		94,980	99,163	96,532	129,921	129,921	129,921	-
Public Works		33,490	34,448	52,297	39,922	39,922	39,922	47,588
Property Insurance		965	1,880	1,880	2,021	2,021	2,021	2,162
Vehicle & Equip Insurance		1,132	1,167	1,167	1,986	1,986	1,986	2,125
Liability Insurance		18,950	19,515	19,489	18,470	18,470	18,470	18,061
Fidelity Insurance		90	110	112	109	109	-	102
Liability Deductible		22,060	1,259	3,686	3,686	3,686	3,686	3,944
Human Resource		15,763	16,223	18,300	18,859	18,859	18,859	14,187
Budget & Accounting		47,538	50,478	50,845	62,825	62,825	62,825	37,572
Utility Customer Service		92,884	97,521	101,530	117,690	117,690	117,690	99,092
Engineering		-	137,125	131,120	160,527	160,527	160,527	136,205
Building M&O Charge		22,529	22,622	22,051	22,212	22,212	22,212	22,912
Weed & Snow Control Chrg		-	-	-	-	-	-	-
Fleet Services Charges		17,296	21,620	21,441	21,870	21,870	21,870	21,870
Total	Internal Charges	367,677	503,131	520,450	600,098	600,098	599,989	405,820

Water									
Fund:	521		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
						Adopted	Amended	Est Actuals	
Capital Outlay									
	Buildings		-	3,818	4,975	-	3,707	3,707	-
WU8910	<u>3,707</u>	FY21 - Storage building heaters							
	<u>3,707</u>								
	<u>Imprvmnts</u>	Other Than Bldgs	28,224	5,692	68,190	-	194,914	194,914	1,030,000
WU8912	<u>194,914</u>	FY21 - Pressure Reducing Valves/Telemetry							
	<u>1,030,000</u>	FY22 - Monitoring Pressure Reducing Valves (4)							
	<u>1,030,000</u>								
	Equipment		38,327	20,052	64,500	-	25,550	25,550	-
	Vehicles		65,472	162,020	65,568	-	9,328	9,328	58,430
	<u>58,430</u>	FY22 - Pickup/Hoist/Assessorries (Replace #410)							
	<u>58,430</u>								
	Trnsmn/Distrb-Mains		1,123,446	5,184,973	1,886,806	2,100,000	7,468,987	7,468,987	915,000
	2,175,332	FY21 - Westside Water Mains - Rebate							
	1,445,264	FY21 - Westside Water Mains - City							
	675,000	FY21 - MRP - Dakota/8th/Sanders							
	755,000	FY21 - Lyndale/South Park Water-Sewer							
	418,391	FY21 - Fire Hydrant Replacements							
	865,000	FY21 - Rodney Street (Phase I)							
	635,000	FY21 - Rodney Street (Phase II)							
	500,000	FY21 - National Water Main							
	<u>7,468,987</u>								
	206,000	FY22 - Hale/Malben Connection							
	100,000	FY22 - Shared Service Line							
	309,000	FY22 - Reeders/Upper Hale Connection Engineering							
	<u>300,000</u>	FY22 - Hydrant Replacement Project							
	<u>915,000</u>								
	Total	Capital Outlay	1,255,469	5,376,555	2,090,039	2,100,000	7,702,486	7,702,486	2,003,430
Total		Water Utility Maintenance	3,054,840	7,279,528	4,168,357	4,696,229	10,717,011	10,600,741	4,210,045

Water Service Line

Fund: 522

Fund: 522		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
	Charges For Services	-	170,491	257,381	256,740	256,740	237,740	256,950
	Investment Earnings	-	1,007	3,318	1,000	1,000	845	500
	Other Operating Revenues	-	171,498	260,700	257,740	257,740	238,585	257,450
Total Revenues		-	171,498	260,700	257,740	257,740	238,585	257,450
Expenditures								
Total Expenditures		-	-	-	-	-	-	-
Revenues Over (Under) Expenditures		-	171,498	260,700	257,740	257,740	238,585	257,450
Beginning Cash Balance - July 1		-	-	132,890	348,417	348,417	348,417	611,002
Other Cash Sources / (Uses)		-	(38,608)	(45,173)	(257,740)	(257,740)	24,000	(120,000)
Ending Cash Balance - June 30		-	132,890	348,417	348,417	348,417	611,002	748,452
Revenues								
Charges For Services								
	Misc. Water Charges	-	170,491	257,381	256,740	256,740	237,740	256,950
Total	Charges For Services	-	170,491	257,381	256,740	256,740	237,740	256,950
Investment Earnings								
	Interest Earnings	-	1,007	3,318	1,000	1,000	845	500
Total	Interest Earnings	-	1,007	3,318	1,000	1,000	845	500
SUBTOTAL - OPERATING REVENUE		-	171,498	260,700	257,740	257,740	238,585	257,450
TOTAL REVENUE		-	171,498	260,700	257,740	257,740	238,585	257,450
Other Sources / (Uses) - Non-Budgeted								
	Service Line Replacement Loans	-	(12,774)	(46,096)	(257,740)	(257,740)	24,000	(120,000)
	User Accounts Rec		(25,834)	923	-	-	-	-
Total	Other Sources / (Uses) - Non-Budgeted	-	(38,608)	(45,173)	(257,740)	(257,740)	24,000	(120,000)

Wastewater
Fund: 531

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			FY 2022 Budget
				Adopted	Amended	Est Actuals	
Revenues							
Intergovernmental Revenues	-	-	-	-	750,000	750,000	-
Charges For Services	4,781,047	5,311,429	5,488,574	6,028,264	6,028,264	5,379,625	5,837,000
Investment Earnings	60,368	97,880	67,520	60,000	60,000	5,475	7,500
Other Financing Sources / (Uses)	6,468	21,228	4,203	1,000	1,000	1,450	500
Other Operating Revenues	4,847,883	5,430,537	5,560,298	6,089,264	6,839,264	6,136,550	5,845,000
Interfund Transfers In	18,095	18,500	8,749	8,286	8,954	8,954	8,954
Internal Transactions	18,095	18,500	8,749	8,286	8,954	8,954	8,954
Long-Term Debt	-	-	226,297	3,550,000	4,550,000	3,400,000	-
Total Revenues	4,865,978	5,449,037	5,795,344	9,647,550	11,398,218	9,545,504	5,853,954
Expenditures							
Personnel Services	1,188,001	1,241,847	1,238,302	1,370,633	1,370,633	1,279,354	1,390,597
Supplies & Materials	194,753	186,960	192,812	244,483	244,483	197,056	235,620
Purchased Services	556,840	635,372	703,084	846,100	850,902	682,504	921,769
Intra-City Charges	47,582	78,903	63,780	70,567	70,567	46,821	81,880
Fixed Charges	49,165	67,913	100,157	74,635	74,635	87,696	98,745
Maintenance & Operating	848,340	969,148	1,059,832	1,235,785	1,240,587	1,014,077	1,338,014
Internal Charges	665,889	881,577	865,806	1,002,817	1,002,817	1,002,817	817,953
Transfers Out	-	-	-	-	-	-	-
Internal Transactions	665,889	881,577	865,806	1,002,817	1,002,817	1,002,817	817,953
Debt Service	770,170	769,960	1,228,349	936,918	936,918	441,517	500,187
Capital Outlay	1,829,875	1,422,667	2,970,179	3,847,000	6,645,072	6,045,072	1,153,290
Debt & Capital	2,600,045	2,192,627	4,198,528	4,783,918	7,581,990	6,486,589	1,653,477
Total Expenditures	5,302,275	5,285,199	7,362,468	8,393,153	11,196,027	9,782,837	5,200,041
Revenues Over (Under) Expenditures	(436,297)	163,838	(1,567,124)	1,254,397	202,191	(237,333)	653,913
Beginning Cash Balance - July 1	4,789,576	4,401,799	4,476,036	3,008,066	3,008,066	3,008,066	2,770,733
Other Cash Sources / (Uses)	48,520	(89,601)	99,154	-	-	-	-
Ending Cash Balance - June 30	4,401,799	4,476,036	3,008,066	4,262,462	3,210,256	2,770,733	3,424,646
Reserve Target - 15% of Operating Expenses:	520,860	579,380	658,843	681,923	682,643	560,665	607,013
Reserve Target - 60 Days of Operating Expenses:	570,805	634,937	722,020	747,313	748,102	614,427	665,219
Debt Service Fixed Reserve	769,720	769,720	769,720	769,720	769,720	769,720	769,720
Revenue Bond Reserve	384,900	384,900	384,900	384,900	384,900	384,900	384,900
Reserve Policy Target:	1,725,425	1,789,557	1,876,640	1,901,933	1,902,722	1,769,047	1,819,839
(Greater of 60 Days Operating Expenses or 15% of Operating Expenses + Restricted Reserve)							
Excess Reserve:	2,676,374	2,686,479	1,131,425	2,360,530	1,307,534	1,001,685	1,604,806
(Excess Reserve for Capital Projects Funding)							

Wastewater

Fund: 531

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Intergovernmental Revenues								
State Grants - Misc.		-	-	-	-	750,000	750,000	-
750,000 FY 21 TSEP Grant (Westside Sewer)								
Total	Intergovernmental Revenues	-	-	-	-	750,000	750,000	-
Charges For Services								
Utility Service Charges		3,447	4,432	5,049	2,500	2,500	4,167	3,500
System Development Fees		98,303	103,035	187,590	120,000	120,000	143,820	120,000
Sewer Service Charges		3,793,057	4,194,095	4,907,649	5,810,764	5,810,764	5,168,035	5,650,000
Sewer Surcharge		793,242	871,751	323,292	-	-	3	
Infrastructure Rebates			32,572	-			26,956	
Industrial User Permits		87,485	104,254	64,994	90,000	90,000	35,713	60,000
Misc. Sewer Revenue		5,513	1,290	-	5,000	5,000	931	3,500
Total	Charges For Services	4,781,047	5,311,429	5,488,574	6,028,264	6,028,264	5,379,625	5,837,000
Investment Earnings								
Interest Earnings		60,368	97,880	67,520	60,000	60,000	5,475	7,500
Total	Interest Earnings	60,368	97,880	67,520	60,000	60,000	5,475	7,500
Other Financing Sources / (Uses)								
Other Revenues		1,576	28	3	1,000	1,000	500	500
Sale of Fixed Assets		4,892	21,200	4,200			950	-
Total	Other Financing Sources / (Uses)	6,468	21,228	4,203	1,000	1,000	1,450	500
SUBTOTAL - OPERATING REVENUE		4,847,883	5,430,537	5,560,298	6,089,264	6,839,264	6,136,550	5,845,000
Long-Term Debt								
InterCap Loan Proceeds		-	-					
St Rvlvng Fnd (SRF) Prcds		-	-	226,297	3,550,000	4,550,000	3,400,000	-
WM8909	1,000,000	FY20 - Westside Wastewater Mains Rebates						
WW0910	800,000	FY21 - Primary Scum Pump Station						
WM0910	800,000	FY21 - Slip Lining						
WM1906	800,000	FY21 - Northside Gravity Main						
FY21	3,400,000							
Total	Long-Term Debt	-	-	226,297	3,550,000	4,550,000	3,400,000	-
Interfund Transfers In								
T/in - 645 Insurance & Safety		18,095	18,500	8,749	8,286	8,954	8,954	8,954
Total	Interfund Transfers In	18,095	18,500	8,749	8,286	8,954	8,954	8,954
TOTAL REVENUE		4,865,978	5,449,037	5,795,344	9,647,550	11,398,218	9,545,504	5,853,954
Other Sources / (Uses) - Non-Budgeted								
Change in Util A/R		43,253	(94,245)	94,850	-	-	-	-
Rebate Loans Receivable - Adjustments		5,267	4,644	4,304	-	-	-	-
Total	Other Sources / (Uses) - Non-Budgeted	48,520	(89,601)	99,154	-	-	-	-

Wastewater										
Fund: 531				FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
							Adopted	Amended	Est Actuals	
Fund	531 Wastewater									
Dept	1539 SRF Loan Debt Service									
Activity	492 Revenue Bonds									
Debt Service										
Matures 7/1/21	Principal			707,000	721,000	1,162,000	867,000	867,000	431,000	493,000
estimated	383,000	DNRC Pollution Control - 1999 Refunding								
	110,000	DNRC Pollution Control - Series 2019 (Westside)								
	<u>493,000</u>									
Matures 7/1/21	Interest			62,420	48,210	48,099	68,418	68,418	9,767	5,687
estimated	3,830	DNRC Pollution Control - 1999 Refunding								
	1,857	DNRC Pollution Control - Series 2019 (Westside)								
	<u>5,687</u>									
	Debt Issuance Costs					17,500	750	750	750	750
	Arbitrage Fees/Costs			750	750	750	750	750	-	750
	Total	Debt Service		770,170	769,960	1,228,349	936,918	936,918	441,517	500,187
Total	SRF Loan Debt Service			770,170	769,960	1,228,349	936,918	936,918	441,517	500,187

Wastewater								
Fund: 531		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Fund	531 Wastewater							
Dept	3135 Wastewater Treatment							
Activity	436 Wastewater Utilities							
Personnel Services								
	Salaries & Wages	510,124	567,219	593,405	608,159	608,159	610,810	629,700
	Temporary Salaries	5,681	3,084	6,543	8,772	8,772	6,481	8,772
	Overtime - Misc	2,287	2,588	2,387	5,549	5,549	1,240	5,671
	F.I.C.A. (Soc. Sec.)	31,001	35,068	36,596	38,658	38,658	37,605	40,003
	P.E.R.S. Retirement	43,401	48,833	51,806	53,909	53,909	54,300	55,963
	Health & Vision Insurance	102,367	108,615	120,996	128,593	128,593	130,925	131,586
	Workers Comp. Ins.	32,513	34,269	35,871	28,848	28,848	24,000	13,667
	Unemployment Ins.	1,815	2,581	1,508	1,567	1,567	1,580	1,687
	Dental Insurance	5,352	5,647	6,032	5,948	5,948	6,055	6,270
	F.I.C.A. Medicare	7,250	8,201	8,559	9,049	9,049	8,795	9,363
Total	Personnel Services	741,791	816,105	863,701	889,052	889,052	881,791	902,682
Supplies & Materials								
	Office Supplies & Equip	1,115	1,248	5,297	1,600	1,600	885	1,250
	1,250 Misc/lab/operations/office							
	1,250							
	Chem & Lab Supplies	65,676	84,024	74,210	82,000	82,000	65,350	80,000
	2,500 PH/Temp Probes							
	52,000 Polymer 20 Totes @ \$2600 EA							
	12,500 Lab Supplies Calibration							
	3,000 Meter Replacement							
	3,000 Glycol & Deodorizer							
	2,000 IDEXX Ecoli Testing							
	5,000 Ammonia/Chromium Buffers/BOD/PH Buffers							
	80,000							
	Janitorial Supplies	5,757	2,136	1,644	3,500	3,500	2,375	3,500
	2,300 Cleaning/Towels/TP							
	1,200 Janitorial Services							
	3,500							
	Clothing Allowance	6,034	6,524	6,380	8,220	8,220	6,685	8,870
	1,500 Safety boots \$150/ea 10 employees							
	5,720 Uniforms/Coveralls \$110/wk							
	350 Electrician Allowance (\$350 * 1 FTE)							
	1,300 Rubber Boots (10 x \$130)							
	8,870							
	Operating Supplies - Misc	56,030	47,432	60,077	61,300	61,300	67,650	61,300
	20,000 Parts/Bearings/Seals/Belts/Misc.							
	5,500 Bags for Huber Bar Screen							
	5,000 HVAC Parts/Filters							
	5,000 Polymer System Repairs							
	5,000 Compost Replacement							
	5,000 DO Sensors for Bioreactors							
	5,000 I&C Supplies for Repairs & Maint.							
	3,500 Non-Pot System/Line Repairs							
	3,000 Barscreen Repairs							
	2,300 DO Caps/Salt Bridges Annual Replacement							
	2,000 Filters for Gas Detection System							
	61,300							
	Fuel/Oil Outside Vendor	2,298	1,915	2,020	3,500	3,500	725	3,000
	Small Tools & Equip-Misc	2,765	4,657	3,825	4,100	4,100	2,190	4,600
	2,600 Misc Lab/Operations/Maintenance							
	2,000 I&C/Electrician Tools							
	4,600							
	Computr Equip/Sftwr/Spply	-	344	1,031	500	500	2,165	1,000
	Landscape Supplies	270	489	2,221	2,000	2,000	820	2,000
Total	Supplies & Materials	139,945	148,769	156,706	166,720	166,720	148,845	165,520

Wastewater

Fund: 531

Fund: 531		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Purchased Services								
IT&S Computer Maint/Spprt		19,090	27,178	25,067	26,666	26,666	27,496	29,602
IT&S Telephone Service		2,853	2,864	2,869	2,012	2,012	2,012	2,012
IT&S Special Projects		4,344	-	3,757	-	2,009	1,505	-
City-Co Bldg Postage Adm		66	72	104	117	117	117	128
Postage		-	64	50	50	50	70	50
Freight & Express		-	598	29	300	300	736	1,000
Cellular Services		1,066	1,612	1,836	1,560	1,560	1,950	1,850
Printing & Duplicating		-	-	6	100	100	-	100
Dues, Subscriptn, License		425	1,018	510	850	850	425	850
850 WEF memberships (10)		-						
850		-						
Advertising		-	-					
Electric Utility		259,350	283,516	320,829	350,000	350,000	323,610	325,000
Water & Sewer		2,169	2,945	2,790	2,500	2,500	2,615	3,000
Long Dist Telephone Chrgs		28	14	11	-	-	-	-
Natural Gas Utility		40,531	40,643	44,702	30,000	30,000	44,415	48,000
Solid Waste		8,428	8,538	7,602	13,350	13,350	7,750	11,140
10,000 200 tons of screenings @ \$50/ea								
1,140 Route collection (\$95/month)								
11,140								
Medical Expenses		160	160	330	350	350	285	600
400 DOT Physicals								
200 Upkeep 1st aid/safety supplies								
600								
Consultant Services		72,737	-	-	2,000	2,000	-	2,000
2,000 Ongoing Site Survey/Biosolids								
2,000								
Professional Services-Misc		-	908	-	-	-	-	-
Equipment Repairs		34,069	47,465	89,330	138,000	138,000	29,450	100,000
15,000 Machine Shop/Fabrication								
15,000 Roll Off Container Repair & misc metal fabrication								
20,000 Pumps/blowers repair/rebuilds								
20,000 Rebuild MLR Pump (Internal Recycling)								
20,000 Bioreactor mixer repairs								
10,000 mixed liquor pump repairs								
100,000								
Building Repairs/Maint		7,852	4,163	13,933	20,500	20,500	2,500	20,500
5,000 Lighting Upgrades/Replacements								
7,500 Paint/Repairs/Doors								
8,000 Digester Lid/Insulation Repairs								
20,500								
Meal Reimb-Taxable		-	-	-	25	25	-	-
Required Training		2,073	2,982	376	8,500	8,500	1,295	4,500
1,600 CEC Required Courses								
900 Advanced Lab for 1 FTE								
2,000 I&C/Electrician Training								
4,500								
Conferences		-	-	-	1,000	1,000	-	1,000
1,000 Joint conference (2)								
1,000								
Investigation / Inspect Fees		31,875	19,464	23,697	45,540	45,540	28,030	35,000
3,750 Weekly Permit								
1,500 Monthly Metals								
3,500 Quarterly Sludge								
3,500 Quarterly Metals								
1,600 Annual Metals								
12,500 Quarterly Wet Test								
3,210 Toxicity Testing								
900 Quarterly Grease/DMRQA Samples								
1,200 Soil Analysis								
1,680 Creek Sampling								
2,200 Volatile/BTU/Methane								
5,000 Zinc/Copper/Phos/Netrogen								
5,000 Process Control/Emergency Analytical								
(10,540) Constraint Reduction								
35,000								

Wastewater

Fund: 531

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Other Contracted Services	7,299	75,715	29,320	57,697	43,697	43,697	186,075
500 Boiler Maint.							
150,000 Wastewater Rate/Impact Fee Study							
5,000 Legal Services/League Assistance							
25,000 Wastewater Plant Location Study							
500 Security Contracts							
50 Alarm Permit Fee							
2,000 Waste Oil Heater Contract							
500 Copier Contract							
525 Fire Extinguisher Maint							
1,500 Weed Control							
500 SCADA Win-911 Contract							
<u>186,075</u>							
Total Purchased Services	494,415	519,919	567,149	701,117	689,126	517,958	772,407
Intra-City Charges							
Shop Gas & Fuel Charges	15,274	18,192	15,307	24,117	24,117	15,636	25,980
Shop Vehicle Repairs	4,886	44	28	3,500	3,500	1,178	3,750
Shop Tires & Tire Repairs	8,825	5,615	337	8,500	8,500	6,245	7,500
Shop Vehicle Parts	2,924	2,876	1,329	3,300	3,300	4,007	3,200
Total Intra-City Charges	31,909	26,727	17,001	39,417	39,417	27,066	40,430
Fixed Charges							
Rent of Equipment	210	1,237	75	500	500	92	500
Special Assessments	27,396	40,103	62,442	42,130	42,130	62,518	65,660
Licenses & Fees	9,025	14,732	16,014	16,700	16,700	9,781	16,600
16,000 DEQ Discharge Permit							
100 Licenses-Operators/Boilers							
400 Wst Water Licenses 10@\$40							
100 Electrician License							
<u>16,600</u>							
Total Fixed Charges	36,631	56,072	78,531	59,330	59,330	72,391	82,760
Internal Charges							
Comm, Mgr, Atty Charges	84,371	89,731	88,393	118,770	118,770	118,770	82,445
Public Works	24,783	25,491	46,596	35,570	35,570	35,570	47,588
Property Insurance	29,468	28,867	28,867	31,033	31,033	31,033	33,205
Vehicle & Equip Insurance	1,235	1,199	1,199	1,397	1,397	1,397	1,495
Liability Insurance	14,586	14,519	15,956	16,505	16,505	16,505	17,078
Fidelity Insurance	96	97	98	98	98	98	99
Liability Deductible	-	-	2,006	2,006	2,006	2,006	2,146
Human Resource	13,354	13,956	14,119	14,551	14,551	14,551	11,585
Budget & Accounting	47,237	50,160	50,520	62,488	62,488	62,488	31,517
Utility Customer Service	122,438	128,550	133,834	156,921	156,921	156,921	78,995
Engineering	-	74,373	78,672	96,316	96,316	96,316	118,376
Building M&O Charge	4,908	4,940	4,913	6,384	6,384	6,384	9,999
Weed & Snow Control Chrg	5,000	5,000	-	-	-	-	-
Fleet Services Charges	21,611	21,611	17,121	17,463	17,463	17,463	17,463
Total Internal Charges	369,087	458,494	482,294	559,503	559,503	559,503	451,991

Wastewater											
Fund: 531			FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget		
						Adopted	Amended	Est Actuals			
Capital Outlay											
Land			718,750	-	-	-	-	-	-		
Buildings			9,782	32,614	57,475	-	27,525	27,525	25,000		
25,000	I&C Electrician Building Mezzanine										
25,000											
Imprvmnts	Other Than Bldgs		24,703	71,561	47,287	950,000	898,000	898,000	630,910		
800,000	FY21 - Primary Scum Pump Station										
98,000	FY21 - Secondary Treatment Piping Improvements										
898,000											
165,910	FY22- SCADA System/Software Update										
175,000	FY22 - Wastewater Treatment Master Plan										
40,000	FY22 - Roll-off Drying Bed Pavement										
250,000	FY22 - Standby Generator (Back Plant)										
630,910											
Equipment			137,595	308,557	404,645	30,000	87,000	87,000	52,380		
33,770	FY22 - Digester Liquid Ring Blowers										
8,000	FY22 - Roll off Container										
10,610	FY22 - Secondary Sampler										
52,380											
Vehicles			166,708	-	-	-	-	-	-		
-											
General Plant			-	91,279	52,298	-	1,056,423	1,056,423	-		
1,056,423	FY21 - Digester Roof Replacement										
1,056,423											
Total	Capital Outlay		1,057,538	504,011	561,704	980,000	2,068,948	2,068,948	708,290		
Total	Wastewater Treatment		2,871,316	2,530,097	2,727,086	3,395,138	4,472,095	4,276,502	3,124,080		

Wastewater

Fund: 531

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Fund	531 Wastewater
Dept	3136 Wastewater Util. Maint.
Activity	436 Wastewater Utilities

Personnel Services

Salaries & Wages	282,652	271,064	252,678	296,189	296,189	262,400	296,488
Temporary Salaries	7,408	2,715	-				
Overtime - Misc	5,555	4,611	3,288	5,507	5,507	6,400	5,629
F.I.C.A. (Soc. Sec.)	16,648	16,468	15,519	18,741	18,741	16,250	18,767
P.E.R.S. Retirement	23,004	23,102	22,214	26,509	26,509	23,600	26,849
Health & Vision Insurance	47,524	53,150	57,065	71,359	71,359	65,225	68,122
Workers Comp. Ins.	17,065	18,079	16,719	15,710	15,710	13,225	11,907
Unemployment Ins.	1,037	1,255	644	763	763	700	792
Dental Insurance	2,481	2,757	2,843	3,303	3,303	3,013	3,246
F.I.C.A. Medicare	3,893	3,851	3,630	4,391	4,391	3,800	4,392

Total Personnel Services	407,267	397,052	374,601	442,472	442,472	394,613	436,192
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Supplies & Materials

Office Supplies & Equip	1,364	1,133	891	1,310	1,310	730	1,400
Chem & Lab Supplies	24,233	5,220	6,513	25,000	25,000	11,200	20,000
7,500 Degreaser							
7,500 Root Foamer							
5,000 Miscellaneous Lab/Chem.							
<u>20,000</u>							
Janitorial Supplies	574	155	751	1,400	1,400	900	1,200
Clothing Allowance	1,981	2,110	2,996	3,000	3,000	2,135	3,000
Operating Supplies - Misc	5,754	3,949	5,246	7,500	7,500	3,605	6,500
Small Tools & Equip-Misc	2,362	2,154	4,282	2,690	2,690	2,660	2,700
Computr Equip/Sftwr/Sppl	333	851	2,788	7,788	7,788	835	5,000
Safety Equipment	2,676	2,371	2,450	2,625	2,625	2,695	2,800
1,000 Hardhats/Glasses/Vests/Hi-Vis							
300 Safety Signs/Cones							
1,500 Confined Space Equipment							
<u>2,800</u>							
Furniture & Fixtures-Misc	1,364	182	368	750	750	-	500
500 Furniture/Fixture Replacements							
<u>500</u>							
Construction & Maint Mat'ls	13,721	16,163	7,697	23,400	23,400	23,330	22,900
3,400 Sewer Jet Hose/Coax Cable							
5,000 PVC Pipe/Fittings							
5,000 Concrete Rings/Sidewalk Repairs							
6,000 Rings/Covers/Risers							
2,000 Backfill Material							
1,500 Cast Iron Rings							
<u>22,900</u>							

Total Supplies & Materials	54,362	34,288	33,981	75,463	75,463	48,090	66,000
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Purchased Services

IT&S Computer Maint/Spprt	11,954	34,102	32,048	34,654	34,654	35,188	18,489
IT&S Telephone Service	2,011	2,003	2,006	2,465	2,465	2,465	2,465
IT&S Special Projects	1,988	-	4,790	-	2,563	1,917	-
City-Co Bldg Postage Adm	66	72	104	117	117	117	128
Postage	364	6	2	235	235	2	180
Cellular Services	1,057	1,290	2,508	2,250	2,250	2,744	2,350
Printing & Duplicating	-	-	-	350	350	325	300
Dues, Subscriptn, License	240	20	103	438	438	15	375
175 APWA Dues							
200 AWWA/IMSA							
<u>375</u>							
Advertising	-	-	40	-	-	-	-
Electric Utility	20,760	23,430	26,210	22,145	22,145	26,400	24,795
Water & Sewer	2,346	1,939	2,427	3,015	3,015	2,525	3,200
Long Dist Telephone Chrgs	22	29	23	-	-	-	-

Wastewater**Fund: 531**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Natural Gas Utility	2,723	3,983	3,713	3,605	3,605	4,200	3,605
Solid Waste	330	483	458	400	400	535	600
Medical Expenses	573	454	-	600	600	140	600
Architect & Engr Services	-	1,064	-	5,000	5,000	-	5,000
Equipment Repairs	4,403	7,901	8,208	14,500	14,500	4,300	10,000
5,000 Equipment Repairs							
5,000 Lift Station Repairs							
10,000							
Building Repairs/Maint	210	171	625	875	875	442	875
Meal Reimb-Taxable	23	-	8	-	-	-	-
Local Travel	-	-	-	-	-	-	-
Required Training	225	2,500	1,352	2,700	2,700	2,430	2,700
Conferences	539	579	-	2,550	2,550	-	2,300
600 Cityworks Conference							
1,700 State Conference							
2,300							
Other Contracted Services	9,393	8,658	37,225	35,185	35,185	35,185	37,500
3,500 Lift Station Electrical Maint.							
3,300 Lift Station Generator Maint.							
6,500 Lift Station Pump Maint. & Repairs							
15,000 Emergency Repairs							
5,000 Manhole Adjustments							
200 Copier Maintenance							
4,000 Telemetry Maintenance							
37,500							
Total Purchased Services	59,227	88,684	121,848	131,084	133,647	118,930	115,462
Intra-City Charges							
Shop Gas & Fuel Charges	13,030	19,048	15,513	20,150	20,150	16,451	23,450
Shop Vehicle Repairs	953	6,091	19,004	4,000	4,000	14	6,500
Shop Tires & Tire Repairs	130	1,264	2,570	2,000	2,000	20	1,500
Shop Vehicle Parts	1,560	25,773	9,691	5,000	5,000	3,270	10,000
Total Intra-City Charges	15,673	52,176	46,778	31,150	31,150	19,755	41,450
Fixed Charges							
Rent of Equipment	-	-	-	-	-	-	-
Licenses	12,534	11,841	21,626	15,305	15,305	15,305	15,985
1,875 ArcEditor GIS License/Maint.							
720 MRL Lease							
90 Pesticide License							
10,000 City Works Maint.							
1,000 CitySourced							
1,300 Flowlink Software							
1,000 Granite.net Annual Maint Fee							
15,985							
Total Fixed Charges	12,534	11,841	21,626	15,305	15,305	15,305	15,985
Internal Charges							
Comm, Mgr, Atty Charges	84,371	89,731	88,393	118,770	118,770	118,770	-
Public Works	24,783	25,491	30,982	23,650	23,650	23,650	47,588
Property Insurance	3,385	2,353	2,353	2,528	2,528	2,528	2,705
Vehicle & Equip Insurance	1,699	1,752	1,752	1,882	1,882	1,882	2,014
Liability Insurance	8,420	8,847	8,772	7,997	7,997	7,997	8,012
Fidelity Insurance	41	49	49	46	46	46	44
Liability Deductible	9,142	11,270	8,430	8,430	8,430	8,430	9,020
Human Resource	6,870	7,070	8,211	8,462	8,462	8,462	6,130
Budget & Accounting	47,538	50,478	50,845	62,825	62,825	62,825	16,301
Utility Customer Service	42,220	44,328	46,150	50,439	50,439	50,439	36,241
Engineering	-	111,560	61,189	74,912	74,912	74,912	136,205
Building M&O Charge	22,529	22,622	22,051	22,212	22,212	22,212	22,912
Fleet Services Charges	13,264	14,374	21,878	22,316	22,316	22,316	22,316
Total Internal Charges	264,262	389,925	351,055	404,468	404,468	404,468	309,488

Wastewater								
Fund: 531		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Capital Outlay								
	Land	9,565	-	-	-	7,500	7,500	-
	Imprvmnts Other Than Bldgs	12,020	-	-	17,000	17,000	17,000	175,000
	<u>175,000</u>							
	<u>175,000</u>							
	Vehicles	-	-	181,078	-	150,000	150,000	-
SD0904	<u>150,000</u>							
	<u>150,000</u>							
	Trnsmn/Distrb-Mains	750,752	910,066	2,227,397	2,850,000	4,401,624	4,401,624	250,000
	1,292,478 FY21 - Westside WW Mains - Rebates							
	150,168 FY21 - Westside WW Mains - City							
	100,000 FY21 - Lyndale/South Park Water/Sewer							
	8,978 FY21 - Monroe Shared Service							
	550,000 FY 21 Rodney Street Sewer (Phase 1)							
	600,000 FY 21 - Rodney Street (Phase II)						(600,000)	
	800,000 FY21 - FY20 Slip Lining Project							
	800,000 FY21 - Northside Gravity Main							
	<u>100,000</u> FY 21 - Shared Sewer Lines							
FY 21	<u>4,401,624</u>							
	150,000 FY22 - Lamphole/Manhole Project							
	<u>100,000</u> FY22 - Shared Sewer Lines							
FY 22	<u>250,000</u>							
	Trnsmn/Distrb-Pmp/Lft Sta	-	8,590	-	-	-	-	-
Total	Capital Outlay	772,337	918,656	2,408,475	2,867,000	4,576,124	3,976,124	425,000
Total	Wastewater Util. Maint.	1,585,662	1,892,622	3,358,364	3,966,942	5,678,629	4,977,286	1,409,577

Wastewater

Fund: 531

				FY 2021			Proposed FY 2022 Budget
				FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	
				Adopted	Amended	Est Actuals	
<div> <div>Fund</div> <div>531 Wastewater</div> <div>Dept</div> <div>3137 Wastewater Pretreatment</div> <div>Activity</div> <div>436 Wastewater Utilities</div> </div>							
Personnel Services							
Salaries & Wages	29,547	21,336	-	26,642	26,642	2,495	37,973
Overtime - Misc	4	-	-	-	-	-	-
F.I.C.A. (Soc. Sec.)	1,777	998	-	1,652	1,652	155	2,362
P.E.R.S. Retirement	2,503	1,829	-	2,337	2,337	225	3,379
Health & Vision Insurance	4,163	3,877	-	6,306	6,306	-	6,296
Workers Comp. Ins.	212	119	-	1,426	1,426	25	760
Unemployment Ins.	104	97	-	67	67	10	100
Dental Insurance	217	201	-	292	292	-	300
F.I.C.A. Medicare	416	233	-	387	387	40	553
Total Personnel Services	38,943	28,690	-	39,109	39,109	2,950	51,723
Supplies & Materials							
Office Supplies & Equip	66	2,115	115	200	200	25	250
Chem & Lab Supplies	-	-	2,010	2,100	2,100	-	2,100
Clothing Allowance	-	-	-	-	-	-	-
Operating Supplies - Misc	380	-	-	-	-	-	100
Small Tools & Equip-Misc	-	-	-	-	-	96	150
Computr Equip/Sftwr/Sppl	-	1,788	-	-	-	-	1,500
750 Fats/Oil/Grease Software/Licenes							
750 Local Limits Software							
<u>1,500</u>							
Total Supplies & Materials	446	3,903	2,125	2,300	2,300	121	4,100
Purchased Services							
IT&S Computer Maint/Spprt	530	804	2,861	2,114	2,114	2,154	2,422
IT&S Special Projects	-	-	428	-	230	172	-
City-Co Bldg Postage Adm	66	72	104	117	117	117	128
Postage	98	91	-	175	175	72	150
Cellular Services	147	166	-	240	240	-	240
Printing & Duplicating	-	72	-	200	200	-	360
Dues & Subscriptions	-	29	-	-	-	-	100
Advertising	-	-	48	-	-	-	-
Consultant Services	376	24,905	10,205	-	25,000	13,500	15,000
Equipment Repairs	711	-	-	-	-	-	-
Meal Reimb-Taxable	-	8	-	-	-	-	-
Required Training	-	182	-	-	-	-	-
Conferences	-	-	-	1,000	-	-	1,000
Investigation / Inspect Fees	1,270	440	442	10,000	-	-	4,500
2,500 Local Limits Monitoring							
2,000 Sampling							
<u>4,500</u>							
Other Contracted Services			-	53	53	29,600	10,000
10,000 Legal Services							
Total Purchased Services	3,198	26,769	14,088	13,899	28,129	45,615	33,900
Internal Charges							
Comm, Mgr, Atty Charges	24,091	25,011	24,165	31,305	31,305	31,305	-
Public Works	4,019	4,134	4,957	3,784	3,784	3,784	7,757
Property Insurance	-	-	-	-	-	-	-
Liability Insurance	1,476	1,477	661	707	707	707	1,007
Fidelity Insurance	6	11	8	8	8	8	4
Human Resource	1,101	567	685	706	706	706	527
Budget & Accounting	1,847	1,958	1,981	2,336	2,336	2,336	1,166
Utility Customer Service	-	-	-	-	-	-	3,563
Engineering							42,450
Total Internal Charges	32,540	33,158	32,457	38,846	38,846	38,846	56,474

Wastewater								
Fund: 531		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Capital Outlay								
Buildings		-	-	-	-	-	-	20,000
<u>20,000</u>	Septic Dump Station Camera/Security							
<u>20,000</u>								
Equipment		-	-	-	-	-	-	-
Total	Capital Outlay	-	-	-	-	-	-	20,000
Total	Wastewater Pretreatment	75,127	92,520	48,670	94,154	108,384	87,532	166,197

Wastewater Service Line

Fund: 532

Fund: 532		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
	Charges For Services	-	435,483	658,640	652,331	652,331	438,340	257,070
	Investment Earnings	-	2,611	9,855	1,500	1,500	2,330	1,500
	Other Operating Revenues	-	438,094	668,494	653,831	653,831	440,670	258,570
Total Revenues		-	438,094	668,494	653,831	653,831	440,670	258,570
Expenditures								
Total Expenditures		-	-	-	-	-	-	-
Revenues Over (Under) Expenditures		-	438,094	668,494	653,831	653,831	440,670	258,570
Beginning Cash Balance - July 1		-	-	375,306	1,002,154	1,002,154	1,002,154	1,472,824
Other Cash Sources / (Uses)		-	(62,788)	(41,646)	(653,831)	(653,831)	30,000	(120,000)
Ending Cash Balance - June 30		-	375,306	1,002,154	1,002,154	1,002,154	1,472,824	1,611,394
Revenues								
Charges For Services								
	Misc. Sewer Revenue	-	435,483	658,640	652,331	652,331	438,340	257,070
	Total Charges For Services	-	435,483	658,640	652,331	652,331	438,340	257,070
Investment Earnings								
	Interest Earnings	-	2,611	9,855	1,500	1,500	2,330	1,500
	Total Interest Earnings	-	2,611	9,855	1,500	1,500	2,330	1,500
SUBTOTAL - OPERATING REVENUE		-	438,094	668,494	653,831	653,831	440,670	258,570
TOTAL REVENUE		-	438,094	668,494	653,831	653,831	440,670	258,570
Other Sources / (Uses) - Non-Budgeted								
	Servcie Line Replacement Loans	-	-	(44,421)	(653,831)	(653,831)	30,000	(120,000)
	UA + SC Rec		(62,788)	2,775	-	-	-	-
	Total Other Sources / (Uses) - Non-Budgeted	-	(62,788)	(41,646)	(653,831)	(653,831)	30,000	(120,000)

Solid Waste-Residential							
Fund: 541							
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Revenues							
Charges For Services	2,008,489	2,096,347	2,139,474	2,077,300	2,077,300	2,179,093	2,171,376
Investment Earnings	37,018	64,708	49,278	30,000	30,000	4,945	6,850
Other Financing Sources / (Uses)	4,840	4,549	13,595	3,000	3,000	3,880	3,500
Other Operating Revenues	2,050,347	2,165,605	2,202,348	2,110,300	2,110,300	2,187,918	2,181,726
Interfund Transfers In	35,523	35,383	32,625	33,240	32,550	32,550	2,550
Internal Transactions	35,523	35,383	32,625	33,240	32,550	32,550	2,550
Total Revenues	2,085,870	2,200,988	2,234,973	2,143,540	2,142,850	2,220,468	2,184,276
Expenditures							
Personnel Services	365,715	376,824	485,525	544,778	544,778	546,215	576,602
Supplies & Materials	38,060	2,593	67,834	40,600	40,600	29,810	41,750
Purchased Services	943,903	1,002,753	1,060,753	1,053,836	1,242,036	1,220,885	1,239,042
Intra-City Charges	72,543	91,468	91,539	81,200	81,200	110,720	94,880
Fixed Charges	3,713	5,386	8,390	5,655	5,655	8,380	8,800
Maintenance & Operating	1,058,219	1,102,200	1,228,516	1,181,291	1,369,491	1,369,795	1,384,472
Internal Charges	157,367	172,340	237,977	266,028	266,028	266,028	224,574
Transfers Out	200,000	175,000	175,000	225,000	225,000	225,000	275,000
Internal Transactions	357,367	347,340	412,977	491,028	491,028	491,028	499,574
Capital Outlay	17,263	80,000	104,177	59,500	2,007,830	1,996,072	420,240
Debt & Capital	17,263	80,000	104,177	59,500	2,007,830	1,996,072	420,240
Total Expenditures	1,798,564	1,906,364	2,231,195	2,276,598	4,413,128	4,403,110	2,880,888
Revenues Over (Under) Expenditures	287,306	294,624	3,778	(133,058)	(2,270,278)	(2,182,642)	(696,612)
Beginning Cash Balance - July 1	2,789,562	3,075,010	3,368,101	3,371,323	3,371,323	3,371,323	1,188,681
Other Cash Sources / (Uses)	(1,858)	(1,533)	(556)	-	-	-	-
Ending Cash Balance - June 30	3,075,010	3,368,101	3,371,323	3,238,265	1,101,045	1,188,681	492,069
Reserve Target - 15% of Operating Expenses:	267,195	273,955	319,053	332,565	360,795	361,056	369,097
Reserve Target - 60 Days of Operating Expenses:	292,817	300,224	349,647	364,454	395,391	395,678	404,490
Reserve Policy Target:	292,817	300,224	349,647	364,454	395,391	395,678	404,490
(Greater of 60 Days Operating Expenses or 15% of Operating Expenses)							
Excess Reserve:	2,782,193	3,067,877	3,021,676	2,873,811	705,654	793,003	87,579
(Excess Reserve for Capital Projects Funding)							

Solid Waste-Residential

Fund: 541

Fund: 541		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Charges For Services								
	Current Year Residential Assessments	1,931,256	1,991,794	2,029,209	1,980,000	1,980,000	2,055,655	2,047,376
	Prnlty & Int-Dlqnt Assmts	3,039	3,160	2,774	3,500	3,500	4,010	3,000
	Tipping - PAYT Overages	4,582	5,379	5,393	4,800	4,800	8,570	5,500
	Tipping - Residntl Prorated	7,388	11,285	5,283	8,000	8,000	4,682	5,500
	Curbside Recycling	62,224	84,728	96,816	81,000	81,000	106,176	110,000
	Total Charges For Services	2,008,489	2,096,347	2,139,474	2,077,300	2,077,300	2,179,093	2,171,376
Investment Earnings								
	Interest Earnings	37,018	64,708	49,278	30,000	30,000	4,945	6,850
	Total Interest Earnings	37,018	64,708	49,278	30,000	30,000	4,945	6,850
Other Financing Sources / (Uses)								
	Other Revenues	4,840	4,549	4,595	3,000	3,000	3,880	3,500
	Sale of Fixed Assets	-	-	9,000	-	-	-	-
	Total Other Financing Sources / (Uses)	4,840	4,549	13,595	3,000	3,000	3,880	3,500
SUBTOTAL - OPERATING REVENUE		2,050,347	2,165,605	2,202,348	2,110,300	2,110,300	2,187,918	2,181,726
Interfund Transfers In								
	T/in - 543 Landfill Monitor	30,000	30,000	30,000	30,000	30,000	30,000	-
	FY16 (150,000) Gas Extraction Project - Cash Advance							
	FY17 30,000 Annual Repayments							
	FY18 30,000							
	FY19 30,000							
	FY20 30,000							
	FY21 30,000							
	150,000 Total Landfill Monitoring Advance Repay							
	T/in - 645 Insurance & Safety	5,523	5,383	2,625	3,240	2,550	2,550	2,550
	Total Interfund Transfers In	35,523	35,383	32,625	33,240	32,550	32,550	2,550
TOTAL REVENUE		2,085,870	2,200,988	2,234,973	2,143,540	2,142,850	2,220,468	2,184,276
Other Sources / (Uses) - Non-Budgeted								
	User A/R	(1,858)	(1,533)	(556)	-	-	-	-
	Total Other Sources / (Uses) - Non-Budgeted	(1,858)	(1,533)	(556)	-	-	-	-

Solid Waste-Residential

Fund: 541

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Fund	541 Solid Waste-Residential
Dept	3141 Solid Waste - Residential
Activity	438 Solid Waste Utilities

Personnel Services

Salaries & Wages	247,649	254,357	327,689	359,064	359,064	353,820	384,532
Temporary Salaries	1,595	2,130	-	6,912	6,912	8,180	6,912
Overtime - Misc	5,296	5,122	2,344	5,769	5,769	12,200	5,896
F.I.C.A. (Soc. Sec.)	15,411	15,889	19,909	23,073	23,073	22,650	24,662
P.E.R.S. Retirement	21,424	22,237	28,637	32,636	32,636	32,900	35,280
Health & Vision Insurance	49,642	51,557	73,715	85,350	85,350	85,450	90,285
Workers Comp. Ins.	17,610	17,969	24,073	21,690	21,690	20,800	17,923
Unemployment Ins.	892	1,179	827	936	936	960	1,038
Dental Insurance	2,592	2,668	3,675	3,948	3,948	3,955	4,302
F.I.C.A. Medicare	3,604	3,716	4,656	5,400	5,400	5,300	5,772

Total Personnel Services	365,715	376,824	485,525	544,778	544,778	546,215	576,602
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Supplies & Materials

Paper & Forms	129	190	250	350	350	275	350
Office Supplies & Equip	759	711	787	700	700	430	700
Chem & Lab Supplies	-	-	-	200	200	180	100
Janitorial Supplies	133	117	575	350	350	110	350
Clothing Allowance	1,299	1,189	1,113	2,500	2,500	2,960	3,750
1,500 Uniforms (6x\$250)							
900 High Visibility Safety Wear (6x\$150)							
900 Safety boots (6x\$150)							
195 Safety glasses (6)							
195 Gloves (6)							
60 Yak Trax (6)							
<u>3,750</u>							
Operating Supplies - Misc	34,842	79	64,852	36,000	36,000	25,600	36,000
22,500 New Residential Containers							
12,500 Replacement of Residential Containers							
1,000 Tire Chains-Parts/Sets							
<u>36,000</u>							
Small Tools & Equip-Misc	898	307	256	500	500	255	500

Total Supplies & Materials	38,060	2,593	67,834	40,600	40,600	29,810	41,750
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Purchased Services

IT&S Computer Maint/Spprt	6,455	6,665	9,229	9,638	9,638	10,185	9,371
IT&S Telephone Service	873	869	871	906	906	906	906
IT&S Special Projects	2,032	-	1,383	-	740	555	-
City-Co Bldg Postage Adm	75	84	120	259	259	259	280
Postage	134	309	243	250	250	477	250
Cellular Services	453	428	429	550	550	445	550
Printing & Duplicating	873	670	845	800	800	665	800
450 Water bill stuffers 1 @ \$450							
100 Tramp truck notifications							
250 PAYT							
<u>800</u>							
Advertising	3,195	3,497	2,216	3,800	3,800	3,500	3,800
2,500 Ylw Pgs-Dex One							
1,300 Statewide Publishing							
<u>3,800</u>							
Water & Sewer	1,970	3,171	1,467	2,650	2,650	430	2,000
Medical Expenses	160	240	400	500	500	500	500
Equipment Repairs	-	246	37	150	150	-	150
Building Repairs/Maint	148	253	865	250	250	250	250
Curbside Recycling Cntrct	109,115	176,444	178,166	200,000	200,000	183,135	236,600
219,600 1500 Customers (Avg) x \$12.20 x 12 months							
17,000 250 New customers x 4 containers x \$17 ea.							
<u>236,600</u>							
Meal Reimb-Taxable	-	-	-	-	-	-	-
Required Training	-	-	-	1,000	1,000	-	1,000
Conferences	-	752	-	1,000	1,000	-	1,000

Solid Waste-Residential								
Fund: 541		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
	Solid Waste Tipping Fees	814,112	803,193	856,885	797,905	985,365	985,400	879,625
	879,625 15,500 tons @ \$56.75/ton							
	Other Contracted Services	4,308	5,932	7,596	34,178	34,178	34,178	101,960
	15,000 Software Support (Alpine - 40% Comm-60% Res)							
	15,000 On-Route Equipment/Support							
	8,500 On-Route Monthly Service Fees							
	60 PSC Authority (Sideloaders)							
	3,400 Software Year-End Contract (Wasteworks Support)							
	60,000 Solid Waste Reduction Study							
	<u>101,960</u>							
	<u>101,960</u>							
	Total Purchased Services	943,903	1,002,753	1,060,753	1,053,836	1,242,036	1,220,885	1,239,042
Intra-City Charges								
	Shop Gas & Fuel Charges	36,800	46,442	39,323	47,200	47,200	38,820	51,780
	Shop Vehicle Repairs	3,079	1,214	1,314	2,000	2,000	700	1,600
	Shop Tires & Tire Repairs	5,413	4,491	9,199	7,000	7,000	4,200	6,500
	Shop Vehicle Parts	27,251	39,321	41,703	25,000	25,000	67,000	35,000
	Total Intra-City Charges	72,543	91,468	91,539	81,200	81,200	110,720	94,880
Fixed Charges								
	Special Assessments	3,713	5,386	8,371	5,655	5,655	8,380	8,800
	Credit Card Fees			19				
	Total Fixed Charges	3,713	5,386	8,390	5,655	5,655	8,380	8,800
Internal Charges								
	Comm, Mgr, Atty Charges	34,519	36,111	35,192	47,263	47,263	47,263	14,338
	Public Works	20,094	20,669	31,230	23,839	23,839	23,839	15,841
	Property Insurance	193	188	188	202	202	202	216
	Vehicle & Equip Insurance	2,004	2,094	2,094	2,270	2,270	2,270	2,429
	Liability Insurance	7,345	7,076	9,151	9,857	9,857	9,857	10,535
	Fidelity Insurance	46	46	62	62	62	62	65
	Liability Deductible	609	12,639	3,700	3,700	3,700	3,700	3,959
	Human Resource	6,567	6,758	6,539	6,738	6,738	6,738	7,446
	Budget & Accounting	29,544	31,376	31,591	39,209	39,209	39,209	26,283
	Utility Customer Service	-	-	-	-	-	-	65,507
	Engineering	-	-	61,189	74,912	74,912	74,912	12,432
	Building M&O Charge	15,376	14,313	14,207	14,286	14,286	14,286	21,832
	Fleet Services Charges	41,070	41,070	42,834	43,691	43,691	43,691	43,691
	Total Internal Charges	157,367	172,340	237,977	266,028	266,028	266,028	224,574
Transfers Out								
	T/out - 547 Recycling	200,000	175,000	175,000	225,000	225,000	225,000	275,000
	Total Transfers Out	200,000	175,000	175,000	225,000	225,000	225,000	275,000
Capital Outlay								
	Buildings	-	-	93,046	-	1,256,953	1,256,953	300,000
	1,256,953 FY21 - Warm Storage Building							
	300,000 FY22 - Warm Storage Building							
	Imprvmnts Other Than Bldgs	-	-	6,881	59,500	137,619	137,619	113,240
	137,619 FY21 - Transfer Station Entrance Improvements							
	68,240 FY22 Transfer Station Entrance Improvements							
	45,000 FY22 - Solid Waste Master Plan							
	<u>113,240</u>							
	Equipment	-	-	4,250	-	-	-	7,000
	7,000 FY22 - Waste Oil Burner (Shared w/Commercial)							
	Vehicles	17,263	80,000	-	-	613,258	601,500	-
	Total Capital Outlay	17,263	80,000	104,177	59,500	2,007,830	1,996,072	420,240
Total	Solid Waste - Residential	1,798,564	1,906,364	2,231,195	2,276,598	4,413,128	4,403,110	2,880,888

Solid Waste-Commercial

Fund: 542

Fund: 542							Proposed FY 2022 Budget
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			
				Adopted	Amended	Est Actuals	
Revenues							
Charges For Services	1,079,367	1,122,771	1,149,671	1,075,000	1,075,000	1,075,545	1,125,000
Investment Earnings	15,282	23,333	21,206	15,000	15,000	2,750	3,750
Other Financing Sources / (Uses)	81,685	193,195	79,885	70,295	70,295	96,400	95,000
Other Operating Revenues	1,176,334	1,339,299	1,250,762	1,160,295	1,160,295	1,174,695	1,223,750
Interfund Transfers In	4,248	28,182	26,108	25,933	26,055	26,055	29,662
Internal Transactions	4,248	28,182	26,108	25,933	26,055	26,055	29,662
Total Revenues	1,180,582	1,367,481	1,276,870	1,186,228	1,186,350	1,200,750	1,253,412
Expenditures							
Personnel Services	281,187	306,506	289,800	312,137	312,137	299,305	325,897
Supplies & Materials	37,171	2,833	45,802	40,925	40,925	27,980	40,895
Purchased Services	385,863	366,570	432,108	469,329	469,715	493,297	448,230
Intra-City Charges	73,024	90,159	72,735	83,250	83,250	94,255	96,150
Fixed Charges	3,704	5,690	8,501	5,655	5,655	8,375	8,800
Maintenance & Operating	499,762	465,252	559,147	599,159	599,545	623,907	594,075
Internal Charges	173,998	179,296	182,944	194,202	194,202	194,202	176,522
Transfers Out	-	-	-	-	-	-	-
Internal Transactions	173,998	179,296	182,944	194,202	194,202	194,202	176,522
Debt Service	-	-	-	-	-	-	-
Capital Outlay	1,291,404	8,240	62,131	31,500	289,509	289,509	138,120
Debt & Capital	1,291,404	8,240	62,131	31,500	289,509	289,509	138,120
Total Expenditures	2,246,351	959,294	1,094,022	1,136,998	1,395,393	1,406,922	1,234,614
Revenues Over (Under) Expenditures							
	(1,065,769)	408,187	182,848	49,230	(209,043)	(206,172)	18,798
Beginning Cash Balance - July 1							
	1,891,572	824,190	1,214,843	1,408,217	1,408,217	1,408,217	1,202,044
Other Cash Sources / (Uses)	(1,613)	(17,534)	10,526	-	-	-	-
Ending Cash Balance - June 30							
	824,190	1,214,843	1,408,217	1,457,446	1,199,173	1,202,044	1,220,842
Reserve Target - 15% of Operating Expenses:							
	143,242	142,658	154,784	165,825	165,883	167,612	164,474
Reserve Target - 60 Days of Operating Expenses:	156,978	156,338	169,626	181,726	181,789	183,684	180,246
Reserve Policy Target:	156,978	156,338	169,626	181,726	181,789	183,684	180,246
(Greater of 60 Days Operating Expenses or 15% of Operating Expenses)							
Excess Reserve:	667,212	1,058,505	1,238,591	1,275,721	1,017,384	1,018,360	1,040,597
(Excess Reserve for Capital Projects Funding)							

Solid Waste-Commercial

Fund: 542

Fund: 542							Proposed FY 2022 Budget
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			
				Adopted	Amended	Est Actuals	
Revenues							
Charges For Services							
Commercial Billed Charges	913,623	922,303	958,608	910,000	910,000	900,100	950,000
Roll Off Container Fees	165,744	200,468	191,064	165,000	165,000	175,445	175,000
Total Charges For Services	1,079,367	1,122,771	1,149,671	1,075,000	1,075,000	1,075,545	1,125,000
Investment Earnings							
Interest Earnings	15,282	23,333	21,206	15,000	15,000	2,750	3,750
Total Interest Earnings	15,282	23,333	21,206	15,000	15,000	2,750	3,750
Other Financing Sources / (Uses)							
Other Revenues	-	-	20				
Internal Rolloff Charges	70,295	70,295	79,865	70,295	70,295	96,400	95,000
Sale of Fixed Assets	11,390	122,900	-				
Total Other Financing Sources / (Uses)	81,685	193,195	79,885	70,295	70,295	96,400	95,000
SUBTOTAL - OPERATING REVENUE							
	1,176,334	1,339,299	1,250,762	1,160,295	1,160,295	1,174,695	1,223,750
Interfund Transfers In							
T/in - 546 Transfer Station	-	24,045	24,045	24,045	24,045	24,045	27,652
T/in - 645 Insurance & Safety	4,248	4,137	2,063	1,888	2,010	2,010	2,010
Total Interfund Transfers In	4,248	28,182	26,108	25,933	26,055	26,055	29,662
TOTAL REVENUE							
	1,180,582	1,367,481	1,276,870	1,186,228	1,186,350	1,200,750	1,253,412
Other Sources / (Uses) - Non-Budgeted							
Change in Util A/R	(1,613)	(17,534)	10,526	-	-	-	-
Total Other Sources / (Uses) - Non-Budgeted	(1,613)	(17,534)	10,526	-	-	-	-

Solid Waste-Commercial

Fund: 542

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Fund	542 Solid Waste-Commercial
Dept	3140 Solid Waste - Commercial
Activity	438 Solid Waste Utilities

Personnel Services

Salaries & Wages	191,071	205,969	198,964	201,109	201,109	200,100	212,079
Temporary Salaries	1,595	2,130	-	8,051	8,051	4,015	8,051
Overtime - Misc	3,744	6,733	1,312	7,387	7,387	4,355	7,550
F.I.C.A. (Soc. Sec.)	11,750	12,689	11,521	13,459	13,459	12,100	14,150
P.E.R.S. Retirement	16,500	18,228	17,382	19,037	19,037	18,300	20,243
Health & Vision Insurance	37,778	40,039	42,103	45,765	45,765	44,600	48,226
Workers Comp. Ins.	13,340	14,709	13,223	11,515	11,515	10,400	9,389
Unemployment Ins.	689	969	503	548	548	550	597
Dental Insurance	1,972	2,072	2,100	2,115	2,115	2,065	2,298
F.I.C.A. Medicare	2,748	2,968	2,694	3,151	3,151	2,820	3,314

Total Personnel Services	281,187	306,506	289,800	312,137	312,137	299,305	325,897
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Supplies & Materials

Paper & Forms	83	285	196	350	350	300	350
Office Supplies & Equip	781	702	719	750	750	325	750
Chem & Lab Supplies	80	-	-	200	200	210	100
Janitorial Supplies	227	117	279	350	350	100	350
Clothing Allowance	1,112	916	615	1,775	1,775	1,445	1,845
750 Uniforms (3x\$250)							
450 High Visibility Safety Wear (3x\$150)							
450 Safety Boots (3x\$150)							
195 Gloves/Safety Glasses (3)							
- Constraint Reduction							
<u>1,845</u>							
Operating Supplies - Misc	34,412	313	43,635	37,000	37,000	25,600	37,000
1,000 Tire Chains-Parts/Sets							
35,000 New Commercial Containers							
1,000 General as needed							
<u>37,000</u>							
Small Tools & Equip-Misc	476	500	358	500	500	-	500

Total Supplies & Materials	37,171	2,833	45,802	40,925	40,925	27,980	40,895
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Purchased Services

IT&S Computer Maint/Sprrt	5,739	6,946	4,814	5,801	5,801	6,093	5,970
IT&S Telephone Service	1,102	1,097	1,099	1,143	1,143	1,143	1,143
IT&S Special Projects	1,602	-	721	-	386	289	-
City-Co Bldg Postage Adm	75	84	120	142	142	142	152
Postage	2,248	1,960	2,338	2,400	2,400	2,525	2,600
Cellular Services	597	572	573	575	575	590	575
Printing & Duplicating	256	-	38	250	250	40	250
Advertising	3,195	3,497	2,216	3,800	3,800	3,500	3,800
1,300 Yellow Pages-Statewide Publishing							
2,500 Dex One							
<u>3,800</u>							
Water & Sewer	1,970	3,171	1,404	2,650	2,650	450	2,000
Medical Expenses	160	-	160	300	300	115	300
Equipment Repairs	-	246	37	200	200	-	200
Building Repairs/Maint	147	253	865	250	250	250	250
Meal Reimb-Taxable	-	15	-	-	-	-	-
Required Training	-	-	-	500	500	-	500
Conferences	-	645	20	1,000	1,000	-	1,000
Solid Waste Tipping Fees	366,273	345,950	413,114	439,883	439,883	467,725	416,940
295,100 Commercial (5,200 tons @ \$56.75/ton)							
89,665 Roll Offs (1580 tons @ \$56.75/ton)							
28,175 C&D Rolloffs (1225 tons @ 23.00/ton)							
2,500 C&D Rolloffs - Contaminated (50 tons @ \$50.00/ton)							
1,500 C&D Rolloffs - Violation Fee per Occurance (\$75.00 each)							
<u>416,940</u>							

Solid Waste-Commercial

Fund: 542

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Other Contracted Services		2,499	2,134	4,591	10,435	10,435	10,435	12,550
10,000	Software Support (40% Comm-60% Res)							
2,500	On-Route Equipment/Support							
50	PSC Authority (Frontloaders)							
<u>12,550</u>								
Total	Purchased Services	385,863	366,570	432,108	469,329	469,715	493,297	448,230
Intra-City Charges								
Shop Gas & Fuel Charges		46,239	60,341	48,990	56,550	56,550	53,100	66,950
Shop Vehicle Repairs		6,994	12,340	2,261	6,700	6,700	9,825	6,700
Shop Tires & Tire Repairs		8,962	5,828	10,023	7,500	7,500	12,400	10,000
Shop Vehicle Parts		10,829	11,650	11,461	12,500	12,500	18,930	12,500
Total	Intra-City Charges	73,024	90,159	72,735	83,250	83,250	94,255	96,150
Fixed Charges								
Special Assessments		3,713	5,386	8,371	5,655	5,655	8,380	8,800
Cash (Over)/Short		(9)	304	130	-	-	(5)	-
Total	Fixed Charges	3,704	5,690	8,501	5,655	5,655	8,375	8,800
Internal Charges								
Comm, Mgr, Atty Charges		34,519	36,111	35,192	47,263	47,263	47,263	16,131
Public Works		20,094	20,669	25,033	19,109	19,109	19,109	15,841
Property Insurance		193	188	188	202	202	202	216
Vehicle & Equip Insurance		1,653	3,378	3,378	2,697	2,697	2,697	2,886
Liability Insurance		5,772	5,578	5,582	5,703	5,703	5,703	6,038
Fidelity Insurance		38	38	38	38	38	38	40
Liability Deductible		-	-	150	150	150	150	161
Human Resource		4,997	5,143	4,976	5,128	5,128	5,128	4,202
Budget & Accounting		24,093	25,561	25,813	30,991	30,991	30,991	14,234
Utility Customer Service		21,110	22,164	23,075	22,417	22,417	22,417	36,352
Engineering								12,371
Building M&O Charge		15,376	14,313	14,207	14,286	14,286	14,286	21,832
Fleet Services Charges		46,153	46,153	45,312	46,218	46,218	46,218	46,218
Total	Internal Charges	173,998	179,296	182,944	194,202	194,202	194,202	176,522
Capital Outlay								
Buildings		-	-	-	-	-	-	50,000
SW0902	50,000 FY22 - Warm Storage Building							
Imprvmnts Other Than Bldgs		-	-	6,881	31,500	69,619	69,619	81,120
69,619	FY21 - Transfer Station Entrance Improvements							
SW0903	36,120 FY22 Transfer Station Entrance Improvements							
45,000	FY22 - Solid Waste Master Plan							
Equipment		-	8,240	4,250	-	-	-	7,000
7,000	FY22 - Waste Oil Burner (Shared w/Residential)							
<u>7,000</u>								
Vehicles		1,291,404	-	51,000	-	219,890	219,890	-
Total	Capital Outlay	1,291,404	8,240	62,131	31,500	289,509	289,509	138,120
Total	Solid Waste - Commercial	2,246,351	959,294	1,094,022	1,136,998	1,395,393	1,406,922	1,234,614

Landfill Monitoring District
Fund: 543

Fund: 543							Proposed FY 2022 Budget
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			
				Adopted	Amended	Est Actuals	
Revenues							
Special Assessments	139,182	139,203	138,420	139,300	139,300	141,175	140,300
Taxes & Assessments	139,182	139,203	138,420	139,300	139,300	141,175	140,300
Intergovernmental Revenues	850	850	850	850	850	850	850
Investment Earnings	2,305	4,526	3,571	2,000	2,000	460	575
Other Financing Sources / (Uses)	-	-	-	-	-	-	-
Other Operating Revenues	3,155	5,376	4,421	2,850	2,850	1,310	1,425
Total Revenues	142,337	144,579	142,841	142,150	142,150	142,485	141,725
Expenditures							
Purchased Services	76,405	89,602	89,728	108,500	108,500	79,340	108,600
Maintenance & Operating	76,405	89,602	89,728	108,500	108,500	79,340	108,600
Internal Charges	48	46	46	50	50	50	28,563
Transfers Out	30,000	30,000	30,000	30,000	30,000	30,000	-
Internal Transactions	30,048	30,046	30,046	30,050	30,050	30,050	28,563
Total Expenditures	106,453	119,648	119,774	138,550	138,550	109,390	137,163
Revenues Over (Under) Expenditures							
	35,884	24,931	23,067	3,600	3,600	33,095	4,562
Beginning Cash Balance - July 1							
	181,785	217,669	242,600	265,667	265,667	265,667	298,762
Other Cash Sources / (Uses)	-	-	-	-	-	-	-
Ending Cash Balance - June 30							
	217,669	242,600	265,667	269,267	269,267	298,762	303,324

Landfill Monitoring District

Fund: 543

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Revenues

Special Assessments

Special Assessments	138,894	138,914	138,185	139,000	139,000	140,840	140,000
P & I on Del Assmnts	288	289	236	300	300	335	300
Total Special Assessments	139,182	139,203	138,420	139,300	139,300	141,175	140,300

Intergovernmental Revenues

PILT-Helena Housing Authority	850	850	850	850	850	850	850
Total Intergovernmental Revenues	850	850	850	850	850	850	850

Investment Earnings

Interest Earnings	2,305	4,526	3,571	2,000	2,000	460	575
Total Interest Earnings	2,305	4,526	3,571	2,000	2,000	460	575

SUBTOTAL - OPERATING REVENUE

142,337 144,579 142,841 142,150 142,150 142,485 141,725

TOTAL REVENUE

142,337 144,579 142,841 142,150 142,150 142,485 141,725

Fund 543 Landfill Monitoring District
Dept 3140 Solid Waste - Commercial
Activity 438 Solid Waste Utilities

Purchased Services

Electric Utility	5,773	5,356	7,081	8,500	8,500	5,740	8,600
Ground Water Monitoring	70,632	84,246	82,648	100,000	100,000	73,600	100,000
80,000 Landfill monitoring							
20,000 Misc Repair/Replacements							
<u>100,000</u>							
Total Purchased Services	76,405	89,602	89,728	108,500	108,500	79,340	108,600

Internal Charges

Comm, Mgr, Atty Charges	-	-	-	-	-	-	14,338
Public Works	-	-	-	-	-	-	7,757
Property Insurance	48	46	46	50	50	50	54
Budget & Accounting	-	-	-	-	-	-	1,563
Engineering	-	-	-	-	-	-	4,851
Total Internal Charges	48	46	46	50	50	50	28,563

Debt Service

Total Debt Service	-	-	-	-	-	-	-
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Transfers Out

T/out - 541 Solid Waste-Residential	30,000	30,000	30,000	30,000	30,000	30,000	-
FY16 (150,000) Gas Extraction Project - Cash Advance							
FY17 30,000 Annual Repayments							
FY18 30,000							
FY19 30,000							
FY20 30,000							
FY21 30,000							
<u>150,000</u> Total Res SW Advance Repay							
Total Transfers Out	30,000	30,000	30,000	30,000	30,000	30,000	-

Total Capital Outlay	-	-	-	-	-	-	-
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Total Landfill Monitoring District	106,453	119,648	119,774	138,550	138,550	109,390	137,163
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Transfer Station							
Fund: 546							
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Revenues							
Intergovernmental Revenues	133,129	125,000	125,000	125,000	125,000	125,000	125,000
Charges For Services	2,327,425	2,299,523	2,617,657	2,337,519	2,337,519	2,721,226	2,628,365
Investment Earnings	25,940	30,599	18,648	20,000	20,000	2,800	3,500
Other Financing Sources / (Uses)	35	1,895	5,113	-	-	1,854	-
Other Operating Revenues	2,486,529	2,457,017	2,766,417	2,482,519	2,482,519	2,850,880	2,756,865
Interfund Transfers In	10,026	10,491	5,080	4,651	5,205	5,205	5,205
Internal Transactions	10,026	10,491	5,080	4,651	5,205	5,205	5,205
Total Revenues	2,496,555	2,467,508	2,771,497	2,487,170	2,487,724	2,856,085	2,762,070
Expenditures							
Personnel Services	726,471	767,501	758,168	768,510	768,510	745,755	795,817
Supplies & Materials	15,266	15,730	13,034	18,800	18,800	18,842	19,430
Purchased Services	1,110,467	1,080,086	1,153,565	1,131,271	1,142,244	1,161,397	1,148,619
Intra-City Charges	105,462	125,504	117,699	114,778	114,778	91,656	149,900
Fixed Charges	18,770	25,039	37,620	27,760	27,760	43,009	43,125
Maintenance & Operating	1,249,965	1,246,359	1,321,918	1,292,609	1,303,582	1,314,904	1,361,074
Internal Charges	216,033	219,588	233,787	247,601	247,601	247,601	243,576
Transfers Out	-	24,045	24,045	24,045	24,045	24,045	27,652
Internal Transactions	216,033	243,633	257,832	271,646	271,646	271,646	271,228
Capital Outlay	442,066	1,113,579	83,474	66,500	202,785	202,785	313,310
Debt & Capital	442,066	1,113,579	83,474	66,500	202,785	202,785	313,310
Total Expenditures	2,634,535	3,371,072	2,421,392	2,399,265	2,546,523	2,535,090	2,741,429
Revenues Over (Under) Expenditures	(137,980)	(903,564)	350,106	87,905	(58,799)	320,995	20,641
Beginning Cash Balance - July 1	1,971,365	1,830,425	828,654	1,248,659	1,248,659	1,248,659	1,569,654
Other Cash Sources / (Uses)	(2,960)	(98,207)	69,900	-	-	-	-
Ending Cash Balance - June 30	1,830,425	828,654	1,248,659	1,336,564	1,189,860	1,569,654	1,590,295
Reserve Target - 15% of Operating Expenses:	328,870	338,624	350,688	349,915	351,561	349,846	364,218
Reserve Target - 60 Days of Operating Expenses:	360,406	371,095	384,315	383,468	385,272	383,393	399,143
Reserve Policy Target:	360,406	371,095	384,315	383,468	385,272	383,393	399,143
(Greater of 60 Days Operating Expenses or 15% of Operating Expenses)							
Excess Reserve:	1,470,019	457,559	864,344	953,096	804,588	1,186,261	1,191,152
(Excess Reserve for Capital Projects Funding)							

Transfer Station

Fund: 546

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Intergovernmental Revenues								
County Contributions		133,129	125,000	125,000	125,000	125,000	125,000	125,000
Total	Intergovernmental Revenues	133,129	125,000	125,000	125,000	125,000	125,000	125,000
Charges For Services								
Tons	Tipping - Commercial	234,374	211,552	297,223	340,500	340,500	327,500	295,100
6,000	\$ 340,500 @ \$56.75 per ton							
	Tipping - Residential	785,196	775,548	856,885	797,905	797,905	984,300	879,625
13,650	\$ 774,638 @ \$56.75 per ton							
	Tipping - Scratchgravel	961,832	967,630	1,023,928	888,138	888,138	919,550	1,021,500
16,150	\$ 916,513 @ \$56.75 per ton							
	Tipping - Transfer Accts	152,672	142,129	171,194	141,875	141,875	152,400	158,900
2,600	\$ 147,550 @ \$56.75 per ton							
	Tipping - East Helena	-	-					
-	\$ - @ \$56.75 per ton							
	Tipping - Roll-off Accts	74,358	71,790	86,606	65,263	65,263	98,130	89,665
1,200	\$ 68,100 @ \$56.75 per ton							
	Tipping - Cash Customers	113,082	121,944	166,318	93,638	93,638	205,470	164,575
1,450	\$ 82,288 @ \$56.75 per ton							
	Tipping - PAYT Overages	5,911	8,930	15,503	6,500	6,500	22,806	12,500
	Tire Disposal Revenues	-	-	-	1,200	1,200	2,515	2,000
36	\$ 2,043 @ \$56.75 per ton							
	Mattress Disposal Revenues	-	-	-	2,500	2,500	8,555	4,500
80	\$ 4,540 @ \$56.75 per ton							
Total	Charges For Services	2,327,425	2,299,523	2,617,657	2,337,519	2,337,519	2,721,226	2,628,365
Investment Earnings								
Interest Earnings		25,940	30,599	18,648	20,000	20,000	2,800	3,500
Total	Interest Earnings	25,940	30,599	18,648	20,000	20,000	2,800	3,500
Other Financing Sources / (Uses)								
Other Revenues		35	1,895	5,113	-	-	1,854	-
Total	Other Financing Sources / (Uses)	35	1,895	5,113	-	-	1,854	-
SUBTOTAL - OPERATING REVENUE		2,486,529	2,457,017	2,766,417	2,482,519	2,482,519	2,850,880	2,756,865
Interfund Transfers In								
T/in - 645 Insurance & Safety		10,026	10,491	5,080	4,651	5,205	5,205	5,205
Total	Interfund Transfers In	10,026	10,491	5,080	4,651	5,205	5,205	5,205
TOTAL REVENUE		2,496,555	2,467,508	2,771,497	2,487,170	2,487,724	2,856,085	2,762,070
Other Sources / (Uses) - Non-Budgeted								
Change in Util. A/R		(2,957)	(98,272)	69,921	-	-	-	-
Change in Util. A/P		(3)	65	(21)	-	-	-	-
Total	Other Sources / (Uses) - Non-Budgeted	(2,960)	(98,207)	69,900	-	-	-	-

Transfer Station

Fund: 546

		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Fund	546 Transfer Station							
Dept	3150 Transfer Station							
Activity	438 Solid Waste Utilities							
Personnel Services								
	Salaries & Wages	453,106	469,171	456,408	468,683	468,683	465,700	505,017
	Temporary Salaries	45,145	61,159	69,229	50,132	50,132	35,140	37,560
	Overtime - Misc	6,391	6,092	4,110	4,847	4,847	13,500	5,146
	F.I.C.A. (Soc. Sec.)	30,796	32,570	32,476	32,498	32,498	31,625	33,991
	P.E.R.S. Retirement	40,576	43,674	42,138	45,964	45,964	44,500	48,623
	Health & Vision Insurance	97,827	99,560	101,801	118,507	118,507	113,500	123,402
	Workers Comp. Ins.	38,552	40,091	38,013	33,465	33,465	27,825	26,807
	Unemployment Ins.	1,768	2,415	1,324	1,320	1,320	1,315	1,433
	Dental Insurance	5,108	5,152	5,075	5,484	5,484	5,250	5,880
	F.I.C.A. Medicare	7,202	7,617	7,595	7,610	7,610	7,400	7,958
Total	Personnel Services	726,471	767,501	758,168	768,510	768,510	745,755	795,817
Supplies & Materials								
	Paper & Forms	369	53	369	500	500	642	500
	Office Supplies & Equip	1,916	756	2,177	750	750	480	750
	Janitorial Supplies	3,838	3,783	4,000	3,500	3,500	4,420	4,000
	Clothing Allowance	4,809	4,292	3,408	5,500	5,500	4,250	5,630
	2,250 Uniforms (9 x \$250)							
	1,350 High Visibility Safety Wear (9)							
	1,350 Safety Boots (9 x \$150)							
	295 Safety Glasses (9)							
	295 Gloves							
	90 Yak-Trax 9 @ \$10							
	<u>5,630</u>							
	Small Tools & Equip-Misc	1,197	1,416	1,158	1,550	1,550	1,135	1,550
	Computr Equip/Sftwr/Sppl	1,434	2,804	420	3,500	3,500	5,115	3,500
	Furniture & Fixtures-Misc	762	521	402	750	750	500	750
	Other Supply & Mat-Misc	941	2,105	1,100	2,750	2,750	2,300	2,750
	1,500 DEF Dispenser for Wheel Loader							
	1,250 Normal Supplies							
	<u>2,750</u>							
Total	Supplies & Materials	15,266	15,730	13,034	18,800	18,800	18,842	19,430
Purchased Services								
	IT&S Computer Maint/Spprt	14,442	21,195	21,030	20,606	20,606	21,360	24,498
	IT&S Telephone Service	1,568	1,561	1,564	1,626	1,626	1,626	1,626
	IT&S Special Projects	4,443	-	3,151	-	1,687	1,262	-
	City-Co Bldg Postage Adm	75	156	223	259	259	259	280
	Postage	829	936	1,027	800	800	1,265	1,000
	Cellular Services	653	428	429	750	750	445	600
	Printing & Publishing - Misc	200	34	1,750	200	200	90	200
	Advertising	3,258	3,677	2,216	3,800	3,800	3,900	3,800
	2,500 Ylw Pgs-Dex One							
	1,300 Statewide Publishing							
	<u>3,800</u>							
	Electric Utility	19,576	19,714	18,787	20,820	20,820	19,350	20,820
	Water & Sewer	2,984	3,229	2,921	5,300	5,300	1,450	3,500
	Long Dist Telephone Chrgs	71	104	128				-
	Natural Gas Utility	368	52	-	1,030	1,030	-	-
	Medical Expenses	615	817	263	950	950	740	950
	75 First Aid Kits							
	300 Drug tests							
	425 D.O.T. physicals							
	75 Masks							
	75 Filters for Masks							
	<u>950</u>							
	Equipment Repairs	915	2,909	905	2,500	2,500	1,100	2,500
	Building Repairs/Maint	2,053	2,340	26,709	3,000	3,000	2,450	3,000
	Meal Reimb-Taxable	-	-	-	-	-	-	-
	Required Training	-	-	2,529	2,000	2,000	-	2,000

Transfer Station

Fund: 546

		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Conferences		1,512	2,577	-	3,000	3,000	-	3,000
3,000	Regional Recycling/Waste Conference (2)							
3,000								
Tires Recycle		-	-	7,097	22,330	22,330	21,030	24,360
21,600	Tire Cutting Contract (120 tons * \$180/ton)							
2,760	Landfill Tipping Fees (120 tons *\$23/ton)							
24,360								
Composting Contract		26,372	24,660	10,561	-	-	-	-
Solid Waste Tipping Fees		1,022,907	988,742	1,042,923	1,022,528	1,022,528	1,065,600	1,049,750
1,049,750	40,375 tons @ \$26.00 (To L&C County)							
Other Contracted Services		7,626	6,955	9,353	19,772	29,058	19,470	6,735
500	Disposal Costs for Sump							
900	Fire Extinguisher Maintenance							
765	Service Contract for Copier							
1,320	Portable Public Toilets							
250	Software Maintenance							
400	ATS Fire Contract							
1,200	Fire Detection Service Contract							
200	Annual Inspection (Loader-Fire Ext.)							
1,200	Service Contract for Scale Drawers							
6,735								
Total Purchased Services		1,110,467	1,080,086	1,153,565	1,131,271	1,142,244	1,161,397	1,148,619
Intra-City Charges								
Shop Gas & Fuel Charges		50,146	53,810	55,989	65,778	65,778	55,396	87,900
Shop Vehicle Repairs		30,117	28,674	28,097	20,000	20,000	4,820	25,000
Shop Tires & Tire Repairs		7,516	12,704	7,612	10,000	10,000	9,800	9,000
Shop Vehicle Parts		17,683	30,316	26,001	19,000	19,000	21,640	28,000
Total Intra-City Charges		105,462	125,504	117,699	114,778	114,778	91,656	149,900
Fixed Charges								
Rent of Equipment		-	-	-	1,000	1,000	15	1,000
Special Assessments		11,681	17,032	26,256	17,785	17,785	26,619	27,850
Licenses		4,912	4,893	5,687	6,475	6,475	7,735	6,475
3,200	MRL Lease #362506 (1/2 Cost)							
220	MRL Lease #232266 (1/2 Cost)							
840	Scale Certification (1/2 Cost)							
280	Scale License (1/2 Cost)							
480	Dept of Rev Tax/Consumer Council							
630	Transfer Station License (1/2 Cost)							
300	Software License (Scale Weights) (1/2 Cost)							
500	Software License (Accounts) (1/2 Cost)							
25	Public Service Commission-Authority							
6,475								
Credit Card Fees		2,177	3,114	5,677	2,500	2,500	8,640	7,800
Total Fixed Charges		18,770	25,039	37,620	27,760	27,760	43,009	43,125
Internal Charges								
Comm, Mgr, Atty Charges		56,967	58,620	56,393	74,271	74,271	74,271	21,508
Public Works		26,792	27,558	47,340	36,138	36,138	36,138	15,841
Property Insurance		1,673	1,638	1,638	2,502	2,502	2,502	2,677
Vehicle & Equip Insurance		1,966	2,315	2,315	2,703	2,703	2,703	2,892
Liability Insurance		14,214	14,441	14,074	14,150	14,150	14,150	14,523
Fidelity Insurance		155	171	167	167	167	167	139
Liability Deductible		1,736	-	-	-	-	-	-
Human Resource		12,941	13,318	12,885	13,279	13,279	13,279	11,617
Budget & Accounting		29,888	31,745	31,948	39,857	39,857	39,857	23,643
Utility Customer Service		8,444	8,866	9,230	5,604	5,604	5,604	76,251
Engineering								12,371
Building M&O Charge		3,861	3,520	3,410	3,456	3,456	3,456	6,639
Weed & Snow Control Chrg		2,000	2,000	-	-	-	-	-
Fleet Services Charges		55,396	55,396	54,387	55,475	55,475	55,475	55,475
Total Internal Charges		216,033	219,588	233,787	247,601	247,601	247,601	243,576

Transfer Station									
Fund: 546			FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022
						Adopted	Amended	Est Actuals	Budget
Transfers Out									
T/out - 542 Solid Waste-Commercial				24,045	24,045	24,045	24,045	24,045	27,652
27,652 115 C&D Pulls for Mattresses/Boxsprings \$240.45/pull									
T/out - 547 Recycling			-	-					
Total	Transfers Out		-	24,045	24,045	24,045	24,045	24,045	27,652
Capital Outlay									
Buildings			35,373	900,517	1,833	-	48,166	48,166	50,000
SW0902	48,166	FY21 - Warm Storage Building							
SW0902	50,000	FY22 - Warm Storage Building							
	50,000								
Imprvmnts Other Than Bldgs			-	-	6,881	66,500	154,619	154,619	158,810
SW0903	154,619	FY21 - Transfer Station Entrance Improvements							
SW0903	75,560	FY22 Transfer Station Entrance Improvements							
	45,000	FY22 - Solid Waste Master Plan							
	38,250	FY22 - Pit Floor Resurfacing							
	-								
	158,810								
Equipment			150,637	213,062	7,425	-	-	-	-
Vehicles			256,056	-	67,335	-	-	-	104,500
	104,500	FY22 - Semi-Tractor and Accessories							
	104,500								
Total	Capital Outlay		442,066	1,113,579	83,474	66,500	202,785	202,785	313,310
Total	Transfer Station		2,634,535	3,371,072	2,421,392	2,399,265	2,546,523	2,535,090	2,741,429

Recycling
Fund: 547

Fund: 547		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
	Intergovernmental Revenues	-	375,000	175,000	225,000	225,000	225,000	275,000
	Charges For Services	152,574	126,634	53,911	86,000	86,000	73,070	74,500
	Investment Earnings	1,406	7,799	4,857	1,500	1,500	400	475
	Other Financing Sources / (Uses)	-	853	-	-	-	-	-
	Other Operating Revenues	153,980	510,286	233,768	312,500	312,500	298,470	349,975
	Interfund Transfers In	202,918	177,852	176,410	226,278	226,371	226,371	276,371
	Internal Transactions	202,918	177,852	176,410	226,278	226,371	226,371	276,371
	Total Revenues	356,898	688,138	410,178	538,778	538,871	524,841	626,346
Expenditures								
	Personnel Services	187,748	188,768	199,179	204,951	204,951	209,155	208,232
	Supplies & Materials	1,629	2,478	2,299	6,565	6,565	1,854	3,965
	Purchased Services	129,718	127,726	164,343	233,433	245,976	238,846	244,129
	Intra-City Charges	929	1,236	1,855	2,475	2,475	1,147	2,350
	Fixed Charges	15,616	21,212	30,561	23,535	23,535	31,558	33,600
	Maintenance & Operating	147,892	152,652	199,057	266,008	278,551	273,405	284,044
	Internal Charges	75,457	75,087	78,144	78,852	78,852	78,852	63,414
	Transfers Out	-	-	-	-	-	-	-
	Internal Transactions	75,457	75,087	78,144	78,852	78,852	78,852	63,414
	Capital Outlay	90,985	15,114	34,591	17,500	43,619	43,619	65,080
	Debt & Capital	90,985	15,114	34,591	17,500	43,619	43,619	65,080
	Total Expenditures	502,082	431,621	510,971	567,311	605,973	605,031	620,770
Revenues Over (Under) Expenditures		(145,184)	256,517	(100,794)	(28,533)	(67,102)	(80,190)	5,576
Beginning Cash Balance - July 1		220,026	74,833	331,366	230,574	230,574	230,574	150,384
Other Cash Sources / (Uses)		(9)	16	2	-	-	-	-
Ending Cash Balance - June 30		74,833	331,366	230,574	202,041	163,472	150,384	155,960
Reserve Target - 15% of Operating Expenses:		61,665	62,476	71,457	82,472	84,353	84,212	83,354
Reserve Target - 60 Days of Operating Expenses:		67,578	68,467	78,309	90,380	92,442	92,287	91,346
Reserve Policy Target:		67,578	68,467	78,309	90,380	92,442	92,287	91,346
(Greater of 60 Days Operating Expenses or 15% of Operating Expenses)								
Excess Reserve:		7,255	262,899	152,265	111,661	71,030	58,097	64,614
(Excess Reserve for Capital Projects Funding)								

Recycling

Fund: 547

Fund: 547		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Intergovernmental Revenues								
County Contributions		-	375,000	175,000	225,000	225,000	225,000	275,000
Total	Intergovernmental Revenues	-	375,000	175,000	225,000	225,000	225,000	275,000
Charges For Services								
Recycling Revenues		27,388	25,275	-	23,000	23,000	-	-
Household Commodities		25,004	22,866	16,280	20,000	20,000	20,000	23,000
Valuable Scrap Metals		272	-	-	-	-	-	-
White Goods		48,702	48,271	26,478	36,000	36,000	38,065	38,000
Cardboard		39,722	16,654	(4,749)	-	-	4,820	2,500
Battery & Waste Oil		6,647	6,509	8,740	6,000	6,000	6,775	7,500
E-Waste		1,397	1,843	1,428	1,000	1,000	640	1,000
Plastics		127	32	-	-	-	-	-
Tire Disposal Revenues		1,550	900	1,055	-	-	50	-
Freon Disposal Revenues		1,765	1,470	1,950	-	-	2,720	2,500
Mattress Disposal Revenues		-	2,815	2,730	-	-	-	-
Total	Charges For Services	152,574	126,634	53,911	86,000	86,000	73,070	74,500
Investment Earnings								
Interest Earnings		1,406	7,799	4,857	1,500	1,500	400	475
Total	Interest Earnings	1,406	7,799	4,857	1,500	1,500	400	475
Other Financing Sources / (Uses)								
Other Revenues		-	853	-	-	-	-	-
Sale of Fixed Assets		-	-	-	-	-	-	-
Total	Other Financing Sources / (Uses)	-	853	-	-	-	-	-
SUBTOTAL - OPERATING REVENUE		153,980	510,286	233,768	312,500	312,500	298,470	349,975
Interfund Transfers In								
T/in - 541 Solid Waste-Res		200,000	175,000	175,000	225,000	225,000	225,000	275,000
T/in - 645 Insurance & Safety		2,918	2,852	1,410	1,278	1,371	1,371	1,371
T/in - 650 Medical Revolving		-	-	-	-	-	-	-
Total	Interfund Transfers In	202,918	177,852	176,410	226,278	226,371	226,371	276,371
TOTAL REVENUE		356,898	688,138	410,178	538,778	538,871	524,841	626,346
Other Sources / (Uses) - Non-Budgeted								
Change in Util Vouchers Payable		(9)	16	2	-	-	-	-
Total	Other Sources / (Uses) - Non-Budgeted	(9)	16	2	-	-	-	-

Recycling

Fund: 547

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	547 Recycling							
Dept	3151 Recycling							
Activity	438 Solid Waste Utilities							
Personnel Services								
	Salaries & Wages	135,759	136,062	142,758	141,815	141,815	145,800	145,023
	Temporary Salaries	-	-	-	2,431	2,431	3,925	2,431
	Overtime - Misc	49	171	176	2,330	2,330	475	2,381
	F.I.C.A. (Soc. Sec.)	8,316	8,396	8,748	9,138	9,138	9,255	9,354
	P.E.R.S. Retirement	11,503	11,676	12,398	12,924	12,924	13,200	13,382
	Health & Vision Insurance	22,896	23,343	25,695	27,736	27,736	27,950	27,702
	Workers Comp. Ins.	5,607	5,332	5,719	4,786	4,786	4,700	4,054
	Unemployment Ins.	478	617	359	370	370	385	395
	Dental Insurance	1,195	1,208	1,280	1,283	1,283	1,300	1,320
	F.I.C.A. Medicare	1,945	1,963	2,046	2,138	2,138	2,165	2,190
Total	Personnel Services	187,748	188,768	199,179	204,951	204,951	209,155	208,232
Supplies & Materials								
	Paper & Forms				100	100	176	100
	Office Supplies & Equip	350	386	590	500	500	280	500
	Janitorial Supplies	-	-	76	250	250	68	250
	Clothing Allowance	657	687	529	815	815	800	815
	Operating Supplies - Misc	369	795	700	4,100	4,100	-	1,500
	500 Paint for Recycling Containers							
	500 Normal Operating Supplies							
	500 New Containers for Rotator							
	<u>1,500</u>							
	Small Tools & Equip-Misc	41	200	-	200	200	430	200
	100 Freon Hoses/Tanks							
	100 Piercing Tools for Freon							
	<u>200</u>							
	Construction & Maint Mat'ls	190	410	391	500	500	-	500
	250 Gel Sorbent for acids							
	250 Paint Exchange Supplies							
	<u>500</u>							
	Other Supply & Mat-Misc	22	-	14	100	100	100	100
Total	Supplies & Materials	1,629	2,478	2,299	6,565	6,565	1,854	3,965
Purchased Services								
	IT&S Computer Maint/Spprt	3,068	4,069	3,916	4,279	4,279	4,456	5,865
	IT&S Telephone Service	1,028	1,024	1,026	1,067	1,067	1,067	1,067
	IT&S Special Projects	921	-	587	-	314	235	-
	City-Co Bldg Postage Adm	140	84	120	142	142	142	152
	Postage	-	10	1	25	25	5	25
	Cellular Services	1,030	768	768	1,100	1,100	775	1,100
	Printing & Duplicating	500	-	38	500	500	38	500
	100 E-Waste Water Bill Inserts							
	200 Recycling Water Bill Inserts							
	200 Recycling Newsletter/Guide to Recycling							
	<u>500</u>							
	Dues, Subscrip'tn, License	424	446	892	450	450	950	750
	750 SWANA (3)							
	<u>750</u>							
	Advertising	5,331	6,203	2,403	6,800	6,800	3,850	6,800
	2,500 Yellow Pages-Statewide & Dex One							
	1,300 Statewide Publishing							
	1,000 Signs and Misc.							
	1,000 Paint Exchange Advertising							
	1,000 Recycling Advertising							
	<u>6,800</u>							
	Electric Utility	437	981	931	1,000	1,000	610	1,000
	Water & Sewer	262	338	346	292	292	365	400
	Long Dist Telephone Chrgs	41	24	28				-
	Medical Expenses	-	80	-	100	100	80	100
	Equipment Repairs	-	150	-	150	150	150	150

Recycling

Fund: 547

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Travel & Meeting Expense	96	225	14	150	150	-	150
Required Training	-	-	-	350	350	-	350
350 Freon/Hazmat - Recycling Tech							
350							
Cardboard Recycling			-	22,500	22,500	1,375	9,000
22,500 Cardboard Baling (750 tons @ \$30/ton)							
Conferences	78	1,019	-	1,000	1,000	-	1,000
1,000 Regional Recycling/Waste Conference							
1,000							
Plastics Recycle	8,605	11,625	11,920	19,585	19,585	32,675	23,340
5,440 Compactor Hauls (64 pulls * \$85)							
16,400 Plastic Baling (80 tons @ \$205 per ton)							
1,500 Compactor Maintenance							
23,340							
E-Waste Recycle	1,685	-	-	1,000	1,000	-	1,000
Household Commodities Recycle	49,024	48,875	49,045	57,885	57,885	57,885	66,045
66,045 Recycling Roll-off Hauls (777 hrs*\$85)							
66,045							
White Goods Recycle	11,737	11,050	12,950	12,950	12,950	14,401	13,460
1,500 Freon Machine							
300 Hoses Freon Removal Parts							
100 Piercing Tools for Freon							
11,560 White Goods - Roll-off Hauls (136 hrs*\$85)							
13,460							
Tires Recycle	22,347	20,686	14,506	-	-	-	-
Glass Recycle	5,950	5,950	5,950	5,950	5,950	11,400	5,950
5,950 Glass - Roll-off Hauls (70 pulls * \$85)							
5,950							
Composting Contract	-	-	16,544	60,925	81,154	81,154	70,925
7,069 Chipped Brush = 68 Semi hours * \$103.95/hr							
8,856 Chipped Brush = Loader - 108 hrs * \$82.00/hr							
30,000 Chipper Rental Fee							
10,000 Landfill Tipping Fees (1000 tons *\$10/ton)							
15,000 Chipper Mobilization (2 * \$7,500)							
70,925							
Other Contracted Services	17,014	14,119	42,359	35,233	27,233	27,233	35,000
4,500 Antifreeze Recycling							
30,000 Household Hazardous Waste Day Prgm							
500 Waste Oil Tank Cleanup							
35,000							
Total Purchased Services	129,718	127,726	164,343	233,433	245,976	238,846	244,129
Intra-City Charges							
Shop Gas & Fuel Charges	896	961	1,628	1,775	1,775	982	1,800
Shop Vehicle Repairs	-	-	-	200	200	-	200
Shop Tires & Tire Repairs	-	-	-	150	150	-	100
Shop Vehicle Parts	33	275	227	350	350	165	250
Total Intra-City Charges	929	1,236	1,855	2,475	2,475	1,147	2,350
Fixed Charges							
Special Assessments	11,470	16,821	26,045	17,785	17,785	26,408	27,850
Licenses	4,146	4,391	4,516	5,750	5,750	5,150	5,750
3,200 MRL Lease #362506 (1/2 Cost)							
840 Scale Certification (1/2 Cost)							
280 Scale License (1/2 Cost)							
630 Transfer Station License (1/2 Cost)							
300 Software License (Scale Weights) (1/2 Cost)							
500 Software License (Accounts) (1/2 Cost)							
5,750							
Total Fixed Charges	15,616	21,212	30,561	23,535	23,535	31,558	33,600

Recycling

Fund: 547

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Internal Charges								
	Comm, Mgr, Atty Charges	17,156	18,341	18,086	23,734	23,734	23,734	10,754
	Public Works	26,792	27,558	33,460	25,542	25,542	25,542	15,841
	Property Insurance	165	161	161	173	173	173	185
	Vehicle & Equip Insurance	122	114	114	118	118	118	126
	Liability Insurance	3,946	3,804	3,808	3,887	3,887	3,887	3,973
	Fidelity Insurance	26	26	26	26	26	26	26
	Liability Deductible	4,883	2,351	-	-	-	-	-
	Human Resource	3,029	3,117	3,016	3,108	3,108	3,108	2,433
	Budget & Accounting	9,963	10,581	10,649	13,286	13,286	13,286	5,544
	Engineering							12,371
	Building M&O Charge	3,861	3,520	3,410	3,456	3,456	3,456	6,639
	Fleet Services Charges	5,514	5,514	5,414	5,522	5,522	5,522	5,522
Total	Internal Charges	75,457	75,087	78,144	78,852	78,852	78,852	63,414
Capital Outlay								
	Buildings	-	-	-	-	-	-	-
	Imprvmnts Other Than Bldgs	-	-	6,881	17,500	43,619	43,619	65,080
SW0903	35,619							
	8,000							
	<u>43,619</u>							
SW0903	20,080							
	45,000							
	<u>65,080</u>							
	Equipment	73,722	15,114	27,711	-	-	-	-
	Vehicles	17,263	-	-	-	-	-	-
Total	Capital Outlay	90,985	15,114	34,591	17,500	43,619	43,619	65,080
Total	Recycling	502,082	431,621	510,971	567,311	605,973	605,031	620,770

Parking

Fund: 551

Fund: 551		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Charges For Services		1,538,305	1,683,382	1,753,770	1,930,916	1,930,916	1,774,230	1,920,611
Fines & Forfeitures		76,139	76,789	34,144	90,000	90,000	55,000	70,500
Investment Earnings		11,133	14,128	6,987	12,000	12,000	2,000	2,000
Other Financing Sources / (Uses)		1,710	4,555	5,877	1,000	1,000	5,500	4,000
Other Operating Revenues		1,627,287	1,778,854	1,800,778	2,033,916	2,033,916	1,836,730	1,997,111
Interfund Transfers In		8,819	6,808	3,343	3,416	3,457	3,457	3,457
Internal Transactions		8,819	6,808	3,343	3,416	3,457	3,457	3,457
Long-Term Debt		-	-	560,243	-	-	-	-
Total Revenues		1,636,106	1,785,662	2,364,364	2,037,332	2,037,373	1,840,187	2,000,568
Expenditures								
Personnel Services		483,249	507,738	505,917	592,182	592,182	475,275	631,163
Supplies & Materials		18,258	19,022	39,198	49,750	49,750	30,607	29,700
Purchased Services		575,523	348,955	384,354	477,530	567,431	542,908	307,613
Intra-City Charges		11,548	8,069	6,099	11,230	11,230	7,536	12,175
Fixed Charges		100,402	111,600	152,207	126,425	126,425	182,352	167,359
Maintenance & Operating		705,731	487,646	581,858	664,935	754,836	763,403	516,847
Internal Charges		107,460	115,109	118,868	142,506	142,506	142,506	133,664
Transfers Out		-	-	-	-	-	-	-
Internal Transactions		107,460	115,109	118,868	142,506	142,506	142,506	133,664
Debt Service		586,817	589,753	590,990	651,211	651,211	639,443	648,346
Capital Outlay		398,000	408,036	163,697	252,000	86,000	86,000	123,000
Debt & Capital		984,817	997,789	754,687	903,211	737,211	725,443	771,346
Total Expenditures		2,281,257	2,108,282	1,961,331	2,302,834	2,226,735	2,106,627	2,053,020
Revenues Over (Under) Expenditures								
		(645,151)	(322,620)	403,033	(265,502)	(189,362)	(266,440)	(52,452)
Beginning Cash Balance - July 1								
		1,154,466	509,315	186,695	589,768	589,768	589,768	323,328
Other Cash Sources / (Uses)								
		-	-	40	-	-	-	-
Ending Cash Balance - June 30								
		509,315	186,695	589,768	324,266	400,406	323,328	270,875
Reserve Target - 15% of Operating Expenses:								
		282,489	255,037	269,645	307,625	321,110	303,094	289,503
Reserve Target - 60 Days of Operating Expenses:								
		309,576	279,492	295,501	337,123	351,902	332,158	317,264
Reserve Policy Target:								
		309,576	279,492	295,501	337,123	351,902	332,158	317,264
(Greater of 60 Days Operating Expenses or 15% of Operating Expenses)								
Excess Reserve:								
		199,739	(92,797)	294,267	(12,857)	48,505	(8,830)	(46,388)
(Excess Reserve for Capital Projects Funding)								

Parking

Fund: 551

Revenues

Charges For Services

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
6th Ave. Ramp Permits	313,935	327,308	346,926	370,858	370,858	363,500	342,300
Medical Arts Lease	13,797	15,129	18,857	20,575	20,575	34,284	20,575
6th Ave Ramp Daily Rev.	26,180	33,626	18,840	34,555	34,555	16,250	16,500
Getchell St. Parking Ramp	190,413	222,582	230,313	224,774	224,774	186,695	239,220
Getchell Daily Revenues	14,231	21,268	11,079	18,360	18,360	6,539	8,500
Jackson St Ramp Permits	121,091	133,950	127,487	141,086	141,086	150,110	145,000
15th Street Ramp Permits	304,106	317,537	301,979	334,014	334,014	317,580	334,014
Medical Arts Coin	19,337	15,281	-	18,870	18,870	1,340	16,500
Jackson St Ramp Coin	7,975	5,104	-	6,800	6,800	275	5,500
6th Ave Validations	1,249	1,517	1,036	1,224	1,224	905	1,224
Getchell Validations	1,202	311	4,432	1,224	1,224	841	1,224
On-Street System	-	-	-	145,000	145,000	78,000	170,000
Loading Zone Permits	5,695	4,812	4,693	6,120	6,120	3,664	6,120
Meters-Coin	17,926	38,444	255,655	27,880	27,880	167,000	74,500
Residential Parking Prmts	4,005	4,302	3,750	2,448	2,448	3,205	2,448
Special Permits	11,418	6,595	3,052	10,200	10,200	1,695	2,800
Goldie Coin Sales	17,529	14,046	8,300	16,320	16,320	4,700	8,000
Front Street Permits	28,792	31,086	11,374	5,100	5,100	8,300	5,100
Getchell Street Permits	6,266	8,092	3,781	8,670	8,670	200	6,800
Kessler Street Permits	2,046	1,516	918	3,570	3,570	561	612
Neil Ave Permits	599	552	153	663	663	-	-
Placer Permits	213	404	1,401	-	-	4,385	5,000
Power Permits	1,176	1,196	1,122	1,248	1,248	1,224	1,248
Fuller A Permits	4,590	12,069	6,412	10,924	10,924	5,109	7,700
Clark Street Permits	588	598	561	624	624	622	624
6th Ave Permits	245	-	-	-	-	75	-
Benton Permits	1,176	1,196	1,122	1,248	1,248	1,224	1,248
Lawrence Permits	2,447	3,967	7,936	2,387	2,387	12,000	12,000
South Park South Permits	18,360	15,545	4,076	18,812	18,812	1,250	-
Park South Permits	186	731	18,319	1,346	1,346	3,970	1,000
Park Central Permits	11,616	16,160	8,132	15,300	15,300	20,355	20,000
Park North Permits	801	221	838	594	594	1,900	1,900
Cruse South Permits	24,937	25,901	23,964	26,406	26,406	26,530	26,406
Cruse Central Permits	15,238	14,985	20,417	15,626	15,626	15,626	15,626
Cruse North Permits	9,063	19,326	11,513	19,882	19,882	22,395	19,882
North Cruse North Permits	6,442	9,493	17,801	8,864	8,864	5,085	12,500
Jackson Street Permits	1,908	3,157	1,044	1,975	1,975	600	1,975
14th Street	4,611	4,246	9,444	4,432	4,432	5,950	4,432
15th Street	1,331	1,021	110	1,346	1,346	-	-
Lot #1 Permits	7,469	8,006	7,034	8,335	8,335	5,745	8,335
Lot #2 Permits	-	344	379	612	612	1,020	-
Lot #3 Permits	9,097	26,629	21,980	22,069	22,069	22,160	22,069
Lot #4 Permits	36,181	45,453	39,328	40,702	40,702	70,900	40,702
Lot #5 Permits	992	684	725	3,248	3,248	7,812	5,184
Lot #6 Permits	10,705	13,207	13,057	15,585	15,585	10,145	16,467
Lot #7 Permits	47,578	44,346	45,760	49,678	49,678	47,040	49,678
Lot #8 Permits	21,255	18,008	22,431	16,830	16,830	26,390	20,163
Lot #9 Permits	40,669	40,976	34,624	42,411	42,411	33,070	42,411
Lot #10 Permits	18,930	31,960	31,446	29,070	29,070	26,465	33,132
Lot #15 Permits	19,364	20,565	11,177	19,903	19,903	10,165	19,903
Lot #16 Permits	17,704	15,041	18,279	16,830	16,830	10,200	16,830
Private Lot Lease Fees	2,370	3,805	2,045	4,315	4,315	5,250	4,315
Multi-Lot Lease Fees	20,344	20,942	18,671	27,552	27,552	18,455	27,042
Lot #1 Coin	6,144	5,331	-	8,400	8,400	705	6,200
Lot #2 Coin	-	-	-	1,000	1,000	100	1,000
Lot #3 Coin	6,124	5,082	-	7,800	7,800	250	5,100
Lot #4 Coin	2,527	1,829	-	4,000	4,000	215	4,000
Lot #6 Coin	1,131	806	-	1,400	1,400	50	1,400
Lot #7 Coin	7,858	6,620	-	16,000	16,000	1,025	14,700
Lot #8 Coin	1,431	801	-	1,500	1,500	100	1,200
Lot #9 Coin	15,219	12,353	-	28,000	28,000	2,500	25,800
Lot #10 Coin	9,522	7,978	-	7,000	7,000	325	6,200
Lot #15 Coin	12,327	9,842	-	16,000	16,000	100	10,300
Jackson St. Coin	10,644	9,500	-	12,840	12,840	100	-
Total	1,538,305	1,683,382	1,753,770	1,930,916	1,930,916	1,774,230	1,920,611

Parking

Fund: 551

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Fines & Forfeitures							
Boot Fines	250	600	50	500	500	500	500
Restricted Violations	51,112	48,680	15,033	49,500	49,500	18,500	40,000
Meter/Lot Violations	24,777	27,509	19,061	40,000	40,000	36,000	30,000
Total Fines & Forfeitures	76,139	76,789	34,144	90,000	90,000	55,000	70,500
Investment Earnings							
Interest Earnings	10,688	13,987	7,184	12,000	12,000	2,000	2,000
Chg in Invest Fair Market	445	141	(197)	-	-	-	-
Total Interest Earnings	11,133	14,128	6,987	12,000	12,000	2,000	2,000
Other Financing Sources / (Uses)							
Other Revenues	825	4,155	5,877	500	500	5,000	3,500
Misc Employee Reimb	-	-	-	500	500	500	500
Sale of Fixed Assets	885	400	-	-	-	-	-
Total Other Financing Sources / (Uses)	1,710	4,555	5,877	1,000	1,000	5,500	4,000
SUBTOTAL - OPERATING REVENUE	1,627,287	1,778,854	1,800,778	2,033,916	2,033,916	1,836,730	1,997,111
Long-Term Debt							
Interkap Loan Proceeds	-	-	560,243	-	-	-	-
Total Long-Term Debt	-	-	560,243	-	-	-	-
Interfund Transfers In							
T/in - 645 Insurance & Safety	8,819	6,808	3,343	3,416	3,457	3,457	3,457
Total Interfund Transfers In	8,819	6,808	3,343	3,416	3,457	3,457	3,457
TOTAL REVENUE	1,636,106	1,785,662	2,364,364	2,037,332	2,037,373	1,840,187	2,000,568
Other Sources / (Uses) - Non-Budgeted							
Loan Repymnt Prin. (Chng in Note/Rec from PY)	-	-	40	-	-	-	-
Total Other Sources / (Uses) - Non-Budgeted	-	-	40	-	-	-	-

Parking

Fund: 551

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Fund	551 Parking
Dept	3501 Parking
Activity	432 Streets & Traffic

Personnel Services

Salaries & Wages	317,192	336,134	335,359	386,142	386,142	303,198	417,025
Temporary Salaries	8,885	6,757	-	5,397	5,397	11,544	5,397
Overtime - Misc	8,804	9,873	8,344	426	426	9,115	9,500
F.I.C.A. (Soc. Sec.)	19,768	20,568	19,618	24,516	24,516	18,348	26,998
P.E.R.S. Retirement	27,475	29,587	29,790	34,203	34,203	28,397	38,143
Health & Vision Insurance	77,914	79,174	87,941	115,671	115,671	86,342	113,015
Workers Comp. Ins.	13,763	15,126	15,029	13,270	13,270	9,223	8,145
Unemployment Ins.	1,183	1,605	865	996	996	824	1,140
Dental Insurance	3,642	4,104	4,383	5,821	5,821	3,992	5,481
F.I.C.A. Medicare	4,623	4,810	4,588	5,740	5,740	4,291	6,319

Total Personnel Services	483,249	507,738	505,917	592,182	592,182	475,275	631,163
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Supplies & Materials

Office Supplies & Equip	2,199	2,847	1,659	1,600	1,600	1,800	2,000
Janitorial Supplies	3,805	3,919	3,969	3,500	3,500	3,885	3,500
Clothing Allowance	2,832	2,651	2,402	3,300	3,300	2,170	1,500
Operating Supplies - Misc	89	535	58	950	950	687	1,200
Fuel/Oil Outside Vendor	-	-	38	300	300	65	200
Small Tools & Equip-Misc	4,579	2,948	6,486	19,500	19,500	4,800	7,000
4,000 Pay to Park Repair & Equipment							
3,000 Small Tools							
7,000							
Computr Equip/Sftwr/Sppl	2,138	1,693	11,745	6,100	6,100	2,700	4,800
600 Handheld Batteries							
1,200 Replace Office Computer							
1,200 Handheld Repairs							
3,000 Firewall Licensing (3)							
(1,200) Budget Constraint - Pending Funding for Computer Replacement							
4,800							
Construction & Maint Mat'ls	2,616	4,429	12,840	14,500	14,500	14,500	9,500

Total Supplies & Materials	18,258	19,022	39,198	49,750	49,750	30,607	29,700
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Purchased Services

IT&S Computer Maint/Spprt	20,490	22,748	22,543	23,523	23,523	24,229	18,800
IT&S Special Projects	-	-	3,368	-	1,801	1,347	-
City-Co Bldg Postage Adm	693	768	893	1,035	1,035	1,035	1,117
Postage	2,166	2,402	1,868	3,000	3,000	1,616	3,000
Cellular Services	6,033	5,086	8,558	6,000	6,000	6,415	6,000
Printing & Duplicating	10,086	9,929	9,835	9,000	9,000	7,300	9,000
Dues, Subscriptn, License	-	-	-	50	50	145	120
Advertising	260	4,414	4,477	2,000	2,000	-	1,000
Electric Utility	73,114	75,769	68,282	74,000	74,000	50,000	60,000
Water & Sewer	2,289	2,891	2,711	3,300	3,300	4,000	3,300
Long Dist Telephone Chrgs	8,421	8,470	8,796	9,000	9,000	9,500	9,000
Natural Gas Utility	976	892	823	750	750	1,000	750
Solid Waste	132	238	1,127	500	500	500	500
Consultant Services	18,613	2,773	38,440	14,300	14,300	17,000	16,500
6,500 Weekly maintenance - ramps							
6,500 Ticket Trak Maintenance							
3,500 Call In Repairs Outside IT							
16,500							
Outside Repair to Mtr Veh	256	89	296	900	900	900	500
Equipment Repairs	287	537	102	1,000	1,000	1,000	1,200
Pri # Parking Facil Repairs	312,631	85,828	81,580	136,000	224,100	224,100	-

PK6001	20,000	6th Ave. Ramp Repair / Door Hardware ADA
PK6002	3,000	Medical Arts Repairs
PK6003	15,000	Getchell Ramp Repairs
PK6004	15,000	Jackson Ramp / Lighting
PK6010	6,000	Stripe Ramps & Lots
PK6011	65,000	Lot Surface Repairs/Seal Coat/ADA Paystation
	(124,000)	Budget Constraint - Pending Funding
	-	

Parking

Fund: 551

			FY 2018	FY 2019	FY 2020	FY 2021			Proposed
			Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
									Budget
	Meal Reimb-Taxable		-	-	-	25	25	-	-
	Travel & Meeting Expense		-	150	1,061	250	250	-	250
	Required Training		260	279	510	300	300	225	300
	Conferences		1,405	-	704	-	-	-	-
Pri #	Other Contracted Services		117,411	125,692	128,379	192,597	192,597	192,597	176,276
PK6006	10,000	Sidewalk Repairs-Lot 9 ADA							
PK6007	35,000	Snow Removal/Sweeping							
PK6008	2,000	Signs & Modifications							
PK6009	2,000	Lot Landscaping-all Lots							
PK6012	8,664	Copier Lease Fees							
PK6013	14,112	Elevator Maint.							
PK6014	5,500	State Computer Access							
PK6015	5,000	Sanding material							
PK6016	10,000	Skid Steer Rental							
	70,000	Parking Study							
	12,000	Cardinal Fees							
	72,000	Annual charges, kiosks and smartmeters							
	(70,000)	Budget Constraint - Pending Funding for Parking Study							
	<u>176,276</u>								
Total	Purchased Services		575,523	348,955	384,354	477,530	567,431	542,908	307,613
Intra-City Charges									
	Shop Gas & Fuel Charges		4,883	5,718	4,156	6,380	6,380	4,882	6,700
	Shop Vehicle Repairs		1,187	-	608	850	850	300	675
	Shop Tires & Tire Repairs		1,085	817	-	500	500	54	800
	Shop Vehicle Parts		4,393	1,534	1,334	3,500	3,500	2,300	4,000
Total	Intra-City Charges		11,548	8,069	6,099	11,230	11,230	7,536	12,175
Fixed Charges									
	Rent of Bldgs & Offices		12,223	12,223	20,897	20,897	20,897	41,794	20,897
	Special Assessments		80,091	87,676	96,474	90,528	90,528	97,672	101,462
	386	Lt. Dist. 357							
	14,224	Lt. Dist. 359							
	12,375	St. Maint Dist.							
	12,628	Storm Water							
	819	Urban Forest							
	5,040	BID Assessments							
	40	County Assessments							
	2,881	Open Space Maint.							
	767	Landfill Monitoring							
	<u>52,302</u>	Great Northern Town Center Assessments							
	<u>101,462</u>								
	Credit Card Fees		7,996	11,895	36,329	15,000	15,000	42,886	45,000
	Cash (Over)/Short		92	(194)	(1,492)	-	-	-	-
Total	Fixed Charges		100,402	111,600	152,207	126,425	126,425	182,352	167,359
Internal Charges									
	Comm, Mgr, Atty Charges		24,325	25,536	25,092	35,701	35,701	35,701	35,846
	Property Insurance		23,858	23,249	23,249	25,000	25,000	25,000	26,750
	Vehicle & Equip Insurance		367	391	391	360	360	360	385
	Liability Insurance		9,355	9,590	9,842	10,393	10,393	10,393	11,452
	Fidelity Insurance		72	80	72	80	80	80	74
	Liability Deductible		228	3,111	5,964	5,964	5,964	5,964	6,381
	Human Resource		10,531	10,839	12,063	12,432	12,432	12,432	9,152
	Budget & Accounting		32,633	34,699	34,802	45,035	45,035	45,035	36,083
	Fleet Services Charges		6,091	7,614	7,393	7,541	7,541	7,541	7,541
Total	Internal Charges		107,460	115,109	118,868	142,506	142,506	142,506	133,664

Parking Fund: 551		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Debt Service								
Principal		365,000	375,000	380,000	432,985	432,985	432,985	444,616
Matures 2025	85,000							
Matures 2039	310,000							
	49,616							
	<u>444,616</u>							
Interest		218,317	210,503	208,233	213,476	213,476	204,458	203,730
	9,532							
	177,350							
	16,848							
	<u>203,730</u>							
Paying Agent Fees		2,000	2,000	2,000	2,500	2,500	2,000	-
Debt Issuance Costs		-	-	7	-	-	-	-
Arbitrage Fees/Costs		1,500	2,250	750	2,250	2,250	-	-
Total	Debt Service	586,817	589,753	590,990	651,211	651,211	639,443	648,346
Capital Outlay								
Equipment		398,000	402,786	163,697	252,000	86,000	86,000	123,000
	86,000							
	123,000							
	30,000							
	<u>(116,000)</u>							
	<u>123,000</u>							
Vehicles		-	5,250	-	-	-	-	-
	-							
Total	Capital Outlay	398,000	408,036	163,697	252,000	86,000	86,000	123,000
Total	Parking	2,281,257	2,108,282	1,961,331	2,302,834	2,226,735	2,106,627	2,053,020

Special Charters

Fund: 561

Fund: 561		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
	Charges For Services	31,137	77,165	20,370	54,000	54,000	-	51,000
	Other Financing Sources / (Uses)	789	-	-	-	-	-	-
	Other Operating Revenues	31,926	77,165	20,370	54,000	54,000	-	51,000
	Interfund Transfers In	85	83	40	36	39	39	39
	Internal Transactions	85	83	40	36	39	39	39
Total Revenues		32,011	77,248	20,410	54,036	54,039	39	51,039
Expenditures								
	Personnel Services	6,863	27,344	4,155	5,168	5,168	-	5,330
	Supplies & Materials	-	-	-	100	100	-	-
	Purchased Services	-	-	-	-	-	-	-
	Intra-City Charges	692	1,002	60	2,055	2,055	-	3,525
	Fixed Charges	-	-	-	-	-	-	-
	Maintenance & Operating	692	1,002	60	2,155	2,155	-	3,525
	Internal Charges	1,808	1,790	2,151	1,993	1,993	1,993	2,007
	Transfers Out	50,000	75,000	50,000	50,000	50,000	-	40,000
	Internal Transactions	51,808	76,790	52,151	51,993	51,993	1,993	42,007
Total Expenditures		59,363	105,136	56,365	59,316	59,316	1,993	50,862
Revenues Over (Under) Expenditures								
		(27,352)	(27,888)	(35,955)	(5,280)	(5,277)	(1,954)	177
Beginning Cash Balance - July 1								
		139,743	112,391	84,503	48,548	48,548	48,548	46,594
Other Cash Sources / (Uses)		-	-	-	-	-	-	-
Ending Cash Balance - June 30		112,391	84,503	48,548	43,268	43,271	46,594	46,771
	Reserve Target - 15% of Operating Expenses:	8,904	15,770	8,455	8,897	8,897	299	7,629
	Reserve Target - 60 Days of Operating Expenses:	9,758	17,283	9,266	9,751	9,751	328	8,361
	Reserve Policy Target:	9,758	17,283	9,266	9,751	9,751	328	8,361
	(Greater of 60 Days Operating Expenses or 15% of Operating Expenses)							
	Excess Reserve:	102,633	67,220	39,282	33,517	33,520	46,266	38,410
	(Excess Reserve for Capital Projects Funding)							

Special Charters

Fund: 561

Fund: 561		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Charges For Services								
	Special Charters	9,593	690	-	4,000	4,000	-	-
	BID Trolley Reimbursement	18,750	27,375	20,370				
	Rec-Connect/State Shuttle	2,794	49,100	-	50,000	50,000	-	51,000
Total	Charges For Services	31,137	77,165	20,370	54,000	54,000	-	51,000
Other Financing Sources / (Uses)								
	Other Revenues	789	-	-	-	-	-	-
Total	Other Financing Sources / (Uses)	789	-	-	-	-	-	-
SUBTOTAL - OPERATING REVENUE		31,926	77,165	20,370	54,000	54,000	-	51,000
Interfund Transfers In								
	T/in - 645 Insurance & Safety	85	83	40	36	39	39	39
Total	Interfund Transfers In	85	83	40	36	39	39	39
TOTAL REVENUE		32,011	77,248	20,410	54,036	54,039	39	51,039

Special Charters

Fund: 561

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	561 Special Charters							
Dept	3561 Transit Charters							
Activity	434 Transit Systems							
Personnel Services								
	Salaries & Wages	485	1,159	69	-	-	-	-
	Temporary Salaries	4,534	4,410	3,285	4,173	4,173	-	4,702
	F.I.C.A. (Soc. Sec.)	309	346	208	259	259	-	292
	P.E.R.S. Retirement	117	136	209	366	366	-	-
	Health & Vision Insurance	76	105	16			-	-
	Workers Comp. Ins.	472	519	310	298	298	-	254
	Unemployment Ins.	18	25	8	11	11	-	13
	Dental Insurance	7	6	1			-	-
	F.I.C.A. Medicare	72	81	49	61	61	-	69
Total	Personnel Services	6,090	6,787	4,155	5,168	5,168	-	5,330
Supplies & Materials								
	Operating Supplies - Misc	-	-	-	100	100	-	-
Total	Supplies & Materials	-	-	-	100	100	-	-
Intra-City Charges								
	Shop Gas & Fuel Charges	341	695	53	1,255	1,255	-	975
	Shop Vehicle Repairs	35	-	-	300	300	-	300
	Shop Tires & Tire Repairs	-	-	-	150	150	-	750
	Shop Vehicle Parts	114	307	6	350	350	-	1,500
Total	Intra-City Charges	490	1,002	60	2,055	2,055	-	3,525
Internal Charges								
	Vehicle & Equip Insurance	211	197	197				
	Liability Insurance	113	109	109	111	111	111	125
	Fidelity Insurance	8	8	-	-	-	-	-
	Liability Deductible	-	-					
	Fleet Services Charges	1,476	1,476	1,845	1,882	1,882	1,882	1,882
Total	Internal Charges	1,808	1,790	2,151	1,993	1,993	1,993	2,007
Transfers Out								
	T/out - 580 Capital Transit	50,000	50,000	50,000	50,000	50,000	-	40,000
	Overhead costs reimbursements							
Total	Transfers Out	50,000	50,000	50,000	50,000	50,000	-	40,000
Total	Transit Charters	58,388	59,579	56,365	59,316	59,316	1,993	50,862

Special Charters

Fund: 561

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	561 Special Charters							
Dept	3168 Rec-Connect/State Shuttle							
Activity	434 Transit Systems							
Personnel Services								
	Salaries & Wages	475	9,773	-	-	-	-	-
	Temporary Salaries	45	4,382	-	-	-	-	-
	F.I.C.A. (Soc. Sec.)	29	791	-	-	-	-	-
	P.E.R.S. Retirement	44	1,213	-	-	-	-	-
	Health & Vision Insurance	116	2,711	-	-	-	-	-
	Workers Comp. Ins.	49	1,297	-	-	-	-	-
	Unemployment Ins.	2	64	-	-	-	-	-
	Dental Insurance	6	141	-	-	-	-	-
	F.I.C.A. Medicare	7	185	-	-	-	-	-
Total	Personnel Services	773	20,557	-	-	-	-	-
Supplies & Materials								
	Operating Supplies - Misc	-	-	-	-	-	-	-
Total	Supplies & Materials	-	-	-	-	-	-	-
Intra-City Charges								
	Shop Gas & Fuel Charges	202	-	-	-	-	-	-
	Shop Vehicle Repairs	-	-	-	-	-	-	-
	Shop Tires & Tire Repairs	-	-	-	-	-	-	-
	Shop Vehicle Parts	-	-	-	-	-	-	-
Total	Intra-City Charges	202	-	-	-	-	-	-
Transfers Out								
	T/out - 580 Capital Transit	-	25,000	-	-	-	-	-
Total	Transfers Out	-	25,000	-	-	-	-	-
Capital Outlay								
	Vehicles	-	-	-	-	-	-	-
Total	Capital Outlay	-	-	-	-	-	-	-
Total	Rec-Connect/State Shuttle	975	45,557	-	-	-	-	-

Golf Course
Fund: 563

Fund: 563		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					FY 2021			
					Adopted	Amended	Est Actuals	
Revenues								
	Charges For Services	1,318,582	1,747,153	1,529,693	1,935,990	1,935,990	1,898,674	2,062,811
	Investment Earnings	18,515	5,772	481	-	-	(99)	-
	Other Financing Sources / (Uses)	227	(254)	498	21,000	21,000	1,502	2,000
	Other Operating Revenues	1,337,324	1,752,671	1,530,672	1,956,990	1,956,990	1,900,077	2,064,811
	Internal Service Revenues	-	-	-	-	-	-	-
	Interfund Transfers In	9,494	10,321	284,900	5,573	46,409	246,409	241,409
	Internal Transactions	9,494	10,321	284,900	5,573	46,409	246,409	241,409
	Long-Term Debt	2,100,000	-	-	-	-	-	-
Total Revenues		3,446,818	1,762,992	1,815,572	1,962,563	2,003,399	2,146,486	2,306,220
Expenditures								
	Personnel Services	660,982	840,797	809,971	879,093	919,093	884,850	947,128
	Supplies & Materials	343,131	505,619	450,780	492,471	537,471	550,337	511,823
	Purchased Services	142,295	165,926	177,829	227,767	245,541	244,951	205,785
	Intra-City Charges	-	-	-	-	-	-	-
	Fixed Charges	45,191	64,655	83,390	66,894	86,894	113,559	87,029
	Maintenance & Operating	530,617	736,200	711,999	787,132	869,906	908,847	804,637
	Internal Charges	112,132	128,048	141,373	153,426	153,426	153,426	232,881
	Transfers Out	-	-	-	-	-	-	-
	Internal Transactions	112,132	128,048	141,373	153,426	153,426	153,426	232,881
	Debt Service	187,571	248,388	237,955	224,020	224,020	218,918	235,573
	Capital Outlay	1,302,522	800,553	8,136	21,000	21,000	21,000	91,150
	Debt & Capital	1,490,093	1,048,941	246,091	245,020	245,020	239,918	326,723
Total Expenditures		2,793,824	2,753,986	1,909,434	2,064,671	2,187,445	2,187,041	2,311,369
Revenues Over (Under) Expenditures		652,994	(990,994)	(93,862)	(102,108)	(184,046)	(40,555)	(5,149)
Beginning Cash Balance - July 1		559,787	1,217,174	244,840	166,740	166,740	166,740	126,185
Other Cash Sources / (Uses)		4,393	18,660	15,762	-	-	-	-
Ending Cash Balance - June 30		1,217,174	244,840	166,740	64,632	(17,306)	126,185	121,036
Reserve Target - 15% of Operating Expenses:		223,695	293,015	285,195	306,551	324,967	324,906	333,033
Reserve Target - 60 Days of Operating Expenses:		245,146	321,112	312,542	335,946	356,128	356,062	364,968
Reserve Policy Target: (Greater of 60 Days Operating Expenses or 15% of Operating Expenses)		245,146	321,112	312,542	335,946	356,128	356,062	364,968
Excess Reserve:		972,028	(76,272)	(145,803)	(271,314)	(373,434)	(229,877)	(243,932)

Golf Course

Fund: 563

Revenues

Charges For Services

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Unrstrctd-Individual	98,884	88,954	79,393	116,239	116,239	90,125	117,000
Unrstrctd-Adult Couple	16,430	19,590	17,474	25,806	25,806	26,360	25,800
Unrstrctd-Dep Undr 19	8,226	8,167	8,141	11,181	11,181	9,300	13,000
Unrstrctd-Sr. Individual	81,123	110,059	104,639	99,106	99,106	131,800	110,000
Unrstrctd-Sr. Couple	23,170	26,360	38,528	30,611	30,611	41,000	32,000
Unrstrctd-Student Undr 24	23,465	22,820	26,612	21,786	21,786	43,500	28,000
Unrstrctd-Active Military	2,040	4,760	3,335	3,226	3,226	4,870	3,226
Unrstrctd-Family							5,000
Unrstrctd-Half Season							2,500
Rstrctd-Individual	3,020	470	-	-	-	-	-
Rstrctd-Adult Couple	965	1,150	-	-	-	-	-
Rstrctd-Sr. Individual	27,220	-	-	-	-	-	-
Rstrctd-Sr. Couple	6,305	2,230	-	-	-	-	-
Rstrctd-Jr. Undr 19	-	-	-	-	-	-	-
Rstrctd-Active Military	580	-	-	-	-	-	-
Green Fees - 9 Hole	56,598	67,544	66,976	69,746	69,746	73,900	79,000
Grn Fee-9 Hole Sr&Jr Disc	21,810	29,778	29,292	26,300	26,300	54,640	28,500
Green Fees-18 Hole	108,344	107,964	95,569	117,506	117,506	119,600	125,000
Green Fees - Promo/Twilight	7,085	6,890	6,947	9,866	9,866	11,940	11,000
Golf Simulator	36,110	112,350	82,942	115,506	115,506	60,155	120,000
Tower Club Entry Fee							3,500
Tower Club 9 Holes							10,000
Tower Club 18 Holes							12,500
Punch Cards-10 Rd	63,665	64,968	64,708	73,266	73,266	82,800	80,000
Punch Cards-30 Rd	-	-	1,020	-	-	170	-
Punch Cards-Sr. 10 Rd	24,795	26,464	26,835	25,306	25,306	36,600	30,000
Punch Cards-Jr. 10 Rd	915	465	465	2,676	2,676	680	-
Punch Cards-Active Military	930	1,860	1,005	1,436	1,436	680	1,500
Cart Storage-Gas	15,100	13,825	13,130	19,421	19,421	12,440	19,421
Cart Storage-Electric	20,215	19,570	18,360	16,471	16,471	14,560	16,471
Cart Trail Fees-Annual	6,090	4,400	6,495	5,456	5,456	6,755	5,456
Cart Trail Fees-Add User	560	560	400	986	986	480	986
Cart Trail Fees-Daily	96	80	226	762	762	126	762
Annual Lease	30,932	26,022	19,038	32,546	32,546	27,125	35,000
Pwr Cart Rent/Daily-9 Holes	31,835	35,204	33,492	36,754	36,754	49,800	37,000
Pwr Cart Rent/Daily-18 Holes	59,600	66,414	56,236	60,442	60,442	91,464	62,000
Pwr Cart Rent/10-Round Punch Card	-	-	-	-	-	-	-
Food & Misc	68,456	212,580	200,383	286,506	286,506	237,065	295,000
Beverage (Non-Alcoholic)	21,386	24,834	20,364	32,506	32,506	25,215	29,300
Alcoholic Beverages	105,771	226,305	207,326	257,506	257,506	240,028	310,000
Concession Merchandise	480	184	-	1,506	1,506	1,335	300
Gaming Machine Proceeds	3,649	8,164	5,385	6,506	6,506	4,125	9,850
Pro Shop Merchandise	184,156	233,183	156,785	250,206	250,206	204,215	225,000
Driving Range	78,337	80,764	77,199	84,596	84,596	106,700	92,000
Clubhouse Rental	-	540	540	-	-	1,914	-
Tournament Entry	-	240	-	-	-	-	-
Bag Storage - Upper	-	-	-	-	-	-	-
Bag Storage - Lower	2,150	3,700	2,175	4,006	4,006	2,533	4,006
Club & Pull-Cart Rentals	4,535	5,293	4,065	5,721	5,721	5,288	5,721
Handicaps	14,255	13,700	13,638	15,506	15,506	14,997	16,000
Golf Lessons	27,278	34,109	24,411	32,506	32,506	25,780	30,000
Cart Repairs	3,279	9,578	8,111	6,506	6,506	7,722	6,506
Advertising	20,955	19,225	5,040	20,506	20,506	4,625	15,000
Other Golf Revenue - Misc	7,787	5,836	3,015	9,506	9,506	26,262	9,506
Total	1,318,582	1,747,153	1,529,693	1,935,990	1,935,990	1,898,674	2,062,811

Golf Course

Fund: 563

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Investment Earnings							
Interest Earnings	18,515	5,772	481	-	-	(99)	-
Total Interest Earnings	18,515	5,772	481	-	-	(99)	-
Other Financing Sources / (Uses)							
Other Revenues	227	(254)	498	21,000	21,000	1,502	2,000
Total Other Financing Sources / (Uses)	227	(254)	498	21,000	21,000	1,502	2,000
SUBTOTAL - OPERATING REVENUE	1,337,324	1,752,671	1,530,672	1,956,990	1,956,990	1,900,077	2,064,811
Long-Term Debt							
Bond Proceeds	2,100,000	-	-	-	-	-	-
1,800,000 18 Pro Shop / Club House							
Interap Loan Proceeds	-	-	-	-	-	-	-
Irrigation & Landscape Improvements	-	-	-	-	-	-	-
Total Long-Term Debt	2,100,000	-	-	-	-	-	-
Interfund Transfers In							
T/in - 100 General Fund			280,000	-	40,000	240,000	235,000
T/in - 645 Insurance & Safety	9,494	10,321	4,900	5,573	6,409	6,409	6,409
T/in - 650 Medical Revolving	-	-	-	-	-	-	-
Total Interfund Transfers In	9,494	10,321	284,900	5,573	46,409	246,409	241,409
TOTAL REVENUE	3,446,818	1,762,992	1,815,572	1,962,563	2,003,399	2,146,486	2,306,220
Other Sources / (Uses) - Non-Budgeted							
Change in Vouchers Payable	(12)	17	(104)	-	-	-	-
Change in Deposits Payable (Gift Cards/League/etc.)	4,405	18,643	15,866	-	-	-	-
440 Advance (Loan) - Golf Carts	-	-	-	-	-	-	-
Total Other Sources / (Uses) - Non-Budgeted	4,393	18,660	15,762	-	-	-	-

Golf Course

Fund: 563

Fund 563 Golf Course
Dept 4111 Golf Operations
Activity 464 Park & Recreation

		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Personnel Services								
Salaries & Wages		121,828	141,315	106,752	132,709	132,709	86,910	143,456
Temporary Salaries		53,763	42,886	48,096	43,340	43,340	47,005	43,452
Overtime - Misc		3,287	4,495	2,117	2,695	2,695	1,915	2,860
Golf Lesson Commissions		14,304	15,126	14,594	16,500	16,500	5,475	16,500
F.I.C.A. (Soc. Sec.)		11,802	12,461	10,567	12,138	12,138	8,720	12,821
P.E.R.S. Retirement		13,744	13,798	11,274	13,925	13,925	8,340	15,060
Health & Vision Insurance		26,492	32,440	20,426	32,781	32,781	25,300	37,776
Workers Comp. Ins.		8,610	8,643	7,580	7,557	7,557	3,685	3,343
Unemployment Ins.		672	914	429	492	492	365	541
Dental Insurance		1,345	1,679	1,019	1,515	1,515	1,170	1,800
F.I.C.A. Medicare		2,760	2,914	2,471	2,841	2,841	2,040	3,002
Total Personnel Services		258,607	276,671	225,325	266,493	266,493	190,925	280,611
Supplies & Materials								
Office Supplies & Equip		3,255	2,667	1,259	2,600	2,600	1,955	2,600
Janitorial Supplies		1,532	221	81	-	-	2,910	4,620
Clothing Allowance		-	1,042	-	500	500	-	500
Operating Supplies - Misc		2,036	1,196	2,093	1,500	1,500	3,625	2,000
Furniture & Fixtures-Misc		65	-	-	1,000	1,000	330	500
Resale Supplies		158,602	176,946	121,950	150,000	150,000	150,750	130,000
Golf Driving Range Supplies		1,155	5,319	6,762	6,000	6,000	1,910	3,000
Other Supply & Mat-Misc		1,459	2,897	662	3,400	3,400	5,250	3,400
Total Supplies & Materials		168,104	190,288	132,807	165,000	165,000	166,730	146,620
Purchased Services								
IT&S Computer Maint/Spprt		14,198	13,216	13,277	12,507	12,507	12,908	13,414
IT&S Telephone Service		2,241	2,266	1,368	1,422	1,422	1,422	1,422
IT&S Special Projects		-	-	1,989	-	1,065	797	-
City-Co Bldg Postage Adm		112	120	174	182	182	182	206
Postage		9	4	78	50	50	27	50
Freight & Express		297	481	78	400	400	200	500
Cellular Services		480	480	120	480	480	-	480
Printing & Duplicating		1,518	1,844	1,806	1,600	1,600	2,000	2,200
Professional Subscriptions		-	-	-	-	-	-	-
Dues, Subscriptn, License		3,080	800	5,190	3,235	3,235	1,181	3,250
2,400 Prof Golf Assoc								
150 US Golf Assoc								
200 MT State Golf Assoc								
360 Helena Chamber of Commerce								
140 Additional Dues/Subscriptions								
<u>3,250</u>								
Advertising		11,411	26,822	16,203	15,550	15,550	15,560	16,000
1,500 Carroll Athletics Partnership								
500 Misc Partnerships								
1,500 Ad Management-3rd Party Socials								
2,500 Social Media Paid Promos								
1,000 Event Promotions								
1,000 Pay-per-click SEO								
2,000 Print- Misc								
1,250 Collab Creative Consulting								
1,750 Professional Video & Photo-Quarterly								
1,500 Spring Video								
1,500 Fall Video								
<u>16,000</u>								
Electric Utility		1,045	8,133	10,681	-	-	13,050	11,000
Water & Sewer		434	1,481	1,629	3,922	3,922	2,375	1,961
Long Dist Telephone Chrgs		15	11	9	-	-	-	-
Professional Services-Misc		8,565	9,823	9,095	10,000	10,000	8,535	10,000
10,000 MSGA Handicaps								
<u>10,000</u>								
Travel & Meeting Expense		886	216	-	1,000	1,000	-	1,000

Golf Course

Fund: 563

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Conferences	1,785	1,430	650	1,800	1,800	1,105	1,800
Other Contracted Services	9,584	9,269	19,453	11,358	11,358	11,507	11,040
400 Fire Extinguishers							
1,000 Advertising Signs							
2,400 Scorecards/Pencils							
1,700 Security Monitoring							
500 False Alarm Fees							
5,040 EZ Suite/GolfNow							
<u>11,040</u>							
Total Purchased Services	55,660	76,396	81,799	63,506	64,571	70,849	74,323
Intra-City Charges							
Total Intra-City Charges	-	-	-	-	-	-	-
Fixed Charges							
Credit Card Fees	17,771	21,167	21,599	16,000	16,000	22,845	17,000
Cash (Over)/Short	(768)	805	(4,510)	-	-	507	-
Total Fixed Charges	17,003	21,972	17,089	16,000	16,000	23,352	17,000
Internal Charges							
Comm, Mgr, Atty Charges	11,354	12,066	12,018	18,004	18,004	18,004	17,923
Park & Rec	19,634	22,802	25,142	19,283	19,283	19,283	23,072
Property Insurance	388	361	361	2,297	2,297	2,297	2,458
Vehicle & Equip Insurance	251	-	-	-	-	-	-
Liability Insurance	5,253	5,280	5,445	5,178	5,178	5,178	5,469
Fidelity Insurance	87	88	77	77	77	77	77
Liability Deductible	-	-	-	-	-	-	-
Human Resource	2,409	4,605	4,112	4,238	4,238	4,238	5,403
Budget & Accounting	9,792	10,376	10,521	12,048	12,048	12,048	16,504
Building M&O Charge	-	-	4,031	11,324	11,324	11,324	25,571
Total Internal Charges	49,168	55,578	61,707	72,449	72,449	72,449	96,477
Total Golf Operations	548,542	620,905	518,728	583,448	584,513	524,305	615,031

Golf Course

Fund: 563

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	563 Golf Course							
Dept	4113 Golf Concessions							
Activity	464 Park & Recreation							
Personnel Services								
	Salaries & Wages	9,862	40,742	19,117	85,431	85,431	73,465	76,734
	Temporary Salaries	44,802	121,285	163,587	107,769	107,769	141,125	139,898
	Overtime - Misc	2,562	8,850	9,531	6,997	6,997	27,525	7,122
	F.I.C.A. (Soc. Sec.)	3,803	11,164	12,488	12,414	12,414	17,705	13,876
	P.E.R.S. Retirement	2,964	7,998	7,127	7,494	7,494	13,775	9,487
	Health & Vision Insurance	1,735	14,196	9,247	37,821	37,821	23,665	25,184
	Workers Comp. Ins.	3,976	11,765	13,124	10,713	10,713	10,600	4,477
	Unemployment Ins.	215	827	509	504	504	725	585
	Dental Insurance	91	735	461	1,515	1,515	935	1,200
	F.I.C.A. Medicare	889	2,611	2,921	2,905	2,905	2,900	3,247
Total	Personnel Services	70,899	220,173	238,111	273,563	273,563	312,420	281,810
Supplies & Materials								
	Office Supplies & Equip	109	362	1,040	200	200	981	1,250
	Janitorial Supplies	2,936	2,041	3,796	3,000	3,000	7,680	4,620
	Operating Supplies - Misc	902	2,587	3,715	3,000	3,000	19,500	4,648
	Small Tools & Equip-Misc	30	-	1,559	100	100	875	700
	Furniture & Fixtures-Misc	730	3,044	1,645	1,000	1,000	4,500	1,000
	Resale Supplies	96,263	224,561	232,598	225,000	270,000	275,500	250,000
Total	Supplies & Materials	100,970	232,595	244,353	232,300	277,300	309,036	262,218
Purchased Services								
	IT&S Computer Maint/Spprt	2,743	2,584	10,631	11,028	11,028	11,709	10,044
	IT&S Telephone Service	457	455	456	474	474	474	474
	IT&S Special Projects	-	-	1,593	-	852	637	-
	Cellular Services	200	-	-	-	-	-	-
	Professional Subscriptions	2,422	2,929	3,780	3,600	3,600	4,850	3,600
	Electric Utility	6,046	2,249	330	8,929	8,929	185	4,596
	Water & Sewer	1,050	781	513	-	-	110	1,961
	Long Dist Telephone Chrgs	-	-	-	-	-	-	-
	Natural Gas Utility	2,205	6,301	5,820	5,000	5,000	7,351	6,000
	Equipment Repairs	142	75	324	1,000	1,000	545	1,200
	Building Repairs/Maint	-	-	-	500	500	1,706	600
	Local Travel	-	-	-	250	250	-	-
	Travel & Meeting Expense	135	-	-	600	600	295	-
	Other Contracted Services	2,355	3,866	7,163	345	15,345	14,400	11,100
	11,100 Live Music							
	11,100							
Total	Purchased Services	17,755	19,240	30,610	31,726	47,578	42,262	39,575
Fixed Charges								
	Licenses (Food - Beer & Wine Licenses)	915	1,030	400	1,850	1,850	1,155	1,850
	Credit Card Fees	2,201	8,664	9,969	10,000	10,000	10,600	10,000
	Cash (Over)/Short	(139)	(2,391)	(1,636)	-	20,000	20,150	-
Total	Fixed Charges	2,977	7,303	8,733	11,850	31,850	31,905	11,850
Internal Charges								
	Comm, Mgr, Atty Charges							-
	Park & Rec	9,817	11,401	12,571	19,283	19,283	19,283	27,782
	Property Insurance	270	262	262	245	245	245	262
	Liability Insurance	1,501	5,630	5,539	5,308	5,308	5,308	5,932
	Fidelity Insurance	40	128	107	99	99	99	121
	Human Resource	1,377	-	4,455	4,591	4,591	4,591	8,636
	Budget & Accounting	601	636	650	676	676	676	30,986
Total	Internal Charges	13,606	18,057	23,584	30,202	30,202	30,202	73,719
Total	Golf Concessions	206,207	497,368	545,391	579,641	660,493	725,825	669,172

Golf Course

Fund: 563

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Fund 563 Golf Course
Dept 4115 Golf Maintenance
Activity 464 Park & Recreation

Personnel Services

Salaries & Wages	162,194	171,710	175,998	149,220	189,220	217,650	182,877
Temporary Salaries	81,127	80,227	75,866	91,806	91,806	66,730	100,022
Overtime - Misc	677	927	1,188	1,460	1,460	1,735	1,726
F.I.C.A. (Soc. Sec.)	14,876	15,427	15,348	15,097	15,097	16,845	17,710
P.E.R.S. Retirement	17,183	18,040	18,528	21,356	21,356	20,600	25,336
Health & Vision Insurance	31,221	32,445	35,037	37,821	37,821	38,300	37,776
Workers Comp. Ins.	18,232	18,749	18,598	16,382	16,382	13,165	12,567
Unemployment Ins.	857	1,142	635	612	612	680	746
Dental Insurance	1,630	1,678	1,747	1,749	1,749	1,650	1,800
F.I.C.A. Medicare	3,479	3,608	3,589	3,534	3,534	4,150	4,147

Total Personnel Services	331,476	343,953	346,534	339,037	379,037	381,505	384,707
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Supplies & Materials

Office Supplies & Equip	49	232	202	200	200	215	200
Janitorial Supplies	739	713	392	765	765	495	689
57 Toilet Paper							
40 Paper Towels							
152 Cone Cups							
240 Trash Bags							
100 Misc Cleaning							
100 Rags							
689							
Clothing Allowance	195	291	74	786	786	605	756
320 Rain Suits							
100 Safety Gear							
216 Hats							
120 Other clothing							
756							
Fuel/Oil Outside Vendor	16,178	18,420	14,424	20,460	20,460	16,500	23,220
7,200 Maint. No-lead							
7,800 rentals No-lead							
7,700 diesel							
240 lube 10W hyd fluid							
160 lube 15W-40 diesel Oil							
120 Lube ATF & Grease							
23,220							
Golf Cart Repair Parts	906	5,474	1,246	4,997	4,997	4,100	3,880
380 Seat Covers							
100 Tires and Lube							
1,400 Battery							
2,000 Misc							
3,880							
Parts - Misc	494	3,031	3,826	4,000	4,000	1,010	4,300
Small Tools & Equip-Misc	1,965	1,521	1,391	2,000	2,000	1,550	2,000
Fixtures	7,261	4,116	3,687	4,663	4,663	1,550	5,075
792 Flag Sticks							
54 PG Flags							
243 Flags							
135 Range Flags							
153 Regulation Cups							
63 PG Cups							
638 Marking Paint							
700 Range Mats							
324 Tee Markers							
148 Tee Towels							
152 Trash Can							
340 Ball Washer							
48 Divot Mix Box							
1,285 Logo Signs & Misc Other							
5,075							

Golf Course

Fund: 563

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Furniture & Fixtures-Misc	72	949	3,318	4,000	4,000	3,811	4,000
Range Netting Repair/Maint/Replacement							
Irrigation Parts	6,879	5,638	6,223	6,800	6,800	5,215	6,800
Fertilizer & Chem Supplies	29,675	33,846	32,755	35,900	35,900	31,400	40,685
3,399 Greens							
2,060 Tees & Range Tee							
13,596 Fairways, Rough, Driving Range							
3,296 Herbicides							
6,592 Other Sprays							
7,519 Fungicide							
3,708 Pond Treatment							
515 Spots Turf Seed							
40,685							
Surfacing Materials	4,337	-	564	2,000	2,000	300	2,700
Gravel & Sand	3,552	6,512	4,144	6,600	6,600	5,920	6,680
2,480 Greens aeration							
1,200 Summer topdressing							
600 range tee for 180 days							
2,400 bunkers							
6,680							
Other Supply & Mat-Misc	1,755	1,993	1,374	2,000	2,000	1,900	2,000
Total Supplies & Materials	74,057	82,736	73,619	95,171	95,171	74,571	102,985
Purchased Services							
IT&S Computer Maint/Spprt	6,870	10,246	10,689	11,277	11,277	11,832	10,600
IT&S Telephone Service	914	910	912	948	948	948	948
IT&S Special Projects	-	-	1,601	-	857	857	-
Postage	-	-	-	20	20	-	20
Freight & Express	77	75	-	80	80	50	80
Cellular Services	2,036	2,085	2,041	2,125	2,125	2,060	2,125
360 Supt							
360 assistant							
240 Mechanic							
425 IP pumpstation							
740 irrigation tablets							
2,125							
Dues, Subscriptn, License	705	740	714	750	750	604	760
Advertising	7	-	-	100	100	-	100
Electric Utility	26,999	28,305	30,109	30,000	30,000	37,100	32,785
Water & Sewer	754	503	766	658	658	780	678
Long Dist Telephone Chrgs	6	5	5	-	-	-	15
Natural Gas Utility	1,289	1,237	1,117	1,500	1,500	1,290	1,500
Solid Waste	3,197	2,980	2,584	3,368	3,368	2,700	3,460
Outside Repair to Mtr Veh	7,505	5,551	7,448	7,876	7,876	7,750	7,876
Equipment Repairs	7,594	1,692	956	10,000	10,000	168	10,000
8,500 Well Maintenance							
1,500 Non-motorized equipment maintenance							
10,000							
Building Repairs/Maint	3,028	1,719	427	30,000	30,000	30,000	5,000
4,000 Shop and Pumphouse							
1,000 Misc							
5,000							
Required Training	45	228	-	500	500	-	300
Conferences	2,438	740	1,648	3,000	3,000	-	5,000
Other Contracted Services	5,416	13,274	4,403	30,333	30,333	35,700	10,640
5,040 4 standard Portable Toilets							
1,200 Intake Screen Service							
400 Fire Suppression							
3,000 Tree Trimming Contracted							
1,000 Misc							
10,640							
Total Purchased Services	68,880	70,290	65,420	132,535	133,392	131,839	91,887

Golf Course

Fund: 563

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fixed Charges								
Rent of Equipment		2,064	1,370	2,433	2,500	2,500	3,120	2,295
1,275	Air Compressor							
520	55' Bil-Jax Man Lift							
500	Mini Excavator							
2,295								
Special Assessments		23,052	33,798	52,803	33,800	33,800	53,132	53,140
Licenses		95	212	2,332	2,744	2,744	2,050	2,744
2,544	Toro NSN 3yr Irrigation support-hardware and software							
200	Pesticide							
2,744								
Total	Fixed Charges	25,211	35,380	57,568	39,044	39,044	58,302	58,179
Internal Charges								
Comm, Mgr, Atty Charges		8,799	9,148	9,017	13,963	13,963	13,963	-
Park & Rec		19,634	22,802	25,142	13,884	13,884	13,884	29,337
Property Insurance		494	532	532	620	620	620	663
Vehicle & Equip Insurance		643	843	843	844	844	844	903
Liability Insurance		6,958	6,873	7,114	6,429	6,429	6,429	7,546
Fidelity Insurance		111	112	101	101	101	101	101
Liability Deductible		-	747	-	-	-	-	-
Human Resource		4,130	4,251	4,112	4,238	4,238	4,238	7,330
Budget & Accounting		8,589	9,105	9,221	10,696	10,696	10,696	16,805
Total	Internal Charges	49,358	54,413	56,082	50,775	50,775	50,775	62,685
Total	Golf Maintenance	548,982	586,772	599,224	656,562	697,419	696,992	700,443

Golf Course
Fund: 563

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	563 Golf Course							
Dept	4119 Golf Capital/Debt Service							
Activity	464 Park & Recreation							
Debt Service								
Matures	Principal	118,920	177,186	170,421	160,101	160,101	160,101	175,809
2/15/29	95,000 Limited GO Bonds, Series 2017							
	28,634 InterCap - Irrigation							
	42,175 440 Interfund Loan							
	10,000 Misc							
	<u>175,809</u>							
	Interest	25,151	71,202	67,534	63,919	63,919	58,817	59,764
	50,463 Limited GO Bonds, Series 2017							
	8,879 InterCap - Irrigation							
	422 440 Interfund Loan							
	<u>59,764</u>							
	Paying Agent Fees	-	-	-	-	-	-	-
	Debt Issuance Costs	43,500	-	-	-	-	-	-
Total	Debt Service	187,571	248,388	237,955	224,020	224,020	218,918	235,573
Capital Outlay								
	Buildings	1,279,698	777,753	-	-	-	-	-
	Imprvmnts Other Than Bldgs	-	-	-	-	-	-	-
	Equipment	22,824	22,800	8,136	21,000	21,000	21,000	91,150
	77,000 2 Greens Mowers (38,500 ea)							
	7,190 Utility Cart							
	6,960 Utility Cart							
	<u>91,150</u>							
Total	Capital Outlay	1,302,522	800,553	8,136	21,000	21,000	21,000	91,150
Total	Golf Capital/Debt Service	1,490,093	1,048,941	246,091	245,020	245,020	239,918	326,723

City-County Building Fund
Fund: 570

Fund: 570		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
	Investment Earnings	4,657	8,739	147	4,500	4,500	1,515	1,500
	Other Financing Sources / (Uses)	834,638	840,705	839,574	863,998	863,998	879,789	885,534
	Other Operating Revenues	839,295	849,444	839,721	868,498	868,498	881,304	887,034
	Internal Service Revenues	-	-	-	-	-	-	-
	Interfund Transfers In	5,063	4,713	2,314	1,483	2,152	2,152	2,152
	Internal Transactions	5,063	4,713	2,314	1,483	2,152	2,152	2,152
	Long-Term Debt	-	-	750,000	600,000	600,000	-	-
Total Revenues		844,358	854,157	1,592,035	1,469,981	1,470,650	883,456	889,186
Expenditures								
	Personnel Services	296,197	303,904	230,593	263,122	263,122	227,845	310,461
	Supplies & Materials	27,760	31,785	30,562	57,000	57,000	44,655	56,080
	Purchased Services	206,005	198,231	191,200	315,615	316,661	293,340	262,031
	Intra-City Charges	-	-	-	1,200	1,200	281	820
	Fixed Charges	42,558	45,922	11,899	8,000	8,000	11,925	12,521
	Maintenance & Operating	276,323	275,938	233,661	381,815	382,861	350,201	331,452
	Internal Charges	17,623	17,250	15,333	31,977	31,977	31,977	38,789
	Transfers Out	-	-	-	-	-	-	-
	Internal Transactions	17,623	17,250	15,333	31,977	31,977	31,977	38,789
	Debt Service	179,474	57,276	56,778	198,859	198,859	70,374	85,231
	Capital Outlay	37,356	308,950	469,531	620,000	647,096	647,096	246,000
	Debt & Capital	216,830	366,226	526,309	818,859	845,955	717,470	331,231
Total Expenditures		806,973	963,318	1,005,897	1,495,773	1,523,915	1,327,493	1,011,933
Revenues Over (Under) Expenditures		37,385	(109,161)	586,138	(25,792)	(53,265)	(444,037)	(122,747)
Beginning Cash Balance - July 1		293,627	331,012	221,851	807,989	807,989	807,989	363,952
Other Cash Sources / (Uses)		-	-	-	-	-	-	-
Ending Cash Balance - June 30		331,012	221,851	807,989	782,197	754,724	363,952	241,205
Reserve Target - 15% of Operating Expenses:		115,443	98,155	80,455	131,366	131,523	102,060	114,890
Reserve Target - 60 Days of Operating Expenses:		126,512	107,567	88,170	143,963	144,135	111,846	125,907
Reserve Policy Target: (Greater of 60 Days Operating Expenses or 15% of Operating Expenses)		126,512	107,567	88,170	143,963	144,135	111,846	125,907
Excess Reserve: (Excess Reserve for Capital Projects Funding)		204,500	114,284	719,819	638,234	610,589	252,106	115,298

City-County Building Fund
Fund: 570

Fund: 570		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Investment Earnings								
Interest Earnings		4,657	8,739	147	4,500	4,500	1,515	1,500
Total	Interest Earnings	4,657	8,739	147	4,500	4,500	1,515	1,500
Other Financing Sources / (Uses)								
Other Revenues		38	88	10,056	-	-	19,172	-
Reimbursements / Equipment		1,819	6,572	897	10,000	10,000	2,990	10,000
Reimbursements / Parking Permits		20,564	21,828	25,436	21,000	21,000	21,665	21,000
Rent Lewis & Clark Co		485,791	485,791	476,760	494,456	494,456	494,456	507,078
Rent City of Helena		326,426	326,426	326,426	338,542	338,542	341,506	347,456
Total	Other Financing Sources / (Uses)	834,638	840,705	839,574	863,998	863,998	879,789	885,534
SUBTOTAL - OPERATING REVENUE		839,295	849,444	839,721	868,498	868,498	881,304	887,034
Long-Term Debt								
Intercap Loan Proceeds		-	-	750,000	600,000	600,000	-	-
0 Cooling Project								
0 Parking Lot and Façade								
Total	Long-Term Debt	-	-	750,000	600,000	600,000	-	-
Interfund Transfers In								
T/in - 645 Insurance & Safety		5,063	4,713	2,314	1,483	2,152	2,152	2,152
Total	Interfund Transfers In	5,063	4,713	2,314	1,483	2,152	2,152	2,152
TOTAL REVENUE		844,358	854,157	1,592,035	1,469,981	1,470,650	883,456	889,186

City-County Building Fund

Fund: 570

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	570 City-County Building Fund							
Dept	4510 CCAB Operations							
Activity	403 Facilities Administration							
Personnel Services								
	Salaries & Wages	201,700	206,006	151,070	170,158	170,158	150,425	206,779
	Overtime - Misc	10	-	-	-	-	-	-
	F.I.C.A. (Soc. Sec.)	11,972	12,491	8,897	10,586	10,586	9,025	12,864
	P.E.R.S. Retirement	17,085	17,655	12,889	14,973	14,973	13,200	18,406
	Health & Vision Insurance	48,696	51,236	44,951	54,715	54,715	45,400	62,455
	Workers Comp. Ins.	10,684	10,013	8,095	7,255	7,255	5,110	3,427
	Unemployment Ins.	707	931	373	429	429	385	542
	Dental Insurance	2,543	2,651	2,237	2,529	2,529	2,100	2,976
	F.I.C.A. Medicare	2,800	2,921	2,081	2,477	2,477	2,200	3,012
Total	Personnel Services	296,197	303,904	230,593	263,122	263,122	227,845	310,461
Supplies & Materials								
	Office Supplies & Equip	2,321	892	1,913	2,000	2,000	1,200	2,500
	Janitorial Supplies	17,037	16,177	14,851	17,000	17,000	17,800	17,000
	Fuel/Oil Outside Vendor	268	241	97				100
	Repair & Maint Supp-Misc	6,135	5,573	6,638	10,000	10,000	4,200	12,080
	10,000 Misc Supplies							
	1,080 New PC, monitor,printer for Maint. Shop							
	1,000 New PC monitors for Manager & Info Desk							
	<u>12,080</u>							
	Small Tools & Equip-Misc	-	116	633	1,000	1,000	455	1,000
	Computr Equip/Sftwr/Sppl	-	-	-	-	-	-	1,400
	1,400 New employee setup							
	Furniture	293	1,835	3,014	10,000	10,000	10,000	10,000
	10,000 Conference Room Furniture Replacement							
	<u>10,000</u>							
	Equipment-Reimbursable	1,509	6,684	503	10,000	10,000	10,000	5,000
	432 Security System Phone line - 443-4657							
	350 NICO Security (Recorder, Water, IT&S)							
	3,218 Misc Tenant Purchases							
	1,000 Elections Dept Parking Validations							
	<u>5,000</u>							
	Construction & Maint Mat'ls	197	267	2,913	7,000	7,000	1,000	7,000
Total	Supplies & Materials	27,760	31,785	30,562	57,000	57,000	44,655	56,080
Purchased Services								
	IT&S Computer Maint/Spprt	8,516	12,647	13,047	13,958	13,958	12,748	12,679
	IT&S Telephone Service	4,662	4,472	4,480	5,993	5,993	5,993	5,519
	IT&S Special Projects	-	-	1,955	-	1,046	782	-
	City-Co Bldg Postage Adm			-	44	44	-	50
	Postage	7	7	35	50	50	1	50
	Cellular Services	264	746	551	960	960	540	700
	Printing & Duplicating	-	-	-	50	50	-	50
	Advertising	-	-	-	100	100	21	100
	Electric Utility	57,680	53,136	54,171	62,000	62,000	59,500	62,000
	Water & Sewer	9,366	10,231	7,398	11,000	11,000	8,150	12,000
	Natural Gas Utility	40,005	36,890	32,016	40,000	40,000	38,200	40,000
	Solid Waste	2,766	2,739	2,841	3,000	3,000	2,700	3,000
	Professional Services-Misc		4,460	-	500	500	-	500
	Outside Repair to Mtr Veh	204	221	131	500	500	80	100
	Equipment Repairs	-	-	537	1,500	1,500	550	1,500
	Building Repairs/Maint	20,421	19,377	22,050	108,000	108,000	108,000	44,000
	3,500 Sidewalk Repairs & Exterior Window Repairs by Staff							
	10,000 Carpet							
	10,000 Repair & paint exterior windows & soffit							
	2,500 Drinking fountain replacement							
	5,000 ADA Transition Plan							
	3,000 Boiler Feed water pumps (2)							
	<u>10,000</u> Additional Misc Repairs							
	<u>44,000</u>							

City-County Building Fund
Fund: 570

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Parking Permits		16,304	15,812	16,200	18,000	18,000	17,180	21,000
Parking Overflow		12,964	12,166	12,000	12,400	12,400	13,925	12,400
Required Training		-	562	-	1,000	1,000	-	1,000
Investigation / Inspect Fees		1,591	1,950	1,110	2,605	2,605	1,570	2,605
Other Contracted Services		31,255	22,815	22,679	33,955	33,955	23,400	42,778
9,931	Elevator Maint. Contract							
375	NICO Fire Alarm Monitoring							
10,000	Snow Removal/Sanding							
2,500	Parking lot Sweeping Sand removal							
4,000	Exterior Window Cleaning							
4,000	Lawn Maintenance							
472	Organizational Climate Survey							
4,000	Surplus Property Moving/Disposal							
1,400	M-Files License & Annual Fees							
4,150	(3) Maint staff Network Access							
1,950	New Employee ITS Annual Maint							
42,778								
Total	Purchased Services	206,005	198,231	191,200	315,615	316,661	293,340	262,031
Intra-City Charges								
Shop Gas & Fuel Charges				-	300	300	210	380
Shop Vehicle Repairs				-	500	500	43	150
Shop Tires & Tire Repairs				-				140
Shop Vehicle Parts				-	400	400	28	150
Total	Intra-City Charges	-	-	-	1,200	1,200	281	820
Fixed Charges								
Insurance		35,138	37,098	-				
Special Assessments		7,420	8,824	11,899	8,000	8,000	11,925	12,521
Total	Fixed Charges	42,558	45,922	11,899	8,000	8,000	11,925	12,521
Internal Charges								
Property Insurance					15,284	15,284	15,284	16,354
Liability Insurance		6,475	5,972	4,434	4,511	4,511	4,511	5,484
Fidelity Insurance		44	43	37	36	36	36	42
Building M&O Charge		11,104	11,235	10,862	12,146	12,146	12,146	16,591
Fleet Services Charges								318
Total	Internal Charges	17,623	17,250	15,333	31,977	31,977	31,977	38,789
Debt Service								
Matures Principal		172,911	53,477	54,525	164,771	164,771	59,223	67,736
67,736	InterCap - CCAB Cooling							
Interest		6,563	3,799	2,254	34,088	34,088	11,150	17,495
17,495	InterCap - CCAB Cooling							
Total	Debt Service	179,474	57,276	56,778	198,859	198,859	70,374	85,231
Capital Outlay								
Buildings		37,356	308,950	469,531	250,000	277,096	277,096	190,000
40,000	East Entrance Door Replacement							
50,000	LED Lighting Retrofit							
100,000	Tile Roof Repairs							
0	County Tenant Improvements - Treasurer Service Window							
190,000								
Imprvmnts Other Than Bldgs				-	350,000	350,000	350,000	40,000
40,000	West/South Parking Lot Seal & Striping							
Equipment				-	10,000	10,000	10,000	16,000
16,000	FY22 Conference Room Audio Video							
Vehicles				-	10,000	10,000	10,000	
0	replacement for 1992 S10							
Total	Capital Outlay	37,356	308,950	469,531	620,000	647,096	647,096	246,000
Total	CCAB Operations	806,973	963,318	1,005,897	1,495,773	1,523,915	1,327,493	1,011,933

City/Cnty Bldg Mail

Fund: 571

Fund: 571		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
	Investment Earnings	545	1,154	841	550	550	105	150
	Other Financing Sources / (Uses)	177,685	190,379	194,405	226,257	226,257	220,000	230,089
	Other Operating Revenues	178,230	191,533	195,246	226,807	226,807	220,105	230,239
	Internal Service Revenues	-	-	-	-	-	-	-
	Interfund Transfers In	509	487	224	251	245	245	245
	Internal Transactions	509	487	224	251	245	245	245
Total Revenues		178,739	192,020	195,470	227,058	227,052	220,350	230,484
Expenditures								
	Personnel Services	30,010	31,799	31,587	41,410	41,410	25,432	42,860
	Supplies & Materials	672	2,555	2,112	3,500	3,500	2,140	3,000
	Purchased Services	136,020	136,115	160,180	178,809	178,809	163,394	179,200
	Intra-City Charges	-	-	-	1,400	1,400	148	2,660
	Fixed Charges	2	-	-	500	500	2,600	500
	Maintenance & Operating	136,694	138,670	162,292	184,209	184,209	168,282	185,360
	Internal Charges	635	687	689	772	772	772	1,140
	Transfers Out	-	-	-	-	-	-	-
	Internal Transactions	635	687	689	772	772	772	1,140
	Capital Outlay	-	-	-	-	-	-	40,000
	Debt & Capital	-	-	-	-	-	-	40,000
Total Expenditures		167,339	171,156	194,568	226,391	226,391	194,486	269,360
Revenues Over (Under) Expenditures								
		11,400	20,864	902	667	661	25,864	(38,876)
Beginning Cash Balance - July 1		50,378	61,778	82,642	83,544	83,544	83,544	109,408
	Other Cash Sources / (Uses)	-	-	-	-	-	-	-
Ending Cash Balance - June 30		61,778	82,642	83,544	84,211	84,205	109,408	70,532
Reserve Target - 15% of Operating Expenses:								
		25,101	25,673	29,185	33,959	33,959	29,173	34,404
Reserve Target - 60 Days of Operating Expenses:								
		27,508	28,135	31,984	37,215	37,215	31,970	37,703
Reserve Policy Target:		27,508	28,135	31,984	37,215	37,215	31,970	37,703
(Greater of 60 Days Operating Expenses or 15% of Operating Expenses)								
Excess Reserve:								
		34,270	54,507	51,561	46,996	46,990	77,438	32,829
(Excess Reserve for Capital Projects Funding)								

City/Cnty Bldg Mail
Fund: 571

Fund: 571		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Investment Earnings								
Interest Earnings		545	1,154	841	550	550	105	150
Total	Interest Earnings	545	1,154	841	550	550	105	150
Other Financing Sources / (Uses)								
Reimbursements / Postage		133,015	135,944	142,956	170,000	170,000	161,500	170,000
Office Mail Revenues		44,670	54,435	51,449	56,257	56,257	58,500	60,089
Total	Other Financing Sources / (Uses)	177,685	190,379	194,405	226,257	226,257	220,000	230,089
SUBTOTAL - OPERATING REVENUE		178,230	191,533	195,246	226,807	226,807	220,105	230,239
Interfund Transfers In								
T/in - 645 Insurance & Safety		509	487	224	251	245	245	245
Total	Interfund Transfers In	509	487	224	251	245	245	245
TOTAL REVENUE								
		178,739	192,020	195,470	227,058	227,052	220,350	230,484

City/Cnty Bldg Mail

Fund: 571

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	571 City/Cnty Bldg Mail							
Dept	4510 CCAB Operations							
Activity	403 Facilities Administration							
Personnel Services								
Salaries & Wages		12,931	13,435	11,460	13,684	13,684	13,500	17,043
F.I.C.A. (Soc. Sec.)		747	782	716	850	850	810	1,057
P.E.R.S. Retirement		1,095	1,151	1,005	1,203	1,203	1,200	1,512
Health & Vision Insurance		3,712	3,497	3,631	4,412	4,412	4,100	5,037
Workers Comp. Ins.		313	348	410	277	277	277	126
Unemployment Ins.		45	61	29	34	34	35	44
Dental Insurance		194	181	181	204	204	190	240
F.I.C.A. Medicare		175	183	167	199	199	190	247
Total	Personnel Services	19,212	19,638	17,600	20,863	20,863	20,302	25,306
Supplies & Materials								
Operating Supplies - Misc		194	1,956	1,768	2,500	2,500	2,000	2,500
Small Tools & Equip-Misc		149	-	80	500	500	15	500
Total	Supplies & Materials	343	1,956	1,848	3,000	3,000	2,015	3,000
Purchased Services								
IT&S Computer Maint/Spprt		196	-					
Postage		128,050	128,050	152,000	170,000	170,000	152,500	170,000
Cellular Services		-	-	-	-	-	22	-
Other Contracted Services		7,724	7,724	7,724	7,764	7,764	10,600	8,000
Total	Purchased Services	135,970	135,774	159,724	177,764	177,764	163,122	178,000
Fixed Charges								
Contingency		2	-	-	500	500	2,600	500
Total	Fixed Charges	2	-	-	500	500	2,600	500
Internal Charges								
Liability Insurance		366	389	390	363	363	363	452
Fidelity Insurance		2	2	2	2	2	2	3
Total	Internal Charges	368	391	392	365	365	365	455
Total	CCAB Operations	155,895	157,759	179,563	202,492	202,492	188,404	207,261

City/Cnty Bldg Mail

Fund: 571

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	571 City/Cnty Bldg Mail							
Dept	4511 CCAB Delivery							
Activity	403 Facilities Administration							
Personnel Services								
	Salaries & Wages	8,742	9,744	10,923	15,166	15,166	1,600	13,576
	F.I.C.A. (Soc. Sec.)	542	602	683	942	942	700	842
	P.E.R.S. Retirement	740	835	955	1,332	1,332	1,025	1,204
	Health & Vision Insurance	-	135	514	2,016	2,016	1,100	1,386
	Workers Comp. Ins.	616	653	699	736	736	460	247
	Unemployment Ins.	31	44	27	40	40	30	36
	Dental Insurance	-	7	25	94	94	50	66
	F.I.C.A. Medicare	127	141	160	221	221	165	197
Total	Personnel Services	10,798	12,161	13,987	20,547	20,547	5,130	17,554
Supplies & Materials								
	Fuel/Oil Outside Vendor	329	599	264	500	500	125	-
Total	Supplies & Materials	329	599	264	500	500	125	-
Purchased Services								
	Cellular Services	-	-	-	-	-	22	-
	Outside Repair to Mtr Veh	50	341	456	1,000	1,000	250	1,200
	600 New Tires							
	200 Car Wash							
	400 Misc Volt repairs							
	<u>1,200</u>							
	Other Contracted Services				45	45	-	-
	- Organizational Climate Survey							
Total	Purchased Services	50	341	456	1,045	1,045	272	1,200
Intra-City Charges								
	Shop Gas & Fuel Charges				500	500	100	1,880
	Shop Vehicle Repairs				500	500	-	490
	Shop Tires & Tire Repairs						48	140
	Shop Vehicle Parts				400	400	-	150
Total	Intra-City Charges	-	-	-	1,400	1,400	148	2,660
Internal Charges								
	Liability Insurance	262	292	293	403	403	403	360
	Fidelity Insurance	5	4	4	4	4	4	4
	Fleet Services Charges							321
Total	Internal Charges	267	296	297	407	407	407	685
Capital Outlay								
	Vehicles	-	-	-	-	-	-	40,000
	40,000 Mail Vehicle Replacement							
Total	Capital Outlay	-	-	-	-	-	-	40,000
Total	CCAB Delivery	11,444	13,397	15,004	23,899	23,899	6,082	62,099

City/Cnty Bldg Telephone

Fund: 572

Fund: 572	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Revenues							
Investment Earnings	251	397	202	250	250	31	40
Other Financing Sources / (Uses)	20,000	20,125	20,000	20,000	20,000	20,000	20,000
Other Operating Revenues	20,251	20,522	20,202	20,250	20,250	20,031	20,040
Interfund Transfers In	362	341	152	132	141	141	141
Internal Transactions	362	341	152	132	141	141	141
Total Revenues	20,613	20,863	20,354	20,382	20,391	20,172	20,181
Expenditures							
Personnel Services	21,001	21,660	19,469	22,136	22,136	18,965	19,519
Purchased Services	-	3	24	45	45	2,824	-
Maintenance & Operating	-	3	24	45	45	2,824	-
Internal Charges	430	396	420	407	407	407	369
Internal Transactions	430	396	420	407	407	407	369
Total Expenditures	21,431	22,059	19,913	22,588	22,588	22,196	19,888
Revenues Over (Under) Expenditures							
	(818)	(1,196)	442	(2,206)	(2,197)	(2,024)	293
Beginning Cash Balance - July 1							
	11,212	10,394	9,198	9,640	9,640	9,640	7,616
Other Cash Sources / (Uses)	-	-	-	-	-	-	-
Ending Cash Balance - June 30							
	10,394	9,198	9,640	7,434	7,443	7,616	7,909
Reserve Target - 15% of Operating Expenses:							
	3,215	3,309	2,987	3,388	3,388	3,329	2,983
Reserve Target - 60 Days of Operating Expenses:	3,523	3,626	3,273	3,713	3,713	3,649	3,269
Reserve Policy Target:	3,523	3,626	3,273	3,713	3,713	3,649	3,269
(Greater of 60 Days Operating Expenses or 15% of Operating Expenses)							
Excess Reserve:	6,871	5,572	6,366	3,720	3,729	3,967	4,639
(Excess Reserve for Capital Projects Funding)							

City/Cnty Bldg Telephone

Fund: 572

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Revenues

Investment Earnings

Interest Earnings	251	397	202	250	250	31	40
Total Interest Earnings	251	397	202	250	250	31	40

Other Financing Sources / (Uses)

Other Revenues	20,000	20,125	20,000	20,000	20,000	20,000	20,000
IT&S Phone System Support Payment							
Total Other Financing Sources / (Uses)	20,000	20,125	20,000	20,000	20,000	20,000	20,000

SUBTOTAL - OPERATING REVENUE	20,251	20,522	20,202	20,250	20,250	20,031	20,040
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Interfund Transfers In

T/in - 645 Insurance & Safety	362	341	152	132	141	141	141
Total Interfund Transfers In	362	341	152	132	141	141	141

TOTAL REVENUE	20,613	20,863	20,354	20,382	20,391	20,172	20,181
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Fund	572 City/Cnty Bldg Telephone
Dept	4510 CCAB Operations
Activity	403 Facilities Administration

Personnel Services

Salaries & Wages	14,878	15,411	13,357	15,178	15,178	13,250	13,761
Temporary Salaries	-	-	-	-	-	-	-
F.I.C.A. (Soc. Sec.)	871	908	813	943	943	800	854
P.E.R.S. Retirement	1,260	1,321	1,170	1,334	1,334	1,200	1,221
Health & Vision Insurance	3,122	3,065	3,140	3,782	3,782	3,000	3,148
Workers Comp. Ins.	451	515	608	434	434	325	149
Unemployment Ins.	52	69	34	69	69	40	36
Dental Insurance	163	158	157	175	175	150	150
F.I.C.A. Medicare	204	213	190	221	221	200	200
Total Personnel Services	21,001	21,660	19,469	22,136	22,136	18,965	19,519

Purchased Services

Cellular Services			24			24	
Other Contracted Services	-	3	-	45	45	2,800	-
- Organizational Climate Survey							
Total Purchased Services	-	3	24	45	45	2,824	-

Internal Charges

Liability Insurance	426	392	416	403	403	403	365
Fidelity Insurance	4	4	4	4	4	4	4
Total Internal Charges	430	396	420	407	407	407	369

Total CCAB Operations	21,431	22,059	19,913	22,588	22,588	22,196	19,888
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CC Law & Justice Building

Fund: 573

Fund: 573	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Revenues							
Intergovernmental Revenues	-	95,951	-	-	-	-	-
Investment Earnings	(25)	(213)	255	-	-	31	225
Other Financing Sources / (Uses)	-	206,525	446,600	593,830	593,830	538,095	639,106
Other Operating Revenues	(25)	302,263	446,855	593,830	593,830	538,126	639,331
Interfund Transfers In	25,000	1,330,140	258,000	101,204	170,546	170,546	546
Internal Transactions	25,000	1,330,140	258,000	101,204	170,546	170,546	546
Long-Term Debt	-	-	-	650,000	650,000	650,000	-
Total Revenues	24,975	1,632,403	704,855	1,345,034	1,414,376	1,358,672	639,877
Expenditures							
Personnel Services	-	48,122	198,225	215,681	215,681	217,035	223,722
Supplies & Materials	-	30,263	21,083	54,600	54,600	19,750	29,400
Purchased Services	-	107,400	144,825	209,671	206,979	183,809	214,166
Intra-City Charges	-	-	-	1,400	1,400	300	930
Fixed Charges	-	4,062	10,897	12,000	12,000	19,122	20,078
Maintenance & Operating	-	141,725	176,806	277,671	274,979	222,981	264,574
Internal Charges	-	1,530	19,169	27,559	27,559	27,560	33,975
Transfers Out	-	-	-	-	-	-	-
Internal Transactions	-	1,530	19,169	27,559	27,559	27,560	33,975
Debt Service	-	-	-	77,220	77,220	-	59,333
Capital Outlay	16,806	1,407,536	55,566	707,500	1,090,116	1,106,926	100,000
Debt & Capital	16,806	1,407,536	55,566	784,720	1,167,336	1,106,926	159,333
Total Expenditures	16,806	1,598,913	449,765	1,305,632	1,685,556	1,574,502	681,604
Revenues Over (Under) Expenditures	8,169	33,490	255,090	39,402	(271,180)	(215,830)	(41,727)
Beginning Cash Balance - July 1	-	8,169	41,659	296,749	296,749	296,749	80,919
Other Cash Sources / (Uses)	-	-	-	-	-	-	-
Ending Cash Balance - June 30	8,169	41,659	296,749	336,151	25,569	80,919	39,192
Reserve Target - 15% of Operating Expenses:	-	28,707	59,130	89,720	89,316	70,136	87,241
Reserve Target - 60 Days of Operating Expenses:	-	31,459	64,800	98,323	97,881	76,862	95,606
Reserve Policy Target: (Greater of 60 Days Operating Expenses or 15% of Operating Expenses)	-	31,459	64,800	98,323	97,881	76,862	95,606
Excess Reserve: (Excess Reserve for Capital Projects Funding)	8,169	10,200	231,949	237,828	(72,311)	4,057	(56,414)

CC Law & Justice Building

Fund: 573

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Intergovernmental Revenues								
	County Contributions		95,951					
Total	Intergovernmental Revenues	-	95,951	-	-	-	-	-
Investment Earnings								
	Interest Earnings	(25)	(213)	255	-	-	31	225
Total	Interest Earnings	(25)	(213)	255	-	-	31	225
Other Financing Sources / (Uses)								
	Other Revenues	-	43,986	-	50,000	50,000	48,725	100,000
	100,000 City/County Reimbursable Improvements							
	Reimbursements / Equipment	-	18,810	6,989	25,000	25,000	-	5,000
	Reimbursements / Parking Permits	-	-	-	-	-	-	600
	Rent Lewis & Clark Co	-	87,423	270,718	288,470	288,470	288,470	297,346
	Rent City of Helena	-	56,306	168,894	230,360	230,360	200,900	236,160
Total	Other Financing Sources / (Uses)	-	206,525	446,600	593,830	593,830	538,095	639,106
SUBTOTAL - OPERATING REVENUE								
		(25)	302,263	446,855	593,830	593,830	538,126	639,331
Long-Term Debt								
	InterCap Loan Proceeds				650,000	650,000	650,000	-
	- LJC Repairs/Remodel							
Total	Long-Term Debt	-	-	-	650,000	650,000	650,000	-
Interfund Transfers In								
	T/in - 440 Capital Improvements Fund	25,000	1,330,140	8,000	100,000	100,000	100,000	-
	T/in - 645 Insurance & Safety	-	-	-	1,204	546	546	546
	T/in - 100 General Fund			250,000		70,000	70,000	
Total	Interfund Transfers In	25,000	1,330,140	258,000	101,204	170,546	170,546	546
TOTAL REVENUE								
		24,975	1,632,403	704,855	1,345,034	1,414,376	1,358,672	639,877

CC Law & Justice Building

Fund: 573

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	573 CC Law & Justice Building							
Dept	4512 Public Safety Building							
Activity	403 Facilities Administration							
Personnel Services								
	Salaries & Wages	-	31,363	125,558	138,135	138,135	140,500	148,467
	F.I.C.A. (Soc. Sec.)	-	1,826	7,631	8,614	8,614	8,510	9,250
	P.E.R.S. Retirement	-	2,688	10,997	12,182	12,182	12,400	13,231
	Health & Vision Insurance	-	9,013	42,701	46,394	46,394	46,200	45,582
	Workers Comp. Ins.	-	2,197	7,105	5,845	5,845	4,925	2,465
	Unemployment Ins.	-	142	319	349	349	365	390
	Dental Insurance	-	466	2,129	2,145	2,145	2,135	2,172
	F.I.C.A. Medicare	-	427	1,785	2,017	2,017	2,000	2,165
Total	Personnel Services	-	48,122	198,225	215,681	215,681	217,035	223,722
Supplies & Materials								
	Office Supplies & Equip	-	-	-	350	350	100	200
	Janitorial Supplies	-	6,136	8,912	10,000	10,000	10,100	8,000
	Fuel/Oil Outside Vendor	-	52	132	500	500	-	200
	Repair & Maint Supp-Misc	-	7,198	3,447	8,000	8,000	4,500	8,000
	Small Tools & Equip-Misc	-	1,007	791	5,250	5,250	1,200	2,500
	1,500 Interior floor sweeper							
	1,000 Misc Tools & Equip							
	<u>2,500</u>							
	Furniture	-	-	13	500	500	100	500
	Equipment-Reimbursable	-	15,859	3,474	25,000	25,000	-	5,000
	Construction & Maint Mat'ls	-	11	4,313	5,000	5,000	3,750	5,000
Total	Supplies & Materials	-	30,263	21,083	54,600	54,600	19,750	29,400
Purchased Services								
	IT&S Computer Maint/Sprrt	-	1,886	4,960	6,119	6,119	6,420	5,656
	IT&S Telephone Service	-	854	1,824	2,370	2,370	2,370	2,370
	IT&S Special Projects	-	-	511	-	273	204	-
	Postage	-	105	-	10	10	-	-
	Cellular Services	-	-	787	480	480	765	700
	Electric Utility	-	42,685	69,982	100,000	100,000	81,000	90,000
	Water & Sewer	-	3,140	4,048	7,500	7,500	5,225	7,500
	Long Dist Telephone Chrgs	-	-	-	-	-	-	-
	Natural Gas Utility	-	18,545	22,062	25,000	25,000	34,800	30,000
	Solid Waste	-	1,577	2,739	3,000	3,000	2,550	3,000
	Outside Repair to Mtr Veh	-	-	-	200	200	-	200
	Equipment Repairs	-	-	214	1,500	1,500	500	1,500
	Building Repairs/Maint	-	16,901	12,868	29,000	26,035	22,800	29,000
	5,000 Environmental Control Repairs							
	5,000 Plumbing							
	2,000 Electrical							
	2,000 Mechanical							
	10,000 General (Roof, walls, floors)							
	5,000 Code Related							
	<u>29,000</u>							
	Parking Permits	-	-	-	-	-	50	600
	Parking Overflow	-	1,487	80	1,200	1,200	3,600	6,600
	Required Training	-	-	-	1,000	1,000	400	1,000
	Investigation / Inspect Fees	-	-	932	2,105	2,105	1,725	2,105
	Other Contracted Services	-	20,220	23,819	30,187	30,187	21,400	33,935
	12,022 Elevator Maintenance Contract							
	350 NICO Fire Alarm Monitoring							
	3,000 Lawn Maintenance							
	8,000 Snow Removal/Sanding							
	2,400 Parking lot Sweeping Sand removal							
	3,000 Surplus Property Moving/Disposal							
	397 Organizational Climate Survey							
	2,000 Exterior Window Cleaning							
	<u>2,766</u> (2) Maint Staff Network Access							
	<u>33,935</u>							

CC Law & Justice Building
Fund: 573

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Total	Purchased Services	-	107,400	144,825	209,671	206,979	183,809	214,166
Intra-City Charges								
	Shop Gas & Fuel Charges			-	500	500	300	490
	Shop Vehicle Repairs			-	500	500	-	150
	Shop Tires & Tire Repairs			-			-	140
	Shop Vehicle Parts			-	400	400	-	150
Total	Intra-City Charges	-	-	-	1,400	1,400	300	930
Fixed Charges								
	Insurance	-	4,062	-	-	-	-	-
	Special Assessments	-	-	10,897	12,000	12,000	19,122	20,078
Total	Fixed Charges	-	4,062	10,897	12,000	12,000	19,122	20,078
Internal Charges								
	Property Insurance			5,000	2,150	2,150	2,150	2,301
	Liability Insurance		1,514	3,393	3,662	3,662	3,663	3,937
	Fidelity Insurance		16	31	30	30	30	30
	Liability Deductible			-	10,745	10,745	10,745	11,497
	Human Resource		-	-	-	-	-	-
	Budget & Accounting		-	-	-	-	-	-
	Building M&O Charge			10,745	10,972	10,972	10,972	15,261
	Weed & Snow Control Chrg			-	-	-	-	-
	Fleet Services Charges		-	-	-	-	-	949
Total	Internal Charges	-	1,530	19,169	27,559	27,559	27,560	33,975
Debt Service								
	Principal			-	56,536	56,536	-	42,510
<i>estimated</i>	56,536							
	Interest			-	20,684	20,684	-	16,823
<i>estimated</i>	20,684							
Total	Debt Service	-	-	-	77,220	77,220	-	59,333
Capital Outlay								
	Buildings	16,806	1,407,536	55,566	700,000	1,079,651	1,079,651	100,000
CF1903	100,000							
	100,000							
	Imprvmnts Other Than Bldgs			-	7,500	10,465	27,275	-
Total	Capital Outlay	16,806	1,407,536	55,566	707,500	1,090,116	1,106,926	100,000
Total	Public Safety Building	16,806	1,598,913	449,765	1,305,632	1,685,556	1,574,502	681,604

Capital Transit

Fund: 580

Fund: 580		FY 2018	FY 2019	FY 2020	FY 2021			Proposed FY 2022 Budget
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	
Revenues								
	Intergovernmental Revenues	773,445	725,912	834,190	990,207	990,207	1,130,262	973,200
	Charges For Services	60,756	60,762	39,721	64,000	64,000	17,925	56,000
	Investment Earnings	9,095	9,706	4,406	8,000	8,000	925	1,200
	Other Financing Sources / (Uses)	1,662	1,256	4,902	500	500	500	500
	Other Operating Revenues	844,958	797,636	883,219	1,062,707	1,062,707	1,149,612	1,030,900
	Internal Service Revenues	-	-	-	-	-	-	-
	Interfund Transfers In	396,087	423,319	347,764	342,437	342,460	292,460	359,960
	Internal Transactions	396,087	423,319	347,764	342,437	342,460	292,460	359,960
Total Revenues		1,241,045	1,220,955	1,230,983	1,405,144	1,405,167	1,442,072	1,390,860
Expenditures								
	Personnel Services	720,769	765,721	754,666	873,797	873,797	751,953	916,855
	Supplies & Materials	14,679	12,763	8,570	13,650	13,650	10,935	13,700
	Purchased Services	175,931	156,291	145,126	162,592	164,458	169,233	162,794
	Intra-City Charges	163,654	146,060	100,798	169,475	169,475	84,164	134,250
	Fixed Charges	3,473	4,811	6,915	5,060	5,060	7,133	7,500
	Maintenance & Operating	357,737	319,925	261,410	350,777	352,643	271,465	318,244
	Internal Charges	168,966	181,960	213,661	199,712	199,712	199,712	221,331
	Transfers Out	-	-	-	-	-	-	-
	Internal Transactions	168,966	181,960	213,661	199,712	199,712	199,712	221,331
	Debt Service	-	-	-	-	-	-	-
	Capital Outlay	42,928	124,684	-	83,000	124,000	41,000	22,000
	Debt & Capital	42,928	124,684	-	83,000	124,000	41,000	22,000
Total Expenditures		1,290,400	1,392,290	1,229,737	1,507,286	1,550,152	1,264,131	1,478,430
Revenues Over (Under) Expenditures		(49,355)	(171,335)	1,247	(102,142)	(144,985)	177,941	(87,570)
Beginning Cash Balance - July 1		539,399	489,859	318,293	319,368	319,368	319,368	497,309
Other Cash Sources / (Uses)		(185)	(231)	(172)	-	-	-	-
Ending Cash Balance - June 30		489,859	318,293	319,368	217,226	174,383	497,309	409,739
Reserve Target - 15% of Operating Expenses:		187,121	190,141	184,460	213,643	213,923	183,470	218,465
Reserve Target - 60 Days of Operating Expenses:		205,064	208,374	202,148	234,129	234,436	201,063	239,413
Reserve Policy Target: (Greater of 60 Days Operating Expenses or 15% of Operating Expenses)		205,064	208,374	202,148	234,129	234,436	201,063	239,413
Excess Reserve: (Excess Reserve for Capital Projects Funding)		284,795	109,919	117,219	(16,904)	(60,053)	296,246	170,326

Capital Transit

Fund: 580

Fund: 580		FY 2018	FY 2019	FY 2020	FY 2021			Proposed FY 2022 Budget
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	
Revenues								
Intergovernmental Revenues								
F.T.A. Grant-Operating		602,340	522,491	513,688	780,505	780,505	930,000	794,554
<u>794,554</u> Award = \$882,838 * 90%								
<u>794,554</u>								
Indirect Cost Recovery		60,234	85,051	50,372	78,051	78,051	72,325	79,455
State Aid to Transportation		8,348	5,453	3,417	7,500	7,500	9,150	7,500
Transade Grant		51,180	75,417	86,651	86,651	86,651	81,287	54,191
County Contributions		37,500	37,500	37,500	37,500	37,500	37,500	37,500
Total	Intergovernmental Revenues	773,445	725,912	834,190	990,207	990,207	1,130,262	973,200
Charges For Services								
Transit Fares		47,266	36,596	15,107	25,000	25,000	6,725	25,000
Advertising - Transit		13,490	12,600	1,561	13,000	13,000	2,100	5,000
Transit Passes-HATS		-	11,566	23,054	26,000	26,000	9,100	26,000
Total	Charges For Services	60,756	60,762	39,721	64,000	64,000	17,925	56,000
Investment Earnings								
Interest Earnings		9,095	9,706	4,406	8,000	8,000	925	1,200
Total	Interest Earnings	9,095	9,706	4,406	8,000	8,000	925	1,200
Other Financing Sources / (Uses)								
Other Revenues		1,662	331	1,511	500	500	500	500
Sale of Fixed Assets		-	925	3,391				
Total	Other Financing Sources / (Uses)	1,662	1,256	4,902	500	500	500	500
SUBTOTAL - OPERATING REVENUE		844,958	797,636	883,219	1,062,707	1,062,707	1,149,612	1,030,900
Interfund Transfers In								
T/in - 100 General Fund								
Capital Transit Svc Operations Support		300,000	300,000	250,000	250,000	250,000	250,000	275,000
Capital Transit Svc Operational Change		37,500	37,500	37,500	37,500	37,500	37,500	40,000
Cover Fair Market Value of Donated Bus				4,995				
Support Transfer In Subtotal		337,500	337,500	292,495	287,500	287,500	287,500	315,000
T/in - 561 Special Charters		50,000	75,000	50,000	50,000	50,000	-	40,000
Overhead costs reimbursements								
T/in - 645 Insurance & Safety		8,587	10,819	5,269	4,937	4,960	4,960	4,960
Total	Interfund Transfers In	396,087	423,319	347,764	342,437	342,460	292,460	359,960
TOTAL REVENUE		1,241,045	1,220,955	1,230,983	1,405,144	1,405,167	1,442,072	1,390,860
Other Sources / (Uses) - Non-Budgeted								
Change in Vouchers Payable		(185)	(231)	(172)	-	-	-	-
Residual Equity Transfer (from old HATS fund 562)		-	-	-	-	-	-	-
Total	Other Sources / (Uses) - Non-Budgeted	(185)	(231)	(172)	-	-	-	-

Capital Transit

Fund: 580

		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Fund	580 Capital Transit							
Dept	3560 Helena Bus							
Activity	434 Transit Systems							
Personnel Services								
	Salaries & Wages	432,407	479,508	461,002	521,861	521,861	461,178	588,267
	Temporary Salaries	75,499	35,859	30,987	24,100	24,100	31,576	-
	Overtime - Misc	10,877	22,882	31,359	20,361	20,361	18,972	19,202
	F.I.C.A. (Soc. Sec.)	30,737	32,657	31,891	35,183	35,183	31,399	37,693
	P.E.R.S. Retirement	38,904	44,244	44,118	49,760	49,760	44,095	53,920
	Health & Vision Insurance	80,998	96,023	104,001	172,414	172,414	122,440	171,892
	Workers Comp. Ins.	37,139	38,486	36,557	32,479	32,479	27,246	27,272
	Unemployment Ins.	1,817	2,425	1,308	1,428	1,428	1,306	1,595
	Dental Insurance	5,202	6,000	5,985	7,974	7,974	6,400	8,190
	F.I.C.A. Medicare	7,189	7,637	7,459	8,237	8,237	7,343	8,824
Total	Personnel Services	720,769	765,721	754,666	873,797	873,797	751,953	916,855
Supplies & Materials								
	Office Supplies & Equip	450	1,088	2,213	1,200	1,200	2,630	2,000
	Janitorial Supplies	2,902	3,161	3,141	3,200	3,200	3,960	3,200
	Clothing Allowance	300	-	552	2,000	2,000	3,136	2,000
	Operating Supplies - Misc	1,143	348	1,061	2,000	2,000	205	2,000
	Small Tools & Equip-Misc	2,490	6,386	1,103	2,500	2,500	-	1,750
	Computr Equip/Sftwr/Sppl	1,903	1,660	399	2,500	2,500	989	2,500
	1,000 Misc. Computer Supplies							
	1,500 Printer Cartridges							
	<u>2,500</u>							
	Furniture & Fixtures-Misc	5,491	120	100	250	250	15	250
Total	Supplies & Materials	14,679	12,763	8,570	13,650	13,650	10,935	13,700
Purchased Services								
	IT&S Computer Maint/Spprt	15,550	23,452	26,904	21,749	21,749	23,695	23,276
	IT&S Telephone Service	3,657	3,641	3,648	2,844	2,844	2,844	2,844
	IT&S Special Projects	5,360		3,485	-	1,866	1,396	-
	City-Co Bldg Postage Adm	150	168	240	284	284	284	225
	Postage	305	364	185	525	525	155	600
	Cellular Services	456	912	761	841	841	988	900
	Printing & Duplicating	3,170	2,999	3,000	3,250	3,250	-	3,250
	Dues, Subscriptn, License	284	640	504	970	970	491	970
	235 Montana Transit Association							
	400 APA							
	120 BMI License							
	120 ASCAP License							
	95 Additional Publications							
	<u>970</u>							
	Advertising	31,574	24,495	8,486	25,250	25,250	35,850	26,450
	700 Telephone Book Ads							
	250 Montana Senior News Ads							
	500 Special Promotions							
	25,000 Radio / television advertising							
	-							
	-							
	<u>26,450</u>							
	Electric Utility	13,661	12,732	11,700	14,575	14,575	13,278	14,575
	Water & Sewer	2,178	3,150	2,249	5,000	5,000	2,400	5,000
	Long Dist Telephone Chrgs	84	131	87	-	-	-	-
	Natural Gas Utility	13,001	10,588	9,671	13,000	13,000	11,680	13,000
	Solid Waste	694	694	694	695	695	640	695
	Medical Expenses	1,492	1,606	1,761	2,725	2,725	2,118	2,725
	2,275 DOT Physicals/Drug Tests							
	450 Misc Medical							
	<u>2,725</u>							

Capital Transit

Fund: 580

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	
Equipment Repairs	1,181	3,327	98	2,150	2,150	4,725	1,250
1,250 Repairs-Misc							
<u>1,250</u>							
Building Repairs/Maint	15,874	7,013	27,553	10,000	10,000	11,451	8,000
Meal Reimb-Taxable	23	-					-
Local Travel	613	755	1,418	950	950	782	950
Required Training	3,278	3,200	1,709	4,650	4,650	50	3,700
750 Web nased PASS training							
500 CPR/First Aid							
2,000 Driver Training							
450 Additional Travel							
<u>3,700</u>							
Conferences	5,454	873	337	5,500	5,500	650	5,500
700 MT Transit Assoc. Meeting							
300 MT Transit Assoc. Fall Conf.							
4,500 Route Match Conference (2)							
<u>5,500</u>							
Other Contracted Services	57,892	55,551	40,637	47,634	47,634	55,756	48,884
10,000 Transit Building/Bus Stop Snow removal							
16,200 Janitorial Services (\$18,000 * 90%)							
2,250 Floor Janitorial (\$2,500 * 90%)							
5,155 Route Match Annual Tech Support & Maint.							
2,287 Route Match Notification Module							
3,780 Route Match Cloud Hosting							
1,200 Route Match IVR Call Fees (Annual Fees)							
900 Route Match Data Plans (6)							
2,000 Advertising Signs							
500 Fire Extinguisher Service Contract							
1,000 Lawn Care/Sprinkler System							
1,000 Weed Control							
1,262 Organizational Climate Survey							
1,000 Web Maintenance							
350 (Wash Bay Pumping, Towels, etc)							
<u>48,884</u>							
Total Purchased Services	175,931	156,291	145,126	162,592	164,458	169,233	162,794
Intra-City Charges							
Shop Gas & Fuel Charges	62,212	75,576	61,720	85,475	85,475	49,850	64,750
Shop Vehicle Repairs	78,570	34,217	16,213	44,500	44,500	11,212	38,000
Shop Tires & Tire Repairs	5,252	12,533	5,632	12,500	12,500	7,252	10,500
Shop Vehicle Parts	17,620	23,734	17,233	27,000	27,000	15,850	21,000
Total Intra-City Charges	163,654	146,060	100,798	169,475	169,475	84,164	134,250
Fixed Charges							
Special Assessments	3,473	4,811	6,915	5,060	5,060	7,133	7,500
Total Fixed Charges	3,473	4,811	6,915	5,060	5,060	7,133	7,500
Internal Charges							
Comm, Mgr, Atty Charges	14,731	16,235	16,501	24,192	24,192	24,192	39,430
Public Works	18,219	18,740	29,495	-	-	-	-
Property Insurance	3,268	3,187	3,187	3,443	3,443	3,443	3,684
Vehicle & Equip Insurance	2,121	3,380	3,380	3,270	3,270	3,270	3,499
Liability Insurance	13,851	13,760	14,312	15,019	15,019	15,019	16,107
Fidelity Insurance	136	136	135	151	151	151	126
Liability Deductible	11,476	2,815	5,460	5,460	5,460	5,460	5,842
Human Resource	15,639	17,625	16,312	16,811	16,811	16,811	14,113
Budget & Accounting	15,244	16,190	16,298	20,267	20,267	20,267	21,087
Building M&O Charge	11,328	11,451	11,780	12,362	12,362	12,362	18,706
Weed & Snow Control Chrg	1,000	1,000	-	-	-	-	-
Fleet Services Charges	61,953	77,441	96,801	98,737	98,737	98,737	98,737
Total Internal Charges	168,966	181,960	213,661	199,712	199,712	199,712	221,331

Capital Transit

Fund: 580

Fund: 580		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	Proposed FY 2022			Proposed FY 2022 Budget	
					FY 2021				
					Adopted	Amended	Est Actuals		
Capital Outlay									
FL1903	Buildings	4,105	6,495	-	50,000	58,000	8,000	10,000	
	50,000	FY 21 - New Dispatch Scheduling Software Carryover							
	10,000	Chip Seal Parking Lot							
	(50,000)	Budget Constraint - Pending Other Funding							
	10,000								
	Equipment	-	5,777	-	-	-	-	-	
	-								
	Vehicles	38,823	112,412	-	33,000	66,000	33,000	12,000	
FL1904	28,000	FY 21 Match for Bus Replacements (#605 & #608) Carryover							
FL1905	5,000	FY 21 Camera Systems for New Busses Carryover							
	12,000	Sweeper- Commission did not approve (166,000)FY22 Split with Streets, Transit and Parking							
	(33,000)	Budget Constraint - Pending Other Funding							
	12,000								
	Total	Capital Outlay	42,928	124,684	-	83,000	124,000	41,000	22,000
Total	Helena Bus		1,290,400	1,392,290	1,229,737	1,507,286	1,550,152	1,264,131	1,478,430

CT - East Valley
Fund: 581

Fund: 581		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
	Intergovernmental Revenues	136,000	118,642	118,381	144,881	144,881	143,057	144,881
	Charges For Services	26,208	4,496	3,415	6,300	6,300	2,515	6,300
	Other Operating Revenues	162,208	123,138	121,796	151,181	151,181	145,572	151,181
	Interfund Transfers In	800	1,155	563	546	540	540	540
	Internal Transactions	800	1,155	563	546	540	540	540
Total Revenues		163,008	124,293	122,359	151,727	151,721	146,112	151,721
Expenditures								
	Personnel Services	75,205	83,444	83,578	80,464	80,464	70,630	95,818
	Supplies & Materials	299	291	23	450	450	-	450
	Purchased Services	8,452	6,198	2,610	6,911	7,025	5,859	7,917
	Intra-City Charges	25,565	23,356	13,967	27,815	27,815	8,631	24,775
	Fixed Charges	-	-	-	-	-	-	-
	Maintenance & Operating	34,316	29,845	16,600	35,176	35,290	14,490	33,142
	Internal Charges	20,173	22,596	26,490	25,442	25,442	25,442	17,568
	Transfers Out	-	-	-	-	-	-	-
	Internal Transactions	20,173	22,596	26,490	25,442	25,442	25,442	17,568
Total Expenditures		129,694	135,885	126,667	141,082	141,196	110,562	146,528
Revenues Over (Under) Expenditures		33,314	(11,592)	(4,308)	10,645	10,525	35,550	5,193
Beginning Cash Balance - July 1		24,910	58,224	46,632	42,324	42,324	42,324	77,874
Other Cash Sources / (Uses)		-	-	-	-	-	-	-
Ending Cash Balance - June 30		58,224	46,632	42,324	52,969	52,849	77,874	83,067
Reserve Target - 15% of Operating Expenses:		19,454	20,383	19,000	21,162	21,179	16,584	21,979
Reserve Target - 60 Days of Operating Expenses:		21,320	22,337	20,822	23,192	23,210	18,175	24,087
Reserve Policy Target: (Greater of 60 Days Operating Expenses or 15% of Operating Expenses)		21,320	22,337	20,822	23,192	23,210	18,175	24,087
Excess Reserve: (Excess Reserve for Capital Projects Funding)		36,904	24,295	21,502	29,777	29,638	59,699	58,980

CT - East Valley

Fund: 581

Fund:	581							Proposed FY 2022 Budget
		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			
					Adopted	Amended	Est Actuals	
Revenues								
Intergovernmental Revenues								
F.T.A. Grant-Operating		70,909	51,670	51,981	78,193	78,193	58,135	78,193
78,193 Award								
Indirect Cost Recovery		7,091	8,972	8,400	8,688	8,688	6,004	8,688
Misc Intergovnmntl Rev		58,000	58,000	58,000	58,000	58,000	78,918	58,000
53,940 Lewis & Clark County Contribution (93%)								
4,060 East Helena Contribution (7%)								
58,000								
Total	Intergovernmental Revenues	136,000	118,642	118,381	144,881	144,881	143,057	144,881
Charges For Services								
Transit Fares-Valley		4,928	2,904	638	1,700	1,700	130	1,700
Advertising-Valley		1,280	880	840	1,300	1,300	1,260	1,300
Transportatn Srvs-Capital		20,000	-	-	-	-	-	-
Transit Passes-Valley Routes		-	712	1,937	3,300	3,300	1,125	3,300
Total	Charges For Services	26,208	4,496	3,415	6,300	6,300	2,515	6,300
SUBTOTAL - OPERATING REVENUE		162,208	123,138	121,796	151,181	151,181	145,572	151,181
Interfund Transfers In								
T/in - 645 Insurance & Safety		800	1,155	563	546	540	540	540
Total	Interfund Transfers In	800	1,155	563	546	540	540	540
TOTAL REVENUE		163,008	124,293	122,359	151,727	151,721	146,112	151,721

CT - East Valley

Fund: 581

		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Fund	581 CT - East Valley							
Dept	3162 East Valley							
Activity	434 Transit Systems							
Personnel Services								
Salaries & Wages		45,933	47,421	51,050	50,354	50,354	40,085	53,909
Temporary Salaries		816	5,198	1,893	7,725	7,725	-	8,636
Overtime - Misc		3,502	3,645	2,417	4,564	4,564	5,372	3,167
F.I.C.A. (Soc. Sec.)		3,074	3,488	3,433	3,886	3,886	3,057	4,077
P.E.R.S. Retirement		4,221	4,748	4,778	5,498	5,498	4,341	5,833
Health & Vision Insurance		11,993	12,589	14,001	3,150	3,150	13,475	15,112
Workers Comp. Ins.		4,145	4,633	4,366	4,073	4,073	2,830	3,237
Unemployment Ins.		176	253	139	157	157	130	173
Dental Insurance		626	653	698	145	145	625	720
F.I.C.A. Medicare		719	816	803	912	912	715	954
Total	Personnel Services	75,205	83,444	83,578	80,464	80,464	70,630	95,818
Supplies & Materials								
Office Supplies & Equip		165	150	-	150	150	-	150
Janitorial Supplies		134	141	23	150	150	-	150
Clothing Allowance		-	-	-	150	150	-	150
Total	Supplies & Materials	299	291	23	450	450	-	450
Purchased Services								
IT&S Computer Maint/Spprt		3,037	1,802	1,418	1,760	1,760	1,857	3,416
IT&S Telephone Service		457	455	456	474	474	474	474
IT&S Special Projects		594	-	212	-	114	85	-
Cellular Services		24	24	24	25	25	6	25
Printing & Duplicating		250	250	250	250	250	-	250
Advertising		250	250	250	250	250	-	250
Medical Expenses		-	167	-	225	225	60	225
Equipment Repairs		-	-	-	150	150	-	150
Required Training		400	-	-	400	400	-	-
Other Contracted Services		3,440	3,250	-	3,377	3,377	3,377	3,127
750 Snow Removal								
1,800 Janitorial Services (\$18,000 * 10%)								
250 Janitorial (Floors - \$2,500 * 10%)								
100 Lawn Maintenance Sprinkler System								
127 Organizational Climate Survey								
100 Misc.								
<u>3,127</u>								
Total	Purchased Services	8,452	6,198	2,610	6,911	7,025	5,859	7,917
Intra-City Charges								
Shop Gas & Fuel Charges		11,893	10,638	4,342	15,565	15,565	3,625	11,025
Shop Vehicle Repairs		4,946	8,504	6,341	6,000	6,000	2,334	8,000
Shop Tires & Tire Repairs		2,744	260	285	1,750	1,750	1,844	1,500
Shop Vehicle Parts		5,982	3,954	3,000	4,500	4,500	828	4,250
Total	Intra-City Charges	25,565	23,356	13,967	27,815	27,815	8,631	24,775
Internal Charges								
Comm, Mgr, Atty Charges		4,289	4,585	4,521	5,934	5,934	5,934	-
Public Works		1,875	1,929	3,222	-	-	-	-
Vehicle & Equip Insurance		406	380	380	139	139	139	149
Liability Insurance		1,574	1,499	1,618	1,662	1,662	1,662	1,743
Fidelity Insurance		16	16	16	16	16	16	16
Human Resource		1,569	1,601	1,645	1,695	1,695	1,695	1,622
Budget & Accounting		2,491	2,645	2,662	3,321	3,321	3,321	1,363
Fleet Services Charges		7,953	9,941	12,426	12,675	12,675	12,675	12,675
Total	Internal Charges	20,173	22,596	26,490	25,442	25,442	25,442	17,568
Total	East Valley	129,694	135,885	126,667	141,082	141,196	110,562	146,528

Fleet Services

Fund: 610

Fund: 610							Proposed FY 2022 Budget
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			
				Adopted	Amended	Est Actuals	
Revenues							
Intergovernmental Revenues	21,832	30,560	28,114	26,000	26,000	26,000	26,000
Intra-City Revenues	1,003,975	1,092,737	935,045	1,171,346	1,171,346	901,834	1,261,603
Other Financing Sources / (Uses)	2,915	-	297,846	1,000	1,000	627	1,000
Other Operating Revenues	1,028,722	1,123,297	1,261,005	1,198,346	1,198,346	928,461	1,288,603
Internal Service Revenues	619,428	669,218	702,565	716,616	716,616	716,616	719,261
Interfund Transfers In	6,565	6,873	3,431	3,087	3,284	8,042	3,284
Internal Transactions	625,993	676,091	705,996	719,703	719,900	724,658	722,545
Total Revenues	1,654,715	1,799,388	1,967,001	1,918,049	1,918,246	1,653,119	2,011,148
Expenditures							
Personnel Services	485,305	452,063	505,032	520,623	520,623	525,275	540,642
Supplies & Materials	816,089	953,795	830,611	1,054,466	1,054,466	845,750	1,131,808
Purchased Services	218,991	164,701	157,236	220,969	222,272	102,573	326,280
Intra-City Charges	3,096	3,190	2,955	7,787	7,787	5,129	7,616
Fixed Charges	11,238	15,839	23,925	16,685	16,685	24,547	25,820
Maintenance & Operating	1,049,414	1,137,525	1,014,727	1,299,907	1,301,210	977,999	1,491,524
Internal Charges	98,881	99,873	99,780	77,554	77,554	77,554	112,289
Transfers Out	-	-	-	-	-	-	-
Internal Transactions	98,881	99,873	99,780	77,554	77,554	77,554	112,289
Capital Outlay	49,392	-	22,439	225,000	225,000	225,000	15,000
Debt & Capital	49,392	-	22,439	225,000	225,000	225,000	15,000
Total Expenditures	1,682,992	1,689,461	1,641,978	2,123,084	2,124,387	1,805,828	2,159,455
Revenues Over (Under) Expenditures							
	(28,277)	109,927	325,023	(205,035)	(206,141)	(152,709)	(148,307)
Beginning Cash Balance - July 1							
	315,380	287,103	397,030	722,053	722,053	722,053	569,344
Other Cash Sources / (Uses)							
	-	-	-	-	-	-	-
Ending Cash Balance - June 30							
	287,103	397,030	722,053	517,017	515,911	569,344	421,037

Fleet Services

Fund: 610

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Intergovernmental Revenues								
	Fuel Tax Refund	21,832	30,560	28,114	26,000	26,000	26,000	26,000
Total	Intergovernmental Revenues	21,832	30,560	28,114	26,000	26,000	26,000	26,000
Intra-City Revenues								
	Gas & Fuel Charges	496,002	574,851	499,528	659,196	659,196	506,198	749,353
	Veh & Equip Repairs	195,740	133,040	144,404	153,175	153,175	56,558	158,415
	Tires & Tire Repairs	72,144	71,183	68,009	96,800	96,800	60,847	80,785
	Shop Parts	240,089	313,663	223,104	262,175	262,175	278,231	273,050
Total	Intra-City Revenues	1,003,975	1,092,737	935,045	1,171,346	1,171,346	901,834	1,261,603
Internal Service Revenues								
	Fleet Services Charges	619,428	669,218	702,565	716,616	716,616	716,616	719,261
Total	Internal Service Revenues	619,428	669,218	702,565	716,616	716,616	716,616	719,261
Other Financing Sources / (Uses)								
	Other Revenues	590	-	746	1,000	1,000	627	1,000
	Sale of Fixed Assets	2,325	-	297,100				
Total	Other Financing Sources / (Uses)	2,915	-	297,846	1,000	1,000	627	1,000
SUBTOTAL - OPERATING REVENUE								
		1,648,150	1,792,515	1,963,570	1,914,962	1,914,962	1,645,077	2,007,864
Interfund Transfers In								
	T/in - 645 Insurance & Safety	6,565	6,873	3,431	3,087	3,284	8,042	3,284
Total	Interfund Transfers In	6,565	6,873	3,431	3,087	3,284	8,042	3,284
TOTAL REVENUE								
		1,654,715	1,799,388	1,967,001	1,918,049	1,918,246	1,653,119	2,011,148

Fleet Services

Fund: 610

		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022
								Budget
Fund	610 Fleet Services							
Dept	3170 Shop							
Activity	501 Central Garages							
Personnel Services								
	Salaries & Wages	337,608	308,327	338,406	349,531	349,531	356,639	367,963
	Overtime - Misc	185	470	367	4,568	4,568	-	2,880
	F.I.C.A. (Soc. Sec.)	19,785	17,977	19,514	22,505	22,505	20,774	23,542
	P.E.R.S. Retirement	28,902	27,260	29,960	31,832	31,832	31,872	33,678
	Health & Vision Insurance	66,618	63,989	75,718	83,584	83,584	85,015	84,745
	Workers Comp. Ins.	22,908	25,087	27,170	18,557	18,557	21,256	17,293
	Unemployment Ins.	1,197	1,438	879	913	913	929	993
	Dental Insurance	3,475	3,311	3,777	3,865	3,865	3,932	4,038
	F.I.C.A. Medicare	4,627	4,204	4,564	5,268	5,268	4,859	5,510
Total	Personnel Services	485,305	452,063	505,032	520,623	520,623	525,275	540,642
Supplies & Materials								
	Office Supplies & Equip	695	819	605	1,020	1,020	266	1,020
	Supplies Reimbursement-Taxable	4,080	9,840	6,960	7,200	7,200	7,371	7,200
	Janitorial Supplies	1,310	938	943	1,500	1,500	2,274	2,000
	Clothing Allowance	2,746	3,272	3,334	3,000	3,000	2,602	3,000
	Operating Supplies - Misc	6,505	6,074	5,996	8,200	8,200	7,464	8,200
	Small Tools & Equip-Misc	2,728	7,902	6,078	13,425	13,425	10,785	7,900
	500 Air/Hydraulic Hoses							
	2,200 Blades/Discs/Sm Tools							
	1,700 Mitre Band Saw (Shared cost with Traffic)							
	1,500 Portable Hydraulic Tank							
	2,000 Fabrication Materials							
	7,900							
	Computr Equip/Sftwr/Sppl	-	6,237	5,284	9,050	9,050	10,972	-
	Furniture & Fixtures-Misc	-	223	-	600	600	15	800
Total	Supplies & Materials	18,064	35,305	29,201	43,995	43,995	41,750	30,120
Purchased Services								
	IT&S Computer Maint/Spprt	16,884	17,288	16,250	22,924	22,924	23,470	26,679
	IT&S Telephone Service	3,885	3,869	3,876	4,029	4,029	4,029	4,029
	IT&S Special Projects	-	-	2,435	-	1,303	975	-
	City-Co Bldg Postage Adm	75	84	120	120	120	142	152
	Postage	83	34	24	210	210	86	250
	Cellular Services	1,166	1,651	1,828	1,680	1,680	1,550	1,680
	1,680 Mechanics-1200, Shop-480							
	Printing & Duplicating	-	25	83	60	60	60	75
	Advertising	128	71	-	240	240	-	250
	Water & Sewer	742	875	1,334	1,700	1,700	1,375	1,800
	Long Dist Telephone Chrgs	26	37	59	-	-	-	-
	Solid Waste	967	874	268	1,400	1,400	515	1,500
	Medical Expenses	306	615	355	720	720	-	750
	Equipment Repairs	-	108	-	1,200	1,200	-	1,300
	Building Repairs/Maint	2,193	-	-	1,200	1,200	-	1,300
	Repairs/Services-Misc	588	54	-	590	590	-	500
	Meal Reimb-Taxable	-	-	-	1,000	1,000	-	1,000
	Required Training	190	-	99	10,000	10,000	-	7,500
	2,500 DEF Systems Training (1)							
	2,500 Diesel Training (1) or Electronics Training (1)							
	2,500 Local Training							
	7,500							

Fleet Services

Fund: 610

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Other Contracted Services		4,303	3,365	3,463	22,371	22,371	22,371	119,600
1,500	Lab/Disposal/Sampling for Sumps							
100,000	Inventory Management System (Use Old bus barn revenue)							
3,500	Rebranding Fleet Vehicles/Vinyl							
2,000	Insite Update							
2,000	Modis Updates (2)							
6,000	Mitchell on Demand							
2,000	City Works							
1,600	Shop Wi-Fi							
1,000	Lift Inspection (Annual)							
<u>119,600</u>								
Total	Purchased Services	31,536	28,950	30,194	69,444	70,747	54,573	168,365
Intra-City Charges								
	Copier Revolving Program	699	454	700	2,768	2,768	2,768	2,906
	Shop Gas & Fuel Charges	1,534	1,685	1,749	2,519	2,519	1,515	2,560
	Shop Vehicle Repairs	43	445	-	500	500	-	350
	Shop Tires & Tire Repairs	404	18	-	800	800	636	800
	Shop Vehicle Parts	416	588	506	1,200	1,200	210	1,000
Total	Intra-City Charges	3,096	3,190	2,955	7,787	7,787	5,129	7,616
Fixed Charges								
	Special Assessments	10,387	15,239	23,166	16,010	16,010	23,872	25,070
Total	Fixed Charges	10,387	15,239	23,166	16,010	16,010	23,872	25,070
Internal Charges								
	Comm, Mgr, Atty Charges	-	-	-	-	-	-	10,754
	Public Works	20,094	20,669	25,033	-	-	-	-
	Property Insurance	1,986	1,952	1,952	2,218	2,218	2,218	2,373
	Vehicle & Equip Insurance	200	186	186	288	288	288	308
	Liability Insurance	9,600	9,111	9,505	9,390	9,390	9,390	9,833
	Fidelity Insurance	52	52	54	53	53	53	61
	Human Resource	8,948	9,209	8,910	9,182	9,182	9,182	7,246
	Budget & Accounting	9,276	9,843	9,936	11,991	11,991	11,991	31,661
	Building M&O Charge	45,725	45,851	44,204	44,432	44,432	44,432	50,053
	Weed & Snow Control Chrg	3,000	3,000	-	-	-	-	-
Total	Internal Charges	98,881	99,873	99,780	77,554	77,554	77,554	112,289
Capital Outlay								
	Buildings	-	-	-	150,000	150,000	150,000	15,000
	15,000 Parking Lot Chip Seal Maintenance							
	Imprvmnts Other Than Bldgs	-	-	-	75,000	75,000	75,000	-
	- FY 21 - security improvements							
	Equipment	-	-	-	-	-	-	-
	Vehicles	49,392	-	22,439	-	-	-	-
Total	Capital Outlay	49,392	-	22,439	225,000	225,000	225,000	15,000
Total	Shop	696,661	634,620	712,767	960,413	961,716	953,153	899,102

Fleet Services

Fund: 610

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	610 Fleet Services							
Dept	3171 Shop - Gas, Oil & Parts							
Activity	501 Central Garages							
Supplies & Materials								
	Fuel/Oil Outside Vendor	491,213	529,713	482,588	658,996	658,996	455,000	748,853
	Tires/Tubes-Outside Vendr	76,807	106,003	74,273	95,300	95,300	54,000	80,285
	Repair & Maint Supp-Misc	230,005	282,774	244,549	256,175	256,175	295,000	272,550
Total	Supplies & Materials	798,025	918,490	801,410	1,010,471	1,010,471	804,000	1,101,688
Purchased Services								
	Outside Repair to Mtr Veh	187,455	135,751	127,042	151,525	151,525	48,000	157,915
Total	Purchased Services	187,455	135,751	127,042	151,525	151,525	48,000	157,915
Fixed Charges								
	Licenses	851	600	759	675	675	675	750
Total	Fixed Charges	851	600	759	675	675	675	750
Total	Shop - Gas, Oil & Parts	986,331	1,054,841	929,211	1,162,671	1,162,671	852,675	1,260,353

Copier Revolving

Fund: 643

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Revenues								
Intra-City Revenues		20,342	20,342	24,638	30,374	30,374	30,374	32,331
Other Operating Revenues		20,342	20,342	24,638	30,374	30,374	30,374	32,331
Total Revenues		20,342	20,342	24,638	30,374	30,374	30,374	32,331
Expenditures								
Supplies & Materials		1,252	5,554	1,038	1,674	1,674	1,650	1,275
Purchased Services		6,271	9,138	8,932	7,204	7,204	10,900	7,700
Intra-City Charges		-	-	-	-	-	-	-
Fixed Charges		4,543	4,543	4,543	6,712	6,712	4,712	4,837
Maintenance & Operating		12,066	19,235	14,513	15,590	15,590	17,262	13,812
Debt Service		-	-	-	-	-	-	-
Capital Outlay		-	-	27,608	6,090	6,090	-	-
Debt & Capital		-	-	27,608	6,090	6,090	-	-
Total Expenditures		12,066	19,235	42,121	21,680	21,680	17,262	13,812
Revenues Over (Under) Expenditures		8,276	1,107	(17,483)	8,694	8,694	13,112	18,519
Beginning Cash Balance - July 1		45,846	54,122	55,229	37,746	37,746	37,746	50,858
Other Cash Sources / (Uses)		-	-	-	-	-	-	-
Ending Cash Balance - June 30		54,122	55,229	37,746	46,440	46,440	50,858	69,377
Revenues								
Intra-City Revenues								
Copier Charges		20,342	20,342	24,638	30,374	30,374	30,374	32,331
Total	Intra-City Revenues	20,342	20,342	24,638	30,374	30,374	30,374	32,331
TOTAL REVENUE		20,342	20,342	24,638	30,374	30,374	30,374	32,331

Copier Revolving

Fund: 643

		FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
					Adopted	Amended	Est Actuals	
Fund	643 Copier Revolving							
Dept	1553 Copier Revolving							
Activity	415 Financial Services							
Supplies & Materials								
	Paper & Forms	1,183	954	958	1,576	1,576	1,650	1,200
	Office Supplies & Equip	69	4,600	80	98	98	-	75
Total	Supplies & Materials	1,252	5,554	1,038	1,674	1,674	1,650	1,275
Purchased Services								
	IT&S Computer Maint/Spprt	589	-					
	Equipment Repairs	5,682	9,138	8,932	7,204	7,204	10,900	7,700
Total	Purchased Services	6,271	9,138	8,932	7,204	7,204	10,900	7,700
Fixed Charges								
	Rent of Bldgs & Offices	4,543	4,543	4,543	4,712	4,712	4,712	4,837
	Rent of Equipment				2,000	2,000	-	-
	2,000 shop copier lease initial payment							
Total	Fixed Charges	4,543	4,543	4,543	6,712	6,712	4,712	4,837
Capital Outlay								
	Equipment	-	-	27,608	6,090	6,090	-	-
	6,090 FY21 - fleet copier error at adoption							
	<u>6,090</u>							
Total	Capital Outlay	-	-	27,608	6,090	6,090	-	-
Total	Copier Revolving	12,066	19,235	42,121	21,680	21,680	17,262	13,812

Property & Liab Insurance

Fund: 645

Fund: 645							Proposed FY 2022 Budget
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			
				Adopted	Amended	Est Actuals	
Revenues							
Charges For Services	1,461	1,423	1,496	1,442	1,442	3,250	1,442
Other Financing Sources / (Uses)	36,683	21,444	14,433	-	25,619	52,160	-
Other Operating Revenues	38,144	22,867	15,929	1,442	27,061	55,410	1,442
Internal Service Revenues	847,453	822,065	858,587	930,394	930,394	928,601	990,062
Interfund Transfers In	-	-	-	-	-	-	-
Internal Transactions	847,453	822,065	858,587	930,394	930,394	928,601	990,062
Total Revenues	885,597	844,932	874,516	931,836	957,455	984,011	991,504
Expenditures							
Fixed Charges	576,602	637,822	798,001	1,017,956	1,017,956	936,108	982,913
Maintenance & Operating	576,602	637,822	798,001	1,017,956	1,017,956	936,108	982,913
Transfers Out	400,001	400,000	200,000	199,522	225,141	225,141	199,522
Internal Transactions	400,001	400,000	200,000	199,522	225,141	225,141	199,522
Total Expenditures	976,603	1,037,822	998,001	1,217,478	1,243,097	1,161,249	1,182,435
Revenues Over (Under) Expenditures	(91,006)	(192,890)	(123,485)	(285,642)	(285,642)	(177,238)	(190,931)
Beginning Cash Balance - July 1	1,338,382	1,247,376	1,054,486	931,001	931,001	931,001	753,763
Other Cash Sources / (Uses)	-	-	-	-	-	-	-
Ending Cash Balance - June 30	1,247,376	1,054,486	931,001	645,359	645,359	753,763	562,832

Property & Liab Insurance

Fund: 645

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Revenues

Charges For Services

Insurance Chrgs-External	1,461	1,423	1,496	1,442	1,442	3,250	1,442
Grandstreet Prop Insurance							
Total Charges For Services	1,461	1,423	1,496	1,442	1,442	3,250	1,442

Internal Service Revenues

Bldg/Prop Insur Charges	180,883	176,276	181,276	208,354	208,354	208,354	222,938
Veh/Movabl Equip Charges	33,905	34,599	34,599	38,136	38,136	38,136	41,008
Liability Insur Charges	559,639	554,795	582,161	610,591	610,591	608,798	648,113
Fidelity Insur Charges	4,106	4,227	4,341	4,376	4,376	4,376	4,241
Liab Deductible Charges	68,920	52,168	56,210	68,937	68,937	68,937	73,762
Total Internal Service Revenues	847,453	822,065	858,587	930,394	930,394	928,601	990,062

Other Financing Sources / (Uses)

Other Revenues	-	22	282	-	-	-	-
Cmpnstr for Loss on Bldgs	1,736	-	5,670	-	-	25,000	-
Cmpnstr for Loss on Autos	34,947	21,422	8,481	-	25,619	27,160	-
Total Other Financing Sources / (Uses)	36,683	21,444	14,433	-	25,619	52,160	-

TOTAL REVENUE	885,597	844,932	874,516	931,836	957,455	984,011	991,504
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Fund 645 Property & Liab Insurance
 Dept 1505 Risk Management
 Activity 505 Insurance

Fixed Charges

Insur Prem: Bldgs/Prop	179,673	177,718	189,623	208,354	208,354	234,262	245,975
Insur Prem: Veh/Movabl Eq	32,468	34,600	33,795	38,135	38,135	38,555	40,483
Insur Prem: Liability	266,043	309,765	459,604	610,591	610,591	521,840	547,932
Insur Prem: Fidelity	3,945	2,333	3,945	4,376	4,376	3,945	4,142
Ins Deductbl: Bldg/Prop	5,769	-	-	11,500	11,500	1,805	1,895
Ins Deductbl: Veh/Mvbl Eq	13,796	-	7,032	20,000	20,000	3,501	3,676
Ins Deductbl: Liability	41,082	78,242	89,551	90,000	90,000	110,000	115,500
Reimbursed-Veh & Equip	33,826	35,164	14,452	35,000	35,000	22,200	23,310
Total Fixed Charges	576,602	637,822	798,001	1,017,956	1,017,956	936,108	982,913

Transfers Out

T/out - Other Funds	400,001	400,000	200,000	199,522	225,141	225,141	199,522
Total Transfers Out	400,001	400,000	200,000	199,522	225,141	225,141	199,522

Total Risk Management	976,603	1,037,822	998,001	1,217,478	1,243,097	1,161,249	1,182,435
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Health & Safety Program

Fund: 650

Fund: 650							Proposed FY 2022 Budget
	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			
				Adopted	Amended	Est Actuals	
Revenues							
Investment Earnings	3,488	4,392	1,827	4,000	4,000	180	250
Other Financing Sources / (Uses)	4,084,545	4,319,904	4,833,338	6,083,523	6,083,523	5,473,740	6,313,222
Other Operating Revenues	4,088,033	4,324,296	4,835,165	6,087,523	6,087,523	5,473,919	6,313,472
Total Revenues	4,088,033	4,324,296	4,835,165	6,087,523	6,087,523	5,473,919	6,313,472
Expenditures							
Purchased Services	11,072	8,699	8,111	11,500	11,500	11,665	12,750
Fixed Charges	4,104,035	4,397,307	4,785,452	5,000,228	5,600,228	5,561,558	5,702,000
Maintenance & Operating	4,115,107	4,406,006	4,793,563	5,011,728	5,611,728	5,573,223	5,714,750
Total Expenditures	4,115,107	4,406,006	4,793,563	5,011,728	5,611,728	5,573,223	5,714,750
Revenues Over (Under) Expenditures	(27,074)	(81,710)	41,602	1,075,795	475,795	(99,303)	598,722
Beginning Cash Balance - July 1	439,449	412,375	330,665	372,267	372,267	372,267	272,964
Other Cash Sources / (Uses)	-	-	-	-	-	-	-
Ending Cash Balance - June 30	412,375	330,665	372,267	1,448,062	848,062	272,964	871,685

Health & Safety Program

Fund: 650

Fund: 650		FY 2018	FY 2019	FY 2020	FY 2021			Proposed
		Actual	Actual	Unaudited	Adopted	Amended	Est Actuals	FY 2022 Budget
Revenues								
Investment Earnings								
Interest Earnings		3,488	4,392	1,827	4,000	4,000	180	250
Total	Interest Earnings	3,488	4,392	1,827	4,000	4,000	180	250
Other Financing Sources / (Uses)								
Other Revenues		-	-	-	-	-	-	-
City Contributions		2,897,002	3,050,025	3,349,616	4,457,722	4,457,722	3,914,000	4,563,019
Employee Contributions		416,301	417,262	434,377	511,308	511,308	495,605	625,203
Retiree Contributions		311,911	353,890	461,544	516,497	516,497	475,081	525,000
Other Group Contributions		459,331	498,727	587,801	597,996	597,996	589,054	600,000
Stop-Loss Insurance		-	-	-	-	-	-	-
Misc MMIA Reimbursements		-	-	-	-	-	-	-
Total	Other Financing Sources / (Uses)	4,084,545	4,319,904	4,833,338	6,083,523	6,083,523	5,473,740	6,313,222
TOTAL REVENUE								
		4,088,033	4,324,296	4,835,165	6,087,523	6,087,523	5,473,919	6,313,472
Fund	650 Health & Safety Program							
Dept	1841 Medical Insurance							
Activity	505 Insurance							
Purchased Services								
EAP (Employee Assist Prog)		1,906	2,383	1,906	2,250	2,250	1,430	2,500
Non-City Admin Fees		4,120	3,835	3,510	4,250	4,250	2,970	4,250
Other Contracted Services		5,046	2,481	2,695	5,000	5,000	7,265	6,000
- Safety & Wellness Trng/Events								
Total	Purchased Services	11,072	8,699	8,111	11,500	11,500	11,665	12,750
Fixed Charges								
Insur Prem: MMIA		4,104,035	4,397,307	4,785,452	4,998,228	5,598,228	5,561,558	5,700,000
Empl Awrds/Incentive Prgms		-	-		2,000	2,000	-	2,000
Total	Fixed Charges	4,104,035	4,397,307	4,785,452	5,000,228	5,600,228	5,561,558	5,702,000
Total	Medical Insurance	4,115,107	4,406,006	4,793,563	5,011,728	5,611,728	5,573,223	5,714,750

Dental Program

Fund: 651

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Revenues

Investment Earnings	822	1,481	1,393	800	800	280	250
Other Financing Sources / (Uses)	295,816	310,251	359,611	378,442	378,442	378,706	397,192
Other Operating Revenues	296,638	311,732	361,004	379,242	379,242	378,986	397,442
Total Revenues	296,638	311,732	361,004	379,242	379,242	378,986	397,442

Expenditures

Purchased Services	40,972	35,205	36,530	40,500	40,500	34,399	42,000
Fixed Charges	272,535	253,701	268,885	270,000	320,000	292,749	355,000
Maintenance & Operating	313,507	288,906	305,415	310,500	360,500	327,147	397,000
Total Expenditures	313,507	288,906	305,415	310,500	360,500	327,147	397,000

Revenues Over (Under) Expenditures

	(16,869)	22,826	55,589	68,742	18,742	51,839	442
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Beginning Cash Balance - July 1

	62,502	45,633	68,459	124,048	124,048	124,048	175,887
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Other Cash Sources / (Uses)

	-	-	-	-	-	-	-
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Ending Cash Balance - June 30

	45,633	68,459	124,048	192,790	142,790	175,887	176,329
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Revenues

Investment Earnings

Interest Earnings	822	1,481	1,393	800	800	280	250
Total Interest Earnings	822	1,481	1,393	800	800	280	250

Other Financing Sources / (Uses)

Other Revenues	-	-	-	-	-	2,780	-
City Contributions	171,980	181,991	196,148	215,073	215,073	208,515	220,979
Employee Contributions	59,767	56,164	56,266	58,905	58,905	61,708	70,713
Retiree Contributions	34,474	39,769	67,272	66,292	66,292	69,866	67,000
Other Group Contributions	29,595	32,327	39,926	38,172	38,172	35,838	38,500
Total Other Financing Sources / (Uses)	295,816	310,251	359,611	378,442	378,442	378,706	397,192

TOTAL REVENUE

	296,638	311,732	361,004	379,242	379,242	378,986	397,442
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Fund 651 Dental Program
Dept 1842 Dental Insurance
Activity 505 Insurance

Purchased Services

Non-City Admin Fees	40,972	35,205	36,530	40,500	40,500	34,399	42,000
Total Purchased Services	40,972	35,205	36,530	40,500	40,500	34,399	42,000

Fixed Charges

Medical Claims	272,535	253,701	268,885	270,000	320,000	292,749	355,000
Total Fixed Charges	272,535	253,701	268,885	270,000	320,000	292,749	355,000

Total Dental Insurance

	313,507	288,906	305,415	310,500	360,500	327,147	397,000
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Vision Program

Fund: 652

	FY 2018 Actual	FY 2019 Actual	FY 2020 Unaudited	FY 2021			Proposed FY 2022 Budget
				Adopted	Amended	Est Actuals	

Revenues

Investment Earnings	819	1,691	1,291	1,000	1,000	167	300
Other Financing Sources / (Uses)	64,180	75,569	62,786	76,820	76,820	61,516	70,316
Other Operating Revenues	64,999	77,260	64,077	77,820	77,820	61,682	70,616
Total Revenues	64,999	77,260	64,077	77,820	77,820	61,682	70,616

Expenditures

Purchased Services	10,634	12,081	11,592	12,700	12,700	9,794	12,500
Fixed Charges	51,258	46,192	45,007	50,000	60,000	40,719	55,000
Maintenance & Operating	61,892	58,273	56,599	62,700	72,700	50,513	67,500
Total Expenditures	61,892	58,273	56,599	62,700	72,700	50,513	67,500

Revenues Over (Under) Expenditures

	3,107	18,987	7,478	15,120	5,120	11,169	3,116
Beginning Cash Balance - July 1	57,241	60,348	79,335	86,813	86,813	86,813	97,983
Other Cash Sources / (Uses)	-	-	-	-	-	-	-
Ending Cash Balance - June 30	60,348	79,335	86,813	101,933	91,933	97,983	101,099

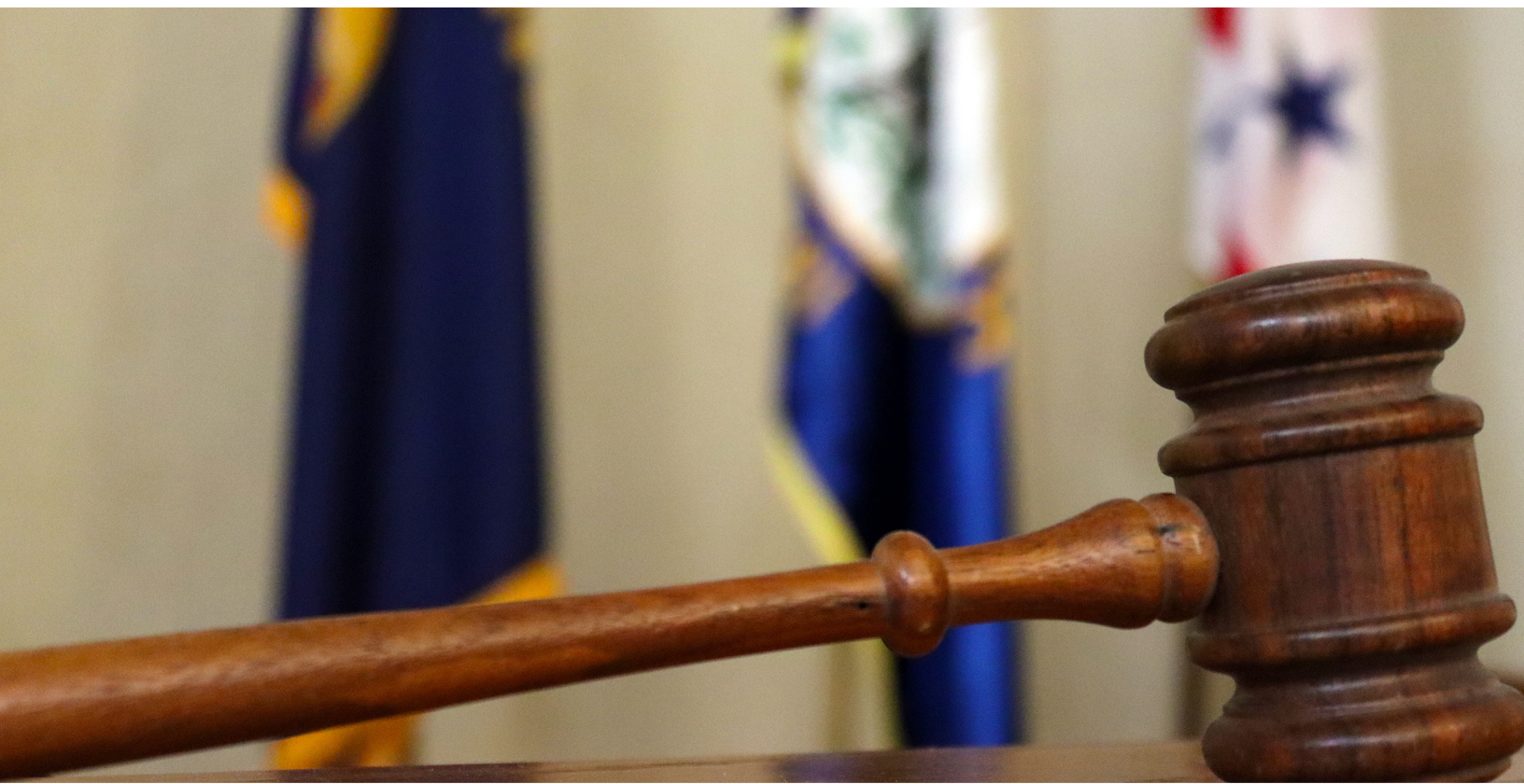
Revenues

Investment Earnings							
Interest Earnings	819	1,691	1,291	1,000	1,000	167	300
Total Interest Earnings	819	1,691	1,291	1,000	1,000	167	300
Other Financing Sources / (Uses)							
City Contributions	26,931	27,853	28,743	31,478	31,478	30,342	29,816
Employee Contributions	17,000	15,501	15,188	19,842	19,842	12,531	17,000
Retiree Contributions	14,418	21,388	12,096	16,500	16,500	12,531	16,500
Other Group Contributions	5,831	10,827	6,760	9,000	9,000	6,112	7,000
Total Other Financing Sources / (Uses)	64,180	75,569	62,786	76,820	76,820	61,516	70,316
TOTAL REVENUE	64,999	77,260	64,077	77,820	77,820	61,682	70,616

Fund 652 Vision Program
Dept 1843 Vision Insurance
Activity 505 Insurance

Purchased Services							
Non-City Admin Fees	10,634	12,081	11,592	12,700	12,700	9,794	12,500
Total Purchased Services	10,634	12,081	11,592	12,700	12,700	9,794	12,500
Fixed Charges							
Medical Claims	51,258	46,192	45,007	50,000	60,000	40,719	55,000
Total Fixed Charges	51,258	46,192	45,007	50,000	60,000	40,719	55,000
Total Vision Insurance	61,892	58,273	56,599	62,700	72,700	50,513	67,500

ADOPTING RESOLUTIONS



City of
Helena

**FINAL
BUDGET**
FISCAL YEAR 2022

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

RESOLUTION NO. _____

A RESOLUTION ADOPTING FINAL BUDGETS, BUDGET AUTHORITIES, AND APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2022, AND SETTING THE SALARY FOR MUNICIPAL COURT JUDGE

WHEREAS, Section 7-1-114, MCA provides that a local government with self-governing powers is subject to any law regulating the budget, finance, or borrowing procedures and powers of local governments;

WHEREAS, appropriation adjustments are sometimes integral to other business actions, and in those situations separate budget amendment procedures are not necessary. To carry out this intent, the Local Government Budget Act was passed;

WHEREAS, Section 7-6-4006(3), MCA, states:

Appropriations may be adjusted according to procedures authorized by the governing body for:

- (a) debt service funds for obligations related to debt approved by the governing body;
- (b) trust funds for obligations authorized by trust covenants;
- (c) any fund for federal, state, local, or private grants and shared revenue accepted and approved by the governing body;
- (d) any fund for special assessments approved by the governing body;
- (e) the proceeds from the sale of land;
- (f) any fund for gifts or donations; and
- (g) money borrowed during the fiscal year.

WHEREAS, Section 7-6-4012, MCA, states:

- (1) In its final budget resolution, the governing body

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol.

may authorize adjustments to appropriations funded by fees throughout the budget period. Adjustable appropriations are:

- (a) proprietary fund appropriations; or
 - (b) other appropriations specifically identified in the local government's final budget resolution as fee-based appropriations.
- (2) Adjustments of fee-based appropriations must be:
- (a) based upon the cost of providing the services supported by the fee; and
 - (b) fully funded by the related fees for services, fund reserves, or non-fee revenue such as interest.

WHEREAS, Sections 2-7-504, 7-6-609, and 7-6-611(1)(a), MCA, require the City to maintain its accounting system in accordance with Generally Accepted Accounting Principles (GAAP) and require that changes to the accounting system be made in accordance with GAAP;

WHEREAS, appropriations authorized in the annual, or properly amended, budget will not change if restructured in such accounting system changes;

WHEREAS, Sections 3-6-203, MCA and 2-8-5(B), Helena City Code provide that the annual salary and compensation of the municipal court judge must be set by ordinance or resolution; and

WHEREAS, a public hearing on this resolution was held by the City Commission on September 7, 2021, in the Commission Chambers at 316 North Park Avenue in Helena, Montana, at 6:00 P.M. and via Zoom Meeting at webinar ID: <https://zoom.us/j/94914328787>.

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF
THE CITY OF HELENA, MONTANA:

Section 1. Legal Spending Limits: The Helena City Commission adopts the City of Helena's budget based upon the preliminary budget previously proposed, as subsequently amended, and after concluding a public hearing on the same. As part of the budget, the City Commission hereby sets the City's budget level for the fiscal year 2022 as shown in Appendix A attached hereto. Appendix A, Balances & Changes by Fund, of this resolution sets forth per fund:

- A. the estimated, July 1, beginning cash balances;
- B. the estimated revenues;
- C. the interfund transfers in and transfers out;
- D. the authorized appropriations; and
- E. the estimated, June 30, ending cash balances.

The authorized appropriations as stated in Appendix A - Balances & Changes by Fund, establish the legal spending limits of the municipality at the fund level. Detail below the fund level in Appendix A is informational only and does not reflect the legal spending limits.

Section 2. Property Tax Adjustments: Property taxes are to be levied to the full extent as allowed by law. If the property

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol.

tax levy as allowed by law exceeds the budgeted property tax revenues, the additional property tax revenue will be placed in the General Fund's Reserve for Emergency Contingencies, Capital, and Major Maintenance and is available for appropriation therefrom.

Section 3. Budget Implementation Authority: Management plans in the budget document and in the City's accounting records which detail revenues, expenditures and balances below the fund level are designated management tools. It is declared necessary for management to be able to adjust to changing circumstances while adhering to goals and objective principles. Budget and Reserve Policies are defined in the budget document and allow the City Manager certain management tools that retain budgetary control but provide effective operational flexibility and are adopted with this Resolution. The budget policies include:

- A. Follow-through Authority. As provided in Section 7-6-4006(3), MCA;
- B. Fee Based Authority. As provided in Section 7-6-4012, MCA;
- C. Realignment Authority consistent with Sections 7-6-4030 and 7-6-4033, MCA, legal spending limit; and
- D. Automatic Amendments.

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol.

Section 4. Appropriated Reserves: Reserve policies for each fund type are defined in the budget document and are adopted with this Resolution.

Section 5. Contingency Accounts: Contingency account reserves and policies are defined in the budget document.

Section 6. Appropriation Carry-overs: GAAP require expenditures to be recognized in the fiscal year in which the goods or services are received. As such, the Helena City Commission hereby authorizes the carry-over of prior year unspent budget authority under the following conditions:

A. Previous fiscal year appropriations or segments thereof, are hereby declared authorized appropriations in addition to the appropriations set out in Appendix A, provided they meet the following criteria:

- i. related financing was provided in the prior fiscal year;
- ii. the appropriations were not obligated by year end;
- iii. the purpose was not included, or rejected, in current budget financing or appropriations; and
- iv. the City Manager determines the appropriation is still needed.

B. Outstanding purchase orders and other obligations,

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol.

representing a City obligation to pay the claim after receipt of the goods or services, are recognized as "claims incurred." They are hereby declared authorized "carryover" appropriations in addition to the appropriations set out in Appendix A, provided they meet the following criteria:

- i. related financing was provided in the prior fiscal year;
- ii. the appropriations were not otherwise obligated by year end;
- iii. the purpose was not included, or rejected, in current budget financing or appropriations; and
- iv. the City Manager determines the appropriation is still needed.

Section 7. Capital Re-Appropriation: The City Commission routinely updates its Comprehensive Capital Improvement Program in order to fully identify long-term capital needs and analyze projected financing capacity. After each fiscal year, there may be unspent appropriations within City operations. Therefore, the Helena City Commission authorizes the City Manager to re-appropriate prior year unspent budget authority and reserves into current year authorized capital appropriations or capital reserves in order to address capital needs. Such capital re-appropriations

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol.

may be made under the following conditions:

- A. related financing was provided or in reserves from prior fiscal years;
- B. the projected unspent appropriation balance was not reallocated as financing for other appropriations;
- C. the appropriations were not obligated by year end;
- D. the purpose was not included, or rejected, in current budget financing, reserves, or appropriations;
- E. the City Manager determines the re-appropriation is needed to finance the Comprehensive Capital Improvement Program; and
- F. after advising the City Commission of the City Manager's intent to make capital re-appropriations at a City Commission meeting or public work session.

Section 8. Municipal Judge Salary and Compensation: The annual salary for the Municipal Judge is \$102,017 and total salary and benefits are \$135,819.

**PASSED AND EFFECTIVE BY THE COMMISSION OF THE CITY OF
HELENA, MONTANA, THIS 7th DAY OF SEPTMEBER, 2021.**

MAYOR

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol.

ATTEST:

CLERK OF THE COMMISSION

Annual Budget Resolution - Appendix A
Balances and Changes by Fund
For the Fiscal Year Ending June 30, 2022

		Estimated Beginning Cash Balance	(+) Sources			(-) Uses (Appropriations)			Cash Loans / Adjustments In / (Out)	Estimated Ending Cash Balance
			Revenues	Transfers In	Total Sources	Expenditures	Transfers Out	Total Uses		
100	General Fund									
011	General Government	na	19,266,372	111,598	19,377,970	3,536,716	3,831,651	7,368,367	na	na
012	Police & Court	na	935,700	15,000	950,700	8,378,115	-	8,378,115	na	na
013	Fire Department	na	82,500	911,000	993,500	5,769,070	-	5,769,070	na	na
014	Community Development	na	4,500	-	4,500	850,636	-	850,636	na	na
015	Finance Services	na	1,044,488	-	1,044,488	1,504,324	-	1,504,324	na	na
016	Public Works Administration	na	1,296,970	-	1,296,970	1,670,381	-	1,670,381	na	na
017	Park & Recreation	na	429,435	-	429,435	2,606,248	235,000	2,841,248	na	na
Total General Fund		12,644,625	23,059,965	1,037,598	24,097,563	24,315,490	4,066,651	28,382,141	-	8,360,048
200	Special Revenue Funds									
201	Street & Traffic	3,544,708	10,208,995	9,755	10,218,750	12,617,481	-	12,617,481	-	1,145,977
204	Civic Center Board	11,045	-	-	-	3,976	-	3,976	-	7,069
211	Civic Center	512,402	942,623	452,750	1,395,373	1,261,430	-	1,261,430	-	646,345
212	Facilities Management	1,111,180	637,939	4,917	642,856	773,791	-	773,791	-	980,245
213	Facilities Managemnt-HVCC	41,037	71,040	-	71,040	61,978	-	61,978	-	50,099
214	Neighborhood Center	54,082	31,700	-	31,700	24,476	-	24,476	-	61,306
215	Police Projects & Reimb	45,091	58,000	490	58,490	58,402	-	58,402	-	45,179
217	Law Enforcement Block Grant	6,309	33,000	-	33,000	15,000	15,000	30,000	-	9,309
218	9-1-1 Emergency Program	481,122	951,706	-	951,706	1,029,950	-	1,029,950	-	402,878
219	Support Services Division	799,633	1,612,082	9,216	1,621,298	1,842,540	-	1,842,540	-	578,391
226	CDBG/HOME	5,099	-	-	-	-	-	-	-	5,099
228	Community Renewal	2,627	-	-	-	-	-	-	-	2,627
229	Affordable Housing Trust	1,685,000	-	225,000	225,000	-	-	-	-	1,910,000
233	Public Art Projects	18,082	-	12,000	12,000	12,000	-	12,000	-	18,082
235	Open Space District Maint	505,751	555,850	844	556,694	770,272	-	770,272	-	292,173
237	Urban Forestry	508,258	441,130	1,102	442,232	480,932	-	480,932	-	469,558
238	Loan Repayment	144,866	-	60,000	60,000	-	-	-	(40,000)	164,866
240	Gas Tax	369,615	596,890	-	596,890	546,468	-	546,468	-	420,037
241	Gas Tax HB473	662,535	662,535	-	662,535	662,535	-	662,535	-	662,535
245	Storm Water Utility	439,604	2,417,255	2,035	2,419,290	2,578,262	-	2,578,262	-	280,632
246	Watershed Projects	60,808	-	20,121	20,121	22,482	-	22,482	-	58,447
260	Fire Safety Levy	569,629	1,252,500	-	1,252,500	276,100	911,000	1,187,100	-	635,029
290	CARES/ARPA	4,230,586	4,248,586	-	4,248,586	-	-	-	-	8,479,172
029	Lighting Districts - All	562,069	931,010	-	931,010	1,006,791	-	1,006,791	-	486,287
Total Special Revenue Funds		16,371,139	25,652,841	798,230	26,451,071	24,044,866	926,000	24,970,866	(40,000)	17,811,344
300	Debt Service Funds									
308	2017 GO Bond-08 Park Ref	591,825	587,750	-	587,750	551,300	-	551,300	-	628,275
340	S I D Revolving	41,237	25	-	25	176	-	176	-	41,086
Total Debt Service Funds		633,062	587,775	-	587,775	551,476	-	551,476	-	669,361

Annual Budget Resolution - Appendix A
Balances and Changes by Fund
For the Fiscal Year Ending June 30, 2022

		Estimated Beginning Cash Balance	(+) Sources			(-) Uses (Appropriations)			Cash Loans / Adjustments In / (Out)	Estimated Ending Cash Balance
			Revenues	Transfers In	Total Sources	Expenditures	Transfers Out	Total Uses		
400 Capital Project Funds										
406	TIF Railroad District	308,244	186,000	-	186,000	185,600	-	185,600	-	308,644
407	TIF Downtown District	278,143	242,350	-	242,350	242,300	-	242,300	-	278,193
440	Capital Improvements Fund	954,364	13,340	2,766,000	2,779,340	2,775,420	-	2,775,420	42,597	1,000,881
441	Parks Improvement	127,198	31,000	-	31,000	21,000	-	21,000	-	137,198
450	Sidewalk Improve/Constrct	0	-	-	-	-	-	-	-	0
Total Capital Project Funds		1,667,950	472,690	2,766,000	3,238,690	3,224,320	-	3,224,320	42,597	1,724,917
500 Enterprise Funds										
503	Building	1,634,606	1,221,421	5,629	1,227,050	1,267,673	-	1,267,673	-	1,593,983
521	Water	3,925,960	9,073,885	12,853	9,086,738	8,943,429	20,000	8,963,429	-	4,049,269
522	Water Service Line	611,002	257,450	-	257,450	-	-	-	(120,000)	748,452
531	Wastewater	2,770,733	5,845,000	8,954	5,853,954	5,200,041	-	5,200,041	-	3,424,646
532	Wastewater Service Line	1,472,824	258,570	-	258,570	-	-	-	(120,000)	1,611,394
541	Solid Waste-Residential	1,188,681	2,181,726	2,550	2,184,276	2,605,888	275,000	2,880,888	-	492,069
542	Solid Waste-Commercial	1,202,044	1,223,750	29,662	1,253,412	1,234,614	-	1,234,614	-	1,220,842
543	Landfill Monitoring District	298,762	141,725	-	141,725	137,163	-	137,163	-	303,324
546	Transfer Station	1,569,654	2,756,865	5,205	2,762,070	2,713,777	27,652	2,741,429	-	1,590,295
547	Recycling	150,384	349,975	276,371	626,346	620,770	-	620,770	-	155,960
551	Parking	323,328	1,997,111	3,457	2,000,568	2,053,020	-	2,053,020	-	270,875
561	Special Charters	46,594	51,000	39	51,039	10,862	40,000	50,862	-	46,771
563	Golf Course	126,185	2,064,811	241,409	2,306,220	2,311,369	-	2,311,369	-	121,036
570	City-County Building Fund	363,952	887,034	2,152	889,186	1,011,933	-	1,011,933	-	241,205
571	City/Cnty Bldg Mail	109,408	230,239	245	230,484	269,360	-	269,360	-	70,532
572	City/Cnty Bldg Telephone	7,616	20,040	141	20,181	19,888	-	19,888	-	7,909
573	CC Law & Justice Building	80,919	639,331	546	639,877	681,604	-	681,604	-	39,192
580	Capital Transit	497,309	1,030,900	359,960	1,390,860	1,478,430	-	1,478,430	-	409,739
581	CT - East Valley	77,874	151,181	540	151,721	146,528	-	146,528	-	83,067
Total Enterprise Funds		16,457,833	30,382,014	949,713	31,331,727	30,706,349	362,652	31,069,001	(240,000)	16,480,559
600 Internal Service Funds										
610	Fleet Services	569,344	2,007,864	3,284	2,011,148	2,159,455	-	2,159,455	-	421,037
643	Copier Revolving	50,858	32,331	-	32,331	13,812	-	13,812	-	69,377
645	Property & Liab Insurance	753,763	991,504	-	991,504	982,913	199,522	1,182,435	-	562,832
650	Health & Safety Program	272,964	6,313,472	-	6,313,472	5,714,750	-	5,714,750	-	871,685
651	Dental Program	175,887	397,442	-	397,442	397,000	-	397,000	-	176,329
652	Vision Program	97,983	70,616	-	70,616	67,500	-	67,500	-	101,099
Total Internal Service Funds		1,920,798	9,813,229	3,284	9,816,513	9,335,430	199,522	9,534,952	-	2,202,359
Total All Budgeted Funds		49,695,406	89,968,514	5,554,825	95,523,339	92,177,931	5,554,825	97,732,756	(237,403)	47,248,586

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

RESOLUTION NO. _____

A RESOLUTION PROVIDING FOR THE ANNUAL TAX LEVY IN MILLS FOR
THE FISCAL YEAR BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2022

WHEREAS, §7-6-4036, MCA, requires the City Commission to fix the tax levy by the later of the 1st Thursday after the 1st Tuesday in September or within 30 calendar days after receiving certified taxable values;

WHEREAS, §15-10-201, MCA, requires the City Commission to fix its tax levy in mills and tenths and hundredths of mills;

WHEREAS, §15-10-420, MCA, provides that the City Commission may:

- impose a mill levy sufficient to generate the amount of property taxes actually assessed in the prior year on previously existing property plus one-half of the average rate of inflation for the prior 3 years;
- carry forward the authority to impose the authorized levy;
- adjust the levy for decreased reimbursements and reimbursed loss of tax base;
- apply the levy plus any additional levies authorized by

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol.

the voters to all property in the governmental unit including newly taxable property;

WHEREAS, the Fiscal Year (FY) 2022 budget provides for the City to levy all of its authorized tax levy under §15-10-420, MCA;

WHEREAS, §2-9-212, MCA, provides authority to increase the City's property tax levy to cover the current year increase in group health insurance premiums, and this authority is not subject to the mill levy limitation imposed by §15-10-420, MCA; and

WHEREAS, the FY 2022 budget provides for \$2,224,000 or 28.66 mills, to be levied for group health insurance premiums in tax year 2021 for FY 2022, including a premium decrease of \$40,730, as allowed under §2-9-212, MCA.

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF HELENA, MONTANA:

Section 1. As required by §15-10-201, MCA, the Helena City Commission hereby sets the 2021 tax levy for FY 2022 in mills and tenths and hundredths of mills as follows:

Group Health Insurance	28.66 mills	(§2-9-212, MCA)
General Obligation Debt		(§7-7-4265, MCA)
2008 GO Parks & Rec	7.10 mills	
Limited General Levy	121.13 mills	(§15-10-420, MCA)
Fire Department Supplemental	11.98 mills	

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol.

Total All Levies	168.87 mills
------------------	--------------

Section 2. The 2021 tax levy for FY 2022 does not have any amounts, or mills, which are less than the maximum tax levy authorized under §15-10-420, MCA. In accordance with §15-10-420 (1)(b), MCA, the full-authorized tax levy has been levied.

PASSED AND EFFECTIVE BY THE COMMISSION OF THE CITY OF HELENA, MONTANA, THIS 7th DAY OF SEPTEMBER, 2021.

MAYOR

ATTEST:

CLERK OF THE COMMISSION

2021 Certified Taxable Valuation Information

(15-10-202, MCA)

Lewis & Clark County

CITY OF HELENA

Certified values are now available online at property.mt.gov/cov

1. 2021 Total Market Value ¹	\$ 4,455,189,971
2. 2021 Total Taxable Value ²	\$ 78,423,416
3. 2021 Taxable Value of Newly Taxable Property.....	\$ 1,681,220
4. 2021 Taxable Value less Incremental Taxable Value ³	\$ 77,595,085
5. 2021 Taxable Value of Net and Gross Proceeds ⁴ (Class 1 and Class 2).....	\$ -

6. TIF Districts

Tax Increment District Name	Current Taxable Value ²	Base Taxable Value	Incremental Value
RAILROAD URD	2,738,607	2,334,837	403,770
CAPITAL HILL	2,175,238	1,988,913	186,325
HELENA URD	6,338,498	6,100,262	238,236

Total Incremental Value \$ 828,331

Preparer Katie Kakalecik

Date 7/29/2021

¹Market value does not include class 1 and class 2 value

²Taxable value is calculated after abatements have been applied

³This value is the taxable value less total incremental value of all tax increment financing districts

⁴The taxable value of class 1 and class 2 is included in the taxable value totals

For Information Purposes Only

2021 taxable value of centrally assessed property having a market value of \$1 million or more, which has transferred to a different ownership in compliance with 15-10-202(2), MCA.

I. Value Included in "newly taxable" property	\$ 174,098
II. Total value exclusive of "newly taxable" property	\$ 2,323,166

Note

Special district resolutions must be delivered to the department by the first Thursday after the first Tuesday in September, 09/09/2021, or within 30 calendar days after the date on this form 7-11-1025(8), MCA.

The county clerk and recorder must provide mill levies for each taxing jurisdiction to the department by the second Monday in September, 09/13/2021, or within 30 calendar days after the date on this form 15-10-305(1)(a), MCA.



Determination of Tax Revenue and Mill Levy Limitations

Section 15-10-420, MCA

Aggregate of all Funds

FYE June 30, 2022

Entity Name: CITY OF HELENA, MT

		Enter amounts in yellow cells	Auto-Calculation (If completing manually enter amounts as instructed)
(1)	Enter Ad valorem tax revenue <u>ACTUALLY</u> assessed in the prior year <i>Year's form Line 17</i>	(from Prior \$ 9,111,045	\$ 9,111,045
(2)	Add: Current year inflation adjustment @ 0.93%		\$ 84,733
(3)	Subtract: Ad valorem tax revenue <u>ACTUALLY</u> assessed in the prior year for Class 1 and 2 property, (net and gross proceeds) (from Prior Year's form Line 20)- (enter as negative)	\$ -	\$ -
(4)	Adjusted ad valorem tax revenue		\$ 9,195,778
= (1) + (2) + (3)			
	ENTERING TAXABLE VALUES		
(5)	Enter 'Total Taxable Value' - from Department of Revenue <i>Certified Taxable Valuation Information</i> form, line # 2	\$ 78,423,416	\$ 78,423,416
(6)	Subtract: 'Total Incremental Value' of all tax increment financing districts (TIF Districts) - from Department of Revenue <i>Certified Taxable Valuation Information</i> form, line # 6 (enter as negative)	\$ (828,331)	\$ (828,331)
(7)	Taxable value per mill (after adjustment for removal of TIF per mill incremental district value)		\$ 77,595.085
= (5) + (6)			
(8)	Subtract: 'Total Value of Newly Taxable Property' - from Department of Revenue <i>Certified</i> <i>Taxable Valuation Information</i> form, line # 3 (enter as negative)	\$ (1,681,220)	\$ (1,681,220)
(9)	Subtract: 'Taxable Value of Net and Gross Proceeds, (Class 1 & 2 properties)' - from Department of Revenue <i>Certified Taxable Valuation Information</i> form, line # 5 (enter as negative)	\$ -	\$ -
(10)	Adjusted Taxable value per mill		\$ 75,913.865
= (7) + (8) + (9)			
(11)	CURRENT YEAR calculated mill levy		121.13
= (4) / (10)			
(12)	CURRENT YEAR calculated ad valorem tax revenue		\$ 9,399,093
= (7) x (11)			
	CURRENT YEAR AUTHORIZED LEVY/ASSESSMENT		
(13)	Enter total number of carry forward mills from prior year (from Prior Year's form Line 22)	0.00	0.00
(14)	Total current year authorized mill levy, including Prior Years' carry forward mills		121.13
= (11) + (13)			
(15)	Total current year authorized ad valorem tax revenue assessment		\$ 9,399,093
= (7) x (14)			
	CURRENT YEAR ACTUALLY LEVIED/ASSESSED		
(16)	Enter number of mills actually levied in current year (Number should equal total <u>non-voted</u> mills, which includes the number of carry forward mills, actually imposed per the final approved current year budget document. <u>Do Not</u> include voted or permissive mills imposed in the current year.)	121.13	121.13
(17)	Total ad valorem tax revenue actually assessed in current year		\$ 9,399,093
= (7) x (16)			
	RECAPITULATION OF ACTUAL:		
(18)	Ad valorem tax revenue actually assessed		\$ 9,195,447
= (10) x (16)			
(19)	Ad valorem tax revenue actually assessed for newly taxable property		\$ 203,646
(20)	Ad valorem tax revenue actually assessed for Class 1 & 2 properties (net-gross proceeds)		\$ -
(21)	Total ad valorem tax revenue actually assessed in current year		\$ 9,399,093
= (18) + (19) + (20)			
(22)	Total carry forward mills that may be levied in a subsequent year (Number should be equal to or greater than zero. A (negative) number indicates an over levy.)		0.00
= (14) - (16)			

GLOSSARY



City of
Helena

**FINAL
BUDGET**
FISCAL YEAR 2022

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 FY21 results of operations.

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.

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.

Balanced Budget (MCA 7-6-4030)

Final appropriations (expenses) may not exceed the projected beginning balance plus the estimated revenue of each fund for the fiscal year.

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 Commission 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.

Annual Audit Report

The Annual Financial Audit Report 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.

CARES Act/ARPA (Coronavirus Aid, Relief, and Economic Security Act/American Rescue Plan)

The Coronavirus Aid, Relief, and Economic Security (CARES) Act (2020) and the Coronavirus Response and Consolidated Appropriations Act (2021) provided economic assistance for American workers, families, small businesses, and industries.

The CARES Act implemented a variety of programs to address issues related to the onset of the COVID-19 pandemic. The Consolidated Appropriations Act continued many of these programs by adding new phases, new allocations, and new guidance to address issues related to the continuation of the COVID-19 pandemic.

The CARES Act was passed by Congress on March 25, 2020 and signed into law on March 27, 2020. The Consolidated Appropriations Act (2021) was passed by Congress on December 21, 2020 and signed into law on December 27, 2020.

The American Rescue Plan continues many of the programs started by the CARES Act (2020) and Consolidated Appropriations Act (2021) by adding new phases, new allocations, and new guidance to address issues related to the continuation of the COVID-19 pandemic. The American Rescue Plan also creates a variety of new programs to address continuing pandemic-related crises, and fund recovery efforts as the United States begins to emerge from the COVID-19 pandemic.

The American Rescue Plan was passed by Congress on March 10, 2021 and signed into law on March 11, 2021.

Cash Reserves

Cash Reserves is are unobligated, excess cash in each of the funds.

CDBG (Community Development Block Grant)

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 fall within the three focus areas of Public Facilities, Housing and Economic Development. Projects typically funded include Housing Rehabilitation, Business Loans, Public Service Activities, and Neighborhood Improvement Projects carried out in the City's lower income neighborhoods. All projects must meet at least one of the program's three national objectives: benefit low to moderate income persons; aid in the prevention or elimination of blight; or meet an urgent need that must be addressed because conditions pose a serious and immediate threat to health or welfare of the community and other financial resources are not available to meet such needs.

Contingency

A Contingency is an appropriation of funds to cover unforeseen expenditures that may occur during the budget year. An Emergency Contingency Fund will be dedicated only for unforeseen emergency situations as determined by the City Manager and the City Commission.

Cost Center

A cost center is a function within an organization that does not directly add to profit, but still costs the organization money to operate.

HBID (Helena Business Improvement District - Downtown)

The Helena Business Improvement District (HBID) is an organization that represents property owners within Helena's legally constituted city district. The mission of the HBID is to serve as a facilitator, provider and advocate for a planned, creative program that aims for the continual improvement of property values and properties in Downtown Helena. Revenues to fund HBID services are derived from a special assessment on the district's property owners' tax bill.

Debt Service Funds

The Debt Service Funds account for revenues and transfers for related principal and interest expenditures.

DHI (Downtown Helena Inc.)

The Downtown Helena Inc. (DHI) is a non-profit organization working to encourage cooperation among members; establish and develop cooperative advertising and promotional campaigns activities; and foster favorable public relations for Downtown Helena.

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 Transit systems.

Expenditures

The term, Expenditures, refers to the outflow of funds paid for an asset obtained or goods and services rendered.

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 Helena's 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.

FTE

Full-time equivalent (FTE) of one position is 2080 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 (General Accepted Accounting Principles)

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 Helena 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 (Governmental Accounting Standards Board) Statement 34

GASB 34 changes the presentation of governments' external financial statements to insure inclusion of all assets like infrastructure assets in the statement of net assets. 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, 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.

GIS (Global Information System)

Global Information System (GIS) – the City of Helena/Lewis and Clark Information Technology Systems Department is actively working on the development of a citywide 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.

Grant

A Grant is a contribution by the State or Federal government or other organization for a specific purpose, activity, or facility.

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.

Mill

A Mill is the traditional unit of expressing property tax rates. One Mill equals one thousandth (1/1000) of a dollar, or \$1 tax per \$1,000 of taxable valuation.

MLCT

MLCT is the Montana League of Cities and Towns.

MMIA

The Montana Municipal Insurance Authority (MMIA) is a self-insured pool made up of the participating cities and towns within the State of Montana. The MMIA makes available two coverages to each of the municipalities: the Workers Compensation Program and the General Liability Program. The City of Helena 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/City-wide Expenditures

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

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 collection of assessments to cover the costs to complete operations and maintenance of parks.

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.

Resolution

Resolution is a formal expression of opinion or intent voted by an official body such as the City Commission.

Revenue

Revenue is the total income produced by a given source, such as business taxes, permits, fines and forfeitures, etc.

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 lighting, 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.

Structurally Balanced Budget

Government Finance Officers Association: 1. ongoing expenses should be covered by ongoing revenues. Ongoing revenues are revenues that can be expected to continue year to year. 2. One-time or short-term revenues are used to fund one-time or short-term expenses.

SVRO Coordinator

Sexual or Violent Offender Registry Coordinator is a newly requested position within the Police Dept. for fiscal year 2022.

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 which allows for special property tax treatment. Boundaries of the District are set 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 (Tourism Business Improvement District)

The Tourism Business Improvement District's (TBID) purpose is to market the Helena region as a preferred travel destination.

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 City Manager to the City Commission. The message contains an explanation of the principal budget items and recommendations regarding the financial policy for the upcoming year. Separately, the Commission creates the Budget Message which is a letter to the Community summarizing their priorities for the City from which the City Manager will address within the budget.

WIG (Wildly Important Goal)

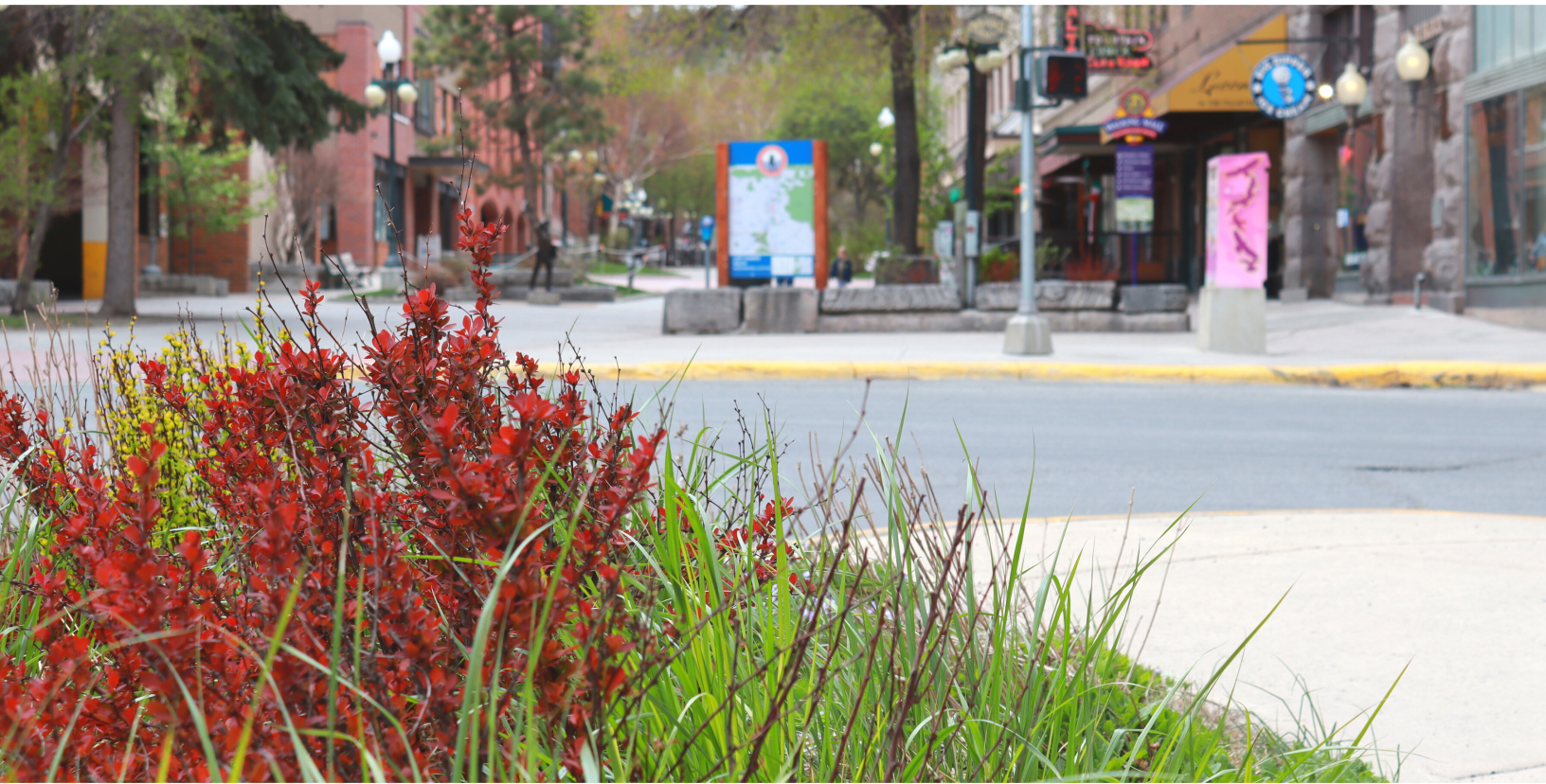
Wildly Important Goal (WIG) establishment is a step in Franklin Covey's The 4 Disciplines Of Execution®. The City Manager challenged department heads to tie budget decisions to this goal-setting exercise throughout the establishment of the preliminary budget.

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).

IMPROVEMENT DISTRICTS



City of
Helena

**FINAL
BUDGET**
FISCAL YEAR 2022



FY 2022

Business Improvement District Work Plan and Budget Proposal



Presented and Prepared By
Micky Zurcher, Executive Director
Approved by the Board of Trustees on
April 13, 2021

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Organization Summary

The Helena Business Improvement District (HBID) purpose is to promote the health, safety, prosperity, security, and general welfare of the inhabitants of the district. The HBID functions under [Montana Code Annotated](#) Title 7. Local Government, Chapter 12. Improvement Districts, Part 11. Business Improvement Districts. Key powers (Section 7-12-1131, MCA) of the Helena BID include but are not limited to five of the nine functions: (1) sue and be sued, enter into contracts, and hire and terminate personnel needed for its purposes; (2) provide maintenance and cleaning personnel for the protection and enjoyment of the general public using the business district, (3) landscape and beautify public areas and to maintain those areas; (4) provide for the management and administration of the affairs of the district; and (5) promote business activity by advertising, decorating, marketing, promoting, and managing events and other actions designed for the general promotion of business activities in the district. The HBID is funded by property assessment within the HBID boundary signed by the owners of more than 60% of the area. The district duration is for a period of ten years. On January 13th, 2020, the City Commission passed a resolution to create a business improvement district for up to ten (10) years.

Downtown Helena Inc. (DHI) is a member organization whose purpose is to encourage a spirit of cooperation, establish and develop cooperative retail sales promotions, special events, and other activities, and to foster favorable public relations for the Downtown Helena community, organizations, and agencies served in Downtown. DHI is funded through annual membership dues, sponsorships, and event income. Through a Memorandum of Understanding (MOU) and Contract for Services, the HBID provides specific services to DHI.

The Helena Business Improvement District board meets monthly on the second Tuesday at 3:30 p.m. at our office trailhead; 330 Jackson St.

Downtown Helena Inc. board meets monthly on the second Tuesday at 8:30 a.m. at our office trailhead; 330 Jackson St. DHI hosts a monthly membership meeting the third Wednesday at 8:30 a.m. at our trailhead.

FY21 Accomplishments

HBID Projects

- ✓ Awarded \$10,000 in Façade Grants
- ✓ Member of the Montana Main Street program top tier designation
- ✓ Updated 145 summer banners to a bright red “Shop Dine Play”
- ✓ Updated 15 trash receptacles in historic downtown
- ✓ Maintained streetscape clear of trash

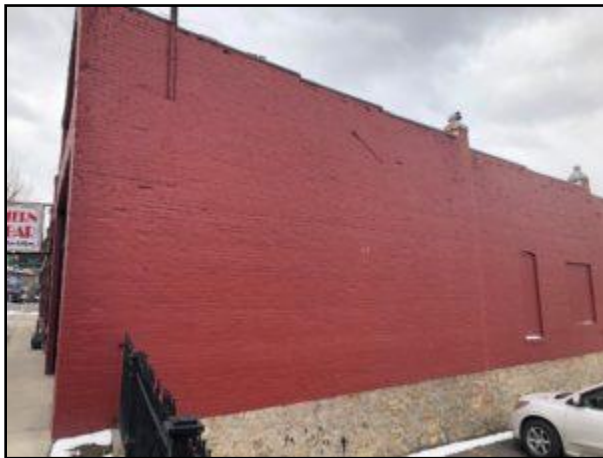


- ✓ Upgraded PVC event fencing to quality event fencing
- ✓ Assessment formula ad hoc committee exploring formula options
- ✓ Marketing “Rediscover Downtown Helena” radio ads, yard signs, bulletin boards



Façade Improvements

Western Gold LLC – 406 N Last Chance Gulch



Before: Blank canvas wall



After: Local artist and muralist creates a fun, identifiable marker

Boston Block LLC – 25 S Last Chance Gulch (Lasso the Moon)



Before: 20-year-old awning showing its age, torn, and tattered



After: Matching awnings addressing ongoing safety issues



Partnered Projects

- ✓ 300 block trees – received \$30,000 funding from the DURD – **City**
- ✓ Completed the “create a single downtown map for wayfinding, parking, attractions, and tourist information” (1.1.c. Master Plan) – **Tourism Alliance, DHI, CVB, Goodson Designs, Kevin League Photography, and Allegra Marketing Print and Mail**
- ✓ Printed and distributed over 2800 Free Downtown Helena Calendars – a 40% increase from the year before - **Kevin League Photography and Valley Bank**
- ✓ Holiday décor and upgrades - **Browline Property Services, City, and DHI**
- ✓ Moved office locations creating a community friendly co-working space – **Vigilante Shuttles, Community Crate, and Kevin League Photography**
- ✓ Graffiti abatement – **Clean Slate Group**
- ✓ 125 Streetscape flower baskets – **Chadwick Nursery**

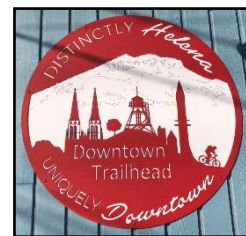
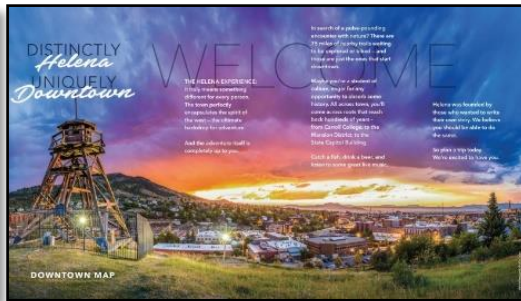
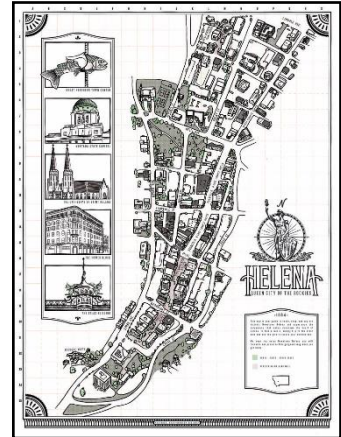


Photo Credit: Kevin League Photography



Photo Credit: Kevin League Photography

Programs and Services

The BID Board of Trustees hosts an annual retreat (February 9, 2021) to review polices, operations, and strategically plan for projects and services for the following year. Some of the projects are expected to be completed in the short term (up to 1-year), medium term (12 months to 24 months), or longer term (24 months or longer). Objectives listed below are the goals for FY22.

Table A. FY22 Objectives

Task/Project	Financial Contribution	Partners
Complete Assessment formula change	\$0	Committee of property owners
Holiday Décor Improvements & contract installation	\$8375	City and committee of self-interested individuals
Event Equipment	\$5500	
MOU with City on policy and operations relationship	\$0	
Streetscape beautification	\$19,625	City/contracted Services
Façade program	\$10,000	
Downtown Capital Improvement Plan	\$48,000 (\$64,500 partners and grants)	City/MBAC
Continued marketing with DHI	\$20,000	DHI
Graffiti program	\$10,000	Contracted services
Downtown banners	\$5,000	Contracted services
Summer flower program	\$23,000	Contracted services
Parklet program	\$2000	City (new in 2021)

As part of our key powers (2., 3., and 5. as stated under organization summary), the BID's streetscape and beautification efforts include services of 23 trash receptacles, hanging 125 flower baskets on cobra and decorative light poles, landscaping bulb outs (curb flower beds) along the 300 and 400 blocks, hanging approximately 150 summer and 150 winter banners including a banner program created in 2018 to allow businesses and events to promote their activities in the district, annual façade grant opportunities, hanging over 150 holiday decorations, and providing an equipment rental program for parades and events within a designated boundary. Under our contract for services with DHI, BID partners with DHI and assist with execution for promoting and advocating events in the district. Table B. breaks down the services and programs we provide.



Table B. Our Service Areas

Program / Service	Area
Trash = 23 receptacles	<p>Park Ave (1)</p> <p>The BASECAMP (1)</p> <p>6th Ave (2)</p> <p>Fuller Ave (1)</p> <p>Lawrence St. (2)</p> <p>14th St (1)</p> <p>15th St (1)</p> <p>N Last Chance Gulch (1)</p> <p>5-point intersection (1)</p> <p>God's Love (1)</p> <p>300 block (6)</p> <p>400 block (5)</p>
Graffiti	District – working with Clean Slate Group and City on a long-term maintenance plan
Flower Baskets = 125	<p>Cobra poles along Fuller Ave, N Last Chance Gulch, Neill Ave, Lawrence St, Great Northern Town Center, and 6th Ave.</p> <p>Decorative light poles along the 300 and 400 blocks</p>
Landscaping	11 planter beds along the 300 and 400 blocks
Banners	<p>With roughly 145 cobra and decorative light poles, the banner program allows for businesses to choose “zones” in which they may purchase fly time (hang time).</p> <p>The BID maintains two sets of banners: summer and winter. The banners are changed out annually in the spring and fall.</p>
Holiday Decorations	<p>Approx. 150 strands of lights, 150 bows, and 150 garlands are wrapped around the cobra and decorative lights poles from N Last Chance Gulch to the Library, Park Ave., Neill Ave., Fuller Ave., and Sixth St.</p> <p>Lawn decorations throughout the downtown</p> <p>Downtown holiday tree (partnership with local Boy Scouts) Three trees 2019 and 2020 in Anchor Park</p>



Montana Main Street Coordinator	To keep in good standing, we submit quarterly reports to Montana Main Street. In 2020, Helena was recognized as a top tier member in the Montana and National program and continues to maintain our organizational and revitalization benchmarks for top tier designation.
Façade Grant	Grants up to \$5000 per applicant on an annual basis. Program began in 2018. Applicants are required to be in the district and pay the assessment.
Equipment Rental	6ft. blue/red fence 8.5 ft. orange fence Sound System Stage Awning/ten Community Center/OWL Equipment rental is open to the public. DHI members receive a 25% discount.
Advocacy	Continue to be engaged in downtown community development while advocating for the business community and our property owners
Marketing	In 2019, BID worked with the Arcade Building to place a tv monitor in their window front to advertise and market happenings in the Downtown. BID and DHI have a joint marketing committee proving recommendations to the BID board for implementation.
Events	Assist Downtown Helena Inc. with execution of events albeit with event equipment, marketing, and/or planning. (Contract of Services and MOU)
Parklet Grant	In conjunction with the city's parklet application process, the BID is initiating a program in 2021 to assist applicants with funding costs.

Proposed FY22 Financials

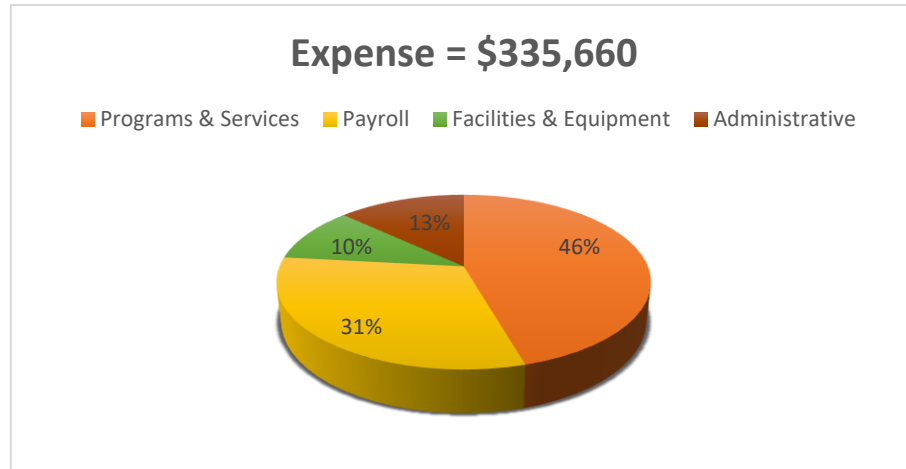
Projected income for FY22 is \$338,445. Projected expenses for FY22 are \$335,660. Our net income is projected at +\$2785.

During the creation process of 2019, property owners suggested an analysis of the assessment formula. From this request, an assessment ad hoc committee was formed. The committee includes two of our largest property owners, a non-profit owner, and three trustees of the board. It has been determined any recommendations to a levy change may occur for FY23 and staff are working with city staff on the potential changes.



For FY22, the board is recommending the same assessment as FY21. (Section 7-12-1133, MCA). The City finance team has calculated our expected income using approximately 430 parcels: 225 condo, 150 private, 40 public, and 16 vacant.

Chart A. Expense - \$335,660



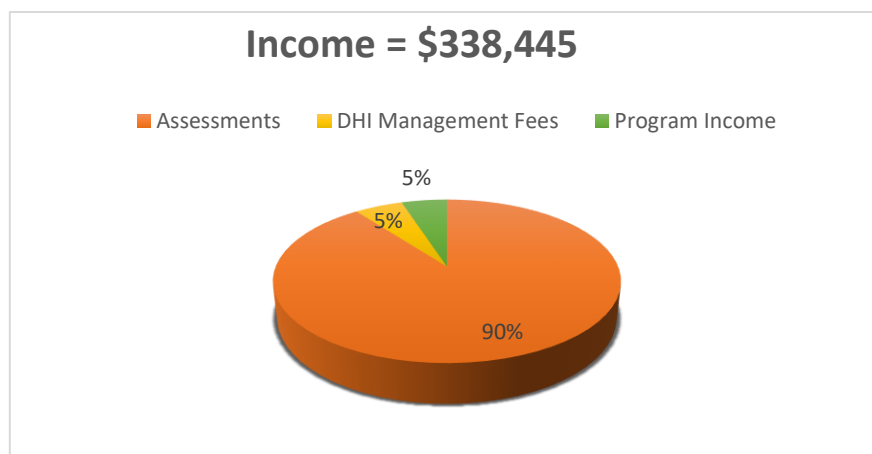
Administrative = 13% | \$43,850

Facilities & Equipment = 10% | \$34,260

Payroll = 31% | \$104,700

Programs and Services = 46% | \$152,850

Chart B. Income - \$338,445



Assessments = 90% | \$302,945

DHI Management Fee = 5% | \$18,000

Program Income = 5% | \$17,000



Table C. Assessment Recommendation

Private Property	Flat Rate	Square Ft.	Taxable Value
For each lot, tract or parcel, or group of lots, tracts or parcels aggregated for a single residential or commercial use, including accessory parking, and owned privately. Excluded from the assessment are lots, tracts, or parcels that are vacant with no habitable improvements and not used for commercial purposes.	\$425	\$0.03	3%

Public Property	Flat Rate	Square Ft.	Taxable Value
For each lot, tract or parcel, or group of lots, tracts or parcels aggregated for a single use, including accessory parking, and owned by a public entity, such as federal, state, county, city, school district and quasi-public entities Excluded from the assessment public properties that are vacant with no habitable improvements and public parks and squares.	\$425	\$0	\$0

The Team

Board of Trustees - Trustees serve terms of four years and may serve two consecutive terms



John Grant • 513-1122
Jackson, Murdo & Grant, PC
jgrant@jmgm.com
Term: 10/31/22 – 1st term

Why did you choose to sit on the board in a volunteer capacity?

I believe it is a civic duty to serve on worthy boards. Originally, I applied because of the seat on the Parking Commission.

What do you love most about Downtown Helena?

The small-town atmosphere. It is safe, friendly, and walkable.

What is your affiliation to downtown?

Home is in the Great Northern. Office is by the Courthouse.



Jake Heaton • 449-2847
Allegra Marketing, Print & Web
jake@allegrahelena.com
Term: 10/31/23 – 1st term

Why did you choose to sit on the board in a volunteer capacity?

I wanted to be on the board because I want to continue to help the businesses and culture of downtown Helena thrive. The downtown area is such a great part of our community that ties so many people together and it is important that we continue to invest in this part of our community.

What do you love most about Downtown Helena?

I love the diversity of our downtown. There is such a great blend of history, arts, recreation, shopping, and entertainment all within walking distance of each other. I love being able to walk from work to stores, restaurants, or the trail system so easily.

What is your affiliation to downtown?

I work at Allegra Marketing/Print/Mail, an anchor Downtown Helena business that supports so many other Downtown Helena businesses, nonprofits, and organizations.



Al Roy • 443-6473
Awards & Specialties Trophy Case
info@awardsmt.com
Term: 10/31/23 – 1st term
Elected Vice-Chair February 2021

Why did you choose to sit on the board in a volunteer capacity?

Helena business improvement district has made impressive impact recently and being a part of future polices and new growth directing the districts future is why I chose to sit on the board again. I can give back to my community and help keep small businesses thriving.

What do you love most about Downtown Helena?

The district is where it all happens, parades, pedestrian mall, cafes, music, shopping, historic, and friendly. There is always something going on in the downtown.

What is your affiliation to downtown?

I have been doing business in downtown Helena for three decades. I own properties.



Mark Roylance
Mosaic Architecture
markr@mosaicarch.com
Term: 10/31/22 – 2nd term

Why did you choose to sit on the board in a volunteer capacity?

I joined the board to help Downtown Helena realize its potential and was fortunate to have started my tenure at the beginning of the Downtown Master Planning process.

What do you love most about Downtown Helena?

I have lived all over the Northwest, but Helena struck me as special the first time I saw it. The mashup of impressive historic architecture and rugged topography gives Helena's downtown a rich and fascinating character, not to mention unequalled access to a remarkable trail system.

What is your affiliation to Downtown?

I am an architect with Mosaic Architecture, and I am passionate about vibrant urban places.



Rex Seeley • 443-4119
Montana Outdoor Sports
rexseeley@hotmail.com
Term: 10/31/24 – 2nd term
Elected Chair February 2021

Why did you choose to sit on the board in a volunteer capacity?

I joined to ensure the assessment was being spent wisely and used to promote downtown properties. I believe strong downtowns lead to a strong city.

What do you love most about Downtown Helena?

Growing up and currently, my family would shop downtown because of the variety and being able to interact with the business owners. Downtown is a fun place full of activity.

What is your affiliation to Downtown?

I have businesses and properties downtown.





Lee Shubert • 410-935-1440
Resident, Placer Condos
lwsfcclaw@gmail.com
Term: 10/31/21 – 1st term

Why did you choose to sit on the board in a volunteer capacity?

As a downtown resident I have, and have had, an abiding interest in the success, development, and preservation of Helena's historic downtown.

What do you love most about Downtown Helena?

The convenience. Living in the Placer Center, my wife and I can walk to many of the entertainment venues and restaurants in the area.

What is your affiliation to Downtown?

In addition to my residence, my son-in-law operates The BaseCamp.



Ryan Stavnes • 465-3038
Exit Realty of Helena
ryan@exitrealtyhelena.com
Term: 10/31/24 – 2nd term

Why did you choose to sit on the board in a volunteer capacity?

I choose to be on the Business Improvement District board in a volunteer capacity as it's a great way to lead by example. We have such a great Downtown area, and I love to see the progress made and the steps to make it improve even more.

What do you love most about Downtown Helena?

I love the spirit of Downtown Helena, and there is a great potential for those to live, work and recreate in our micropolitan-style of Downtown.

What is your affiliation to downtown?

I am in the real estate profession, and live and work downtown. It is so nice having many things within close walking distance, everything from entertainment, food and beverage, the arts, and wonderful residential options too.

Assigned Committee Appointments

Executive Committee – empowered by the Trustees to oversee actions of the board and act between meetings in matters that require immediate action and do not involve major questions of policy or funding. *Rex Seeley and Al Roy*

Streetscape Committee – charged with overseeing the programs that make Downtown Helena a beautiful, clean, and safe place to visit including but not limited to landscaping, cleanliness, public infrastructure maintenance and improvements, and signage. *Jake Heaton, Mark Roylance, and Lee Shubert*

Joint Marketing Committee - works with the executive director to create an annual marketing plan which sets forth the marketing efforts employed to 1) showcase the HBID's return on investment to its rate payers and 2) showcase a cohesive and consistent downtown image and brand to locals and tourists. *Jake Heaton and Ryan Stavnes (Sarah Hamblock and Chelsia Rice from DHI)*

Organizational Committee - an ad hoc committee that reviews areas of governance. *Al Roy and Lee Shubert*

Assessment Committee – an ad hoc committee charged with reviewing the assessment formula. *Mark Roylance, Rex Seeley, and Lee Shubert*

Holiday Decoration Committee – an ad hoc committee charged with ideas to enhance downtown holiday décor. *Lee Shubert, Mark Roylance, and Jake Heaton*

Staff



Micky Zurcher
Executive Director
mzurcher@helenabid.com
Tenure: November 8th, 2017



Mike Rooney
Operations Director, DHI
mrooney@helenabid.com
Tenure: July 27th, 2020



Helena Tourism Business Improvement District Fiscal Year 2021-2022 Work Plan

1 ORGANIZATION SUMMARY

The Helena Tourism Business Improvement District (TBID) continues to base our marketing and product development strategies on our mission.

The TBID is funded by a room assessment that the hoteliers voted into action to help market Helena. The TBID operates under the direction of the TBID Board of Directors and reports to the City of Helena.

The Helena Tourism Alliance (HTA) is the administrative organization of the TBID. The TBID Board meets monthly on the first Wednesday of every month at 1:30 pm in the Reeder's Alley Conference Center, 120 Reeder's Alley.

Helena TBID Organizational Mission

To promote and preserve Helena as a unique destination in order to increase occupancy for lodging facilities thereby creating vibrant growth in the local economy.

Helena TBID Organizational Vision

The Helena TBID is the premier partner and leading advocate for Helena's quintessential experiences and profound opportunities.

Helena TBID Organizational Values

- Integrity
- Innovation
- Communication
- Participation
- Effective Teamwork

Helena TBID Organizational Goals

1. **Community Partnerships:** Build relationships with the community and make a coordinated effort to communicate effectively.
2. **Market Helena:** Develop a marketing plan that builds awareness, educates, and utilizes extension partnerships.
3. **Big Picture:** Explore additional partnership opportunities by identifying unique travel experiences utilizing unconventional ideas.
4. **Organizational Development:** Create training to develop innovative board members, staff, and stakeholders to enhance participation.

2 COVID 19

We have the safety of residents and visitors in mind, and we will continue to stay informed, engaged and share accurate up-to-date information.

We plan to stay informed by following reputable sources. We know the City of Helena and the State of Montana prioritize the health and safety of citizens and visitors. We will continue to follow their guidance as well as work in coordination with The Montana Office of Tourism and Business Development and our tourism industry to promote the Montana Aware Campaign.

As the economy begins moving, we understand what travelers will be looking for will be very different and we will need to adjust our offerings to succeed. Many aspects of the tourism industry are shifting. We continue to look for ways to provide offerings that make Helena trips attractive for in-state, regional and domestic travelers. For our year-round local businesses and especially seasonal tourism businesses this is critical. We will continue researching and implementing essential strategies to ensure safety and drive success.

3 LEISURE RECRUITMENT

The TBID's overall leisure marketing strategy is to increase year-round visitation targeting regional and national visitors. Strategies and goals will continue to be assessed and expanded and will focus on innovative marketing to reach new and existing travelers.

The TBID will closely monitor opportunities for consumer trade shows such as the Travel and Adventure Shows and Outdoor Adventure & Travel Shows.

The TBID will work with regional and state partners to monitor the international landscape, while continuing to foster partnerships with domestic and international tour operators. In addition, we will weigh the option to participate in international travel recruitment shows like IPW, the travel industry's premier international marketplace and the largest generator of travel to the U.S and Rocky Mountain International (RMI)/The Real America) which markets to travel agents from western European nations such as the UK, France, Italy, Germany, etc.

4 HALF-WAY BETWEEN YELLOWSTONE & GLACIER NATIONAL PARKS

For people exploring Montana's National Parks, Helena offers the perfect half-way destination. Helena is 178 miles from the west entrance of Yellowstone National Park and 187 miles from the eastern portion of Going to the Sun Road in Glacier National Park, making us the perfect location to overnight and/or spend several days.

Helena will continue to position the community as the half-way destination between the parks and highlight that traveling this route offers fabulous scenery; some of Montana's most special heritage places; and an opportunity to relax and take a break. Our Google Adword buys, social media campaigns, SEO and web content are all focusing on Helena as the half-way point.

5 THE VISITOR EXPERIENCE

Designing a quality visitor experience has been a highly strategic priority of Visit Helena. Now more than ever, the TBID will work to align our destination's stakeholders, businesses and front-line employees to support tourism and assist in facilitating and meeting visitor expectations. Ensuring visitors have positive experiences will directly impact the future of tourism in Helena, Montana.

The goal is to successfully align the following sectors because we all benefit from a positive visitor experience:

- Attractions
- Downtown Merchants
- Hotel / Lodging
- Restaurants
- Shopping / Retail
- Realtors
- Citizens / Volunteers

Making sure travelers feel welcomed and enjoy their stay is a major priority, which is why the TBID offers Front-Line Training to help those working with visitors every day be informed about what Helena has to offer. Front-line employees are given the resources and the knowledge that they need to positively impact the visitor experience as well as increase the length of their stay.

Employees drive the customer experience. By developing and providing this resource for the hospitality industry and business community it will shine a light on the importance of visitor orientation and facilitation which will help elevate the city and champion visitation.

A positive visitor experience is a significant piece in recovery for the tourism industry. Visit Helena understands that the visitor experience plays one of the most important roles in growing visitation at a destination. Exceptional service leads to repeat visitation and extended stays. Making sure travelers feel welcomed and enjoy their stay is a major priority.

As Visit Helena approaches the 2021 warm season, visitor habits will have drastically changed due to the COVID-19 pandemic. For the Visit Helena Visitor Information Center, concerns potential visitors may have considering the current travel climate may influence traffic to the Center and may influence the reach. We will offer several other means to orient and facilitate the visitor through additional channels of communication.

6 GROUP TRAVEL & MEETINGS

The TBID will reevaluate our efforts on developing the group travel market and will be members of the American Bus Association (ABA) and the National Tour Association (NTA). We will plan on attending NTA Travel Exchange in May of 2022.

One of the focuses of the TBID is to encourage our local community to bring meetings to Helena. Efforts will focus on small market meetings. Growth in this segment will result in continued progress in hotel occupancy, average daily rate (ADR) and impact the local economy by filling restaurants, retailers and attractions.

7 TBID GRANT PROGRAM

The grant program has been around since 2013 and has provided financial assistance in supporting sports and tournaments, music festivals, outdoor recreation events and a variety of other events. The TBID Grant Program was revamped in FY20 to build upon the vibrancy of the community and inspire innovative and creative ideas for events or signature experiences; provide funding in the early planning stages; and maximize regional and national exposure by promoting the events early enough for visitors to include in their itinerary.

The TBID is committed to developing a more year-round tourism base and contributing to a healthy local economy by supporting local activities, spending, tax generation and jobs through increased visitation to the area. Therefore, we will actively promote and market this program

and invite local organizations and businesses to apply for grant monies with the purpose to grow the local tourism economy through increased visitor spending in Helena's lodging establishments. Other tourism partners such as retail, restaurant, transportation, and attractions will also benefit from increased visitation.

8 SPORT EVENTS & TOURNAMENTS

The TBID will continue to work with the Helena School District on bids for Montana High School Association Events. Even though Helena is limited with indoor facilities, we are keeping Helena actively involved in the bid process and are on the rotation cycle for tournaments. The TBID stays in close contact with the athletic director.

The TBID will continue to build relationships and support local sports organizations and be a valuable and innovative resource to tournament directors and associations in efforts to host and grow competitions that draw athletes and fans from across the region generating room nights for lodging partners.

Positioning Helena as a sports event destination will remain a priority for Visit Helena with staff looking at new technologies and innovations that will shape the future of sports events and sports tourism in Helena.

9 ARTS & CULTURE

The TBID will promote arts and culture in Helena. We will emphasize that Helena has a great deal to offer those who appreciate the fine arts: The Archie Bray Foundation for Ceramic Arts, Holter Museum of Art, Montana Historical Society Museum, Grand Street Theatre, Myrna Loy Center for the Performing and Visual Arts, and Helena Symphony. Numerous fine art galleries showing all types of art from traditional to contemporary and more, provide Helena with a solid mix of culture that will be highlighted.

10 BIKE HELENA

The Bike Helena brand is well-established in Helena and the TBID continues to highlight Helena as a mountain biking destination.

We work with the City of Helena Parks Department, Helena Open Lands, Helena/Lewis & Clark County National Forest and the Prickly Pear Land Trust to ensure that we are working in the best interests of everyone involved with our incredible assets – our trail system.

The Helena Trail Rider Program is running under the direction of the Helena TBID. This unique, no-fee community shuttle accommodates all trail users including hikers, trail runners and mountain bikers including locals and visitors alike. It is important to note the Trail Rider is a tool to help shuttle riders as well as disperse users throughout the system.

The TBID will continue to partner with Kurt Valiton, Vigilante Shuttles and Tours, to operate the shuttle. Kurt's love of the outdoors, local businesses, and the history of Helena, provides a memorable experience and ensures people's adventures are even more than they had hoped for while utilizing the Trail Rider.

Bikehelena.com will continue to offer information on trail opportunities and promote education on proper trail etiquette.

10 HERITAGE TOURISM & OUTDOOR RECREATION

Visit Helena is staying connected with the Montana History Foundation to promote a program called Helena History Hikes. This program is designed to promote heritage tourism and outdoor recreation by showcasing Helena's regional history through exploration of its surrounding environment.

Direct beneficiaries include Helena residents and tourists, with the broader economy of Helena serving as a secondary beneficiary. While Helena is surrounded by hundreds of miles of trails and marketed as offering "day hikes, mountain bikes, and Old West history", no combination of these subjects is offered as a guided or interpreted experience. Helena History Hikes will fill this void, offering visitors the opportunity to day hike and explore history. These guided hikes will investigate the interrelationships between human activity and the environment, bridging the divide between the urban and the wild, the human and non-human, and the sciences and the humanities.

The Montana History Foundation will also be adding a History Walk Tour: Breweries & Brothels. This tour will showcase Helena's brewing history and historic red-light district.

11 MARKETING METHODS

The TBID understands the critical need for an effective digital marketing strategy in today's ultra-competitive marketplace and will continue to work closely with the local creative marketing agency SOVRN.

The TBID continues to give Helena a strong presence in social media and the web. Facebook campaigns continue to grow our audience. Digital marketing continues to be crucial for our destination marketing organization as we vie against competing markets. The Media Plan is primarily digital allowing the plan to stay flexible with recurrent changes in creative and messaging. Search engine optimization (SEO), pay-per-click advertising, social media marketing, website design and optimization, and email marketing are a variety of services we will utilize to help us grow our tourism & destination business.

After redesigning Visit Helena's website in FY2020, in FY21 we will continue to focus on creating experiences targeting the potential visitor to Helena, providing information on travel and tourism while maintaining the commerce needs of the community. Using the Montana Brand Pillars and the Helena Marketing Plan, the design of the website will provide a user experience that follows the three phases of the travel decision process – inspiration, orientation, and facilitation. Creating an improved experience for website visitors by showing strong imagery and stories of activities in and around Helena is the goal.

12 MEDIA RELATION AND OUTREACH

Throughout the year, Visit Helena will continue to build relationships with influencers and journalists that will help grow the brand and inspire travel. Attending events such as Public Relations Society of America Travel and Tourism Conference can increase contacts and help build the influencer program. Visit Helena will proactively reach out as well as respond to appropriate media and influencers with original, relevant, and timely stories.

TBID Staff & Board of Directors

TBID STAFF

Andrea Opitz

Executive Director, Helena Tourism Alliance

aopitz@helenamt.com

(406) 449-1270

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Adrian Ambro

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FY2021-2022 HELENA TBID BUDGET

Current TBID Assets		\$459,000.00
Outstanding Projects/Payments		\$55,000.00
		\$404,000.00

June 2021 TBID Receivables		\$102,901.00
Estimated January 2022 TBID Receivables		\$112,492.00
Total FY 2021 Assets		\$619,393.00

Expense		
Administrative Staff + Taxes + Benefits		\$160,000.00
Professional Development Training		\$8,000.00
Operational Expenses		\$51,493.00
Walking Tour App		\$2,400.00
Front Line Training		\$2,500.00
Outreach Meetings		\$2,500.00
Voices of MT Tourism		\$2,500.00
Marketing		
Contract Management, Content Creation, Paid Digital		\$185,000.00
Conventions/Tradeshows		\$25,000.00
Publicity		
Travel media; branded merchandise, etc.		\$30,000.00
Opportunities & Grants		\$110,000.00
Sponsored Events		\$10,000.00
Reserves		\$30,000.00
TOTAL FY 2021 Expenses		\$619,393.00